

Family Educational Rights and Privacy Act (FERPA) Information and Release Form

The Family Educational Rights and Privacy Act (FERPA) of 1974 is a Federal law that protects the privacy of student educational records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Generally, schools must have written permission to disclose those records, without consent, to the following parties or under the following conditions (34CFR 99.31 and 99.5):

- School officials with legitimate educational interest;
- Other schools to which a student is transferring;
- Specified officials for audit or evaluation purposes; Appropriate parties in connection with financial aid to a student;
- Organizations conducting certain studies for and on behalf of the school;
- Accrediting organizations;
- To comply with a judicial order or lawfully issued subpoena;
- Appropriate officials in cases of health and safety emergencies;
- State and local authorities, within a juvenile justice system, pursuant to specific State law;
- When a student is dependent under the IRS tax code;
- When the student has violated a law or the school's rules or policies governing alcohol or substance abuse, if the student is under 21 years old; and
- When the information is needed to protect the health or safety of the student or other individuals in an emergency.

Your Student Rights under FERPA

1. To inspect your personal education record maintained by the school.
2. To amend and/or correct records which are believed to be inaccurate or misleading.
3. To consent to disclosure of educational records (with exceptions) by written signature prior to release.

Beacon College may disclose, without consent, "directory information," which is identified as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, Beacon College must inform students about directory information and allow students a reasonable amount of time to request that the school not disclose directory information about them. Beacon College must notify students annually of their rights under FERPA. The actual means of notification is left to the discretion of Beacon College.

Please complete and sign the reverse side of this document to indicate that you understand the FERPA policies.

Records created and maintained by Beacon College are considered to be educational records and may not be disclosed without the student's written consent except in circumstances described above.

By signing this form, you are giving permission to allow Beacon College to disclose personally identifiable information to the person(s) specified. This signed release remains in effect until rescinded or upon graduation.

Individual(s) to Whom Permission is Given

_____ Name	_____ Relationship to Student

I have read and understand the above FERPA policies. If I had questions, I have had the opportunity to ask and receive clarification.

_____ Student Name	_____ Student ID Number
_____ Student Signature	_____ Date