



Policy 9.3 Confidentiality and Release of Information about Students

Responsible Official: VP of Communications

Administering Division/Department: Communications and Marketing

Effective Date: March 30, 2007

Last Revision: March 30, 2007

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Overview

Emory University, like other institutions of higher education, accumulates and maintains records concerning the characteristics, activities and accomplishments of its students. Because the University recognizes the student's right of privacy, a policy regarding the confidentiality of the information which becomes a part of the student's permanent records and governing the conditions of its disclosure has been formulated and adopted.

Policy Details

This policy reflects a reasonable balance between the obligation of the University for the protection of the rights and privacy of the student and its responsibility to society.

Emory University is committed to protecting students from improper disclosure of private information. In order to do so, the University must make every endeavor to keep the student's record confidential. All members of the faculty, administration and clerical staff must respect confidential information about students which they acquire in the course of their work.

At the same time the University must be flexible enough in its policies not to hinder the student, the institution or the community in their legitimate pursuits.

Each of the record-keeping administrative units within the University may develop its own additional specific procedures in accordance with the general policy stated here.

Complete information is posted on the Registrar's web site (see link below).

Subsections with much more explanatory detail include:

- [Nutshell Release of Information about Students](#)
- [Policy Statement on Confidentiality and Release of Information](#)
- [General Guidelines](#)
- [Campus Directory Suppression](#)
- [Complaints](#)
- [Definitions](#)
- [Disclosure of Records](#)
- [Hearing](#)
- [Maintenance and Retention of Student Records](#)
- [Special Types of Records](#)
- [Withholding Information](#)

Related Links

- Current Version of This Policy: <http://policies.emory.edu/9.3>
- [Registrar's Web Site](http://www.registrar.emory.edu/ferpa/ferpa.htm) (http://www.registrar.emory.edu/ferpa/ferpa.htm)

Contact Information

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Revision History

No previous versions of this policy were found.