



# Financial Aid Information Release Form

*Please use black or blue ink while filling out this form.*

**Student Name**

**LMU ID**

This form is **OPTIONAL**. Only complete and return this form if you would like to authorize our office to release your financial aid information to individuals of your choice, including your parents.

The **Family Education Rights and Privacy Act (FERPA)** limits the release of information about your records without your explicit consent.

## Student Release of Information

I understand that any and all personally identifiable information concerning my financial aid and education records is protected under FERPA. Official LMU FERPA policies and procedures are on the Academic Resource page on the Registrar Office's website at <https://registrar.lmu.edu>. I further understand that I may waive that protection and give access of my records to individuals of my choice. This release pertains to my financial aid records.

I give the Financial Aid Office permission to release my financial records to the person(s) listed below:

**Full Name (First, MI, Last)**

**Last 4 digits of SS#**

**Relationship to Student**

☐ I do not authorize release of my financial aid information.

I acknowledge that this is valid until I have completed my current degree program at Loyola Marymount University. By signing this release, I authorize LMU's Financial Aid Office to release any financial records to the person(s) listed above. I understand that I can revoke this release at any time by submitting a new form.

Student Signature \_\_\_\_\_ Student Name  Date

### Contact the Financial Aid Office:

Monday to Friday, 8:00 am - 5:00 pm, Pacific Time.

The Financial Aid Office is located in Charles Von der Ahe building, Suite 270 on the 2nd floor. Financial Aid Counselors are available to meet in person on a walk-in basis.

**Mail:** LMU Financial Aid Office  
1 LMU Drive, Suite 270  
Los Angeles, CA 90045

**Phone:** 310.338.2753  
**Fax:** 310.338.2793

\*This release is not transferable to  
any other LMU office or department

### How to Submit this Form:

The Department of Education requires that documents containing personally identifiable information (PII) must be transmitted through secure means. This form cannot be submitted via email. You may mail or fax this form to the address or fax number listed to the left, or you may submit it as a PDF through our Secure Upload page available at [financialaid.lmu.edu/upload](http://financialaid.lmu.edu/upload)

For Office Use Only:  
RRAAREQ - FERPA at C  
Etrieve - FERPA

FAO Staff Initial \_\_\_\_\_  
Date: \_\_\_\_\_