

UNIVERSITY POLICIES & PROCEDURES

POLICY NAME: PARENTAL ACCESS TO INFORMATION	TEMPORARY REVIEW NUMBER:
CLASSIFICATION: UNIVERSITY	SUPERSEDES:
AUTHOR: OFFICE OF THE REGISTRAR	LAST REVIEW:
AUTHORITY: VICE PRESIDENT FOR STUDENT AFFAIRS	NEXT REVIEW: SEPTEMBER 2010
APPLICATION: <input type="checkbox"/> Undergraduate only <input type="checkbox"/> Graduate only <input checked="" type="checkbox"/> All University	EFFECTIVE DATE: SEPTEMBER 2000
DISTRIBUTION (IDENTIFY AUDIENCE/PUBLICATION): UNIVERSITY POLICY AND PROCEDURES WEB SITE	CUSTODIAN OF POLICY: VICE PRESIDENT FOR ACADEMIC AFFAIRS

POLICY STATEMENT:

Parents are not permitted under University policy to access their son or daughter's education record at the postsecondary level. This includes minors and high school students enrolled in the Postsecondary Enrollment Options Program. However, with written permission from the student, the University can release information to the student's parent, guardian, or other individual acting in a parental role in the absence of a parent or guardian. The student may initiate release by completing a release of information form available at the Office of the Registrar (or online at http://www.mnsu.edu/campusHub/forms/msu_release_of_info_12_2004.pdf). Only public information will be released to a parent without written authorization from the student unless it is an emergency situation pursuant to statement #8 under Disclosure of Education Records.