



## FERPA FOR FACULTY

July 19, 2017 :: 1:00 - 2:30 p.m. EDT

*Discuss relevant scenarios and practical tips to better understand how FERPA applies to the everyday work of faculty.*

### OVERVIEW

Join us for an online training program that will provide faculty with critical information about FERPA, the federal statute that governs nearly all student records. Beginning with an overview of the FERPA framework, we will address issues that faculty commonly face—often without realizing the implications and risks—including:

- Posting grades
- Emailing with, and about, students
- Writing recommendation letters
- Using online tools and collaborative pedagogies
- Speaking with (helicopter) parents
- Administrators requesting student information

If you are searching for relevant scenarios and practical tips for better understanding how FERPA applies to everyday work of faculty, this online training is right for you.

[VISIT EVENT PAGE](#)

[www.academicimpressions.com/webcast/ferpa-faculty](http://www.academicimpressions.com/webcast/ferpa-faculty)



## BONUS TRAINING MATERIAL AND QUIZ

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Included in registration is a bonus lesson covering specific nuances of FERPA as it relates to faculty and an accompanying quiz which will provide a chance for you and your team to test your knowledge immediately before or after the webcast. This 20-minute training will cover:

- Taking attendance, posting grades, and other course communication
- The Do's and Don'ts of identifying students online, in person, and on paper

## EDUCATING FACULTY IS CRITICAL

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Violating FERPA policies can have serious consequences for your institution. Take the necessary steps to educate your faculty—who have regular access to student educational records—to be FERPA compliant. This online training will most appeal to the following stakeholders:

- Registrars
- Faculty
- Faculty developers
- Academic leaders (department chairs and deans)
- Legal counsel

For the best value, purchase our live site connection and a digital recording to train your entire faculty base.

## LEARNING OUTCOME

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After participating in this online training, you will be able to apply FERPA regulations to your everyday work.

## CONTACT US FOR MORE INFORMATION

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Contact Mickey Fitch, Program Manager at [mickey@academicimpressions.com](mailto:mickey@academicimpressions.com) or 720-988-1239 if you'd like additional information about the program.



## AGENDA

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Wednesday, July 19, 2017 :: 1:00 - 2:30 p.m. EDT

- ➔ **Overview of FERPA Framework**
- ➔ **What is an “Education Record”?**
  - Exams and papers
  - Grades
  - Transcripts
  - Recommendation letters
  - Advising records
  - Teaching assistant personnel records
  - Personal notes
- ➔ **When, and to Whom, May “Education Records” Be Disclosed?**
  - Directory information
  - The “school official” exception
  - Parents/spouses
  - Health and safety emergencies
  - Consent
- ➔ **What Rights Do Students Have to See, and Demand Changes to, Their Own Education Records?**
- ➔ **FERPA Implications of Educational Technology**
- ➔ **Practical Tips**

## INSTRUCTOR

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### **Steven J. McDonald, J.D., General Counsel, Rhode Island School of Design**

Steve is the editor of *The Family Educational Rights and Privacy Act: A Legal Compendium*; the author of articles on FERPA for the *Chronicle of Higher Education*, *Inside Higher Education*, and other publications; and a frequent speaker on FERPA. He previously served as associate legal counsel at The Ohio State University.

Steve began his legal career in private practice and has taught at Ohio State’s College of Law and at Capital University Law School. He is a fellow and past member of the board of directors of the National Association of College and University Attorneys.



 PLEASE FAX ALL REGISTRATION PAGES TO: 303.221.2259

## PRICING & REGISTRATION (CIRCLE ONE)

BEST VALUE	LIVE WEBCAST	WEBCAST RECORDING	WITH AI PRO MEMBERSHIP
Live Webcast + CD Recording	Live Webcast (Additional connection \$195 each)	CD Recording (\$35 shipping fee outside of U.S. and Canada) or Digital Recording	Get this Webcast FREE with your AI Pro membership  <a href="#">Learn More</a>
\$525	\$350	\$350	FREE

### EARLY BIRD PRICING

Postmarked on or before July 12, 2017. After July 12, 2017, an additional \$75.00 fee for the first connection and \$50.00 fee for each additional connection applies.

[REGISTER ONLINE](#) or below.

### PAYMENT METHOD:

We accept Visa, MasterCard, and American Express credit cards. To pay by check, include the check with this form or select the "invoice me" option. Fax form to 303.221.2259 or mail form along with payment to: Academic Impressions, 4601 DTC Blvd., Ste. 800, Denver, CO 80237.

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Print Name		Job Title	
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CREDIT CARD AMOUNT TO CHARGE: \_\_\_\_\_



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Billing Zip Code/Postal Code	Exp. Date	Security Code (last 3 digits on the back of Visa and MC or 4 digits on front of AmEx)	

### CHECK/INVOICE

My check is included and covers \_\_\_\_\_ registration(s) Check # \_\_\_\_\_