

For Office Use Only: Date Received: _____ Counselor: _____

CDH Class of 2023 College Application Contract & FERPA Release Authorization

**Due two weeks before your first published college admission
deadline or no later than Monday, December 5, 2022**

Under the terms of the Family Educational Rights and Privacy Act (FERPA), you can review recommendations and accompanying forms if you are age 18 or older or upon enrollment at a postsecondary institution provided that institution saves the documents. You may, however, waive this right of access altogether.

Why should you waive your right of access? Waiving your right lets colleges know that you will never try to read your recommendations. That in turn reassures the colleges that your recommenders have provided support that is candid and truthful. While you are free to respond as you wish, if you choose not to waive your right, some recommenders may decline your request for a letter, and some colleges may disregard recommendations submitted on your behalf.

Please check each point below:

- I have read and understood the FERPA Release Authorization explanation above.
- I authorize every school that I have attended to release all requested records and recommendations to the colleges to which I am applying for admissions. I also authorize employees at these colleges to confidentially contact my current and former schools should they have questions about the information submitted on my behalf.
- I understand that my waiver selection or no waiver selection will pertain to all colleges to which I apply.
- I understand that it is Cretin-Derham Hall's policy to keep all letters of recommendation confidential.
- I authorize my counselor to disclose the following conditions/circumstances:
_____.

Please check one:

- I waive my right to review all recommendations and supporting documents submitted by me or on my behalf (suggested).
- I do not waive my right to review all recommendations and supporting documents submitted by me or on my behalf.

Student Name (please print): _____

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

List the schools you are applying to below:

Enter the <u>complete</u> College or University Name, City & State	Published College Application Deadline Month/Day/Year	Teacher Recommendations <i>If you <u>need</u> these, who will write letters for you (2 max)?</i>	Did you use the Common App? Yes or No
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

The average number of schools applied to by CDH seniors is SIX. CDH will process up to TEN college applications at no charge. Any additional applications will be assessed a fee of \$25.00 per application payable at the time you request the materials.

11.			
12.			
13.			
14.			
15.			

