

What is FERPA?

The Family Educational Rights and Privacy Act (FERPA), also known as the Buckley Amendment of 1974, is a federal law that describes how schools and colleges keep and/or distribute student information and records. Part of the law covers students under 18 and enrolled in public schools; the other part covers students enrolled in colleges and universities. The act was created to safeguard student privacy.

What Rights Does FERPA Provide?

FERPA provides four rights to students:

- The right to inspect or review their education records.
- The right to request the amendment of the record to ensure that they are accurate.
- The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.
- The right to file with the U.S. Department of Education a complaint concerning alleged failures by WVU Parkersburg to comply with the requirements of FERPA.

What is a Student Record?

A student record is any record related to a student and directly maintained by WVU Parkersburg or an agent of the college.

What Information is Made Public?

WVU Parkersburg has classified the following as Directory Information which may be released without prior consent: name, address, telephone number, e-mail address, date and place of birth, major field of study, dates of attendance, enrollment status (full, part-time or not enrolled), degrees and awards received, including Dean's List and President's Scholar List, the listing of previous educational institutions attended, and participation in officially recognized activities.

Can a student prevent the disclosure of Directory Information?

Yes, a student has the right to withhold the disclosure of the Directory Information. The student must sign a "Request to Prevent Disclosure of Directory Information" form. The form is valid for one year. WVU Parkersburg will honor the student's request to withhold the information and will not contact them for subsequent permission to release it. Regardless of the circumstance or effect, WVU Parkersburg assumes no liability for honoring the student's instructions that such information be withheld.

What Does FERPA Mean to Parents?

FERPA rights belong to WVU Parkersburg students when they enroll as a college student. Because the student controls these rights, WVU Parkersburg will release a student's educational records only with the consent of the student. Some examples of educational records include grade reports, transcripts and judicial reports. This means that, unlike in high school, parents will not have direct access to the above records

without the student's consent. Parents who wish to know their student's grades must ask the student for that information.

Will I Know if My Student Gets Into Trouble?

Sometimes. If your student is under 21 and is found responsible for violating an alcohol or controlled substance policy, WVU Parkersburg can notify parents if it is a repeat offense or if the student's welfare and safety may be threatened.

Will I Be Notified if My Student is Hurt?

FERPA allows for releasing applicable records in a serious health or safety threat. If your student is in a dangerous situation, the college will attempt to contact the appropriate parties, such as parents, in order to inform them of the situation.

May Parents Register, Drop and Add Classes for Students?

Not without written consent. This restriction is developmental and practical. Your student will be the one attending classes and doing all the homework, so your student should be the one to talk to advisors about appropriate courses and choosing a workable schedule.

Will Faculty Members Release Information to Parents?

The records and information kept by faculty belong to the student and are protected under FERPA; information would not be released to parents without signed authorization from the student. Again, it's best to engage your student in a conversation if there are problems, and encourage your student to seek out the appropriate campus resources for help.

For more information on FERPA at WVU Parkersburg, consult the Notification of Rights under FERPA section of the WVU Parkersburg Catalog or the related sections of the WVU Parkersburg Student Handbook. You may also call the Records Office at 304-424-8220.

Look at what you can do with Student Self-Service!

- Print enrollment verification certificates for health insurers and other organizations
- Find out when deferment notices were sent to your student lenders
- View your enrollment history
- View the proofs of enrollment sent on your behalf to student service providers
- Get a list of your student loan holders

How to Access FREE Student Self-Service:

1. Log onto **OL SIS** using your **User ID** and **PIN**
2. Click the "**Student Records**" link
3. Click the "**National Student Clearinghouse**" link.