Letter of Recommendation Release Form

I, ____________________________________________, agree to provide the following information for

_____________________________________ to (whom and address):

Student

Information to be disclosed in letter of recommendation (check all that apply):

☐ GPA
☐ Grades
☐ Enrollment Status
☐ Attendance
☐ Behavior in Class/Clinical/Lab
☐ Professionalism
☐ Other

I agree to allow the requested information to be released only to the individual(s) in which the letter of recommendation is to be addressed.

__________________________________________ Date

Student Signature

I am sending this letter as a school official of Mercy College and will release information only to

the individual(s) in which the letter of recommendation is to be addressed.

__________________________________________ Date

School Official