



Consent to Release Information to Private Outside Scholarship Organization

The form is used by students to authorize the release of information of their personal, financial, and educational records to a third-party for the purpose of receiving a scholarship. Marquette University will NOT release a student's information unless authorized to do so by the student.

Marquette University's policy regarding the confidentiality of student records is in keeping with the Family Educational Rights & Privacy Act (FERPA), the Higher Education Act of 1965 (HEA), the Privacy Act of 1974, and other federal regulations. Disclosure of student data is only permitted in the cases in which the student has provided explicit written consent. This disclosure assists the student in applying for and receiving financial assistance.

Marquette Central must receive this form to disclose any non-directory information to a scholarship organization.

INSTRUCTIONS: Complete the form and provide the contact information for any scholarship organizations you would like Marquette to release your student information to. The completed form can be uploaded using [Document Upload](#) found under the Financial Aid tile in [CheckMarg](#) or submitted in person to Marquette Central (Zilber Hall, suite 121).

NOTE: Photographs of documents are not acceptable, see [Scanning Documents with your Phone](#) for assistance.

Student Information

Last Name	First Name	M.I.	Marquette Identifier (MUID)
Address (include apt. no.)			Date of Birth
City	State	Zip Code	Phone Number (include area code)

Scholarship Organization Contact Information *(Attached a separate sheet if additional space is needed.)*

Organization Name	Address	Scholarship Coordinator Contact Information
Organization Name	Address	Scholarship Coordinator Contact Information
Organization Name	Address	Scholarship Coordinator Contact Information

I authorize the release of my financial aid information, limited to expected family contribution (EFC), award program amounts, registration status, financial need information, cost of attendance, and compliance with Satisfactory Academic Progress, to the above organization(s). This release is only valid for the 2025-26 academic year to assist the student in applying for private outside scholarships and can be canceled during the year by submitting a written request to Marquette Central. A new form must be submitted for each academic year the organization requests information.

This form must be hand signed; electronic signatures are not accepted.

Student's Signature _____ Date _____

Please note: If the scholarship organization is requesting an official transcript a transcript order will need to be completed. Visit mu.edu/registrar and select Transcripts from the Quick Links menu for instructions.