



PolicyName Compliance with and Annual Notification of Student Rights under the Family Educational Rights & Privacy Act

none minor/non-substantive substantive/extensive

Policy Statement

Finger Lakes Community College complies with the Family Educational Rights and Privacy Act (FERPA). As part of FERPA requirements Finger Lakes Community College will notify students annually of their rights. Finger Lakes Community College, through the procedures outlined below, ensures that FERPA rights are met. A FLCC student has the right to:

- x inspect and review their education record within 45 days of the day the College receives a request for access
- x request the amendment of their education record that they believe is inaccurate or misleading
- x consent to disclosure of personally identifiable information contained in their education record, except to the extent that FERPA authorized disclosure without consent
- x file a complaint with the U.S. Department of Education concerning alleged failures by Finger Lakes Community College to comply with the requirements of FERPA

Reason(s) for Policy

The FERPA legislation affords students certain rights with respect to their education records.

Applicability of Policy

All students, faculty and staff should be familiar with this policy.

Definitions:

None

Related Documents

- x Family Educational Rights & Privacy Act (FERPA)
<http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html>

Procedures

The right to inspect and review the student's education records within 45 days of the day the College receives a request for access

Eligibility for Honor Societies

Most Recent Previous Educational Agency or Institution Attended by the Student

Dean's List Qualification

Solomon Act- Military Access to Education Records:

The Solomon Amendment (10 U.S.C. §982:32 C.F.R. 216.65 F.R. 2056) is not a part of FERPA, but it allows military organizations access to information ordinarily restricted under FERPA for the purpose of military recruiting. Specifically, the Solomon Amendment permits the Department of Defense entities to physically access institutional facilities to recruit students, and to obtain students' names, addresses, phone numbers, age, class, and degree program once every term. The Solomon Amendment only applies to enrolled students over age 17.

Students have the right to restrict disclosure/release of directory information to ~~third parties~~. While students are attending FLCC, they must file the notification to withhold directory information annually. Forms for this purpose are available from the Student Records Rcoava