

# READING AREA COMMUNITY COLLEGE DISCLOSURE OF INFORMATION (FERPA)

(Please use blue or black ink pen ONLY)

*Can a student allow additional disclosure with parents?*

FERPA prohibits an additional disclosure unless the student provides consent prior to the additional disclosure and the student must state the purpose of the disclosure.

I certify that I have read and understand my rights under FERPA.

## PERMISSION FOR RELEASE OF STUDENT INFORMATION

By completing the information below, you, the student, agree that RACC staff members can share information of all past and current college information with your school and with your parents and/or guardians.

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Student ID Number

\_\_\_\_\_  
Date

\_\_\_\_\_  
**PRINT:** Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
M.I.

Print the name and address of your school:

\_\_\_\_\_  
School Name

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

By signing this form I understand that disclosure is not immediate and that RACC staff members must secure this document before any information is released to my parents.

This form must be completed and signed by student.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Staff Signature

\_\_\_\_\_  
Date

# **READING AREA COMMUNITY COLLEGE DISCLOSURE OF INFORMATION (FERPA)**

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## **Disclosure of Information from Education Records to Parents of Students Attending Reading Area Community College**

### ***What are parents' rights and students' rights under FERPA?***

At the K-12 school level, FERPA provides parents with the right to inspect and review their children's education records, the right to seek to amend information in the records they believe to be inaccurate, misleading, or an invasion of privacy, and the right to consent to the disclosure of personally identifiable information from their children's education records. When a student turns 18 years old or enters a postsecondary institution at any age, these rights under FERPA transfer from the student's parents to the student. Under FERPA, a student to whom the rights have transferred is known as an "eligible student." Although the law does say that the parents' rights afforded by FERPA transfer to the "eligible student," FERPA clearly provides ways in which an institution can share education records on the student with his or her parents.

### ***Can a school disclose information to parents in a health or safety emergency?***

FERPA permits schools to disclose information from education records to parents if a health or safety emergency involves their son or daughter.

### ***Can parents be informed about a students' violation of alcohol and controlled substance rules?***

Another provision in FERPA permits a college or university to let parents of students under the age of 21 know when the student has violated any law or policy concerning the use or possessions of alcohol or a controlled substance.

### ***Can a school disclose law enforcement unit records to parents and the public?***

Additionally, under FERPA, schools may disclose information from "law enforcement unit records" to anyone – including parents or federal, state or local law enforcement authorities – without the consent of the eligible student. Many colleges and universities have their own campus security units. Records created and maintained by these units for law enforcement purposes are exempt from the privacy restrictions of FERPA and can be shared with anyone.

### ***Can school officials share their observations of students with parents?***

Nothing in FERPA prohibits a school official from sharing with parents information that is based on that official's personal knowledge or observation and that is not based on information contained in an education record. Therefore, FERPA would not prohibit a teacher or other school official from letting a parent know of their concern about their son or daughter that is based on their personal knowledge or observation.



READING AREA COMMUNITY COLLEGE
REGISTRATION FOR DUAL ENROLLMENT

(PLEASE USE BLUE OR BLACK INK PEN ONLY)

PRINT: Last Name First Name MI Date of Birth
Social Security Number Home Phone Number Email

CHECK YOUR HIGH SCHOOL BELOW:

Amount due is determined by multiplying the prevailing tuition rate by the total number of credits.

- Antietam, Boyertown Area, Brandywine Heights, Conrad Weiser, Daniel Boone, Exeter, Fleetwood, Governor Mifflin, Hamburg, Kutztown, Muhlenberg, Oley Valley, Reading, Schuylkill Valley, Tulpehocken, Twin Valley, Wilson, Wyomissing Area, Blue Mtn. Academy, BCTC East, BCTC West, RMCTC, High School not listed above:

FALL 20

SPRING 20

Table with columns COURSE # and CREDITS for FALL 20. Includes rows for course numbers 15 and 35, and a TOTAL CREDITS row.

Table with columns COURSE # and CREDITS for SPRING 20. Includes rows for course numbers 35 and 5, and a TOTAL CREDITS row.

NOTICE OF FINANCIAL RESPONSIBILITY

- I have reviewed the prerequisites for the above listed courses in the appropriate college catalog and, therefore, assume all responsibility for my course selection.
Any changes in this registration form must be made official by completing a change of schedule or withdrawal form.
Furthermore, I understand that, in accordance with policies of the Board of Trustees, I may be administratively withdrawn from the college and/or forego such benefits as transcripts and diplomas if tuition charges, fees and any other financial obligations are not fulfilled in an agreed upon manner.

STUDENT SIGNATURE: DATE:

I, Parent/Guardian, agree to the Financial Responsibility clause if my child is under 18 years of age.

PARENT/GUARDIAN'S SIGNATURE: DATE:

HS COUNSELOR'S SIGNATURE: DATE:

Received by RACC Admissions / / by
Received by RACC Records / / by
RACC ID NUMBER White & Yellow Copy - RACC / Pink Copy - Student GAP 03/15