FERPA and You!

University of Central Florida
Registrar's Office
FERPA stands for “Family Educational Rights and Privacy Act of 1972, as Amended,” known generally as “FERPA” or “The Buckley Amendment.”

FERPA is a federal law that protects the privacy of your education records.
FERPA was introduced, adopted and implemented in a matter of months during the summer and fall of 1974. Senator James Buckley of New York stated that his amendment would counter the growing trend toward "violation of confidentiality and abuse of personal data" by "governmental and other busybodies."
Basic Guidelines

As a college student, even if you are under 18, your educational records are considered confidential.

Under most circumstances your records will not be released without your written and signed consent.
Some information, called “Directory Information”, may be released without your prior consent. You may complete a “FERPA Directory Information Authorization Form” to restrict Directory Information access.

This form is available online or in the Registrar’s Office.
What is Considered Directory Information at UCF?

* Name
* Mailing Address
* Phone Number
* Date of Birth
* Major
* Dates of Attendance
* Enrollment Status (Full/Part-time)
* Degrees/Honors/Awards Received
* Participation in Officially Recognized Activities and Sports
* Athletes’ Weight/Height
Basic Rights

The right to inspect and review your education records within 45 days from the day the University receives a request for access.
Basic Rights

The right to request the amendment of any education record that you believe is inaccurate.

This does not apply to grades you do not think you earned...
(in other words, you can’t change a D or a F through FERPA!)
The right to consent to disclosures of personally identifiable information contained in your education records, except to the extent that FERPA authorizes disclosure without consent.
Basic Rights

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate education interests. That includes Advisors, Instructors, Financial Aid Officers, Registrar’s Staff, etc.
What is Personally Identifiable Information?

* Social Security Number
* Gender
* Email Address
* Residency Status

* Religious Preference
* Race/Ethnicity
* Student ID – PID (PeopleSoft)
Basic Rights

The right to file a complaint with the U.S. Department of Education concerning alleged failures by a university to comply with the requirements of FERPA.
Resources

• UCF’s FERPA website:
  http://www.registrar.sdes.ucf.edu/ferpa/guidelines/

• The U.S. Department of Education website:
  http://www.ed.gov

• Additional FERPA information can be found at:
  http://www.ed.gov/offices/OM/fpcO/

• FERPA Office Address:
  Family Policy Compliance Office
  U.S. Department of Education
  400 Maryland Avenue, SW
  Washington, DC 20202-4605
Questions? Concerns?

161 Millican Hall
Telephone: 407-823-3100
E-mail: registrar@mail.ucf.edu

“Ask UCF” (FAQ service) at http://ask.ucf.edu/

Brian Boyd
University Registrar

University of Central Florida
Registrar’s Office