

FERPA: Confidentiality of Records

Estimated Time to Complete: 18 minutes

Course Description

SafeColleges FERPA: Confidentiality of Records course is designed for school professionals to address training needs relating to student education records. FERPA is the Family Education Rights & Privacy Act of 1974 that governs how school districts limit access to student records by third parties. Districts or schools that fail to comply risk losing federal education dollars. The course also trains staff on how parental notification and requests for information from parents should be properly administered. Also covered is "directory information" that allows school districts to make certain types of student information available without consent.

The course also includes FERPA-related reference documents to assist trainers with their confidentiality and disclosure training.

Common Themes

- Appropriate for all school employees and administrators
- Discusses how school districts limit access to student records by third parties
- Confidentiality of Student Records
- Trains staff on parental access and notification
- Illustrates information requests that are permissible under FERPA law

Training Environments

SafeColleges is ideal for a blended learning environment, complementing in-service or video training, or as a stand-alone training course. The *SafeColleges* approach engages the learner in an e-learning environment while a Compliance Management System automatically tracks his/her progress through the courses. This assists the campus administrator or training coordinator in demonstrating compliance.

For a free evaluation, email info@safecolleges.com or call 1.800.434.0154.