

**F.E.R.P.A. RELEASE / BILLING INFORMATION**

**Dear Evergreen Student:**

In accordance with the Family Educational Rights and Privacy Act of 1974, *billing information will only be discussed with or mailed to the student.*

By signing this form, you authorize that your student account billing information may be discussed or released to the person(s) named on the "c/o" line, until you request otherwise in writing. *Signing this agreement does not release the student from responsibility for the debts charged.*

The Evergreen State College has now implemented e-billing. We no longer send paper invoices; instead electronic statements are viewable through your self-serve account ([my.evergreen.edu](http://my.evergreen.edu)). E-mail messages are sent monthly to your preferred e-mail notifying you that your statement is available for viewing. Providing your parent/guardian e-mail address on this form will allow them to receive a billing notification, however they will be unable to view the statement. You must copy the statement and forward it to the appropriate persons as a .pdf file attachment.

**THE EVERGREEN STATE COLLEGE**

F.E.R.P.A. Release/Billing Information

Please Print.

---

Student Name (last, first, MI)

Student ID No.

---

c/o Name (see below)

Street Address/PO Box

---

Parent/Guardian E-mail Address

Phone No.

City/State/Zip

I understand that this agreement does not release me from responsibility for the debts charged. I hereby give TESC permission to release information regarding my account to the person(s) named in the "C/O" line above.

---

Student's Signature (Required)

Date

(Office use: init/date)

**MAIL COMPLETED FORM TO:**

The Evergreen State College  
Student Accounts, L1112  
2700 Evergreen Parkway NW  
Olympia WA 98505

**SEND AS AN E-MAIL ATTACHMENT TO:**

[studentaccounts@evergreen.edu](mailto:studentaccounts@evergreen.edu)