

Parent/Guardians(s) Certification of Student's Dependent Status for Federal Income Tax Purposes



COLLEGE OF
THE
ALBEMARLE

For Parental/Guardian Access to Dependent Student's Education Records Without a Release from the Student:

According to federal law, once a student enrolls in an institution of higher education, whether the student is over age 18 or not, the student's parents/guardians no longer have automatic access to the student's education records. However, if the parents/guardians claim the student as a dependent on their federal income tax return, they may have access to the student's College of The Albemarle education records without the student's prior written consent. Because tax dependency can change yearly, parents/guardians wishing to establish eligibility to receive information from their students' education records must furnish the following information each year.

Please Note: If you have more than one child enrolled at College of The Albemarle, please submit a completed form and attachments for each child individually.

Student Name: _____ COA Student ID: _____

I/we certify that the above-named student is my/our child and that I/we claimed him/her as a dependent on my/our most recently filed tax return. Attached is a copy of the first and signature pages of the return (with personal financial data redacted).

Parent/Guardian Name(s) and Address(es) (please print)

Parent/Guardian's Signature: _____ Date: _____

Parent/Guardian's Signature: _____ Date: _____

After completing this form, please attach a copy of the first and signature pages of the most recently filed federal income tax return (with personal financial data redacted).. Forms may be submitted in person, faxed (252-335-2011) or may be mailed to:

College of The Albemarle, Attn: Registrar, 1208 N. Road Street, Elizabeth City, NC 27909

Documents that include social security numbers should not be emailed.

Valid Until: _____

(To be completed by Registrar)