



University Registrar

Annual Notification of Rights (2020)

Attention Fresno State Students:

This is a brief summary of your rights under the Family Educational Rights and Privacy Act (FERPA), the federal law that governs release of and access to student education records. These rights include: the right to inspect and review your education records, the right to seek to amend those records, and the right to limit disclosure of information from those records.

Inspect, review, and amend:

Students have rights to inspect and review their education records within 45 days from making such a request. A student should submit a written request to the Office of the University Registrar, that identifies the record(s) the student wishes to inspect.

Students also have the right to request an amendment to their education records; asking the University to amend a record that they believe is inaccurate or misleading. Students need to submit such requests, in writing, to the office that maintains the records in question and must clearly identify the part of the record they want changed; specify why it is inaccurate or misleading. If the office decides against amending the record as requested by the student, the office will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment.

Disclosure:

Students have the right to limit disclosure of their education records. The University may not disclose protected or confidential information from a student's education record, with the following exceptions: Student's written permission, valid subpoenas, search warrants, Ex parte order, or emergency/crisis situations.

Only Directory Information (defined below) may be released to non-University officials without the student's permission, unless the student chose not to disclose their directory information. Students have the right to ask the University not to disclose any of their Directory Information by completing a "Request to Restrict Directory Information" form, available by the Office of the University Registrar.

Fresno State has designated the following information as directory information and may release this information, unless the student has submitted a request for non-disclosure: Name; Major, field of study; Student photo; Participation in officially recognized University sports and activities; Weight and height of members of athletic teams; Enrollment status (undergraduate or graduate, full-time or part-time); Transcribed degrees, awards and honors (including dates) received at California State University, Fresno; and The most recent educational institution attended.

If you have any questions related to your Fresno State student record and FERPA rights, please contact our office by phone (559.278.4743) or email fsregistrar@mail.fresnostate.edu.