Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act of 1974 grants certain rights, privileges, and protections related to students' educational records maintained by the College. Students' educational records (with the exception of directory information) will not be released to third parties outside of the College, except with the written consent of the student. Students have the right to inspect their own educational records, except for those to which students have expressly waived this right (e.g. Career Services placement). Students have the right to request amendment of their records. If they are found to be inaccurate, misleading or otherwise in violation of the student's privacy or other rights the student may request that their records be corrected. Such requests should be made as soon as the student becomes aware of the inaccuracy or any other problem.

Any student may file a complaint with the U.S. Department of Education concerning any alleged failure on the part of the College to comply with the requirements of the Family Educational Rights and Privacy Act.

Directory Information: The Family Educational Rights and Privacy Act permits the release of information designated as directory information to third parties outside the College without the written consent of the student. Great Falls College Montana State University has designated the following items as Directory Information: student name, address, e-mail address, telephone number, major field of study, participation in officially recognized activities, dates of attendance, degrees and awards received. The College may disclose any of those items without prior written consent.

Currently registered students have the right to request that information designated as directory information be withheld from release by the College. Any student wishing to exercise this right must inform the Registrar in writing.

Any questions regarding educational records should be directed to the Registrar or the Chief Student Affairs Officer. A detailed guide of the Family Educational Rights and Privacy Act may be found on the College's FERPA website: http://www.gfcmsu.edu/about/ferpa/

Records of Deceased Students

Upon a student's death, education records are not protected under the Family Educational Rights and Privacy Act (FERPA). As such, the disposition of education records pertaining to a deceased student is not a FERPA issue but a matter of institutional policy. GFC MSU maintains full discretion in deciding whether, and under what conditions, education records of deceased students should be disclosed.

https://gfcmsu.edu/wp-content/uploads/2025/02/306_4.pdf