

FERPA

Federal Education Rights and Privacy Act

Applies Any Title IV Funded Postsecondary Institution

STUDENT RIGHTS

Right To



**Inspect
Records**

Right To



**Request
Amendment**

Right To



**Authorize
Release**

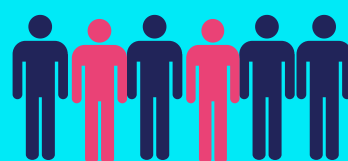
Right To



**File
Complaint**

LEGITIMATE EDUCATIONAL INTEREST

Student information may be shared without consent to officials within the organization who need it to perform their job duties.



DIRECTORY INFORMATION



Can include name, birthdate, major of study, dates of attendance. UCLA Extension does not define any directory information for release without prior consent for student.

What Are Educational Records?

The following types of records are protected and cannot be disclosed without student consent:



**Applications
& Transcripts**



**Grades, Schedules
Class Lists**



**Financial Aid
Billing Info**



**Discipline
Records**

TIPS



Emails - CC only those authorized to see information

Canvas & Zoom - Be mindful of what you share

Grades - Do not post publicly

Parents - DO NOT have automatic access to student record

REFERENCE:

<https://studentprivacy.ed.gov/>