

Family Educational Rights and Privacy Act (FERPA) Non-Disclosure Agreement

The Family Educational Rights and Privacy Act (FERPA) is a federal law enacted in 1974 that guarantees the confidentiality of a student's records. As a student or casual employee of Boston University, it is important for you to familiarize yourself with some of the basic provisions of FERPA to ensure that you do not violate this federal law.

Unless your position specifically requires it, you may not disclose information about a student to anyone. To do so is a violation of federal law. Unauthorized disclosure would result in penalties up to and including the loss of your job and sanctions by the Office of Judicial Services. Even a seemingly minor disclosure of information, such as telling another student of someone's class schedule, is a violation and would result in punitive action.

I have read and understand my employee responsibilities as stated under the Family Educational Rights and Privacy Act Non-Disclosure Agreement.

_____ Student/Casual Employee Name (Print)	_____ B.U.I.D.
_____ Student/Casual Employee Signature	_____ Date
_____ Supervisor	_____ Date

Seogn/Web/WorkStudyForms/FerpaAgreement.doc

For more information on the University FERPA policy, log onto the Registrar's Office homepage, www.bu.edu/reg, and go to General Information.