Confidentiality of Student Data

Family Educational Rights and Privacy Act (FERPA)

Confidentiality Statement

Along with the right to access data on students (academic and non-academic) at the University of Alabama comes the responsibility to maintain the rights of students particularly as outlined in the Family Educational Rights and Privacy Act (FERPA). The University’s policy with respect to the confidentiality of student records may be viewed here. Student records are open to members of the faculty and staff who have a legitimate need to know their contents; however, you do have a responsibility to maintain confidentiality. Under the terms of FERPA, The University of Alabama has established specific data as "directory information" as listed in the link above. All other information may not be released without written consent of the student. Grades, Campus Wide ID, ethnicity, student schedules, etc. should not be released to anyone other than the student under discussion and not over the phone.

Please note that the University does allow a student to designate that FERPA protected data may be released/discussed with a parent or guardian should the student authorize such a release. FERPA releases may be viewed on the Student Information form in the Banner Self Service channel of myBama.

Additional information concerning an employee’s responsibilities should be reviewed within this PowerPoint.

Please Check and Submit:

☐ I have read the University Policy, viewed the PowerPoint, and hereby agree to maintain the confidentiality of student records.

SUBMIT