

**GATEWAY COMMUNITY COLLEGE  
CONFIDENTIAL INFORMATION AUTHORIZATION  
FOR FINANCIAL AID**

The Family Educational Rights and Privacy Act (FERPA) sets limits on the disclosure of personally identifiable information. Therefore, the Financial Aid office can only discuss a student's records or other related information with the student directly.

The student and the Financial Aid office may agree on a third party ("Authorized Person") with whom the student's confidential information may be discussed. Written consent from the student is required, which is the purpose of this document. This document will only be used by the Financial Aid office.

Please keep in mind that the Financial Aid office retains the right to refrain from discussing any information with the Authorized Person in certain situations. **Confidential information discussed with the Authorized Person will be limited in all situations to matters pertaining directly to the student's Financial Aid information.**

Authorized Person Information

Authorized Person: \_\_\_\_\_ Relationship to Student: \_\_\_\_\_

Phone #: \_\_\_\_\_

Student Information

Student Name: \_\_\_\_\_ Banner ID#: \_\_\_\_\_

Phone #: \_\_\_\_\_

**"I, \_\_\_\_\_ permit the Financial Aid office to discuss my confidential Financial Aid information with the Authorized Person listed above."**

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

\_\_\_\_\_  
**Date**

Gateway Community College Financial Aid Office, Room N215  
20 Church St., New Haven, CT 06510 • Phone: (203) 285-2030 • Fax: (203) 285-2036 • Email: gw-finaidhelp@gatewayct.edu