

WILL I BE NOTIFIED IF MY STUDENT IS HURT?

FERPA allows for releasing applicable records in a serious health or safety threat. If your student if your student experiences an emergency situation, the University will attempt to contact the appropriate parties, such as parents, in order to inform them of the situation.

WHAT IF MY STUDENT HAS A ROOMMATE CONFLICT?

Student records stored by the Residence Life Office are also protected by FERPA and fall under the same protection as academic records. If your student has a conflict with their roommate, the best thing to do is make sure he/she has spoken with their Resident Advisor (RA). RAs are trained to help roommates communicate and work out problems. If a solution cannot be agreed upon the student may request a room change. For more questions you can contact the Residence Life Office at 505-277-8230.

WILL I KNOW IF MY STUDENT CHANGES ROOM?

Because of student record protections, the Residence Life Office is unable to notify parents in the event of a room change whether it is due to a roommate conflict or any other reason. If you are receiving the housing bill and see a sudden change in it, make sure to talk to your student as a room change may cause a change in housing rates.

WHAT IF I HAVE MORE QUESTIONS?

The Office of the Registrar is the best place to call for FERPA related questions. You can reach them at 505-277-2917.

OTHER IMPORTANT NUMBERS FOR FAMILY MEMBERS

Dean of Students Office	505-277-3361
Residence Life Office	505-277-8203
Bursar & Cashiers	505-277-5363
Accessibility Services	505-277-3506
Academic Support	505-277-4560



The University of New Mexico

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THE UNIVERSITY OF NEW MEXICO

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT



ACADEMICS

TRUST

PARTNERSHIP

A Family Member's Guide to
Understanding FERPA at UNM

WHAT IS FERPA?

FERPA is the Family Educational Rights Privacy Act, it protects the privacy student records. It was designed to :

Allow students who are either 18 or attend a postsecondary institution access to their education records
Limit the transferability of a student's records without the individual's consent

WHAT RIGHTS DOES FERPA PROVIDE?

Right to view student's educational records
Right to request amendment of inaccurate or misleading records
Right to consent to disclosure of personally identifiable information

WHAT IS A STUDENT RECORD?

A student record means any recorded information or data on a person who has attended or is attending The University of New Mexico.

WHAT INFORMATION IS MADE PUBLIC?

Public Information includes: name, address, e-mail address, phone number, date of birth, major, attendance dates, degrees, institution, sports, and athletic information. The online student directory only lists name, phone number, e-mail address, academic program, and year. Students may request that public information remain private in the online directory.

WHAT DOES FERPA MEAN FOR ME AS A FAMILY MEMBER?

When your student turned 18 or enrolled at UNM, control of the rights granted under FERPA transferred to your student. Because your student controls these rights, UNM will only release a student's educational records with the consent of the student. Some examples of educational records include:

- Transcripts
- Judicial Records
- Grades
- Roommate Information

This means, unlike high school, you will not have direct access to the above records without your student's consent. Your student may grant their party access to their educational records by completing a **Student Records Release Form** available at the office of the Registrar.

As a family member, lacking direct access to information about your student can feel very frustrating. To help balance between helping your student develop independence and following their progress at UNM, it's often best to regularly engage your student in conversations such as:

- Tell me about your roommate...
- Have you met your professors and gone to their office hours?
- How are classes going?
- Who do you hang out with?

Remember to set some realistic expectations of your student. By maintaining an active dialogue with your student, you play an

important role in providing support during a challenging time of transition.

HOW WILL I KNOW MY STUDENT'S GRADES?

The best way is to ask your student. Your student will begin to develop more independence, but it is important that he/she regularly communicate with you.

Due to FERPA restrictions the university cannot release your student's grades to you without the student's consent.

Remember The University of New Mexico does not mail grades. Your student may access their grades through Lobo Phone (505-338-7900).

WILL I KNOW IF MY STUDENT HAS A JUDICIAL RECORD?

If your student is under 21 and is found responsible for violating an alcohol or controlled substance policy, UNM may send a letter to the parents, depending upon the conditions.

CAN I SPEAK WITH THE JUDICIAL AFFAIRS SPECIALIST?

The Judicial Affairs Specialist will talk to you about the disciplinary process, but will not go into specifics about the case unless the student has granted permission to disclose information. If you have a question about the judicial process, the Dean of Students Office is the best place to call (505-277-3361).