

**RELEASE OF INFORMATION (ROI) AUTHORIZATION**

Date of Request: \_\_\_\_\_ **Print Name:** \_\_\_\_\_  
(Include **maiden/other** name(s) as applicable)

Class (Check one):  1L  2L  3L UNM ID #: \_\_\_\_\_ Phone #: (\_\_\_\_) \_\_\_\_\_  
(Current students **only**) (9 digits, please **print legibly**) (Include area code & **print legibly**)

Alum: \_\_\_\_\_ SSN: **XXX – XX -** \_\_\_\_\_ Current E-mail: \_\_\_\_\_  
(Year you graduated) (Last four (4) digits **only!**) (Please **print legibly**)

In compliance with FERPA, this form **requires** your **handwritten signature** in order to be processed (a typed in name does **not** qualify as a signature).

I, \_\_\_\_\_ hereby authorize and request that the University of New Mexico School of Law release the below indicated information to:

Check below box(s) that apply:

- Academic good standing letter.
- Enrollment verification on letterhead.
- Copy of UNM School of Law application.
- Permission to attend another institution.
- Copy of UNM School of Law student file.
- Graduation certification letter.
- Other: The following records/information: (Please **print legibly**)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please check box(s) that apply:  Pick-Up  Mail/**email** to Self  Mail/**email** to Third Party(s)

**Legibly print the complete email or mailing address(s) for the receiving party(s) below:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Special Instructions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Submission Instructions:** submit the completed form to the UNMSOL Office of the Registrar at:

**Email (Preferred):** [LSRegistrar@law.unm.edu](mailto:LSRegistrar@law.unm.edu)

**Fax (Secure):** (505) 277-1597

**Mail:** See mailing address indicated below.

**Drop off:** See physical address indicated below.

**NOTE:** **If** you do not have a scanner, print this document, sign it, take a **clear** photo with your cell phone, and attach it to the email.