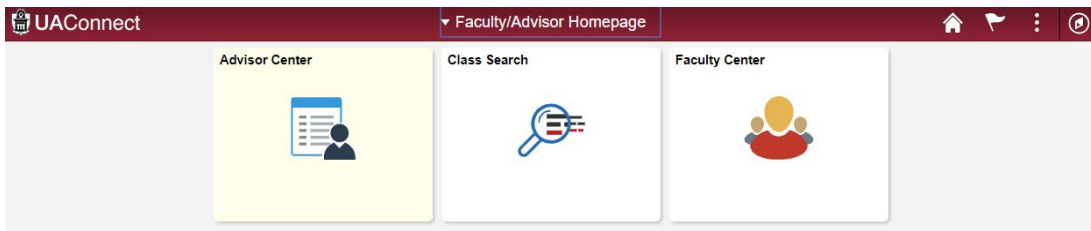


## Viewing FERPA 3<sup>rd</sup> Party Release

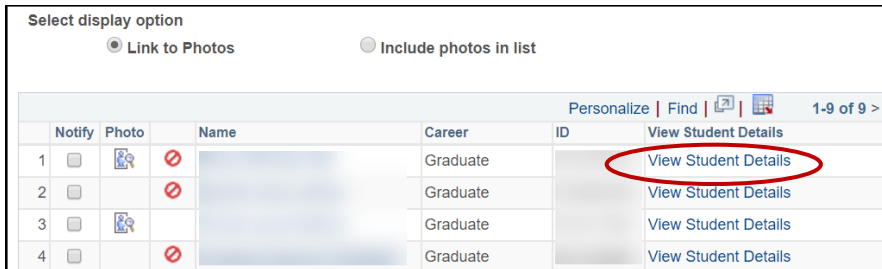
A student may choose to allow certain people, such as parents, to view his/her student education records. Before releasing any educational information to a 3<sup>rd</sup> party, verify that consent has been granted by the student.

### Viewing - Consent to Release of Education Records

1. Log in to your UAConnect **Faculty/Advisor Homepage**.

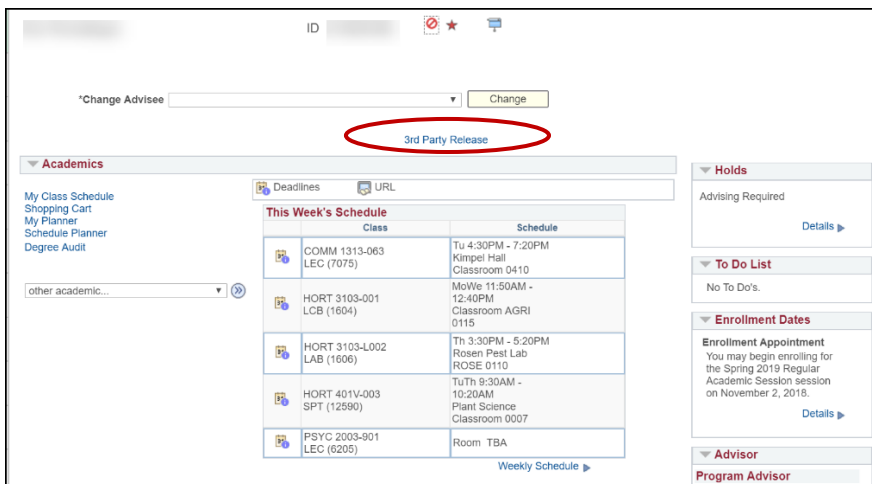


2. Click on the **View Student Details** link.




3. Click the **3<sup>rd</sup> Party Release** link to display to whom the records may be released.

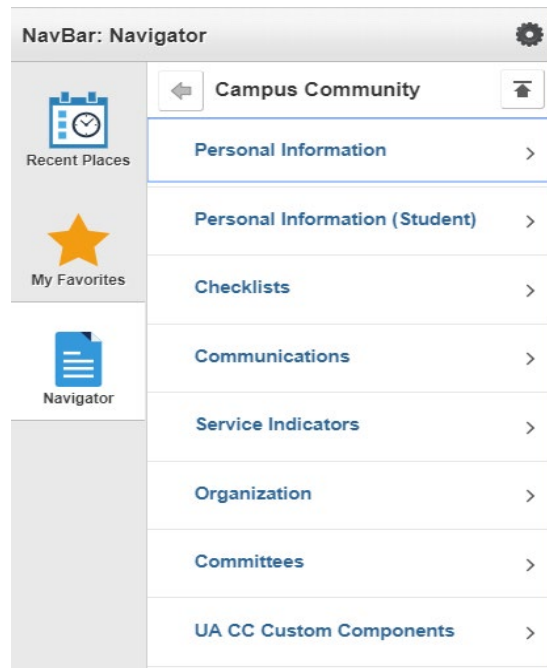
**NOTE:** The 3<sup>rd</sup> Party Release link is available from most advising pages and will display *only* for students that have completed the consent form.





To navigate directly to the FERPA 3<sup>RD</sup> Party Release Inquiry screen,

1. Log in to your UAConnect Faculty/Advisor Homepage.
2. and click the Navigator icon. 
3. Follow the navigation as listed: [Campus Community](#) > [Personal Information](#) > [Biographical](#) > [Person FERPA](#) > [FERPA 3<sup>RD</sup> Party Release Inq.](#)



4. Enter student ID or Name for Search.
5. Click **Search**.