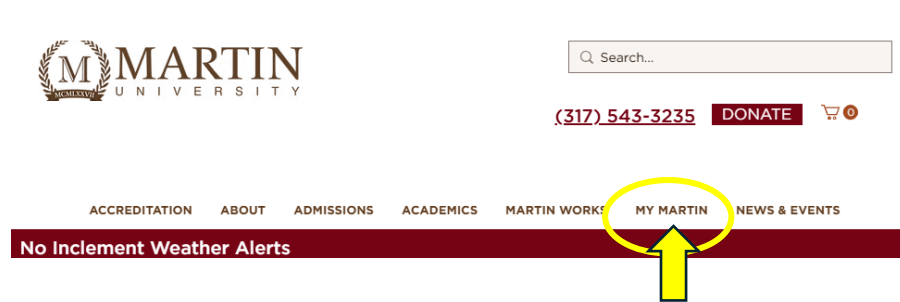


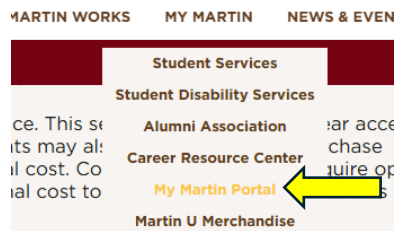


## How to Complete/Update Your FERPA Form

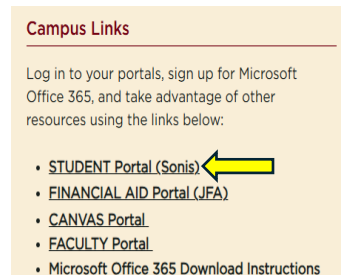
**Step 1:** Log into your Student Portal. This can be access through <https://www.martin.edu/mymartin>.



Next:



Next:



Next:

Login : Student

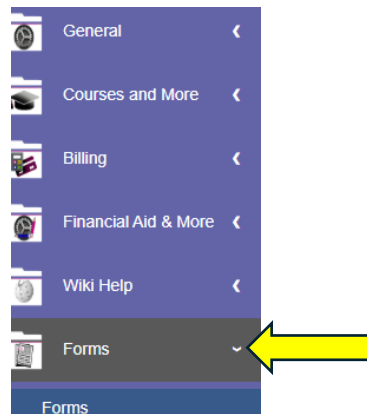
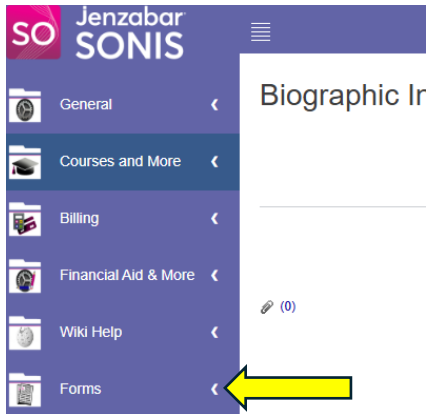
\* Required

\* ID

\* PIN

Login

**Step 2:** Click on “Forms” located on the Left-hand side. Then click on “forms” again




**Step 3:** Click on “FERPA Form”.

## Forms

JANUARY 06, 2025

### PUBLISHED FORM(S)

Form Name	Form Description
 <a href="#">FERPA Form</a>	This form is used to provide students the opportunity to provide/restrict their information.
<a href="#">Graduation Application</a>	This form is used to apply for graduation
<a href="#">Change of Legal Name</a>	This form is used to updates a students legal name
<a href="#">Change of Enrollment Form</a>	This form is used to add, drop, or withdraw from courses on a student's schedule.

### SUBMITTED FORM(S)

Form Name	Form Description	Date Added
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Portal Page Note :  
Should you have any questions regarding the use of your student portal, please contact Student IT Support Services at [helpdesk@martin.edu](mailto:helpdesk@martin.edu)

This will pull up the FERPA Form and allow you to grant or deny access to your student information.

\*Please note: