

## RELEASE OF ACADEMIC INFORMATION OF THOSE DECEASED

Academic records of deceased former students are confidential. Academic records of deceased former students may be released to or disclosed at the discretion of the Office of the University Registrar. The Office of the University Registrar will evaluate each request for the release of a transcript or other academic records of a deceased student on the individual merits of the request. The University of Nebraska Kearney reserves the right to deny the request in whole or release only part of the requested academic records.

Minimum requirements for releasing academic information include a death certificate (photocopy is acceptable), and a written request indicating what academic records are being requested, why they are being requested, and from whom it is being requested (family, researcher, news media, etc.). The requestor assumes the burden of proof regarding who they are and their interest in the deceased student's academic records.

The written request should include as much of the following student information as possible:

- Student's Name (and former Name, if applicable)
- Student's Social Security Number
- Student's date of birth
- Dates of attendance

Requests using descriptions of 'all,' 'entire,' or similar words or phrases will be interpreted as requests for the academic transcript.