

**LOMA LINDA UNIVERSITY  
STUDENT FINANCE  
STUDENT INFORMATION RELEASE REQUEST**

Students are able to selectively grant permission for parents, spouses, or other third-parties to have online access to student accounts and selected information.

Based on the permissions assigned, a selected third-party will be able to do one or more of the following online:

- |   |                  |                            |
|---|------------------|----------------------------|
| 1. View student schedules/registration invoices | 2. Make payments | 3. View monthly statements |
| 4. View student account summary                 | 5. And more      |                            |

To get started, go to the Student Services Login and select the "Parent/Other-Party Access" option on the "Students and Applicants" menu. Help documentation is available at <https://ssweb.llu.edu/stuhelp/parent-other-party-access-for-students.pdf>.

If a monthly paper student account statement or some other type of release (not covered online) is needed, please complete the following:

I give authorization for Loma Linda University Student Finance to release financial information from my student tuition account to the following individual:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

I am authorizing the release of information for the following reason(s): **(REQUIRED)** \_\_\_\_\_

I request that the individual listed above be granted the following services in addition to being allowed access to account information. Please check all that apply:

To receive a paper copy (one individual only) of my monthly statement at:

(Address): \_\_\_\_\_

(City, State, Zip): \_\_\_\_\_ (Telephone): \_\_\_\_\_

Other: \_\_\_\_\_

I understand that I am responsible for notifying Student Finance of any changes regarding the release of account information and/or services to the individuals I have listed above.

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
ID NUMBER

\_\_\_\_\_  
SIGNATURE

SBH AH SN SP  
SD SM PH SR  
SCHOOL (Circle One)

PLEASE DELIVER FORM TO: LOMA LINDA UNIVERSITY  
STUDENT FINANCE OFFICE  
11139 ANDERSON STREET  
LOMA LINDA, CA 92350  
FAX: (909) 558-7904  
Email: stfin@llu.edu