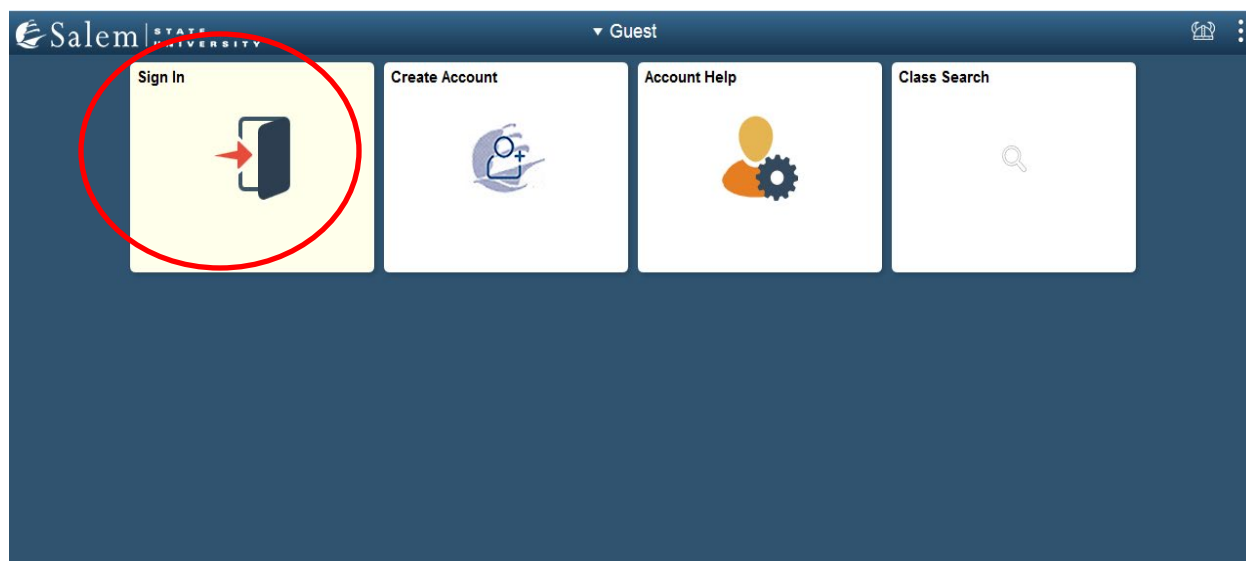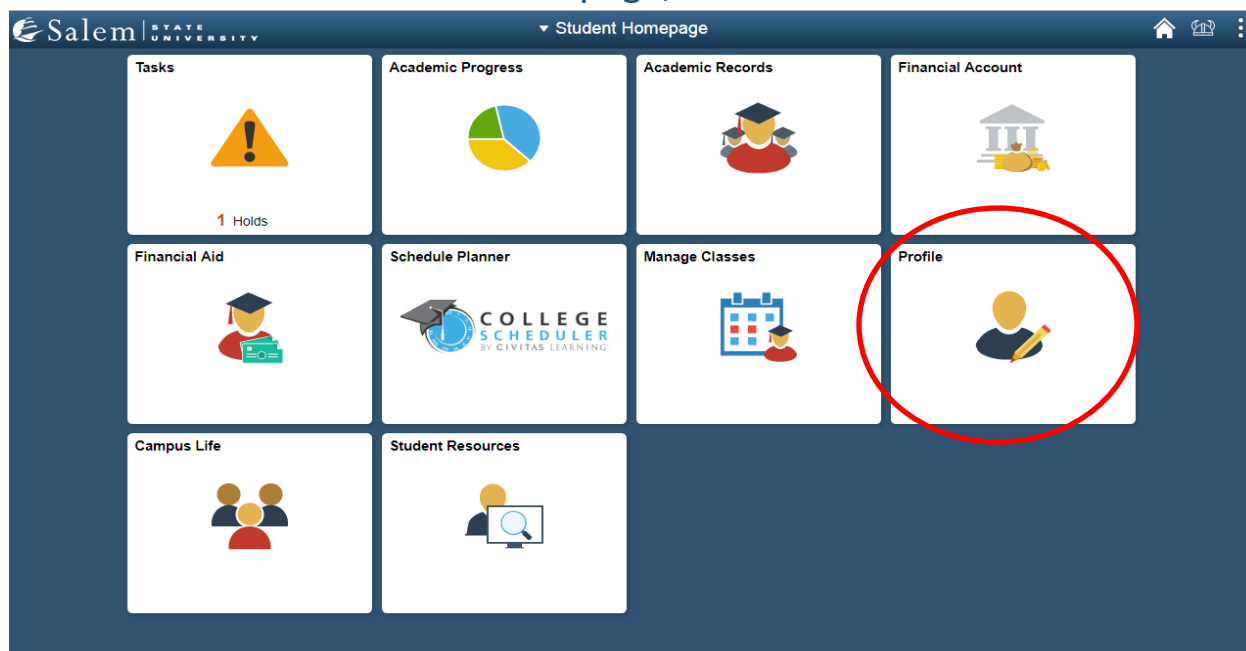# Student Navigation Center

