

**HOUSATONIC COMMUNITY COLLEGE
CONFIDENTIAL INFORMATION AUTHORIZATION
FOR FINANCIAL AID**

The Family Educational Rights and Privacy Act (FERPA) sets limits on the disclosure of personally identifiable information. Therefore, the Financial Aid office can only discuss a student's records or other related information with the student directly.

The student and the Financial Aid office may agree on a third party ("Authorized Person") with whom the student's confidential information may be discussed. Written consent from the student is required, which is the purpose of this document. This document will only be used by the Financial Aid office.

Please keep in mind that the Financial Aid office retains the right to refrain from discussing any information with the Authorized Person in certain situations. **Confidential information discussed with the Authorized Person will be limited in all situations to matters pertaining directly to the student's Financial Aid information.**

Authorized Person Information

Authorized Person: _____ Relationship to Student: _____

Phone #: _____

Student Information

Student Name: _____ Banner ID#: _____

Phone #: _____

"I, _____ permit the Financial Aid office to discuss my confidential Financial Aid information with the Authorized Person listed above."

Student Signature

Date

**Housatonic Community College Financial Aid Office, Lafayette Hall Room L111
900 Lafayette Blvd, Bridgeport, CT 06604 · Phone: (203) 332-5047 · Fax: (203) 332-5253 · Email: hc-finaid@hcc.commnet.edu**