



**MSOE Registrar's Office**  
**CC365**  
**Phone: 414-277-7215**  
**Fax: 414-277-6914**

## **RELEASE OF GRADE REPORTS**

By law, MSOE cannot release academic information about specific students without a signed release from the student. After the close of each academic term, you will automatically have access to your report card via myMSOE. However, without your written consent, we are legally prohibited from releasing your grades to anyone else. If, therefore, you wish to have your grades mailed to your parents, your employer, or anyone else, you must so indicate on this form.

**Student Name (please print):** \_\_\_\_\_

**Student Number:** \_\_\_\_\_

**Please note that typically the name listed below is NOT the student's name because he or she will already have access to his or her own grades.**

**Please send my grades to:**

**Name (please print):** \_\_\_\_\_

**Company (if applicable):** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**This release will stay in effect until it is rescinded in writing.**

**Student Signature:** \_\_\_\_\_

**Today's Date:** \_\_\_\_\_

For information about the Family Educational Rights and Privacy Act of 1974, please contact the MSOE Registrar's Office or their office Web site.