



Family Educational Rights and Privacy Act:

American Baptist College officials take student privacy seriously. Both state and federal laws protect student privacy. One of the most important is the federal Family Educational Rights and Privacy Act (known as FERPA) of 1974. According to the Family Education Rights and Privacy Act, non-directory, personally identifiable information from education records can be released “to comply with a judicial order or lawfully issued subpoena” provided that the “institution makes a reasonable effort to notify the student of the order or subpoena in advance of compliance.

At the postsecondary level, parents have no inherent rights to inspect a student’s education records. The right to inspect is limited solely to the student. Records may be released to parents only under the following conditions: (1) through the written consent of the student, (2) in compliance with a subpoena, or (3) by submission of evidence that the parents declared the student as a dependent on their most recent Federal Income Tax form. Should the parents provide such proof of dependency, the College is not required to disclose information from the student’s education records. It may, however, exercise the discretion to do so.

American Baptist College takes a conservative position relative to the release of student information.

The College considers the following information to be directory information at American Baptist College:

1. Name
2. Academic majors and minors
3. Academic classification (freshman, sophomore, etc.)
4. e-mail address

STUDENTS' RIGHTS UNDER FERPA:

The Family Education Rights and Privacy Act gives students the following rights:

- The right to inspect and review education records—
- The right to amend records—
- The right to have some control over the disclosure of information—

Forbid disclosure of “directory” information—

Direct institutions to distribute records (transcripts) to third parties on their behalf—

- The right to obtain a copy of the College’s FERPA policy—
- The right to file a complaint with the FERPA office in Washington, D.C.—

Directory information or education record information that can be disclosed without the student’s written permission as defined in Section 99.3 of the original FERPA regulations includes:

--“the student’s name, address, telephone number, date and place of birth, major field of study, participation in normally recognized activities, dates of attendance, degrees, and awards received, the most recent educational institution attended by the student, and other similar information.” Personal identifiers, such as identification numbers or social security numbers, cannot be designated as directory information.

The 1988 Final Regulations amended this definition by adding that directory information was that “. . . information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed.”

Mailing Lists

American Baptist College does not release the names, addresses, phone numbers or e-mail addresses of its current or former students as mailing lists unless required to by law (i.e. the Solomon Amendment).

Additional Questions

The Office of the Registrar is the compliance office for FERPA for American Baptist College. If there are additional questions, please contact the Office of the Registrar at:

Registrar
American Baptist College
1800 Baptist World Center Drive
Nashville, TN 37207
registrar@abcnash.edu