How to: Complete/ update your FERPA release/ waiver
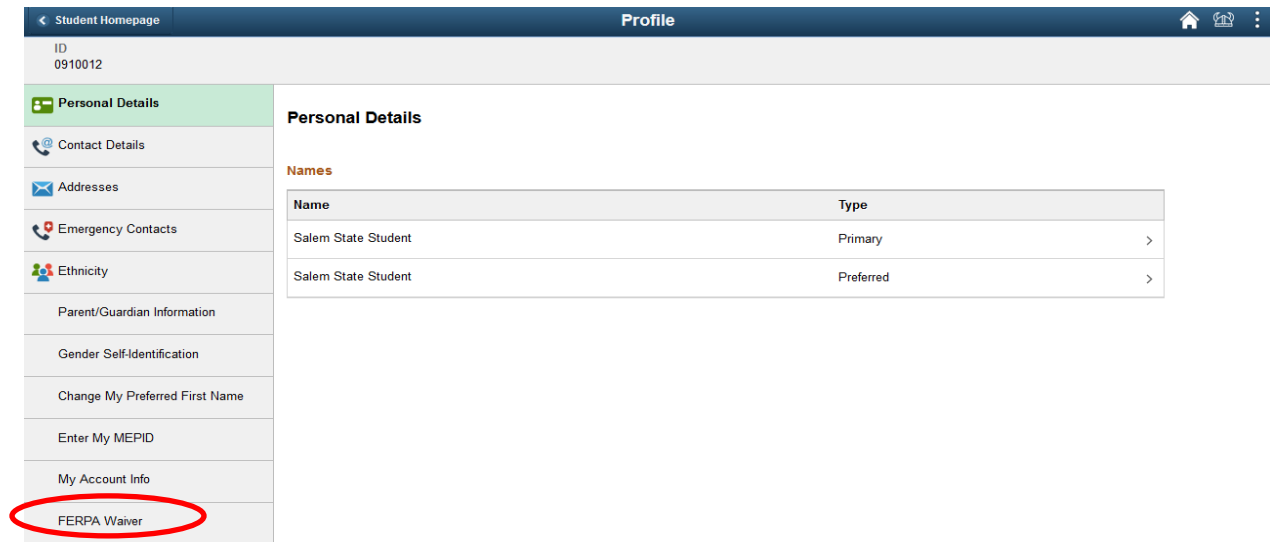
1. Log into Navigator.

2. Once at the Student Homepage, click on "Profile".
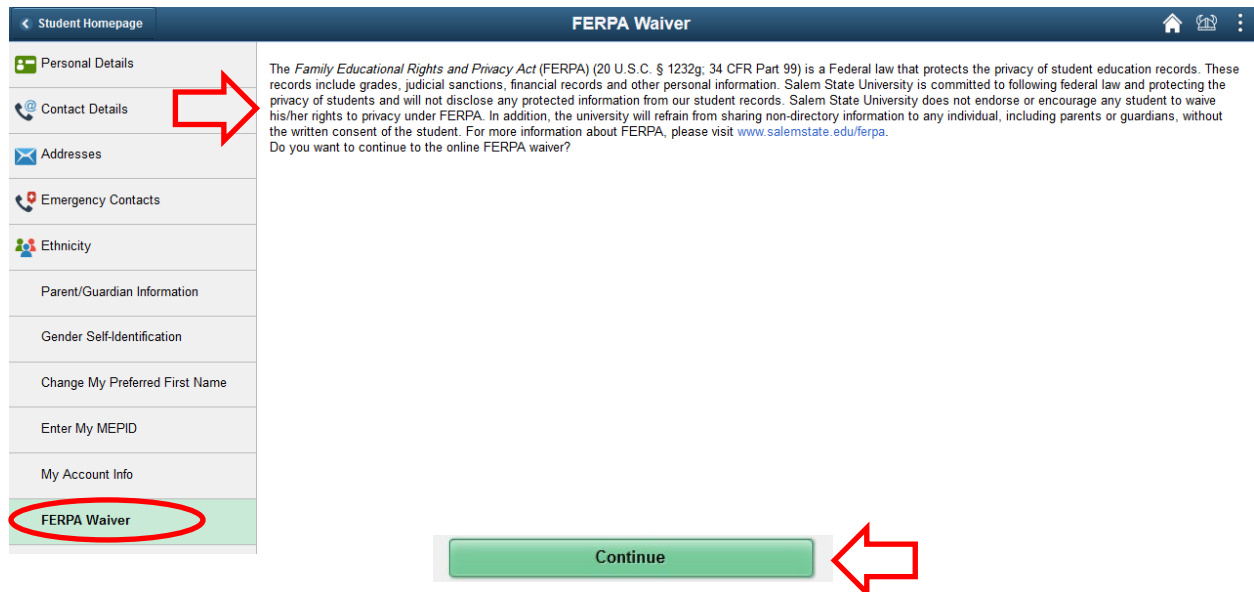
3. On the menu bar click on "FERPA Waiver".

4. Read the FERPA waiver information, then click "Continue".

5. If you wish to add or remove a designee, please follow the directions for both actions listed on the FERPA Waiver page. **Note:** Click save after adding or removing a designee.

Note: When you add or remove a designee, it is updated instantly in the system.