



State Of California
Commission on Teacher Credentialing
Certification, Assignment and Waivers Division
1900 Capitol Avenue
Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
Website: www.ctc.ca.gov

STATEMENT OF RELEASE OF STUDENT RECORDS

In order to evaluate your application for a credential based on a Commission Appeal, Commission staff will need to have complete information concerning your qualifications. This information may be contained in the student records at the institutions of higher education you have attended or with your employer.

Please sign the release statement below so that those institutions and employers will release the information to the Commission.

I, _____, (*print Full Legal Name*)
authorize the Commission on Teacher Credentialing to obtain any and all information from any college or university or employer regarding my qualifications for the credential for which I am appealing. I understand that this information will be used only for the purpose of my appeal evaluation.

Full Legal Signature

Date

For additional information concerning the privacy acts and the disclosure of information concerning student records see Section 67142 of Article 5, Privacy of Student Records, of Chapter 13, Student Records, commencing with Section 67100 of California Government Code.

Original of this statement must be returned to the Commission office with the appeal packet.