

FERPA Notification

Under the Family Educational Rights and Privacy Act ("FERPA"), parents/legal guardians and eligible students may:

1. Inspect and review your scholar's education records. To request your scholar's education records, please visit the Main Office to pick up a "Student Records Request Form."
2. Seek amendment of a scholar's education records if you believe the scholar's education records are inaccurate, misleading, or otherwise in violation of privacy rights. Please submit your request for an amendment in writing to the Main Office.
3. Consent or not consent to disclosure of personally identifiable information in your scholar's education records to outside parties, unless FERPA permits such disclosure without consent. We may disclose information to school officials who have a legitimate educational interest. *School officials* are any adults who work at THIS SCHOOL or any of its schools. School officials have a *legitimate educational interest* if they review the education records as a part of their job responsibilities.
4. File a complaint with the U.S. Department of Education concerning a perceived failure to comply with FERPA.

THIS SCHOOL may use scholars' personal information, including name and date of birth, to register scholars for accounts on educational websites used for instruction.