



## Dual Enrollment Program Disclosure Permission/FERPA Form

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of eighteen or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students." Students to whom the rights have transferred are "eligible students." Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them.

- I have read and understand the following policies of the Coppin State University Dual Enrollment Program. I understand that I must abide by the Coppin State University Student Code of Conduct and that my status as a dual enrollment student will have no impact on how my grades or conduct are evaluated.
- I understand that if I receive a final grade of "D," "F" or "WF" in any course, or if I reach the course withdrawal limit, I will lose the privilege of continuing in the Coppin State University Dual Enrollment Program.
- I understand that if I withdraw from a course after the add/drop registration period, it will remain on my college record, I may receive no college or high school credit for the course, and it may affect my future financial aid.
- I understand that grades I receive in college courses will remain on my permanent college transcript.
- I understand that if I plan to continue as a student at Coppin State University after high school graduation, I will need to fill out a new Coppin State University Application for Admission and submit my final high school transcript.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date: MM/DD/YY

\_\_\_\_\_  
Parent or Guardian Signature

\_\_\_\_\_  
Date: MM/DD/YY

\_\_\_\_\_  
Print Student Name

\_\_\_\_\_  
Print Parent or Guardian Name

**I authorize Coppin State University to release information about my academic record to my parents while I am enrolled in the Coppin State University Dual Enrollment Program, in accordance with FERPA guidelines.**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date: MM/DD/YY

### Parental Consent

**I have read the Coppin State University Dual Enrollment admissions information, have been advised of the procedures involved in entering the program and completely approve of my dependent's participation. I further understand that Dual Enrollment students must meet and maintain academic requirements for Coppin State University and my school board policies.**

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date: MM/DD/YY