



BUREAU OF INDIAN AFFAIRS PATHWAYS INTERNSHIP PROGRAM

3/16/19

Student Internship Educational Records Release Form

Purpose: Under the guidelines of the Family Educational Rights and Privacy Act of 1974 (FERPA) to release or discuss the educational records indicated below to the individuals or agencies also listed below. FERPA is a federal law designed to protect the privacy of education records, to establish the right of students to inspect and review their educational records, and to provide guidance for the correction of inaccurate and misleading data through informational and formal hearings.

NOTE TO STUDENT: A NEW FORM IS REQUIRED IF YOU CHANGE SCHOOLS.

Also, you must contact the Pathways Program for approval before you make any academic changes due to changes that may impact your Participant Agreement and progress toward completing their academic and program requirements by the established date.

Employee Information		
Student Name (<i>First and Last</i>)	Student ID	Telephone Number

Academic Institution Authorized to Release (*Name, City, State*):

Information to be Released:

Reason for Release: This information is required for continued eligibility under the BIA OTS Pathways Internship Program in which students must meet and maintain all qualifications requirements, including any positive education requirements under the Bureau of Indian Affairs Pathways Internship Program and in accordance with the provision under Personnel Bulletin 13-04 Department of the Interior Pathways Program, and the Pathways Program rules codified in the 5 CFR 362.

Person(s) Authorized for Release:

I am aware of the Family Educational Rights and Privacy Act of 1974 (FERPA) and Privacy Act of 1974 and hereby authorize the release from my file of any information specified above.

Student Signature: _____ Date: _____

PRIVACY ACT OF 1974

The Privacy Act of 1974, 5 U.S.C. § 552a, establishes a code of fair information practices that governs the collection, maintenance, use, and dissemination of information about individuals that is maintained in systems of records by federal agencies. A system of records is a group of records under the control of an agency from which information is retrieved by the name of the individual or by some identifier assigned to the individual.

The Privacy Act requires that agencies give the public notice of their systems of records by publication in the Federal Register. The Privacy Act prohibits the disclosure of a record about an individual from a system of records absent the written consent of the individual, unless the disclosure is pursuant to one of twelve statutory exceptions. The Act also provides individuals with a means by which to seek access to and amendment of their records, and sets forth various agency record-keeping requirements.