

STUDENT PRIVACY RIGHTS AND DESIGNATING DIRECTORY INFORMATION

Notice of Student Privacy Rights

Suffolk County Community College complies with the Family Educational Rights and Privacy Act (FERPA). This act protects the privacy of education records and provides guidelines for the correction of inaccurate or misleading data. Students also have the right to file complaints with FERPA if the institution allegedly fails to comply with the act.

Copies of this act, as well as copies of the College's records policy may be found on all campuses in the Offices of the Deans of Student Services, as well as the Office of the Vice President for Administration and Information Services and the Office of the College Registrar (NFL Building, Ammerman Campus). Questions regarding FERPA may be referred to the Deans of Student Services or the College Registrar.

Currently enrolled students may withhold disclosures of Directory Information. To request non-disclosure, you must provide written notification to your home campus Registrar's Office. Suffolk County Community College assumes that the absence of the written request for nondisclosure of Directory Information indicates approval for disclosure.

Public Notice Designating Directory Information

Suffolk County Community College designates the following categories of student information as public or "Directory Information." This does not mean, however, that the College will indiscriminately release such information about students. Requests for Directory Information on all Suffolk County Community College students or categories of students will generally not be honored. Release will be restricted to information on individual students only, with each request considered on an individual basis by the Deans of Student Services and/or the Registrar's Offices. Suffolk County Community College designates the following items as Directory Information.

- Name
- Address
- E-Mail Address
- Date of Birth
- Telephone Number
- Photograph
- Previous Institutions Attended
- Major Field of Study, Awards and Honors

- Dates and Status of Enrollments
- Degree(s) Conferred
- Participation in Officially Recognized Sports and Activities
- Height and Weight of Members of Athletic Teams