

Student Employee Confidentiality Non-Disclosure Agreement

The Family Educational Rights and Privacy Act (FERPA) is a federal law enacted in 1974 that guarantees the confidentiality of a student's records. As a work-study student of Brevard College, it is important for you to familiarize yourself with some of the basic provisions of FERPA to ensure that you do not violate this federal law. You may not disclose information about a student to anyone. To do so is a violation of federal law. Unauthorized disclosure would result in penalties up to and including the loss of your job and judicial sanctions.

Even a seemingly minor disclosure of information, such as telling another student of someone's class schedule, is a violation and may result in punitive action. I have read and understand my student employee responsibilities as stated in the Brevard College Student Employee Confidentiality and Non-Disclosure Agreement.

Student Name (Print)

Date

Student ID: _____

A copy of this document will be retained in your student file in the Human Resources office.