

General Policy

No information from records, files, or data directly related to a student, other than public information defined below, shall be disclosed to individuals, or agencies, outside the college without the written consent of the student, except pursuant to a lawful subpoena or court order, or except in the case of educational or governmental officials as provided by law. Information contained in such records may be shared within the college as needed, in accordance with [FERPA](#) guidelines.

Students shall have access to all such information with the exceptions set out below in accordance with the procedure outlined within this policy statement.