

FERPA

The Family Educational Rights and Privacy Act

WHAT IS FERPA?

FERPA stands for the Family Educational Rights and Privacy Act. The act came about in 1974 and has been amended periodically since that time. Essentially, FERPA gives rights to students and governs the disclosure of and access to student educational records.

Many records exist across the University that are directly related to students. UVU, in accordance with FERPA, protects student education records and information from unauthorized disclosure.

WHAT ARE STUDENT EDUCATION RECORDS?

An education record is any record that is directly related to a student that is maintained by the university or by a party or organization acting on behalf of the university.

Education records may exist in any medium including:

- Written and printed documents
- Electronic media
- Film
- Magnetic tape (microfilm and microfiche)
- Diskette or CDs
- Video or audio tapes and files

This includes transcripts or other records obtained from a school in which a student was previously enrolled.

WHAT INFORMATION IS NOT CONSIDERED PART OF AN EDUCATION RECORD?

- Sole possession records or private notes of individual staff or faculty that are not accessible or released to other personnel.
- Law enforcement or campus security records (if made, maintained, and used solely by the law enforcement unit).
- Employee records (unless contingent upon attendance).
- Medical records (if made, maintained, and used only in connection with treatment of the student).
- Alumni records (records created or received after an individual is no longer a student in attendance and that are not directly related to the individual's attendance as a student).
- Grades on peer-graded papers before they are collected and recorded by the instructor.

STUDENT RIGHTS UNDER FERPA

- The right to inspect and review your records.
- The right to seek an amendment to your education records which you believe are inaccurate, misleading, or otherwise in violation of your privacy rights.
- The right to restrict the disclosure of Directory Information, except in specific circumstances where unauthorized disclosure of Directory Information is permitted.
- The right to file a complaint with the Department of Education's Student Privacy Policy Office concerning alleged failures by the university to comply with FERPA.

RESOURCES

- [UVU Official FERPA policy](#)
- [Annual FERPA Notice to Students](#)
- [Department of Education](#)
- [American Association of Collegiate Registrars and Admissions Officers](#)
- [FERPA Tools and Resources for Staff and Faculty \(log-in required\)](#)

UVU FORMS

[STUDENT INFORMATION RELEASE AUTHORIZATION \(SECURITY PHRASE AND DELEGATES\)](#)

[QUESTIONS? ASK WILSON](#)

[PERMISSION TO RELEASE EDUCATION RECORD INFORMATION \(ONLINE FORM\)](#)

[PERMISSION TO RELEASE EDUCATION RECORD INFORMATION \(PDF\)](#)

[PREVENT DISCLOSURE OF DIRECTORY INFORMATION](#)

[ONE-TIME GUEST CONSENT FORM](#)

CATEGORIES OF INFORMATION AND RECORDS

It is important to note that there is a distinction in the types of information and records that may or may not be disclosed to others:

Directory Information

This is general information that *may* be released to anyone without student consent, unless the student has explicitly prohibited its release. These are things that could, for example, show up in the program distributed at the graduation ceremonies. Each institution is allowed some flexibility in determining what is considered directory information at that institution.

At UVU, directory information is:

- Student Name
- *Student ID
- Telephone Number(s)
- UVU Email Address
- Photographs
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Home City and State
- Verification of Current Enrollment
- Dates of Enrollment
- Degrees Conferred (including Dates of Conferral)
- Major or Field of Study/Concentration
- Honors Received

*Directory information includes the student ID number because this identifier cannot be used to gain access to education records without the student's personal password and multi-factor authentication (MFA).

UVU is not required to release directory information, and as a matter of practice, does not release lists of directory information to third parties.

Non-Directory Information

This information may not be released without the express written consent of the student.

Non-directory information includes, but is not limited to:

- Student Schedule and Schedule Details
- Grades
- GPA
- Academic Standing
- Race
- Gender
- Religion
- National Origin
- Date of Birth
- Mailing / Permanent Address(es)
- Personal Email Address(es)
- Social Security Number (any part)
- Visa Status
- All other information and records not found in the 'Directory Information' category

Registrar's Office Registration Department | registration@uvu.edu | (801) 863-8493 | BA 113

STUDENT

[ADMISSIONS](#)
[ACADEMICS](#)
[CAMPUS LIFE](#)
[LOOKING TO ATTEND UVU](#)
[CURRENT STUDENT](#)
[ACCREDITATION](#)

EMPLOYEES

[CAREER OPPORTUNITIES](#)
[EMPLOYEE RESOURCES](#)
[DIRECTORY](#)
[PEOPLE & CULTURE](#)

COMMUNITY

[ATHLETICS](#)
[VISITORS & COMMUNITY](#)
[OFFICE OF THE PRESIDENT](#)
[ABOUT UVU / HISTORY](#)
[ALUMNI](#)
[INCLUSION & DIVERSITY](#)
[ESPAÑOL](#)
[GIVE TO UVU](#)
[CONTACT US](#)

UTILITY

[COVID-19 INFO](#)
[MAPS / PARKING](#)
[SERVICE DESK](#)
[EMERGENCY](#)
[POLICE](#)
[GET HELP](#)
[SEARCH](#)
[ACCESSIBILITY](#)
[TITLE IX / EQUAL OPPORTUNITY](#)