



Third Party Transcript Release Authorization

In compliance with the Family Educational Rights and Privacy Act (FERPA), a student may use this form to give consent for BYU to disclose information to a third party. This consent is for one-time use only. BYU will not keep it on file.

TRANSCRIPT FEE eTranscript: \$6.00 | Paper Transcript - Mailed: \$7.00

SHIPPING FEE Standard USPS: \$2.50 | USPS International: \$5.25
FedEx Standard Priority - Domestic: \$30.00 | FedEx International Priority: \$55.00

PROCESSING TIME eTranscripts will be sent within 24 hours. Paper transcripts with standard shipping are sent within 1 business day. Paper transcripts with FedEx shipping are sent same day if the order is received before 12:00PM (MST) or the next business day if received after 12:00PM. Additional time required for records from before fall semester 1979.

NOTE This form is for **BYU university level courses** only. Transcripts for high school Independent Study courses should be ordered through <https://is.byu.edu/>

STUDENT INFORMATION (ALL FIELDS ARE REQUIRED)

Current Name (Last, First, Middle) _____ BYU ID or SSN _____
All Other Names Used _____ Birth Date _____

Phone Number _____
Dates of Attendance _____
Email Address _____

RELEASE INFORMATION

Name of Third Party: _____
What is being released: Official BYU Transcript _____
Purpose of the release: _____
Where will the transcript be sent: (Email or Mail)
Mail Address: _____ Email Address: _____

I hereby authorize Brigham Young University to release my transcript from my records to the third party listed above.

STUDENT SIGNATURE (REQUIRED AND MUST BE HANDWRITTEN)

DATE