



Authorization to Release Personal Information

Family Education Rights and Privacy Act and Privacy Act of 1974

Alamo Colleges is required to provide the below personal, identifiable information to Ft. Sam Houston Security and the Education Officer or designated representative for all students and instructors attending or teaching classes held at Fort Sam Houston, Texas ("Releasers" and "FSH", respectively). The information is used for background investigations and is reported to the Army Continuing Education System (ACES) within the GoArmyEd Portal for classroom usage purposes only. A Releaser has the right to refuse the release of this information, but if withheld, the Releaser cannot attend or teach classes scheduled to meet at FSH. Any person attempting to enter FSH and found to have outstanding warrants may be detained by authorities. Only registered students with classes designated to be delivered on Fort Sam Houston will be considered for installation access.

This form is due to Alamo Colleges Fort Sam Houston personnel 10 business days prior to term start. Forms received late may result in an involuntary drop from all FSH courses by the college Registrar.

ALL students and faculty must provide the below information which will be reported to the Army:

Print Legal Name (Last, First, Middle)		
Social Security Number		
Classification (circle one which describes you best):		
Active Army Army NG Army Reserves Other Service Family Member DoD Civilian Employee DoD Contractor Civilian		
Alamo Student ID Number		
Military Members: Rank and Pay Grade		
Military Dependents: Sponsor's Social Security Number		
Telephone Number		
Alamo Colleges Student Email Address		
Home Address		
Days of the Week Your Course Meets (circle):	Monday Tuesday Wednesday Thursday	
Course Term Dates:		
Grey section to be completed ONLY by civilian students and faculty requesting a pass to the installation:		
Date of Birth (DD/MM/YY):	Driver License Number:	State of Issue:
Vehicle Make:	Vehicle Model:	Vehicle Year:
Vehicle Color:	License Plate Number:	State of Issue:

By signing below, I certify that I am at least 18 years of age and I authorize the Alamo community Colleges to release the above information, to FSH Security, the FSH Education Officer, or designated representative and to the Army Continuing Education System through the GoArmyEd Portal. This release shall be valid for the term dates indicated herein, or until a written request of revocation is submitted and processed through the FSH Alamo Colleges representative.

Student or Faculty Signature _____ Today's Date _____

EMAIL COMPLETED FORMS TO: dst-military@alamo.edu

Please include subject line: FORT SAM CONSENT FORM Questions regarding this form? Call (210) 486-2004

Ft. Sam Houston Course Registration Request

Instructions:

ALL students regardless of military status must complete an **Authorization for Release of Personal Information Form** to attend classes on Ft. Sam Houston.

Email both the completed, [FSH Course Registration Request Form](#) and the completed, [Authorization for Release of Personal Information Form](#) to; dst-military@alamo.edu. In the subject line of the email type in, "**Ft. Sam Houston Course Registration Request**".

Questions regarding this form should be directed to, dst-military@alamo.edu.

Banner Number (9 digit student ID number)

Note: Students who fail to provide a Student ID number may experience an additional wait time in the processing of their request.

First Name, Last Name

Contact Number (Area Code) XXX-XXXX

Email Address (military email or ACES email ONLY)

Status

Active Service Member

Federally Funded DoD Civilian Employee

DoD Civilian Employees/Active Service Member Dependent

Military Retiree

Veteran/Dependents of Veterans/Civilians

Course Name and Number (example: **ENGL1301**)

CRN# (5 digit course identifier located in the class schedule)

Note: Failing to provide a CRN # may result in additional wait time in the processing of your request.

Semester and Term (example: **Fall-Flex I**)