



(02/19)

1120 N. Ocoee St., Cleveland, TN 37311
(423) 614-8200

Permission to Release Education Record

***Note:** For release of transcript (courses taken and grades earned), **please order online at:** <http://www.leeuniversity.edu/records/transcripts-records.aspx>.

Requested By (Student/Alum):

Release To (Specific Recipient):

Last Name / First Name

Last Name / First Name

Student Identification Number

Organization/School

Date

Address

City, State, Zip

Education record information to be released (please be specific):

Purpose of release (please be specific):

I give permission for Lee University to release the specified information to the specified recipient listed above. *

Student Signature / Date

Office Use Only

Action Taken: Completed Filed Held Other

Date

By Whom