

**ALAMANCE COMMUNITY COLLEGE  
FERPA Policy**

ACC **CAN** release the following directory information without student consent:

- ✓ Name
- ✓ ACC Dates of Attendance (ie terms & term dates, not actual class attendance)
- ✓ ACC Academic Honors/Awards
- ✓ ACC Degrees, diplomas or certificates awarded and dates awarded
- ✓ ACC Enrollment status (ie full-time, part-time, currently enrolled, not enrolled)
- ✓ ACC Program of Study (ie Associate in Science, etc)

Note: If a student has submitted a **FERPA block form**, they have requested that this directory information not be given out. To see if this form has been submitted, check **SPRO**. On SPRO there is a field near the bottom called “directory/privacy.” If this says, “**exclude from directory,**” then we cannot release their directory information.

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ACC **will NOT** release the following information (with the exceptions in green):

- ✗ Phone number
  - ✗ Address
  - ✗ Date of Birth
  - ✗ Email address
  - ✗ GPA
  - ✗ Grades
  - ✗ Country of Citizenship
  - ✗ Race/ethnicity
  - ✗ Gender
  - ✗ SSN or other student ID number
  - ✗ Credit hours earned
  - ✗ Place of birth
  - ✗ Class schedule
  - ✗ Class attendance
- OK to give this information to student loan financial institutions & United States Military recruiters
- OK to give this information to United States Military recruiters

(If a student has submitted a **FERPA release form**, they have given permission for specific information to be made available to specifically named people. Check **ASPR/UTEC** for this permission information if someone other than the student requests non-directory information.)