Hi. I'm here to discuss the Family Educational Rights and Privacy Act of 1974, as amended, also known by the acronym of FERPA.
What is FERPA?

- FERPA is a Federal law that pertains to access to and release of student education records and personally identifiable information about students found in education records.
- The law applies to all schools that receive funds under an applicable program of the U.S. Dept. of Education.

FERPA is a federal law that deals with access to and release of student education records and personally identifiable information about students found in education records. FERPA applies to all schools that receive funds from the U.S. Department of Education.
FERPA protects personally identifiable information found in education records. According to the regulations, education records are all records that contain information that is directly related to a student and that are maintained by an educational agency or institution or by a party acting on its behalf. A record means any information recorded in any way.
To whom does FERPA apply?

- FERPA applies to students who are “in attendance”, regardless of their age.
- “In attendance” means that the individual has registered, paid for, and attended classes.
- In addition to current students, FERPA applies to information about former students that relates to when they were “in attendance.”

FERPA protects students who are in attendance at an institution of higher education, regardless of their age. In attendance means that the individual has registered, paid and started classes. In addition to current students, FERPA applies to information about former students that relates to when they were in attendance.
Students have three basic rights under FERPA: the right to inspect and review their education record, the right to request to amend their education record, and the right to have some control over the disclosure of information from their education record.
What is “Directory Information”? 

- FERPA allows institutions to designate certain information as “directory information”, which may be disclosed without the student’s permission.
What items are considered “directory information” at UT Austin?

- Student's name
- Email address
- Public user name
- Telephone listing
- Place of birth
- Classification
- Expected date of graduation
- Major field(s) of study
- Dates of attendance
- Enrollment status
- Local and permanent address
- Degrees, awards, and honors received
- Participation in officially recognized activities and sports
- Weight and height if a member of an athletic team
- The most recent previous educational institution attended
- Student parking permit information
- Job title and dates of employment when employed by the University in a position that requires student status

At UT Austin the following information is considered directory information: student’s name, Email address, public user name (UT EID), telephone listing, place of birth, classification, expected date of graduation, major, dates of attendance, enrollment status, local and permanent address, degrees, awards, and honors received (including selection criteria), participation in officially recognized activities and sports, weight and height if a member of an athletic team, the most recent previous educational institution attended, student parking permit information, and job title and dates of employment when employed by the University in a position that requires student status.
How does a student make directory information confidential?

- A currently enrolled student may restrict access to all or some of their directory information through the Restrict My Information online service.
- A student may restrict access to their directory by coming to the Office of the Registrar.
- A request to restrict access will remain in effect until revoked by the student.

To make their directory information confidential, a currently enrolled student may restrict access to all or some of their directory information through the Restrict My Information online service.

A student may also restrict access to their directory information by coming to the Office of the Registrar, Room 1 in the Main Building, and completing a "Request to Restrict Release of Directory Information" form. Although accepted at any time, it is strongly recommended that the student complete the request during the first twelve class days of any semester or during the first four class days of the summer term to ensure information is not made available to the printed directory.

The request to restrict directory information will remain on a student’s record until it is revoked by the student.
Access to student education records

- According to FERPA, non-directory information may not be released without prior written consent from the student, with certain exceptions.
- Exceptions are noted in General Information. These include, but are not limited to, access by appropriate University administrators, faculty, or staff who require access to education records in order to perform their legitimate educational duties.
Who at UT Austin can access education records?

- Individuals at UT Austin can access education records if they have “legitimate educational interest”.
- One has “legitimate educational interest” if they are an appropriate University official or contractor acting on our behalf who requires access to those records in order to perform their legitimate educational duties.

Access by an appropriate University official who requires access to perform their legitimate educational duties is called "legitimate educational interest".

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Who at UT Austin can access education records?

- To have “legitimate education interest” one must have a job-related need on each occasion that confidential information is accessed, even if that information is in the administrator, faculty, or staff member’s own possession.

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Whom do I contact with questions?

- UT Austin, Office of Institutional Compliance, (512) 232-7055
- UT Austin, Office of the Registrar (512) 475-7575
- Family Policy Compliance Office
  U.S. Department of Education
  400 Maryland Avenue, SW
  Washington, D.C. 20202-5901

FERPA Training - Review

This short review tests your knowledge about FERPA. It will take about 5-10 minutes to complete.

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