

Temporary Consent to Discuss Information by Phone

UMaine students and personnel may utilize the following script to document written consent of a student to discuss [non-directory information from their education records](#) by telephone. This script is only valid when sent to/from a student's official @maine.edu student email account, which provides authentication of their identity, and is valid only for one conversation on the date it is sent/received.

Please note that an email containing this message may not be used in place of the Student Consent to Release Information form to provide authorization for third parties to discuss education records.

Script to be copy/pasted into email:

By sending this message (or responding with my approval to an email containing it) from my student email I acknowledge that I have requested to speak with University of Maine (UMaine) personnel about my confidential educational records. I understand that I am solely responsible for ensuring that no unwanted third parties overhear my end of the conversation (e.g. by using speaker phone, being in a public place, etc.).

I also confirm that I have read and understand the following:

- Education records include academic, financial aid, billing, student employment, and UMS Student Code of Conduct information.
- This is a temporary consent, valid only on this date during this specific conversation.
- I have sole responsibility to control:
 - in what surroundings I conduct this conversation,
 - who I permit to hear and/or overhear any portion of this conversation, and
 - which, if any, third parties I permit to speak during this conversation.