

## Privacy of Student Records - FERPA

Students have the right to request that records be kept private. Within PeopleSoft, a student record marked as private will be displayed with a FERPA button at the top of the window.



FERPA, or The **Family Educational Rights and Privacy Act** (commonly known as the Buckley Amendment) establishes a 'right to privacy' for student academic records.

In general, the student, and only the student, can have access to the student's academic records. University employees who have an "educational interest" may also have access. This can be frustrating for parents, but is firmly established in law. The law also establishes a small number of exceptions (response to court subpoenas in limited circumstances, for example). These exceptions are dealt with and documented by the Office of the Registrar.

The law defines a set of **directory information** that universities may release if the student does not request otherwise.

Directory information includes:

- Name
- Address
- Telephone number
- Birth date
- Major
- Degrees and official awards
- Participation in official activities and sports
- Weight and height of athletic team members.

Under the law, each student may request that directory information be withheld. The university honors that request by marking the records in PeopleSoft. In recent years, many students request protection from disclosure under FERPA as a result of stalking and other criminal victimization. Students who have requested that directory information be withheld are not listed in Frog Calls, on WEB pages, or in any fashion that might become available outside direct educational interests of the university.

Failure to follow FERPA may result in both institutional and individual liability. Individuals who fail to follow FERPA will be subject to discipline and possible termination.