

Student Name (please print):	Inver Hills ID#:
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I request _____ to serve as a reference for me. The purposes of the reference are (check all that apply):

<input type="checkbox"/>	Application for employment
<input type="checkbox"/>	All forms of scholarship or honorary award
<input type="checkbox"/>	Admission to another education institution

The reference may be given in the following forms (check one or both):

<input type="checkbox"/>	Written
<input type="checkbox"/>	Oral

I authorize the above person to release information and provide an evaluation about any and all aspects of my academic performance at Inver Hills Community College to the following (check all that apply):

<input type="checkbox"/> All prospective employers	OR	<input type="checkbox"/> Specific employers (list on reverse)
<input type="checkbox"/> All educational institutions to which I seek admission	OR	<input type="checkbox"/> Specific educational institutions (list on reverse)
<input type="checkbox"/> All organizations considering me for an award or scholarship	OR	<input type="checkbox"/> Specific organizations (list on reverse)

This authorization to provide references is valid for one (1) year from the date of my signature below, unless I specify an earlier ending date as follows: _____

NOTE: Under the Family Educational and Privacy Rights Act, 20 U.S.C. 1232(g), you may, but are not required to waive your right of access to confidential references given for any of the purposes listed on this form above. If you waive your right of access, the waiver remains valid indefinitely. Check the appropriate space below:

<input type="checkbox"/>	I waive my right of access to references about me.
<input type="checkbox"/>	I do not waive my right of access to references about me.

Student Signature:	Date:
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Please direct questions about this form to the Inver Hills Enrollment Center (College Center, 2nd Floor): 651-450-3503 or enrollment@inverhills.edu.

IHCC faculty/staff process only:	
<input type="checkbox"/>	Step one: Make copy of form for personal records.
<input type="checkbox"/>	Step two: Forward to Enrollment Center for storage.