

Hunter College Office of Prestigious Scholarships Release Form, Waiver and Certification

The Hunter College Office of Prestigious Scholarships (OPS) assists and supports students at Hunter College (the "College") in their preparation for certain outside highly competitive scholarship and fellowship competitions ("Award Competitions, in many instances, is responsible for nominating students, writing letters of recommendation and/or submitting applications and supporting materials to the Award Competition committees.

The Family Educational Rights and Privacy Act of 1974 (FERPA) prohibits access to, or release of, a student's educational records or personally identifiable information in such records (other than certain specified "directory" information) to third parties without the written consent of the student, with certain regulatory exceptions.

This form sets forth some of OPS's expectations for students working with the office. This form also allows students to (i) authorize the release of their Hunter College educational records to Award Competition committees, (ii) authorize the College's use of their biographical information to publicize their nomination or receipt of an Award, (iii) waive their rights to view faculty and institutional letters of recommendation or endorsement and (iv) authorize OPS to use their successful applications as examples for future applicants.

1) I understand that it is an honor and privilege to apply for an award or Hunter's nomination for an award in one or more Award Competitions. I acknowledge that both my personal reputation and the reputation of the College can benefit from the manner in which I represent myself and the College. I will do everything within my control to safeguard my good name and that of the College throughout the Award Competition

2) I certify that all of the information I include in my application for an Award, including listings of activities and awards, research undertaken or planned, and personal statements or other essays, are my own work and are accurate and honest to the best of my knowledge.

3) I give permission to the College to release my application and all supporting materials, including faculty and institutional letters of recommendation, and any other information from my education records, including grade point average, transcripts, individual course grades, individual assignment grades, disciplinary records, academic integrity records, to the applicable Award Competition committees and/or committee members.

4) I hereby waive my right to view faculty and institutional letters of recommendation or endorsement which are written for the purpose of Award Competitions. While copies of these letters may be provided to me by the authors, I understand that this is done as a courtesy by the author and does not affect this waiver.

5) I grant permission for the College to use my biographical information to publicize my nomination and/or receipt of any Award.

6) OPS would like to make successful applications and supporting material available to future applicants as an example for them to review as they prepare their own applications. To the extent feasible, OPS would redact personally identifiable information from the application and supporting materials; however, given the personal nature of the application and supporting materials, the applicant may remain identifiable. With this knowledge, I give _____ / do not give _____ OPS permission to make my redacted application and supporting materials available to future applicants (please initial one).

This Release form, waiver and certification will remain in effect until revoked by me in a signed writing, delivered to OPS.

Name

Signature

Date