



**State Council of
Higher Education for Virginia**
Advancing Virginia through Higher Education

GAINING EARLY AWARENESS AND READINESS FOR UNDERGRADUATE PROGRAMS

Federally Funded Grant – 2014-2021

STUDENT INFORMATION RELEASE FORM

Note to the student/parent:

As a condition of receiving federal GEAR UP funds, the U.S. Department of Education requires that the State Council of Higher Education for Virginia (SCHEV) follow the performance and progress of GEAR UP participants through high school. This signed form should be returned to your child's middle school counselor allowing our program staff to receive copies of your child's school academic and attendance records for tracking and reporting purposes, as well as to enable SCHEV staff to design individualized academic support services as needed for your child. All information collected under this program will remain confidential and will be protected in accordance with state and federal statutes. This form, as dated below, will serve as the only records-release form valid from the date signed until high school graduation.

Note to high school administrators and counselors:

As a condition of receiving federal GEAR UP funds, the U.S. Department of Education requires that the State Council of Higher Education for Virginia (SCHEV) follow the performance and progress of GEAR UP participants through high school. Parents should return this signed form to the middle school counselor and then it should be forwarded to SCHEV, allowing our program staff to receive copies of each GEAR UP cohort member's school academic and attendance records for tracking and reporting purposes, as well as to enable SCHEV staff to design individualized support services as needed for GEAR UP students. All information collected under this program will remain confidential and will be protected in accordance with state and federal statutes. This form as dated below will serve as the only records-release form valid from the date signed until completion of the GEAR UP program, estimated to be in 2021. Due to the transient nature of students, it is impractical to seek annual updates of this form. The parent's/guardian's and student's signatures below indicate their acknowledgement that this form will be used for the duration of the GEAR UP college preparatory program estimated to be complete in the year 2021. Thank you for honoring our request for information.

Student/Family Agreement:

I understand that as part of the Commonwealth of Virginia GEAR UP selection process, my school records including transcripts, report cards, financial aid status, standardized test scores and academic progress and attendance reports may be examined by SCHEV staff. Records will not be identifiable to those outside of the grant program. I also understand that SCHEV will continue to require this information for the duration of my high school years.

I hereby give permission to the attending school and SCHEV staff to receive the above referenced information from my child's middle school and high school as needed, and extend its validity from the date signed until completion of his/her participation in GEAR UP Virginia.

Please Print Parent/Legal Guardian's Name

Parent/Legal Guardian's Signature

Date

Please Print Student's Name

Student's Signature

Date

Student's Middle School