



# FERPA Dual Credit Parent Information Sheet

## What is FERPA?

- The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student education 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 education records. These rights transfer to the student when they reach the age of 18 or *enrolls in a school beyond the high school level*.
- Schools may disclose, without consent, "directory" information including a student's name, address, phone number, email address, date and place of birth, major field of study, FT/PT status, participation in officially recognized activities and sports, weight and height of athletes, degree earned, honors and awards received, dates of attendance, and the last school attended by the student.
- FERPA allows schools to disclose those records, without consent, to the following parties including, but not limited to:
  - School officials with legitimate educational/financial aid interest
  - Specified officials for audit or evaluation purposes
  - To comply with a judicial order or lawfully issued subpoena
  - Appropriate officials in cases of health and safety emergencies

## What does this mean for you?

Under FERPA, the rights to high school records belong to the parents. However, the postsecondary records belong to the student; regardless of age. In this case, FERPA's provisions allowing disclosure of information to parents of students who are dependents for income tax purposes would apply, allowing the postsecondary institution to share grades and other information from the student's education records with parents upon presentation of income tax records demonstrating the student is a tax dependent. *Students can also give express written permission for their parents' access to their education record by completing the "FERPA Information Release Form" and submitting it to the Office of the Registrar.* Additionally, the high school and postsecondary institution may share information from records of dual-enrolled students.

Sterling College strongly encourages parents of dual-credit students to respect the student's ownership of his or her education record at the college level and seek ways to gain that information while safeguarding the student's rights and responsibilities. Teachers teaching dual-credit courses will make every attempt to communicate with and through the student, as an important maturation point for college students.

- When your student signs our FERPA form they have several options:
  - Give specified individuals access to their records via a password they choose
  - Allow a one-time release of information to specified individuals with the chosen password
  - Release no information at all
- If your student signs the FERPA form and gives you permission to call in and access their academic, financial or other records, *you must be able to provide us with the password they chose*; otherwise we will not release any information to you. This is how we ensure protection of the student's privacy and sensitive information.

**My student's FERPA password:**

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