

# MISSISSIPPI STATE UNIVERSITY

## Policy and Procedure

### ACADEMIC OPERATING POLICY AND PROCEDURE

MEMORANDUM TO: All Holders of Mississippi State University Academic Operating Policy and Procedure Manual

DATE: April 17, 1989

SUBJECT: AOP 10.06 – Family Education Rights and Privacy Act (Buckley Amendment)

#### PURPOSE:

The purpose of this Academic Operating Policy and Procedure (AOP) is to promote an understanding and standardization of the Family Education Rights and Privacy Act known at the Buckley Amendment.

#### REVIEW:

This AOP will be reviewed every four years (or whenever circumstances require an earlier review) by the [Associate Provost for Academic Affairs \(APAA\)](#) with recommendations for revision presented to the [Provost and Executive Vice President](#).

#### POLICY/PROCEDURE:

The Family Education Rights and Privacy Act (Buckley Amendment) passed by Congress on November 19, 1974, requires educational agencies or institutions to provide eligible students access to their educational records.

It also requires that certain identifiable information may not be revealed from a student's educational records to unauthorized third parties without the prior written consent of the student. However, directory information, as defined in the Bulletin, may be released without the written consent of the student.

Mississippi State University's implementation of The Family Education Rights and Privacy Act (Buckley Amendment) is covered by AOP 12.13 – Academic Records. Additional information concerning the Buckley Amendment is available from the Office of the University Registrar.

#### RESPONSIBILITIES:

| <u>Position</u>  | <u>Section</u> | <u>Year</u> |
|--|----------------|-------------|
| <a href="#">Associate Provost for Academic Affairs</a> | Review         | 2017        |

**APPROVED BY:**

/s/ Peter L. Ryan  
Associate Provost for Academic Affairs

05/18/2012  
Date

/s/ Jerome A. Gilbert  
Provost and Executive Vice President

05/23/2012  
Date

/s/ Meghan Millea  
President, Robert Holland Faculty Senate

06/05/2012  
Date

**REVIEWED BY:**

/s/ Lesia Ervin  
Director, Office of Internal Audit

06/05/2012  
Date

/s/ Joan Lucas  
General Counsel

07/25/2013  
Date

**APPROVED:**

/s/ Mark Keenum  
President

08/01/2013  
Date

THIS POLICY HAS BEEN RESCINDED