

This authorization allows another individual (*proxy) to represent you on behalf of Blinn College business, following the Family Educational Rights and Privacy Act of 1974, also known as FERPA. It is valid for all Blinn College departments including but not limited to Academics, Admissions & Records, Academic Advising, Business Services, Disability Services, Enrollment Services and Financial Aid.

This authorization does not expire. It remains active until the student revokes access in writing, and submits the revocation to Enrollment Services. Individual forms are required for each proxy authorization. The student (not the proxy) has the ultimate responsibility for complying with applicable requirements, policies, payments and deadlines.

Please note: In order to obtain information about financial aid the proxy may need additional information about the student such as social security number, date of birth, cumulative GPA, course history, most recent semester attended, grades earned, personal email address, Blinn email address, and cell phone number.

To allow another person access to your records (in-person, via email or telephone) follow the steps below:

- Submit this completed form to Enrollment Services.
- If submitted via email attachment, mail, or fax, **this form must be notarized and submitted with a copy of the student's valid photo ID.**
- Submit a copy of the proxy's valid photo ID.

PRINT proxy name below:

I hereby authorize _____ access to my educational records and to act on my behalf for all Blinn College business.

Printed Student Name

B00 _____
Blinn ID Number

Student Signature

Date

Sworn and subscribed to me, on the _____ day of _____, 20_____, to certify which witness my hand and official seal.

Notary Public Signature

Brenham: 902 College Ave.; Brenham, TX 77833; Bryan: PO Box 6030; Bryan, TX 77802
Fax (979) 830-4110: admissions@blinn.edu