



FERPA PRIVACY- STUDENT AUTHORIZATION TO RELEASE INFORMATION

TSTC-HARLINGEN ID#: _____

Student's Full Name (please print): _____

Student's Address _____

Home Phone: _____ Cell Phone: _____

FERPA Notice

The Family Educational Rights and Privacy Act of 1974 (FERPA), initially called the Buckley Amendment, allows students at an institution of higher education to control outside access to their education records, including requests for personally identifiable information from their parents, guardians, or others as designated by the student. Students can provide a standing release allowing the Financial Aid Office to disclose financial aid information to others. To do so, the following declaration must be completed.

I, the above named student, hereby declare that Texas State Technical College Harlingen may release financial aid information to the following designee(s):

Designee: _____ Relationship _____
(Last First MI)

Designee: _____ Relationship _____
(Last First MI)

Privacy, Information, and Identity

Protect your privacy, information, and identity. When you call our office, we will need your TSTC student ID and your security PIN.

To update and personalize your PIN follow these steps:

- Log in to the TSTC portal. https://my.tstc.edu/portal/main.html
On WebAdvisor -
Select the Students Menu
On the Communication tab, select PIN Modification
Enter a number or phrase that you want to use.
Keep it in a secure location.
Provide us your ID and your PIN when you contact our office.
Do not share your PIN.

For login assistance, click on the HELP tab and/or call the HelpDesk 956.364.5000

The person who you authorize to obtain information should know the PIN (number or phrase), as you set it up on WebAdvisor. Please make sure to update your information on WebAdvisor.

I understand that this release is in effect until revoked in writing by me.

Student's signature: _____ Date _____

Please return this release to:
Financial Aid Office
Texas State Technical College
1902 N. Loop 499
Harlingen, Texas 78550
(956) 364-4330 • Toll Free 1-800-852-8784, Ext 4330 • Fax (956) 364-5119

PRIVACY NOTICE

State law requires that you be informed of the following:

- (1) with few exceptions, you are entitled on request to be informed about the information the College collects about you by use of this form;
(2) under sections 552.021 and 552.023 of the Government Code, you are entitled to receive and review the information; and
(3) under section 559.004 of the Government Code, you are entitled to have the College correct information about you that is incorrect.