**Community College *of* Philadelphia**

**AUTHORIZATION TO DISCLOSE STUDENT RECORDS AND INFORMATION**

# IMPORTANT -PLEASE READ CAREFULLY

Community College of Philadelphia (the College), in compliance with the *Family Educational Rights and Privacy Act of 1974* (FERPA)*,* has designated the following items as directory information: student's name; program of study; dates of attendance; and degrees, honors and awards received along with dates. Community College of Philadelphia may disclose any of the above listed items without the student's prior consent, unless the Office of Student Records and Registration is notified in writing to the contrary. Pursuant to FERPA, all other student information is considered confidential and will not be released, with certain exceptions, without the student’s written permission.

Samuel Staten Sr. Pre Apprenticeship Program is requesting we provide the results of any CASAS testing conducted through Community College of Philadelphia. In order to provide Samuel Staten Sr. Pre Apprenticeship Program with the required information, we are asking that you agree to the terms of this Authorization to Disclose Student Records and Information Form by signing below and returning the form to Peggy Dugan at mdugan@ccp.edu.

# I hereby authorize Community College of Philadelphia to release the above-specified information from my education records to Samuel Staten Sr. Pre Apprenticeship Program. This release will remain in effect until revoked by me in writing. I understand that by signing this authorization, I am waiving my rights of nondisclosure of these records under federal law.

# Name: Vincent Lanzilotti

# Email Address: vlanzilotti@launchphilly.org

# Signature:

# Date: 2/24/2023