

FERPA: Family Educational Rights and Privacy Act of 1974



What is FERPA?

- Family Educational Rights and Privacy Act of 1974
- FERPA is a federal law that protects the privacy of a student's educational records.
 - FERPA applies to all educational agencies or institutions that receive funds under any program administered by the Secretary of Education.
 - Enforced by the Family Policy Compliance Office of the U.S. Department of Education.

What Are Educational Records

- Educational records include **but are not limited to:**
 - Academic Information
 - Account Information
 - Achievement Records
 - Attendance Records
 - Disciplinary Records
 - Financial Aid Information
 - Performance Records
 - Residential Information

Student Rights Under FERPA

Students have the right to...

- Access and review their educational records.
- Request an amendment to their records.
- To expect that their educational records are kept confidential.

Student Rights Under FERPA

- Parents do not have an automatic right to view their student's educational records.
- FERPA rights are granted to a student at the age of 18 OR when they begin attending an institution of higher education regardless of age.

Access To A Student Record

- FERPA requires that access to a student's records must be granted by approval of the student.
- Students can fill out an Authorization for Release of Information available online at www.park.edu/sac.
- On the Authorization for Release of Information form the student will designate individuals that information may be released to.



Authorization for Release of Information
Carefully read this authorization to release information about you.

I authorize the following person(s) to obtain the indicated information below, relating to my activities as a student at Park University.

Individual #1 (print name) _____
Relationship to student

Security Question and Answer for Individual #1

Individual #2 (print name) _____
Relationship to student

Security Question and Answer for Individual #2

This information may include, but is not limited to:

- Academic
- Attendance
- Performance
- Account Info
- Disciplinary
- Residential
- Achievement
- Financial Aid

Understand, for financial or lending institutions, medical institutions, hospitals, health care professionals, and other sources of information, a separate specific release will be needed, and I may be contacted for such a release at a later date.

Copies of this authorization that show my signature are as valid as the original release signed by me. This authorization is valid from the date signed below and will continue in effect until my written termination.

Student Signature (signed in ink) _____
Date Signed

Full Name (Type or Print Legibly) _____
Student ID#

Cell Phone _____
Home Phone

Submit completed form to:
Park University SAC
8700 NW River Park Dr #15
Parkville, MO 64152
Fax: 816-505-5475

For More Information...

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

Contact the Student Assistance Center
(816) 584-6800 OR SAC@park.edu