

**CREDENTIALS FILE AUTHORIZATION REQUEST  
MISSISSIPPI UNIVERSITY FOR WOMEN**

A student may release all or part of the credentials file to assist in securing employment, internship opportunities, or admission to graduate school. In compliance with Public Law 93-380 (Family Education Rights and Privacy Act, 1974, Amended), a student must grant permission to release information to prospective employers, internship supervisors, or graduate/professional schools. A student must also choose to retain or waive the right to access information in the credentials file. This authorization form must be completed before a credentials file can be established.

I, \_\_\_\_\_, authorize the Mississippi University for Women Office of Career Services to release, upon my request, all or part of my credentials file to assist in securing employment, internship opportunities, and/or admission to graduate/professional schools.

I authorize do not authorize (select one) the release of all or part of my credentials file upon the request of employers, internship supervisors, and/or graduate/professional schools.

I have the opportunity to have my credentials information sent on three occasions at no cost to me. For any mailings beyond the third one, I will assume the costs.

I choose to waive retain (select one) the right to review the contents in my credentials file.

I may withdraw this authorization for all or part of my credentials file at any time by submitting a written, signed request to the MUW Office of Career Services.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Address \_\_\_\_\_ Telephone \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Social Security # \_\_\_\_\_ Graduation Date \_\_\_\_\_

Major \_\_\_\_\_

Degree \_\_\_\_\_ E-mail \_\_\_\_\_