

FERPA stands for Family Educational Right to Privacy Act

Please see appropriate section below relevant to your query.

Financial Aid Student Receiving Aid

Disclosures to the Clearinghouse:

FERPA (20 U.S.C. §1232g) allows educational agencies and institutions to disclose non-directory information without prior written consent when the disclosure is in connection with financial aid which the student has applied for or has received if the information is necessary for purposes such as determining eligibility, amount, and conditions for the aid, or enforcing the terms and conditions of the aid. 34 CFR § 99.31(a)(4). Accordingly, a Requesting Institution may provide a student's SSN, and the Clearinghouse may disclose non-directory information on behalf of Participating Institutions, when the disclosure is in connection with the student's receipt of financial aid.

This screen may be used to obtain enrollment information if the student has applied for or received any form of financial aid from the institution, whether the aid is from Federal, State, local, not-for-profit, private, or institutional sources. Examples of acceptable purposes for your inquiry regarding a student's enrollment include determining grant, loan, or scholarship eligibility; determining loan repayment deferment status, or eligibility for deferment status; verification and challenge of institutional cohort default rates. This inquiry screen may not be used for students who have not applied for or received financial aid.

Financial Aid Sibling & Parent Verifications

Disclosures to the Clearinghouse:

FERPA (20 U.S.C. § 1232g) allows educational agencies and institutions to disclose non-directory information without prior written consent when the disclosure is in connection with financial aid which the student has applied for or has received if the information is necessary for purposes such as determining eligibility, amount, and conditions for the aid, or enforcing the terms and conditions of the aid. 34 CFR § 99.31(a)(4).

Disclosures on Behalf of Participating Institutions:

StudentTracker will return only the sibling's or parent's enrollment and other unblocked directory information on behalf of Participating Institutions.

Institutional Research Subsequent Enrollment for Previously Enrolled Students

Disclosures to the Clearinghouse:

The Department of Education withdrew specific guidance under FERPA allowing a Requesting Institution to submit non-directory information without consent in order to determine the subsequent enrollment of previously enrolled students to meet Graduation Rate Survey (GRS) and Student Right-to-Know Act and similar reporting requirements. At this time, Requesting Institutions seeking this information may submit only unblocked directory information.

Disclosures on Behalf of Participating Institutions:

The Clearinghouse will disclose only unblocked directory information about the subsequent enrollment of students who previously attended the Requesting Institution.

Admissions Prior Enrollment for Pending Admissions

Disclosures to the Clearinghouse:

FERPA (U.S.C. § 1232g) does not apply to education records maintained by an institution where an individual has applied for admission, but has not enrolled. 34 CFR § 99.3 defines "Education records" as records that are directly related to a **student**. The section defines "student" as an individual who is or has been **in attendance** and regarding whom the agency or institution maintains education records. Applicant records become subject to FERPA if and when the individual is considered a student in attendance by the institution. Records concerning an applicant who is denied admission, or who declines an offer of admission, or who is accepted but has not yet enrolled and attended in accordance with institutional requirements are not education records under FERPA. Under 34 CFR § 99.31 (a)(2), disclosure without consent is permissible to "officials of another school, school system, or institution of post-secondary education where the student seeks or intends to enroll or where the student is already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer." Therefore, a Requesting Institution may submit the SSN or other non-directory information to StudentTracker, without consent, as long as the disclosure meets the purpose as discussed above in 34 CFR § 99.31 (a)(2).

Disclosures on Behalf of Participating Institutions:

An institution may disclose non-directory information from education records to another institution where the student has applied for admission under 34 CFR § 99.31 (a)(2), which permits disclosure without consent to "officials of another school, school system, or institution of post-secondary education where the student seeks or intends to enroll or where the student is already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer." Accordingly, the Clearinghouse could disclose non-directory information about a student's previous enrollments to Requester Institutions under this provision, however our operational practice is to disclose only unblocked directory information. Please contact the Clearinghouse if a student requests a copy of the record that was disclosed under section 99.34 of the FERPA regulations.

Admissions Subsequent Enrollment for Prospective Students/Former Applicants

Disclosures to the Clearinghouse:

Records maintained by an institution about an individual who has submitted a request for information (prospect) or applied for admission but has not been admitted and enrolled are not considered "education records" under FERPA. 34 CFR § 99.3 defines "Education records" as records that are directly related to a **student**. "Student" is defined as an individual who is or has been **in attendance** and regarding whom the agency or institution maintains education records. Records about an applicant become an education records subject to FERPA if and when the individual is considered a student in attendance by the institution. Records concerning an individual who requested information, or an applicant who is denied admission or who declines an offer of admission, or an applicant who is accepted but has not enrolled and attended in accordance with institutional requirements, are not education records under FERPA. Similarly, FERPA allows post-secondary institutions that provide TRIO Programs or other services to secondary school students to use this screen to obtain information about the subsequent enrollment so long as the institution never considered them to be students in attendance at the post-secondary institution.

Disclosures on Behalf of Participating Institutions:

Participating Institutions may maintain records regarding the subsequent enrollment of applicants who were denied or who declined admission and enrollment at another institution. There is no exception in FERPA that permits these institutions to disclose non-directory information from education records, without consent, to an institution that the individual did not attend. Accordingly, the Clearinghouse will disclose only unblocked directory information about the subsequent enrollment of students who never attended the Requesting Institution.