

Family Educational Rights and Privacy Act (FERPA)
Request to Inspect and Review Educational Records maintained by Butler University
(Policy statement located at: <https://www.butler.edu/student-life/student-handbook/rights-responsibilities/privacy-rights/>)

Once your request is received, the University will respond within 45 days.

First Name

Last Name

Any other name under which you were enrolled at Butler University

Student ID Number

Birthdate (MM/DD/YYYY)

Email

Phone (XXX-XXX-XXXX)

Last semester and year of attendance; if you are a current student, enter "current"

Records requested

List the specific educational records you are requesting to inspect and review. Please note that this does not allow for copying or photographing of the materials.

I affirm that I am the individual named on this form and that I am entitled under FERPA law to request specific student records as detailed above.

Signature

Date