



**SCHOOL OF PHYSICAL THERAPY &
ATHLETIC TRAINING PROGRAM**

**Permission/Release Letter For
Professor to Write Letter of Recommendation/Reference**

A recommender’s statements based on personal observations or knowledge do not require a written release from a student; however, personally identifiable information from the student’s educational record (grades, GPA, etc) may be included in a letter of recommendation only if the writer has a signed release from the student that, 1) specifies the records that may be disclosed, 2) states the purpose of the disclosure, and 3) identifies the party or class of parties to whom disclosure may be made (*Adapted from Guidelines for Postsecondary Institutions for Implementation of the Family Educational Rights and Privacy Act of 1974*)

I, _____ (student’s printed name), give permission for
_____ (specific Prof. or “All PT/AT Prof.”) to write a letter of
recommendation to the following person(s), company(ies), institution(s):

With my signature, I grant permission to my professor(s) to include my personally identifiable information in a letter of recommendation such as grades and GPA(s) in this letter.

I **WAIVE / DO NOT WAIVE** (circle one) my right to review a copy of said letter(s) of recommendation at any time in the future.

student signature date