



FERPA Letter of Recommendation Release Form

Student ID _____

Last Name _____ **First Name** _____

Faculty Name _____

I am respectfully requesting a letter of recommendation to be sent to :

Name of recipient: _____

Address: _____

Please include the following information:

____ course (s) completed

____ grades earned

____ attendance

____ classroom participation

____ GPA

____ other _____

Student Signature _____ **Date** _____