

# Asheville-Buncombe Technical Community College (A-B Tech) Policy Manual

## Policy 813: Privacy of Student Records

It is the policy of the Board of Trustees that all student records, including the records of distance learners, will be maintained with utmost confidentiality and in compliance with the Federal Family Educational Rights and Privacy Act of 1974 (FERPA). All regulations pursuant to implementation of this policy must comply with FERPA.

## Scope

Applies to all student educational records.

## Definitions

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99): A Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

## References

Family Educational Rights and Privacy Act of 1974.

Reviewed by the College Attorney, February 7, 2011.

Reviewed by the Executive Leadership Team, March 7, 2012.

Reviewed by the Board of Trustees Executive Committee, March 15, 2012.

## Policy Owner

Vice President for Student Services, Ext. 7900

See Privacy of Student Records Procedure

Approved by the Board of Trustees on May 7, 2012.