

Student Advising and Retention Services  
(STARS)  
Lamar Univeristy  
P.O. Box 10108  
Beaumont, TX 77710  
Phone: 409-880-7201 Fax: 409-880-7200

## Authorization for Telephone and Online Advising

### Instructions:

- Please read and complete this form.
- Select a code word that is unique to you. Do not use a code word that is a common or frequently used.
- Fax the completed form along with a copy of your photo ID (Lamar student ID or driver's license) to STARS at 409-880-7200 or turn it in at the STARS office, Communication Building, Suite 109.
- At your appointed advising time, your advisor will contact you by phone and ask for your code word before continuing with the advising session.

Advisors and staff within the STARS department maintain the highest level of confidentiality when dealing with students' personal and academic information; however, please be aware that due to the nature of the Internet and email technology, there can be no assurance of confidentiality when using online services.

I, \_\_\_\_\_, understand the limitations of confidentiality as it relates to online and telephone advising. With that understanding, I agree to be advised either by telephone or online. I grant permission to my advisor and his or her supervisor (s) to discuss my academic and personal information over the telephone or online with me.

Code Word: \_\_\_\_\_

Student ID \_\_\_\_\_

\_\_\_\_\_  
Student Name (print)

\_\_\_\_\_  
Student Signature