

## **Family Educational Rights and Privacy Act (FERPA)**

### **Parental Notification & Student Privacy**

A noteworthy difference that families experience when sending a student to Babson College relates to privacy standards for educational records at colleges and universities. Babson believes that understanding and handling privacy is an imperative developmental task for students to learn. Guidelines regarding privacy of students' educational records are governed by the Family Educational Rights and Privacy Act (FERPA), a federal law established in 1974. Below are some frequently asked questions about FERPA.

### **What does FERPA cover?**

FERPA is a Federal law that is administered by the Family Policy Compliance Office in the U.S. Department of Education. FERPA applies to all schools that receive funding under any program administered by the Department. Once a student is 18 years of age the student has the right to have access to his or her education records, the right to have records amended, the right to have control over the disclosure of personally identifiable information from the records. Education records are those that are directly related to a student and are maintained by the school. Examples of records entitled to FERPA privacy protection are grade reports, transcripts and student conduct files.

### **Is there a waiver students can sign so parents/ guardians can have access to their educational record?**

In some cases, students may want to allow parents or guardians to view their grades and/or have access to other information in their educational record. The College does not provide an umbrella release form that provides universal access to a student's educational record. However, students can work with the appropriate department (Academic Services, Community Standards, etc.) to sign an authorization to release form for the specific request.

### **Will parents/guardians be notified if a student is hurt?**

If we are aware that your student has been transported to the hospital as the result of an emergency and unable to call for themselves, we will attempt to notify the emergency contact with the emergency contact information the student has provided to the College. It is important that we have accurate and up to date information from each student in regards to their emergency contact. Students can log into the [studentportal.babson.edu](http://studentportal.babson.edu) > Manage My Info > Emergency Contact to update information at any time. The student's health and safety is our utmost concern.

### **Are parents notified when a student violates the College's Alcohol or Drug policies?**

The College reserves the right to notify parents or guardians for any alcohol or drug-related matter or violations. Our typical practice is to do so in serious situations and/or when a student is at risk of losing

College housing or being suspended from the College. More information regarding community standards can be found at <http://www.babson.edu/student-life/community-standards/Pages/home.aspx>.

**Are parents/guardians informed if a student is treated at the Wellness Center (including: Health Services, Counseling Services, Sexual Assault Prevention & Response Services, Health Promotion, and Alcohol & Other Drug Services)?**

The Wellness Center preserves a policy of strict confidentiality for all services and medical records. If students are over 18 years of age, information will not be shared with anyone, including staff, faculty, family and friends without a student's written consent. The only exceptions to this is are cases required by law or if students are determined to be an imminent danger to themselves or others. More information regarding the Wellness Center and the departments within can be found at <http://www.babson.edu/student-life/health-wellness/Pages/default.aspx>.