UNIVERSITY OF ARKANSAS SYSTEM
CRIMINAL JUSTICE INSTITUTE

Family Educational Rights & Privacy Act (FERPA) Waiver

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. These records include grades, judicial sanctions, financial records and other personal information.

The Criminal Justice Institute ("CJI") is committed to following federal law and protecting the privacy of students and will not disclose any protected information from our student records. In addition, CJI will refrain from sharing nondirectory information to any individual, including parents or guardians, without the written consent of the student. By signing this waiver a student is authorizing the CJI partnering school(s) identified below permission to disclose the certificate and AAS degree date(s) of completion for the student with the CJI Director and/or designated personnel responsible for maintaining program records.

I, _____, understand the Family Educational Rights and Privacy Act (FERPA) as it relates to information from my educational records, and my right to keep such information confidential. I herby consent to give the CJI partnering school(s) I identified below permission to disclose my certificate and AAS degree date(s) of completion with the CJI Director and/or designated personnel responsible for maintaining program records. I understand that in order to rescind this waiver I must do so in writing.

- ☐ Arkansas State University at Beebe
- ☐ Arkansas State University at Newport
- ☐ Cossatot Community College of the UA
- ☐ National Park College
- ☐ North Arkansas College
- ☐ Northwest Arkansas Community College
- ☐ Pulaski Technical College
- ☐ University of Arkansas at Fort Smith
- ☐ University of Arkansas at Little Rock
- ☐ University of Arkansas at Monticello
- ☐ UA Community College at Batesville
- ☐ UA Community College at Hope
- ☐ UA Community College at Morrilton

_____

Student Full Name (PRINT) **Student Signature**

_____

Student Address **Date**

FERPA Frequently Asked Questions

What is FERPA?
The Family Educational Rights and Privacy Act (FERPA) is a federal law that affords parents/families/guardians the right to have access to the student's education records, the right to seek to have the records amended, and the right to have some control over the disclosure of personally identifiable information from the education records. When a student turns 18 years old, or enters a postsecondary institution at any age, the rights under FERPA transfer from the parent/guardian to the student ("eligible student"). The FERPA statute is found at 20 U.S.C. § 1232g and the FERPA regulations are found at 34 CFR Part 99.

How am I informed about my rights under FERPA?
Educational agencies and institutions are required to notify parents and eligible students about their rights under FERPA. Section 99.7 of the FERPA regulations sets forth the requirements for the notification. Schools do not have to individually notify parents and eligible students but do have to notify them by any means that are reasonably likely to inform the parents or eligible students of their rights.

Under what circumstances may a school disclose information from education records without consent?
There are several exceptions to FERPA's general prior consent rule that are set forth in the statute and the regulations. See § 99.31 of the FERPA regulations. One exception is the disclosure of "directory information".

What is "Directory Information"?
FERPA defines "directory information" as information contained in the education records of a student that would not generally be considered harmful or an invasion of privacy if disclosed. The university has designated the following items as "directory information": a student's name, electronic mail address, local and permanent mailing addresses, telephone numbers, date and place of birth, major and minor fields of study, dates of attendance, enrollment status (full or part time), certificates, degrees, honors and awards received (including scholarships), date of actual or expected graduation, previous educational institution attended, participation in officially recognized activities and sports sponsored by the university, weight and height of athletic team members.

If I am a parent of a university student, do I have the right to see my student's education records, especially if I pay the bill?
As noted above, the rights under FERPA transfer from the parents to the student, once the student turns 18 years old or enters a postsecondary institution at any age. CJI will not disclose information to a third party without the consent of the student.

Please Initial: _____