

## Right of Privacy, Release of Confidential Records

The Family Educational Rights and Privacy Act of 1974 (FERPA) grants students certain rights, privileges, and protections relative to individually identifiable student educational records that are maintained by UM-Western. Specifically:

- 1) Students' educational records (with the exception of directory information) will be released to third parties only with the written consent of the student.
- 2) Students have the right to inspect and review their own individually identifiable education records. This right may be exercised by contacting the Registrar.
- 3) Students have the right to challenge information contained in individually identifiable educational records. Contact the Registrar for information.
- 4) A copy of the policy statement describing Western's regulations for this Act is contained in the University Catalog.

FERPA permits the release of directory-type information to third parties without written consent of the student provided the student has been given the opportunity to withhold such disclosure. Western releases, upon inquiry from third parties and for Western's News & Publications Office purposes, directory information without written consent of students.

## Definition of Directory Information

The University of Montana – Western designates the following information as “directory information” in the school catalog:

Student name	Major
Student addresses	Student classification (fresh., soph., etc)
Telephone numbers	Activities and sports participation
Email addresses	Class schedules, dates attendance, graduation, degrees received
Name and address of parents	Height, weight, name of high school attended
Honors and awards	year of graduation of members of athletic teams
Photographs of students and teams	Most recent education institution attended
Age, date and place of birth, gender	

You have the right to refuse permission for the release of any of this information, now and in the future. Students may withhold directory information by checking the appropriate box on the College's registration form for that particular semester/term, or by contacting the Registrar's Office, ADM-105, 406-683-7371

For more information regarding your right of privacy please see the Student Handbook