

Family Educational Rights and Privacy Act (FERPA) at NDSU

I. Purpose: This policy established North Dakota State University's commitment to protecting the privacy and confidentiality of student education records in accordance with the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended.

II. Scope: This policy applies to all student education records maintained by NDSU and to all students enrolled at the university.

III. Policy Statement: NDSU is committed to maintaining the privacy and confidentiality of student education records in accordance with the provisions of FERPA. As a part of this commitment, students have the following rights pertaining to their educational records at the university:

IV. Student Rights:

- **Right to Inspect and Review:** Student have the right to inspect and review their education records within 45 days of the day the University receives a request for access.
- **Right to Amend:** Students have the right to request the amendment of their education records that they believe are inaccurate, misleading, or otherwise in violation of their privacy rights.
- **Right to Consent to Disclose:** Students have the right to consent to disclosures of personally identifiable information contained in their education records, except to the extent that FERPA authorizes disclosure without consent.
- **Right to Restrict Directory Information:** Students have the right that personally identifiable information, or directory information, not be made public.
- **Right to File a Complaint:** Students have the right to file a complaint with the U.S. Department of Education concerning alleged failure by NDSU to comply with the requirements of FERPA - U.S. Department of Education, Student Privacy Policy Office, 400 Maryland Avenue SW, Washington, DC 20202

V. Implementation: FERPA takes effect when classes begin during a student's first enrolled semester.

VI. Compliance: This policy is established to ensure compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended.

Authority: This policy is authorized by the U.S. Department of Education.

Review: This policy will be reviewed periodically by the Office of Registration and Records to ensure its continued relevance and effectiveness and compliance with any changes to FERPA.

Date of Last Review:

Spring 2025