



LARAMIE COUNTY COMMUNITY COLLEGE RELEASE OF INFORMATION

_____ Student ID Number _____
(print full legal name)

I hereby authorize Laramie County Community College to release all information for the 20__-20__ and 20__-20__ academic year(s) regarding billing, financial aid, grades, class schedule, or all.

I also authorize LCCC to allow the below individuals to perform registration transactions (adding/dropping classes) on my behalf.

Name _____ Relationship _____

Name _____ Relationship _____

For account security, you must also specify an account authorization password. The above listed individual(s) must know this password as well as your name and ID number in order for LCCC to release any information to them. The password should be one word; it can contain numbers, but not special symbols or characters. The word "password" is not acceptable.

Password: _____

I authorize the release of this information for the purpose of paying my bill, monitoring my account and/or checking on my progress at Laramie County Community College. This authorization does not permit anyone to request transcripts on a student's behalf.

I understand that this release of information may be revoked at any time by contacting the LCCC Student Hub and that this release covers only the terms indicated and must be re-submitted if LCCC is to disclose information past the time frame indicated on this form.

Signature _____ Date _____

Instructions and turn-in options:

You must print and physically sign this form (digital signatures are not accepted).

You can return this form in-person at the Student Hub in either Cheyenne or Laramie,
via mail to: Laramie County Community College

Student Hub
1400 E. College Dr.
Cheyenne, WY 82007

-OR- scan and submit it digitally via our secure dropbox at <https://lccc.sendsafely.com/dropzone/studenthub>