# Student Financial Services Granting FERPA Permissions

### Log into https://vikingweb.berry.edu/ICS/



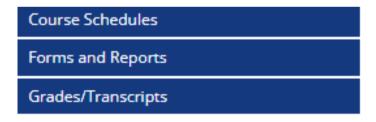
#### Select the "Students" tab





Scan to access VikingWeb!

### Click "Forms and Reports" on the left-hand side of the screen





## Click "Release of Information Form" on the right-hand side of the screen

#### Release of Information Form

Includes information about FERPA and release of information on grades, account information, financial aid and student payroll as well as local news releases. For assistance, contact <a href="mailto:registrar@berry.edu">registrar@berry.edu</a>.



