



SKILL IMPROVEMENT & APPRENTICESHIP FUND

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TRANSCRIPT RELEASE AUTHORIZATION

Notification of Rights

The Family Educational Rights and Privacy Act (FERPA) provides students certain rights with respect to their education records. FERPA is a federal law that is administered by the Department of Education. Wisconsin Operating Engineers Local Skill Improvement and Apprenticeship Fund (SIAF) policy regarding FERPA can be viewed online at www.woetrainingcenter.org or by contacting Wisconsin Operating Engineers, W11584 State Road 21, Coloma, WI.

- Yes, my training records can be released for:
- Employment purposes
 - Verification of Certifications
 - Verification of Attendance
- No, I do not want my training records released

It will remain the sole responsibility of the trainee to evaluate the accuracy, expiration and completeness of the training records. The trainee must retain all original certification cards received from the registering entities.

This Authorization will remain in effect until I change it in writing.

NAME: _____ LAST 4 DIGITS OF SS#: _____

PLEASE PRINT

SIGNATURE: _____ DATE _____