

FERPA (Family Educational Rights and Privacy Act of 1974)

This policy provides that the student has a right of access to student educational records maintained by the university or any department or unit within the university. The policy also protects the confidentiality of personally identifiable information in student records. FERPA applies to currently enrolled or former students, regardless of age or parental dependency. It does not apply to deceased students or persons who have applied but not attended. Educational records include any information provided to the university by a student for use in the educational process or any record from which a student can be personally identified. Some examples include: a document, a computer printout, a class list on a desktop, a computer screen display or a handwritten notice. Subsequently, faculty members are not allowed to post grades by name, social security number, any sequential part thereof, or any other personally identifiable characteristic. This includes graded assignments left for students to collect.

Directory information may be released without the specific written consent of the student, unless they have placed a non-disclosure on their record in the Office of the Registrar. Directory information at ECU includes: Student's name, telephone listing, address, date and place of birth, major, participation in officially recognized activities and sports, dates of attendance, weight and height of athletic team members, degrees and awards received, and most recent previous educational agency or institution attended. A student may complete a "Buckley Form" on OneStop that authorizes a third party (e.g. parent) to access information from their educational/academic record. The form is valid for one calendar year unless the student cancels the authorization. In the absence of prior written consent of the student, a parent may obtain information by submitting his/her most recent tax statement to the Office of the Registrar indicating that the student is a dependent of the parent. In no case, except with specific written consent of the student, may a parent amend any information on a student's record, including but not limited to change of address, change of name or course registration.

Any questions regarding FERPA should be directed to the Office of the Registrar 252-328-6524 or Regis@ecu.edu.