



Office of the Registrar
1000 Galvin Road South
Bellevue, NE 68005

Fax To:
Corporate Enrollment
877-873-4470

ACADEMIC RELEASE FORM

I, _____,
Print student's name

Convergys Employee ID# _____ Bellevue University Student ID# _____

hereby authorize my employer, Convergys, Bellevue University's Human Capital LabSM and Capital Analytics to access my Employee ID, enrollment information, and status (P3CM) for the purpose of processing registration, acknowledgement of course completion, and research purposes.

I understand by signing this authorization, I am waiving my rights of nondisclosure of student records under the Family Educational Rights and Privacy Act of 1974 (FERPA) to Convergys, Bellevue University's Human Capital Lab, and Capital Analytics.

My permission for this release of information is valid as long as I am an employee of Convergys. It is the student's responsibility to notify the Registrar's Office at Bellevue University should employment status change thus nullifying this release.

If you have any questions, contact Bellevue University toll free at 866-827-8467.

Student's Signature _____ Date _____

FREQUENTLY ASKED QUESTIONS

WHAT IS FERPA?

The Family Educational Rights and Privacy Act of 1974 (Buckley Amendment) prohibits access to, or release of, education records or personally identifiable information contained in such records.

WHAT TYPES OF INFORMATION WILL BE RELEASED TO THE DESIGNATED PARTIES IF I SIGN THIS RELEASE?

Education records as designated under FERPA may be released upon request by designated parties. (PLEASE NOTE: This form does not give another party the right to act on your behalf.)