MONEY MATTERS
A GUIDE TO FINANCIAL INFORMATION
WELCOME TO THE UNIVERSITY OF MAINE

The University of Maine is committed to your success in all areas — personally and academically. Thank you for choosing UMaine. We look forward to spending the next four years with you!

Money Matters is a guide for you and your parents with information on:

- The UMaine bill
- Costs at UMaine
- Types of financial aid available
- Additional funding resources
- And much more

CONTENTS

Checklist ......................................................1
Privacy information ........................................1
Reminder: Check MaineStreet Often .............2
Financial aid applied to your bill .................3
Payment options .............................................4
Semester Costs at UMaine .........................4
Worksheet: Estimating semester costs ..........5
Prorated Awards ............................................6
Enter anticipated resources .......................6
Report outside aid ........................................6
Submit student authorization ......................7
Authorize a user to view or pay your bill online ........................................7
Enroll in direct deposit .....................................8
Financial Responsibility ...............................8
Student health insurance ..............................9
Student employment ...................................10
Register for a SALT account ......................10
University Bookstore textbook reservations 11
Notes ........................................................12
Student consent to release information ......13

IMPORTANT DATES

Fall bills due .................................................Aug. 15, 2016
First day of classes ........................... Aug. 29, 2016
Last day to add courses ...................... Sept. 2, 2016
Last day to drop courses ............... Sept. 11, 2016
Student Health Insurance opt-out deadline .................. Oct. 1, 2016
Recommended FAFSA Filing ............. Oct. 1, 2016
Fall break .......................................... Oct. 10-12, 2016
Thanksgiving break ......................... Nov. 23-28, 2016
Spring bills due .................................. Jan. 5, 2017
Spring break .................................. Mar. 6-20, 2017
Maine Day ......................................... May 3, 2017
Commencement ............................ May 13, 2017

HELPFUL NUMBERS

Admissions ........................................ 207.581.1561
Bursar’s Office .............................. 207.581.1521
Career Center .................................. 207.581.1539
UMaine Dining ...................... 207.581.3463 (DINE)
Financial Aid ................................ 207.581.1324
Housing ...................................... 207.581.4580
IT Help Center ............................ 207.581.2506
MaineCard Office ....... 207.581.2273 (CARD)
Public Safety ................................ 207.581.4040
Student Life .............................. 207.581.1406
Student Employment .................. 207.581.1349
University Bookstore ........... 207.581.1700
Veterans Office ......................... 207.581.1316

umaine.edu

The University of Maine does not discriminate on the grounds of race, color, religion, sex, sexual orientation, including transgender status and gender expression, national origin, citizenship status, age, disability, genetic information, or veteran status in employment, education, and all other programs and activities. The following person has been designated to handle inquiries regarding nondiscrimination policies: Director, Office of Equal Opportunity, 101 North Stevens Hall, 581.1226, eoinfo@umit.maine.edu.
PRIVACY INFORMATION

The University of Maine is limited in its ability to provide parents with certain personal information about students by both Federal law and University policy.

Family Educational Rights and Privacy Act — FERPA
The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. After Aug. 15, a signed Student Consent to Release Information Form is required in order to speak to anyone other than the student about their personal information. This form is available in this packet and on the Student Records website (studentrecords.umaine.edu), which also has further information about FERPA.

Federal Health Insurance Portability and Accountability Act — HIPAA
The Health Insurance Portability and Accountability Act (HIPAA) Privacy Rule provides federal protections for personal health information held by covered entities and gives patients an array of rights with respect to that information. At the same time, the privacy rule is balanced so that it permits the disclosure of personal health information needed for patient care and other important purposes. Detailed information is available under Privacy Notice at the bottom of the Cutler Health Center website (umaine.edu/cutler).

Parental notification
The Division of Student Life is dedicated to the success of all UMaine students. To that end, there are times when staff members of the Division of Student Life will contact parents regarding their student. For more information, visit umaine.edu/parentsfamily.

