

## Consent to Release – Request from an Individual

*An individual asks the government entity to release his/her private data to an outside entity or person. Because the entity does not have statutory authority to release the data, it must get the individual's written informed consent.*

### Explanation of Your Rights

If you have a question about anything on this form, or would like more explanation, please talk to The MN State Academies Human Resources consultant, (507) 384-6603, before you sign it.

I, \_\_\_\_\_ give my permission for \_\_\_\_\_  
[name of individual data subject] [name of government entity]

to release data about me to \_\_\_\_\_ as described on this form.  
[name of other entity or person]

1. The specific data I want \_\_\_\_\_ to release  
[name of government entity]

\_\_\_\_\_ [explanation of data]

2. I understand that I have asked \_\_\_\_\_ to release the data.  
[name of government entity]

3. I understand that although the data are classified as private at \_\_\_\_\_  
[name of government entity]

The classification/treatment of the data at \_\_\_\_\_  
[name of other entity or person]

depends on laws or policies that apply to \_\_\_\_\_  
[name of other entity or person]

This authorization to release expires \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ : \_\_\_\_\_ AM PM  
[date / time of expiration]

Individual data subject's signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/guardian's signature [if needed] \_\_\_\_\_ Date \_\_\_\_\_