



815 North Orland Smith Rd, CTC-101S Oglesby, Illinois 61348 | E-mail: financialaid@ivcc.edu | Telephone:
815-224-0438 | Fax: 815-224-0638

In compliance with the Family Education Rights and Privacy Act (FERPA), along with HEA 20USC 109h(c), which outlines what can be shared with regard to the disclosure of personally identifiable information within Federal Tax Information (FTI), personal financial information will only be released if the student, and/or FAFSA contributor(s) (when applicable), provide signed and dated written consent to IVCC's Financial Aid office as detailed on this form.

This form is both the student's, and FAFSA contributor's (when applicable), written consent to share information with a designated person/organization. Note: An eligible person/organization is one, with written consent of the applicant, receiving information to assist the applicant in applying for and receiving Federal, State, local, or tribal assistance and/or participating in discussions about the information (e.g. an advisor). Information shared will include as indicated below:

STEP 1: Student information

Name _____ Student ID # _____
Last First M.I.

Address _____

Phone (____) ____ - _____

STEP 2: Select the records to be released (check all that apply):

- Federal Tax Information (FTI) under section 6103(l)(13) of title 26 with respect to the applicant/contributor Student Aid Index (SAI)
- FAFSA Information Pell Grant Eligibility FWS/SEOG Eligibility Adjusted Gross Income
- Number in College Direct Loan Eligibility Other (specify below)

Other information (please be specific): _____

STEP 3: List the Person/Organization to whom information is to be released (one form per person/organization):

Name (Person/Organization): _____

Address: _____

Phone (____) ____ - _____ Email: _____

STEP 4: Purpose for which the information is being disclosed:

STEP 5: Release of Information for (maximum of three semesters):

Fall 2024 Spring 2025 Summer 2025

STEP 6: Read, sign and return to the IVCC Financial Aid and Veterans Services office (CTC 101S).

By signing below, I (or we) authorize the Illinois Valley Community College office of Financial Aid to release the selected records to the person/organization specified above for the time indicated. The information may only be used for the specific purpose mentioned above and for no other purposes.

Student signature _____ Date _____

FAFSA contributor signature _____ Date _____

FAFSA contributor signature _____ Date _____

STEP 7: Person/Organization Compliance and Consent:

By signing below, the person/organization requesting the information acknowledges the responsibilities and limitations regarding the use and disclosure of FTI and/or FAFSA data, which include:

- The requesting person/organization understands the legal implications of misusing FTI data, including potential fines and imprisonment as outlined under IRC §7213, §7213A and IRC §7431.
 - IRC §7213 – **Unauthorized Disclosure of Information** – this section makes the unauthorized disclosure of FTI a felony punishable by a fine up to \$5,000 or imprisonment of up to 5 years, or both, along with the costs of prosecution. This includes any willful unauthorized disclosure of returns or return information by a federal or state employee.
 - IRC §7213A – **Unauthorized Inspection of Returns or Return Information** – this section refers to the unlawful act of unauthorized inspection of returns or return information. It imposes a penalty of up to \$1,000 for each act of unauthorized inspection, with the maximum penalty of \$10,000 in any calendar year, and/or imprisonment of up to 1 year, plus costs of prosecution.
 - IRC §7431 – **Civil Damages for Unauthorized Disclosure of Returns and Return Information** – this section provides for civil damages in cases of unauthorized disclosure of returns and return information.

Representative signature _____ Date _____

Department Name _____

OFFICE USE ONLY

Approved Denied By _____ Date _____

Forms can be submitted by:

Fax: 815-224-0638 | **Mail:** Office of Financial Aid, 815 N. Orlando Smith Rd Oglesby, IL 61348 | **In Person:** CTC-101S

Note: Documents submitted via email cannot be accepted due to security reasons.