FERPA VERIFICATION FORM FOR RESEARCH CONDUCTED IN SCHOOLS

Investigators conducting research in schools other than the University (e.g. a public elementary school or high school) that receive funding from the Dept. of Education must obtain verification from the school of compliance with U.S. Department of Education regulations that require schools to develop and adopt policies in conjunction with parents regarding the following items

* + The right of a parent of a student to inspect, upon the request of the parent, a survey created by a third party before the survey is administered or distributed by a school to a student.
		- Any applicable procedures for granting a request by a parent for reasonable access to such survey within a reasonable period of time after the request is received.
	+ Arrangements to protect student privacy that are provided by the agency in the event of the administration or distribution of a survey to a student containing one or more of the following items (including the right of a parent of a student to inspect, upon the request of the parent, any survey containing one or more of such items):
		- * Political affiliations or beliefs of the student or the student’s parent.
			* Mental or psychological problems of the student or the student’s family.
			* Sex behavior or attitudes
			* Illegal, anti-social, self-incriminating, or demeaning behavior.
			* Critical appraisals of other individuals with whom respondents have close family relationships.
			* Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers.
			* Religious practices, affiliations, or beliefs of the student or the student’s parent.
			* Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).
	+ The right of a parent of a student to inspect, upon the request of the parent, any instructional material used as part of the educational curriculum for the student.
		- * Any applicable procedures for granting a request by a parent for reasonable access to instructional material received.
	+ The administration of physical examinations or screenings that the school or agency may administer to a student.
	+ The collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose), including arrangements to protect student privacy that are provided by the agency in the event of such collection, disclosure, or use.
		- The right of a parent of a student to inspect, upon the request of the parent, any instrument used in the collection of personal information before the instrument is administered or distributed to a student
		- Any applicable procedures for granting a request by a parent for reasonable access to such instrument within a reasonable period of time after the request is received.

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By signing below, the school official is attesting that [ ]  the school is in compliance with FERPA, or that [ ]  the school receives no support from the U.S. Dept. of Education.

Name of School:

School Official’s Name (Printed)

School Officials Title (Printed)

School Official’s Signature and Date: