

Parent/Guest Online Limited FERPA Waiver

Students can give permission to a parent or guest to view some of their online records by using the College's online Parent/Guest Manager. Students should be aware that they are waiving their FERPA rights for each one of their records that they grant permission. Students have the right to remove access from anyone to whom they have granted permission at any time.

The FERPA policy can be viewed online at <http://www.purchase.edu/departments/Registrar/FamilyEducationalRightsAndPrivacyAct.aspx>.

Students can choose from the following records only:

- Grades
- Semester Bill
- Account Payment
- Financial Aid
- Online Insurance Waiver
- Time Payment Plan

The online access is limited to the above records for online access only. It does not grant a parent or guardian any additional rights to discuss grades, attendance or disciplinary issues without the permission of the student.

<http://studentservices.purchase.edu/>

Click on the Parent/Guest link to access information.

PURCHASE COLLEGE

Have additional questions? Contact the Purchase College Registrar's Office at (914) 251-7000.

Additional Information and Links

Purchase College

www.purchase.edu/parents

www.purchase.edu/acadaff/registrar/FamilyEducationalRightsAndPrivacyAct.aspx

U.S. Department of Education

www.ed.gov/policy/gen/guid/fpco/index.html

College Parents of America

www.collegeparents.org

What FERPA means for you

Students are responsible for their education. While parents should be involved in their students' emergence as adults, college is a transitional time. While we encourage students to discuss their academic performance with their parents, Purchase College is prohibited by federal and state laws from doing so unless explicit consent is granted by the student to do so. Talk to your student about academic expectations and plan out the sharing of college progress and achievements.

For additional information regarding your student's disciplinary record, please refer to "A Parent's Guide to Purchase" from your Orientation pack.

PURCHASE COLLEGE

Registrar's Office
(914) 251-7000

FERPA and your student



FERPA Basics

FERPA is the Family Educational Rights and Privacy Act (also known called the Buckley Amendment). Passed by Congress in 1974, the Act grants specific rights to the student:

- the right to see the information that the institution is keeping on the student
- the right to seek amendment to those records and in certain cases append a statement to the record
- the right to consent to disclosure of his/her records
- the right to file a complaint with the FERPA Office in Washington
- the right to limit disclosure of some "directory information"

Purchase College Directory Information is defined as:

- name
- date of birth
- address
- phone
- email address
- dates of attendance
- class level
- awards
- matriculation status
- photographs
- full- or part-time status
- major fields of study and degrees
- athlete's height and weight
- participation in recognized College ac-

What is a Student?

§99.3 A student is any individual who has been in attendance at the institution and about whom the institution maintains educational records

§99.5 When a student becomes an eligible student, the rights accorded to, and consent required of, transfer from the parent to the student.

What is an Educational Record?

§99.3 "Educational Records" are defined as all records that contain information directly related to a student maintained by an educational agency or institution. These records may include (but are not limited to):

- all personal information pertaining to students
- enrollment records
- grades, schedules, class lists, or any lists of students
- computer printouts and hard-copy documents
- information displayed on a computer screen
- notes taken about a student (i.e. during an advisement session or office visit)

What is an Education Official?

FERPA defines an education official as:

- a person employed by the institution in an administrative, supervisory, academic or research, or other support staff position
- a person serving on an institutional governing body
- a person employed by, or under contract to, the institution to perform a special task, such as an attorney or auditor

Exception to Release of Directory Information

The release of directory information can be suppressed by the student. Students may obtain Suppression of Directory Information Forms from the Registrar's Office to restrict their directory information.

NEW Limited FERPA Waivers (Grades, Bill and Financial Aid Only)

Students can give Parents or Guardians online access to their grades, bill and financial aid information by using our new online Parent/Guest Access Program available on our Student Services Self Service .

See the back of this pamphlet for more informa-



The prior, written consent of the student is required for the disclosure of any non-directory or restricted information.