

**Buntain School of Nursing  
Northwest University**

**RELEASE FOR DISTRIBUTION OF CONFIDENTIAL MATERIAL**

*This Release when signed affirmatively allows for faculty to return graded papers and other confidential materials in an unlocked filing cabinet that is not in a secured location. Papers will be inserted into a file, bearing a student's name, in the filing cabinet, and will be available for the student to pick up.*

**Affirmative: Permission Granted**

I, \_\_\_\_\_, give my permission for nursing faculty  
(print name)  
and staff to return evaluated coursework assignments, tests, and other materials through an open file system.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

----- OR -----

**Negative: No Permission Granted**

I, \_\_\_\_\_, do not give my permission to participate in a  
(print name)  
open file return of evaluated papers. I will provide a self addressed stamped envelope (or self addressed envelope for campus mail) for each paper to be returned.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*