CHECKLIST

WHAT YOU’VE ALREADY COMPLETED

Admissions
✓ Accept admission to UMaine

MaineStreet and email accounts
✓ Activate your University of Maine System (UMS) account
✓ Set up your @maine.edu account
✓ Set up your FirstClass email account

Financial aid
✓ Apply for financial aid by filling out the FAFSA
✓ Log onto MaineStreet and check for to-do items
✓ Review your financial aid award
✓ Accept the financial aid you want to receive on MaineStreet

WHAT YOU STILL MAY NEED TO DO

Financial aid
☐ Report outside aid on MaineStreet
☐ Complete entrance counseling for loans
☐ Complete master promissory note(s) for loans
☐ Look into additional funding options
☐ Sign up for SALT, UMaine’s financial literacy and debt management program

Bursar’s office
☐ Complete Student Financial Responsibility Statement
☐ Waive (opt-out) or complete enrollment for Student Health Insurance Program
☐ Make your parent an authorized user to view and pay your student bill
☐ Estimate your semester bill
☐ Enroll in the Higher One payment plan (optional)
☐ Enroll in direct deposit on MaineStreet
☐ Submit student authorization on MaineStreet
(for permission to use federal funds to cover all charges)
☐ Report anticipated resources on MaineStreet
(for sources not on your first billing statement)

Student permissions
☐ Complete consent to release information form (so parent/guardian can talk to anyone at UMaine about your financial, billing and academic information)

Other
☐ Contact student employment for help finding a job
☐ Reserve your textbooks through the University Bookstore
REMINDER: CHECK MAINESTREET OFTEN

The following offices use MaineStreet to communicate your student status and important messages to you:

- Financial Aid
- Bursar’s Office (student bill)
- Student Records

How to get to your Student Center in MaineStreet:

- Log into MaineStreet (mainestreet.maine.edu).
- Click Student Self-Service under the MaineStreet Menu.
- Click on Student Center.

This is what you’ll see:

---

**Andy's Student Center**

**Academics**

- Enrollment
  - My Class Schedule
  - Wish List
- Academic History
  - Grades
  - Degree Progress Report
  - Academic Summary
  - Course History by Subject
  - Transfer Credit Report

**Finances**

- My Account
  - View My Bill
  - Pay My Bill
  - Account Activity
  - Item Summary
- Financial Aid
  - View Financial Aid
  - FAFSA Status

**Message Center**

- You have 6 new and 2 old messages.
- Open Message Center

**Holds**

- Preregistration Hold
- Financial Responsibility Stmt
  - details

**To Do List**

- Financial Responsibility Statement
  - details

**Enrollment Dates**

- Open Enrollment Dates
FINANCIAL AID APPLIED TO YOUR BILL

Some forms of financial aid are applied to your bill, others are not. It’s important to know the difference.

The following types of aid are applied directly to your bill:

GRANTS
• Students may see Federal, State or University grants in their financial aid award
• Grant funds do not need to be repaid
• Grants will show as anticipated aid on the student’s bill

SCHOLARSHIPS
• Scholarships may come from the University, individual academic departments, or outside organizations
• The Financial Aid Office will receive notification of any University or department scholarships students receive. Scholarships will show as anticipated aid on the student’s bill
• If you are receiving an outside scholarship:
  1. Send copies of all outside scholarship certificates or letters to the Financial Aid Office
  2. Check with the authority issuing the scholarship for specific requirements to receive the scholarship funds (i.e. enrollment verification, grades, billing)
  3. All outside scholarship checks should be sent to the Financial Aid Office
  4. Once outside scholarship checks are received by the Financial Aid Office, the funds are then applied directly to the student’s account
  5. If students are required to sign the check before funds can be applied to the account, the students will be notified to come into our office to endorse it

LOANS
• Students may see Federal Perkins Loans or Federal Direct Loans in their financial aid award
• All loans must be repaid; deferment options are available
• If students are borrowing the Federal Perkins Loan:
  1. They must accept the loan on MaineStreet
  2. They must complete a Master Promissory Note (MPN) and disclosure through MaineStreet
• If students are borrowing Federal Direct Loans:
  1. Students must accept the loan on MaineStreet
  2. All new borrowers must complete Entrance Counseling through studentloans.gov
  3. All new borrowers must complete a Master Promissory Note (MPN) through studentloans.gov

Subsidized Direct Loans — the government pays the interest on the loan while the student is enrolled at least half-time and during other authorized deferment or grace periods

Unsubsidized Direct Loans — the government does not pay the interest; students can choose to either pay their interest while in school or have it deferred

IMPORTANT NOTE: Federal Work Study is NOT applied directly to the student bill.
Students earn a bi-weekly paycheck that can be used for indirect educational expenses
PAYMENT OPTIONS

Cash: Pay in person at the Bursar’s Office, Alumni Hall, Room 100.

