



Office of Student Financial Services
 98 Bridge Street
 Henniker, NH 03242
 603.428.2226 | sfs@nec.edu

Authorization to Release Financial Information

Student Name: _____ Student NEC ID#: _____

In accordance with the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. 1232g; 34 CFR Part 99), student educational information is confidential and cannot be released to individuals without written permission, except as prescribed by Federal Law. If you would like to allow New England College (NEC) to designate an individual with access to discuss your financial aid and billing information please complete this form.

I, _____ give my permission to the Office of Student Financial Services at New England College to release information concerning my financial aid award, student account billing, and/or financial aid requirements, as authorized below.

Name	Relationship	Phone
Name	Relationship	Phone
Name	Relationship	Phone

TO ADD A USER TO YOUR ONLINE MYNEC BILLING ACCOUNT: If you have authorized NEC to release information about your student account billing to an individual(s) listed above, it is important to know that you may also authorize an individual(s) to access online billing and payment information. The authorized individual(s) will be able to view, print and pay your invoices online through MyNEC. Please follow the instructions below to grant authorization.

1. In MyNEC, click on ‘Student Services & Financial Aid’, Then ‘Online Account’
2. Select ‘Add an Authorize Party’
3. The payer will be sent an email confirmation and link to log in.

By signing this form, I understand that this consent for release will remain in effect from the date indicated below until I submit a new form outlining any changes/updates to this authorization.

 Student Signature

 Date

Office Use Only

INITIAL: _____ DATE: ___/___/___