

Directory Information**

The College will comply with and adhere to the requirements of the Federal General Education Act, and Family Educational Rights and Privacy Act of 1974 (FERPA) for maintaining the privacy and appropriate disclosure of student record information.

“Directory information” means those items of personally identifiable information contained in a student education record which is not generally considered harmful or an invasion of privacy if released. The following categories are designated as directory information. The following directory information may be released to the public through appropriate procedures:

1. Full name;
2. Enrollment status (e.g. half-time, full-time, and including number of credits);
3. Enrollment dates;
4. Verification of certificate, degree, or honors and awards;
5. Residency status;
6. Major/Program;
7. Participation in athletics and activities (including weight/Height of team members).

Public Notice

The College will give annual public notice to parents of students in attendance and students 18 years of age or emancipated. The notice shall identify the types of information considered to be directory information, the College’s option to release such information and the requirement that the College must, by law, release secondary students’ names, addresses and telephone numbers to military recruiters and/or institutions of higher education, unless students request the College withhold this information. Such notice will be given prior to release of directory information.

Exclusions

Exclusions from all directory categories named as directory information or release of information to military recruiters and/or institutions of higher education must be submitted in writing to the Registrar by student.

Directory information shall be released only with administrative direction.

Directory information considered by the College to be detrimental will not be released.

At no point will a student's Social Security Number or student identification number be considered directory information. The College shall not, in accordance with state law, disclose personal information for the purpose of enforcement of federal immigration laws.

END OF POLICY

Legal Reference(s):

[ORS 30.864](#)

[ORS 341.290\(17\)](#)

[OAR 589-004-0500](#)

[ORS 107.154](#)

[ORS 326.565](#)

[OAR 589-004-0100 to-0200](#)

HB 3464 (2017)

[ORS 326.575](#)

Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §§ 1400-1419 (2012).

Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g (2012); Family Educational Rights and Privacy, 34 C.F.R. Part 99 (2017).

Every Student Succeeds Act, 20 U.S.C. § 7908 (2012).