Check: Mail to Bursar’s Office, 5703 Alumni Hall, Orono, ME 04469-5703.

International currencies: Pay online at flywire.com/umaine.

Online payments: Pay through the Student Center on MaineStreet.

Electronic check/ACH: Direct debit from your checking or savings account.

Credit card: Charge your American Express, Visa, MasterCard or Discover. Online credit card payment service is through TouchNet. A convenience fee of 2.75% or a minimum of $3 will be applied.

Authorized user: Authorize your parent(s) or other(s) to make online payments and/or view your account activity. Visit umaine.edu/bursar/user for online instructions.

HIGHER ONE PAYMENT PLAN

The University of Maine offers a payment plan administered by Higher One.

Annual plan: $95
10 payments beginning on June 20

Semester plan: $70
5 payments beginning on June 20

Enrollment fee only. No interest. Enroll online at tuitionpaymentplan.com/umaine

ADDITIONAL LOAN OPTIONS

There are a variety of loan programs available in addition to what you were awarded in your initial financial aid package to help finance a college education. Some options include:

- Federal Direct PLUS loan
- Additional Federal Direct Unsubsidized loans
- Alternative loans

All of these loan options require repayment either upon disbursement of the loan funds or once you leave school. Before applying for any loan, evaluate each loan program carefully to choose the option that is best for you.

For more information on eligibility and how to apply, visit umaine.edu/stuaid.

DIRECT COSTS (billed)

- Tuition
- Fees
- Meal plan
- On-campus housing
- Student health insurance

INDIRECT COSTS (not billed)

- Books and supplies
  It is estimated that students spend $1,000 per year for books and supplies. Courses with labs may include additional costs.
- Travel and miscellaneous
  It is estimated that students will spend $2,200 a year in travel and miscellaneous expenses.
- Off-campus room and board
  These costs vary based on individual living situations.

SEMESTER COSTS AT UMAINE

Explanation of fees can be found at umaine.edu/bursar/tuition-and-fees.

Undergraduate tuition rate (based on 15 credit hours)

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Maine Resident ($279 per credit)</td>
<td>$4,185</td>
</tr>
<tr>
<td>Non-Resident ($908 per credit)</td>
<td>$13,620</td>
</tr>
<tr>
<td>New England Regional/NEBHE ($432 per credit)</td>
<td>$6,480</td>
</tr>
<tr>
<td>Canadian Residents ($432 per credit)</td>
<td>$6,480</td>
</tr>
</tbody>
</table>

Mandatory fees

<table>
<thead>
<tr>
<th>Unified fee</th>
<th>Student Activity Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1–5 credits</td>
<td>$125</td>
</tr>
<tr>
<td>6–11 credits</td>
<td>$381</td>
</tr>
<tr>
<td>12–15 credits</td>
<td>$934</td>
</tr>
<tr>
<td>16+ credits</td>
<td>$958</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course/Program Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Program Fee</td>
</tr>
<tr>
<td>Engineering Program Fee</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Recreation fee</th>
<th>Nursing Program Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1–5 credits</td>
<td>$81</td>
</tr>
<tr>
<td>6+ credits</td>
<td>$135</td>
</tr>
</tbody>
</table>

Other course fees may apply in certain programs

<table>
<thead>
<tr>
<th>On-campus room and board</th>
</tr>
</thead>
<tbody>
<tr>
<td>Double room (with roommate)</td>
</tr>
<tr>
<td>Meal plan (Unlimited Flex)</td>
</tr>
</tbody>
</table>
## WORKSHEET: ESTIMATING SEMESTER COSTS

The most common question incoming students and their parents ask is how to estimate semester costs. Here is a basic worksheet for calculating that first bill, which will arrive around the second week of July.

### Direct (billable) costs:

<table>
<thead>
<tr>
<th>Cost</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$ _____________</td>
</tr>
<tr>
<td>Mandatory fees</td>
<td>$ _____________</td>
</tr>
<tr>
<td>Student health insurance</td>
<td>$ _____________</td>
</tr>
<tr>
<td>On-campus room and board</td>
<td>$ _____________ +</td>
</tr>
</tbody>
</table>

**Total direct costs:**

A $ _____________

### Financial aid:

<table>
<thead>
<tr>
<th>Aid Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scholarships/grants</td>
<td>$ _____________</td>
</tr>
<tr>
<td>Loans</td>
<td>$ _____________</td>
</tr>
<tr>
<td>Outside scholarships/other assistance</td>
<td>$ _____________</td>
</tr>
<tr>
<td>Direct payment to school</td>
<td>$ _____________ +</td>
</tr>
</tbody>
</table>

