EMPORIA STATE UNIVERSITY

GRADE CONFIDENTIALITY AGREEMENT

The Family Educational Rights and Privacy Act (FERPA) of 1974 is a Federal law that protects the privacy of student education records. FERPA prohibits the release of student education records without the student's prior written authorization. In order to disclose a student's education records, the institution must:

- Have a student's consent prior to the disclosure of education records;
- Ensure that the consent is signed and dated and states the purpose of the disclosure.

As the authorized chapter representative for my fraternity/sorority chapter, I affirm the following:

- I have been authorized by my chapter to receive education records (semester and cumulative grade point averages) for the active and new members of my chapter.
- I acknowledge receipt of these education records from the Director of Fraternity and Sorority Life.
- I understand that I will receive members' education records for all academic sessions/terms enrolled in during the current year, until such time that I am no longer the authorized chapter representative.
- I will only receive education records for members who have signed the Grade Release Form and are listed as members on my chapter's official roster for each semester.
- I understand that my members' education records are confidential, and are protected under FERPA. As such, I have a legal and ethical responsibility to use this information in an appropriate manner, and will only disclose this information to the following parties:
    - Chapter president;
    - Chapter/faculty advisor(s);
    - Chapter scholarship chairperson;
    - National headquarters staff;
  and will only use members' education records for the following purposes:
    - Determining membership eligibility in my chapter;
    - For use in chapter scholarship, educational, and award/recognition programs.

I have read this form and agree to the provisions outlined above.

_____   _____   _____
Authorized Chapter Representative   Student ID   Fraternity/Sorority Chapter

_____   _____   _____
Signature   Date   Office/Position in Chapter