


Annual FERPA Notice & Consumer Information

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Fri 25-Aug-23 4:26 PM

Cc:registrar <registrar@pierpont.edu>

 1 attachments (147 KB)

FERPA Form.pdf;

Students,

FERPA (Family Education Rights and Privacy Act) is a federal law that governs release of and access to student educational records. Please review the following information regarding your rights under FERPA. These rights include:

- The right to inspect and review your educational record within a reasonable time after a request for access is received.
- The right to request an amendment of your education record if you believe it is inaccurate or misleading.
- The right to consent to disclosure of personally identifiable information contained in your education records, except to the extent that FERPA authorizes disclosure without consent.
- The right to file a complaint with the United States Department of Education if Pierpont Community and Technical College does not comply with the requirements of FERPA.

While release of student record information is generally not done without the expressed, written consent of the student, there are some exceptions. For example, directory information includes the following, and may be released without consent:

- Name of Student
- Official Address
- Telephone Number
- Personal Email Address
- Age of Student
- Place of Birth
- Major (Field of Study)
- Class Status (i.e. Freshman, Sophomore)
- Enrollment Status (i.e. part time, full time)
- Dates of Attendance
- Degree(s) and Date(s) Conferred, including anticipated graduation dates
- Previous Educational Institution(s) Attended
- Awards and Honors

Please note that you may withhold directory information by notifying the Office of the Registrar at registrar@pierpont.edu. These requests are permanent until removed in writing by the student. If you choose to withhold directory information, the following restrictions will be enacted:

- Students' name will not appear in the commencement program.
- Verification of enrollment, graduation, or degrees awarded will not be provided to third parties, including potential employers and insurance companies.

- No information will be released to any person via phone, email, etc. Photo identification will be required for in-person communication.

A full description of Pierpont Community and Technical College's policy relating to FERPA is in the academic catalog. You may address questions concerning FERPA to the Office of the Registrar at registrar@pierpont.edu.

If you wish to grant another person (such as a parent or spouse) the right to access your academic record, you must complete a release form. The release form can be emailed to registrar@pierpont.edu or dropped off at any of our Pierpont campus sites.

BCC: All Faculty, Staff, and Students

Thanks,

J.J.



J.J. Davis

Registrar

Pierpont Community & Technical College

500 Galliher Drive

Fairmont, WV 26554

Phone: 304-367-4298

Education That Works

Mission Statement: Our mission is to provide accessible, responsive, comprehensive education that works.

Vision: Empowering individuals to transform their lives through education.

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