Authorization to Release Confidential Student / Apprentice Records

I hereby authorize Northwest College of Construction to release confidential information contained in my student and/or apprenticeship records. I agree to hold NWCOC and its employees harmless for any unauthorized use of my released records.

STUDENT / APPRENTICE INFORMATION:

Name: _____
First Name Middle Initial Last Name

Address: _____
Street Address

_____
City State Zip Code

Phone Number: _____ Email: _____

RELEASE INFORMATION TO:

Organization Name: _____

Address: _____
Street Address

_____
City State Zip Code

Phone Number: _____ Email: _____

RECORDS TO BE RELEASED: check all that apply

- ☐ All Student / Apprenticeship Records
- ☐ JATC Correspondence
- ☐ Transcripts/Grades
- ☐ Tuition Payment History
- ☐ Employment History
- ☐ Wage Information
- ☐ Class Attendance/Schedule
- ☐ Personal Contact (Phone Address)
- ☐ Copy of MPR's
- ☐ On-the-Job and Related Training Hours
- ☐ Program Name
- ☐ Program Start and End Dates
- ☐ Section 3 information
- ☐ Other: _____

Release will remain in effect for 5 years from the date of signature unless revoked in writing.

Signature:_____ Date: _____

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