**Total deductions:**

B $ _____________

**Subtotal remaining direct cost:**

A–B $ _____________

### Indirect (non-billable) costs:

<table>
<thead>
<tr>
<th>Cost</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Books and supplies</td>
<td>$ _____________</td>
</tr>
<tr>
<td>Travel and miscellaneous</td>
<td>$ _____________ +</td>
</tr>
</tbody>
</table>

**Total indirect costs:**

C $ _____________

**Total expenses:**

A+C = D $ _____________

**Total additional costs:**

D–B $ _____________

As a general rule, you can anticipate the same bill amount for the spring semester if your credit load is the same as the fall. Keep in mind your financial aid package is an annual total and is divided between fall and spring semesters.

**Fall bills are due Aug. 15.**  
**Spring bills are due Jan. 5.**
PRORATED AWARDS

Your financial aid is based on the assumption that you will enroll in 15 credits per semester. Starting with the 2016-2017 academic year, some types of aid will be prorated if you enroll in less than 15 credits. Award prorations will be based on enrollment levels of 12–14, 9–11, and 6–8 credits.

If you are subject to aid proration, the remaining portions of certain types of aid may be used toward tuition and fees for summer 2017 courses. Contact the financial office for more information when summer registration begins.

Please report your intended enrollment through Accept/Decline Awards in your Mainestreet Student Center.

REPORT OUTSIDE AID

Students are legally obligated to report any and all additional resources to the Office of Student Financial Aid. Waivers, scholarships, and assistance of any kind from a Federal or State agency, private organization, or scholarship foundation must be reported. Receipt of additional assistance not already listed on your award could affect your financial aid.

1. After logging into the MaineStreet portal, click the Student Self-Service link to select it.

2. Click the Student Center link to access MaineStreet.

3. Click on Main Menu then click on the Self-Service folder.

4. From the Self-Service folder view, click on Campus Finances folder and then the Accept/Decline Awards link.

5. Click the appropriate aid year.

6. Scroll to the bottom of the page and click Report Outside Aid.

7. Enter the source of aid name and amount. If you have more than one source of outside aid, click the + button.

8. Click Return to Award Package.

ENTER ANTICIPATED RESOURCES

A $100 late payment fee will be assessed to balances not paid by the due date, unless you have sufficient pending and/or outstanding resources not shown on your bill. On the Anticipated Resources page, you can tell the Bursar’s Office about your pending resources such as employer/third party payments, Higher One tuition payment plan, athletic scholarships, payroll deduction, alternative loans, and tuition waivers. You will need to post them to your Anticipated Resources page on MaineStreet by the due date each semester to avoid the late fee.

1. After logging into the MaineStreet portal, click the Student Self-Service link.

2. Click the Student Center link to access MaineStreet.

3. Click on Main Menu then click on the Self-Service folder.

4. From the Self-Service folder view, click on Campus Finances and then Anticipated Resources.

5. On the Anticipated Resources page, click the select button next to University of Maine.

6. The Balance by Term section appears on this page. Click the select button for the appropriate term in the Update Your Resources column.

7. In the Amount for Item column, enter the anticipated amounts of financial assistance you will receive for the term selected.

8. After entering all anticipated item amounts, select the Enter key to update the Total Resources and Balance Due at the bottom of the page.

9. Click the Save button to save your entries. Note: If you select save, you can update this page later if your anticipated aid changes.

10. Click the Return button.
The Bursar’s Office must have your permission to apply your Federal Financial Aid to any charges other than tuition, fees, room and board within the same aid year. Granting permission can make your account easier to manage. Financial aid resulting in a credit balance on your account will be automatically refunded to you unless you request that it be held to apply to future charges.

**SUBMIT STUDENT AUTHORIZATION**

Adding an authorized user in TouchNet’s Bill + Payment Suite is your written consent that an individual may view your account information and make payments on your behalf. The University of Maine will not release information in any other manner without a completed Student Consent to Release Information Form.

