

\_\_\_\_\_  
Student's Name (Please Print)

\_\_\_\_\_  
Major

\_\_\_\_\_  
Effective Date:



\_\_\_\_\_  
Social Security #

**ANNUAL NOTICE TO STUDENTS**

**THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974  
(F.E.R.P.A.)**

Annually, Long Island University, C.W. Post Campus informs students of the Family Educational Rights and Privacy Act of 1974, as amended. This Act with which the institution intends to comply fully, was designed to protect the privacy of educational records, to establish the rights of students to inspect and review the educational records within 45 days of the receipt of a written request, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students also have the right to file complaints with the Family Educational Rights and Privacy Act Office (FERPA) concerning alleged failures by the institution to comply with the act.

Local policy explains in detail the procedures to be used by Long Island University for compliance with the provisions of the Act. Copies can be obtained from the Office of Student Affairs and the Office of the Registrar. It is also printed in the Student Handbook and the University Bulletins. Questions concerning the Family Educational Rights and Privacy Act may be directed to these offices.

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**AUTHORIZATION TO DISCLOSE ACADEMIC INFORMATION TO PARENTS**

In accordance with FERPA, The University will disclose to parents information from the academic record of a student provided the University has on file written consent of the student. If you consent to the release of your academic record to your parents, please sign below and return to the Office of the Registrar. This authorization remains in force until a letter requesting the cancellation of the authorization is received by the Registrar.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Notarized by:

.....  
To be completed by the Office of the Registrar

\_\_\_\_\_  
Received By: