

# FERPA CONSENT TO RELEASE CLASSROOM RECORDINGS & MEDIA

Instructions:

Step 1: Student/Faculty complete information for the course.  
Step 2: Student submits to faculty member.  
Step 3: Faculty member keeps a copy and submits original to  
Records and Registration at [this link](#).

Instructions on how to save and  
upload forms are provided [here](#).

**Step One:** To be completed by the **student**.

UNM ID Number	Date	Term	CRN
Student Name	Department	Course Number	Section Number
Student Signature*			

\*By signing this FERPA CONSENT TO RELEASE, I acknowledge that the class section identified above and projects that are associated with this class may be audio and/or video recorded. I authorize The University of New Mexico to release the education records that consist of my likeness or voice as I participate in the class identified above. This includes, but is not limited to, presentations I may make or questions I may ask in the class and/or in the recording of presentation slides or other materials I have created for the class. I understand that by signing this release, these recordings may be released to the following person(s)/entities:

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For the following purpose only: \_\_\_\_\_

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Time limit for this release is for:  30 days  for the current term only  for an unlimited time

I understand my agreement is voluntary and is not a condition or requirement of my participation in the course and that, if I decline to authorize release, the faculty member will still work with me to enable my participation in the course.

- Yes, I agree to the above terms.  
 No, I do not agree to the above terms.

Comments: \_\_\_\_\_

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**For Official Use Only:**

Faculty Name	Date
Student ID Verified	Posted By
	Date