

Student Privacy Rights – FERPA

The Federal Family Education Rights & Privacy Act (FERPA) protects the privacy of student information. Under FERPA, California State University, Fullerton offices such as Office of Admissions, Registration and Records, Student Financial Services, and Financial Aid will only disclose information if there is an approved authorized consent to release information from these offices by the student. With the launch of the Authorization to Release online form, you are no longer required to fill out a paper form and provide to each department.

A new link in your Student Center called Authorize to Release is now available. This online form will allow you to list the individuals with whom you consent to share information, along with a PIN to verify their identity to offices on campus.

Please see the help guide for more information on accessing and using the online Authorization to Release form: <http://csuf.screenstepslive.com/s/peoplesoft/m/70025/l/1074246-how-do-i-authorize-campus-departments-to-release-my-information-to-specific-people?token=MQzZ3PlxM57tIsG3rQuw2jz-bqZRtU8T>

In addition, the Dean of Students, Office of Student Conduct, Disability Support Services and Student Success Teams have a FERPA release form for records within their specific areas. Please reach out to the appropriate department for assistance.

For more information on FERPA, please visit the Registration and Records website: <http://records.fullerton.edu/services/FERPA.php>

We hope you will find the Authorization to Release form a convenient way to authorize designee(s) access to your information.

For any questions on the Authorization to Release form, please contact Registration and Records at arsc@fullerton.edu.