

## About FERPA

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student education records. FERPA affords students certain rights with respect to their educational records:

- The right to inspect and review the student's education records within 45 days of the day the College receives a request for access.
- The right to request the amendment of the student's education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.
- The right to provide written consent before the College discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-5901

## Directory Information

Institutions may disclose, without consent, information that the institution has designated as "Directory information."

Dean College has designated the following as Directory Information:

- Name
- Address
- Telephone number
- Date and Place of Birth
- Major field(s) of study
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of athletic team members
- Dates of attendance
- Degrees, honors and awards received
- Photographs or recorded images

Students wishing to withhold the disclosure of any aspects of the above-mentioned Directory Information must notify the Registrar's Office in writing.