

STUDENT RECORDS AND DIRECTORY INFORMATION

The Superintendent/President shall ensure that student records are maintained in compliance with applicable federal and state laws relating to the privacy of student records.

The Superintendent/President may direct the implementation of appropriate safeguards to assure that student records cannot be accessed or modified by any person not authorized to do so.

The educational records of each student shall be private, and the access to personally-identifiable educational records shall be governed by federal and state law.

Any currently enrolled or former student of the District has a right of access to any and all student records relating to him or her that are maintained by the District.

No District representative shall release the contents of a student record to any member of the public without the prior written consent of the student, other than directory information as defined in Administrative Procedure 5040 and information sought pursuant to a court order or lawfully issued subpoena, or as otherwise authorized by applicable federal and state laws.

Students shall be notified of their rights with respect to student records and limitation of directory information. Such student notification of rights shall be published in the Catalog, Schedule of Classes, and other relevant print and electronic media.

Directory information may include:

- Student participation in officially recognized activities
- Degrees and awards received by students, including honors, scholarship awards, athletic awards and Dean's List recognition

Reference: Educ. Code Sections 76200, et seq.; Title 5, Sections 54600, et seq.

Adopted: February 11, 2008

Revised: July 10, 2017