

STUDENT GUIDE TO FERPA  
(Family Education Rights and Privacy Act)



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## **FERPA: A Student's Guide**

### **What is FERPA?**

The Family Educational Rights and Privacy Act of 1974, as amended (also known as the Buckley Amendment), affords students certain rights with respect to their education records. Specifically, it affords students the right to:

1. inspect and review their education records;
2. request the amendment of inaccurate or misleading records;
3. consent to disclosure of personally identifiable information contained in their education record; and
4. file a complaint with the U.S. Department of Education concerning alleged failures of the institution to comply with this law.

Delta State University strives to fully comply with this law by protecting the privacy of student records and judiciously evaluating requests for release of information from these records. Information regarding the Family Educational Rights and Privacy Act (FERPA) is contained in the university policies, student catalog, and on the University Registrar's webpage.

### **Directory Information:**

FERPA authorizes the release of "Directory Information" without the student's prior written consent under certain conditions set forth in the Act.

This Federal law indicates that you have a right to request that your "directory information" not be made public. "Directory Information" includes:

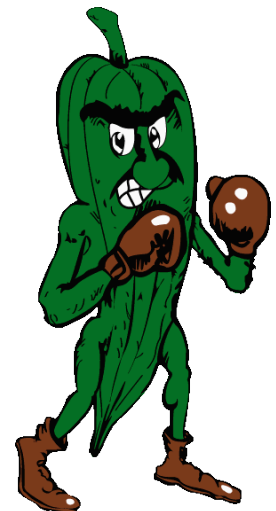
- your name
- your local address and phone number
- your permanent address and phone number
- your college, department, major
- dates of enrollment
- degrees received
- honors received
- full or part-time status
- email address
- participation in officially recognized activities and sports
- weight and height of members of athletic teams

## **FERPA Annual Notice to Reflect Possible Federal and State Data Collection and Use**

As of January 3, 2012, the U.S. Department of Education's FERPA regulations expand the circumstances under which your education records and personally identifiable information (PII) contained in such records - including your Social Security Number, grades, or other private information - may be accessed without your consent. First, the U.S. Comptroller General, the U.S. Attorney General, the U.S. Secretary of Education, or state and local education authorities ("Federal and State Authorities") may allow access to your records and PII without your consent to any third party designated by a Federal or State Authority to evaluate a federal- or state-supported education program. The evaluation may relate to any program that is "principally engaged in the provision of education," such as early childhood education and job training, as well as any program that is administered by an education agency or institution. Second, Federal and State Authorities may allow access to your education records and PII without your consent to researchers performing certain types of studies, in certain cases even when we object to or do not request such research. Federal and State Authorities must obtain certain use-restriction and data security promises from the entities that they authorize to receive your PII, but the Authorities need not maintain direct control over such entities. In addition, in connection with Statewide Longitudinal Data Systems, State Authorities may collect, compile, permanently retain, and share without your consent PII from your education records, and they may track your participation in education and other programs by linking such PII to other personal information about you that they obtain from other Federal or State data sources, including workforce development, unemployment insurance, child welfare, juvenile justice, military service, and migrant student records systems.

**Releasing Information:** If you would like to sign a waiver to release your academic information to a parent/guardian, please complete and download the release form by going to the (Registrar Webpage-Policies-Academic Information Release). Once the form is complete, please return it to the Registrar's office to be attached to your internal documentation for the university. The form can be found [here](#).

**Other Disclosures:** Be aware that FERPA also allows schools to disclose records, without consent, to the following parties or under the following conditions (34 C.F.R. § 99.31)-educational interest, transfer institutions on students behalf, audits, financial aid, accrediting organizations, subpoena, and health/safety emergencies.



## Where can I find out more about FERPA?

The U.S. Department of Education is responsible for overseeing FERPA. See the Department's Web site for additional information:

<http://www.ed.gov/policy/gen/guid/fpco/ferpa/>.

## University Contacts:

- \* Provost/Vice President of Academic Affairs: 662-846-4010
- \* Vice President of Student Affairs: 662-846-4150
- \* University Registrar: 662-846-4040
- \* Student Business Services: 662-846-4698
- \* Student Financial Aid: 662-846-4670
- \* Counseling and Testing: 662-846-4690

