



NORTHWESTERN
UNIVERSITY

Office of the Registrar • 633 Clark Street • Evanston, IL 60208

Authorization of Grade Disclosure

Quarterly grades are not mailed but are available through CAESAR. A printout of the CAESAR record may be made for verification purposes.

If a copy of the quarterly grades needs to be mailed, please fill out the form below.

I, the undersigned, understand that my consent is required, by the Family Education Rights and Privacy Act of 1974, as amended, (FERPA) for the Office of the Registrar to release my grades to someone other than myself.

By signing this authorization, I am authorizing the Office of the Registrar to send my grade report to the person or persons listed below at the end of each term.

I understand that this release does not permit the disclosure of these records to any other persons without my written consent.

Send quarterly grade report to:

Name

Name

Address

Address

City, State, Zip

City, State, Zip

I understand that this signed release will terminate at the end of my enrollment at Northwestern University or by providing a written termination notice to the Office of the Registrar.

Student Name (print)

Student ID

Student Signature

Date