



ANNUAL NOTICE TO STUDENTS

THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 (F.E.R.P.A.)

The Family Educational Rights and Privacy Act of 1974, as amended, was designed to protect the privacy of educational records, to establish the rights of students to inspect and revise the educational records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students also have the right to file complaints with The Family Educational Rights and Privacy Act Office (FERPA) concerning alleged failures by the institution to comply with the Act.

Georgia Highlands College procedures for compliance with the provisions of the Act may be found in the college catalog. Copies may also be obtained in the Office of the Registrar. Questions concerning FERPA may be directed to this office.

AUTHORIZATION TO DISCLOSE ACADEMIC INFORMATION TO PARENTS

In accordance with FERPA, Georgia Highlands College will disclose to parents information from the academic records of a student provided the College has on file written consent of the student. Please sign below and return to the Office of the Registrar if you consent for the College to release to your parents your educational records. Picture identification and proof of relationship will be required at the time of release.

I understand that this authorization is valid until a written request to rescind is received in the Office of the Registrar.

Student's Name (*Please Print*)

GHCID#

Student's Signature

Date

Name of Person to Whom Information May be Released

Relationship

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Relationship