1. After logging into the MaineStreet portal, click the Student Self-Service link.
2. Click the Student Center link to access MaineStreet.
3. Click on Main Menu then click on the Self-Service folder.
4. From the Self-Service folder view, click on Campus Finances and then Student Authorization link.
5. On the Authorize Financial Aid Payments and Student Refunds page, click the select button for the University of Maine.
6. On the Student Authorization Page indicate the option(s) you authorize by placing a checkmark in the appropriate checkbox(es).
7. Select the save button.
8. Select the Return button.
9. After carefully reading the agreement for authorizing a user, click the I Agree box.
10. Click the Continue button.
11. After you add the authorized user, they will receive an email notification along with instructions for logging into their Bill+Pay account.
ENROLL IN DIRECT DEPOSIT

A credit balance created by the disbursement of financial aid is normally disbursed to you by the start of each semester. The fastest, most convenient and most secure way to get your refund is by direct deposit.

1. After logging into the MaineStreet portal, click the Student Self-Service link to select it.

2. Click the Student Center link to access MaineStreet.

3. Under the Finance Section, click the “Direct Deposit” link.

4. On the Account Services/My Direct Deposits page click on the green Enroll in Direct Deposit button.

5. On the Manage my Bank Accounts/Add Bank Account Details page fill out the required information for your bank account then click the Next button. Do NOT enter debit card number. Enter the complete bank routing number and account number.

6. On the Manage my Bank Accounts/Agreement page review the Agreement page and click the checkbox next to “Yes I agree to the terms and conditions of this agreement.” Then click the Submit button.

7. On the Results page review your information then click the Proceed to Enroll in Direct Deposit button.

8. Review the My Direct Deposit/Bank Account Summary page and click the Proceed to Enroll in Direct Deposit button.

9. On the Enroll in Direct Deposit/Add Direct Deposit page select your account from the drop down menu and click Next.

10. Review your account information and the agreement on the Enroll in Direct Deposit/Agreement page and click the checkbox next to “Yes I agree to the terms and conditions of this agreement.” Then click the Submit button.

11. Click the Go To Direct Deposit Summary button and verify that the correct account has been selected.

12. If you need to change or correct the account for your direct deposit, see Modifying Your Direct Deposit online at umaine.edu/bursar/directdeposit/#modify.

13. If you decide to cancel direct deposit you will need to contact the Bursar’s Office by phone at 207.581.1521.

FINANCIAL RESPONSIBILITY

Student Financial Responsibility Statement

Enrolling within the University of Maine System (UMS) creates a financial obligation. To assist with understanding this obligation, all students must complete the Financial Responsibility Statement (FRS) each semester before enrolling in classes at any UMS campus. The FRS may be reviewed and accepted by going to your MaineStreet Student Center and clicking on the Financial Responsibility Statement link in the “To Do List” as described below.

1. After logging into the MaineStreet portal, click the Student Self-Service link.

2. Click the Student Center link to access the MaineStreet Student Center.

3. Under the To Do List section, find and click the link “Financial Responsibility Statement.”

4. If “Financial Responsibility Statement” is not in your To Do List, your FRS is either complete or not yet available to you. You will receive an email on your @maine.edu account when the statement is available to complete.

5. Read through the entire statement and click the Accept checkbox at the bottom of the page.

6. Click the Save button at the bottom of the page.

7. Click the Next button in the top right corner.

8. Click the Finish button to complete the process.

9. Click the Exit button to return to the MaineStreet Student Center.

10. Review the Holds section of the Student Center to confirm that Financial Responsibility Statement is no longer listed.

Frequently asked questions and a copy of the fall 2016 statement can be found online at umaine.edu/bursar.
STUDENT HEALTH INSURANCE

In response to federal health insurance requirements for the college-age population, the University of Maine, in collaboration with the University of Maine System, is pleased to offer an affordable Student Health Insurance Plan (SHIP) for 2016-2017.

All eligible University of Maine System students are required to provide proof of adequate health insurance as a condition of enrollment.

Eligibility criteria:
• Undergraduates enrolled in 9 credits or more
• Graduate students enrolled in 6 credits or more

Insurance plan cost and billing:
All eligible students in the 2016 fall semester will be automatically enrolled in the plan and billed the annual cost of $1,644 on their University student account.

To opt out of the plan:
If you already have adequate health insurance and prefer to continue with your current plan, you must opt out of the SHIP by completing an online waiver. The $1,644 annual premium will be removed from your student account. The opt out deadline is Oct. 1 for fall and Feb. 20 for new spring semester students.

To remain enrolled in the plan:
Those who want to take advantage of the SHIP and/or have no other insurance coverage should complete the online enrollment process.

