

Student Rights to Privacy

Family Educational Rights & Privacy Act (FERPA)

The Federal Family Educational Rights and Privacy Act (FERPA), also known as the "Buckley Amendment," is designed to protect the privacy of students. It requires the College to comply with the following principles:

- Student records are open for inspection by students upon request. Specific documents which students have waived their rights to inspect remain confidential.
- Students have a right to challenge the accuracy of records and to request that they be amended.
- The institution may not release student records outside the institution without student consent, unless one of several exceptions applies.
- Requests from outside the institution for information regarding students should be documented, as should releases of student information.
- Students have 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 the Family Educational Rights & Privacy Act.
- Students have a right to obtain a copy of the Colleges policy regarding the Family Educational Rights & Privacy Act. It may be obtained in the Student Service Office.
- The College may establish categories of information known as "Directory Information" and release this information without student consent, upon request by individuals external to the institution. Students may request that the categories below be excluded from Directory Information that would be released without student consent, upon request by a third party.

Palo Verde College has designated "Directory Information" to include the following information:

1. Name
2. Address
3. Telephone number and electronic mail address
4. Date of birth
5. Dates of attendance
6. Enrollment Status
7. Degree's and awards received

Students may wish to have the college withhold all Directory Information. If you choose not to have Directory Information released, complete the [Request to Prevent Disclosure of Directory Information](#) form and return to the Admissions and Records Office at the Palo Verde College, One College Drive, Blythe CA 92225. When the Registrar's Office receives a student's refusal to permit the release of "Directory Information," no further disclosures are made without that student's written consent (except to parties who have legal access to student records without written consent.) Rescinding of this action can be done by the student submitting the request in writing to the Registrar's Office.

Note that the following procedures apply:

1. Students may review their educational records upon request from the Registrar's Office as set forth in PVC College Policy 5110.
2. Students may request amendment of educational records by submitting a written request with the Superintendent/President to remove or correct any information recorded in the written records which he/she alleges to be inaccurate(as set forth in PVC College Policy 5040).
3. As set forth in PVC College policy 5040, access to a student's educational records may be required and permitted by College faculty and staff for legitimate educational purposes where access by such individuals in necessary to complete their College related duties.