Eligibility and enrollment criteria, the SHIP benefit summary, and the opt out waiver/enrollment process are available online at crossagency.com/umaineinsurance.

For questions concerning the University of Maine System SHIP requirements, student account billing or the opt out online waiver process, contact the UMaine Bursar’s Office at 207.581.1521 or at umbursar@maine.edu.
STUDENT EMPLOYMENT

If you are a student and want to work, the Office of Student Employment can help every step of the way!

CareerLink
Your one-stop source for finding on-campus, off-campus, work-study, and non-work-study jobs! umaine.edu/studemp
Monitor your @maine.edu email account in JUNE for an email from the Career Center about activating your account.
For information on employment as a student, the Federal Work-Study Program and CareerLink visit umaine.edu/studemp.

There were more than 3,000 jobs on campus last year
Earn between $7.50–$9.50 an hour • Flexible schedules
Meet new people and learn more about campus

REGISTER FOR A SALT ACCOUNT

SALT is UMaine’s Official Financial Literacy and Debt Management Program

SALT is a simple way to take control of your finances, helping you live well today while planning for tomorrow — and it’s available to UMaine students for FREE.

SALT provides simple, smart, personalized ways to take control of your student debt and manage your finances, and offers:

- Student Loan advice from expert counselors
- Scholarship, internship, and job searches
- Tools to take control of your finances
- Tips on building smart financial habits
- Budgeting resources

Visit saltmoney.org/umaine to sign up today.

Students seeking employment need to fill out a Federal I-9 Form
Remember to bring original, unexpired documents to UMaine in the fall.
A birth certificate, passport OR Social Security card AND a photo ID will be required.
Page 9 of the I-9 provides a complete list of authorized documents.
Visit umaine.edu/studemp for more information.
YOU CAN RESERVE YOUR TEXTBOOKS

Save time and save money. Fall semester only!

- Super convenient pickup or delivery
- No searching for books in a crowded bookstore
- No waiting in long checkout lines
- Greater chance to find reduced-price used books

Sign up for Textbook Reservations for the fall semester only using the Reservation Form. We’ll shop for your textbooks based on your class schedule. Then, we’ll box them for delivery to your residence hall or pickup at Memorial Union. The convenient service and room delivery are free.

Our prices are based on the national online textbook marketplace.

Important information:

- Only required books will be included and charged with your order. You should purchase any optional or recommended course materials after attending the first class meeting.
- Books that have not arrived at the Bookstore when your order is processed will not be charged to your card or back-ordered for you. Your order box will contain a sheet listing any items that you will need to come to the Bookstore to purchase.
- If we are unable to process an order because of insufficient funds on your card, the order will be canceled.
- Prices and quantities are subject to change.

umaine.edu/bookstore • Lower Level, Memorial Union
Phone: 207.581.1700 • Fax: 207.581.1132
STUDENT CONSENT TO RELEASE INFORMATION

This release pertains only to the University of Maine, Orono, ME

In compliance with the Family Educational Rights and Privacy Act (FERPA) of 1974 as Amended, the University of Maine will not release student grades, schedules, or financial aid information to parents, spouses, or others, unless written permission is given by the student. Completed forms should be returned to: Office of Student Records
The University of Maine, 5781 Wingate Hall, Room 100, Orono, Maine 04469-5781; 207.581.1288 phone; 207.581.1314 fax; studentrecords.umaine.edu.

Student’s Name: ____________________________________________________________________________

please print

MaineStreet ID #: _____ _____ _____ _____ Student’s Date of Birth: ___________________

By signing below, I authorize the appropriate offices or personnel at the University of Maine, for the purpose of monitoring my education, to release information regarding my Educational Records which include: Academic, Financial Aid, Billing, Student Employment and UMaine Student Code of Conduct information. Under no circumstance will the University release any medical information. We will not release copies of the student’s record to anyone without a signed Transcript Request Form from the student. We will not change a student’s information (address, phone, etc.) for anyone other than the student. Name of parent(s), guardian, spouse or others that you wish to grant permission to:

Name: ____________________________________________ *Last 4 digits of Social Security Number: ________
Name: ____________________________________________ *Last 4 digits of Social Security Number: ________
Name: ____________________________________________ *Last 4 digits of Social Security Number: ________
Name: ____________________________________________ *Last 4 digits of Social Security Number: ________

*This information will only be used for identification purposes. This authorization will remain in effect until it is revoked in writing.

Student Signature: _____________________________________ Date: ___________________