

Support or Questions

FERPA Disclosure Decision Tree

Support or Questions

Office of the University Registrar

1. Is this disclosure to the student?

YES

DO NOT DISCLOSE

12. Is the disclosure to the parent of a dependent student as defined in section 152 of the Internal Revenue Code?

YES

Office of the University Registrar

NO

2. Does the disclosure consist of de-identified aggregate data?

YES

11. Is the disclosure to an accrediting agency to carry out their accrediting functions?

Office of the Provost

NO

Office of Admissions and Financial Aid

YES

3. Is the information being requested FAFSA data?

YES

10. Is the disclosure to an organization conducting research for, or on behalf of your institution to a) develop validate or administer predictive tests, b) administer student aid programs, or c) improve instruction?

YES

Office of the University Registrar

NO

Student Consent to Disclose Form

4. Has the student provided written consent for this disclosure?

YES

9. Is the disclosure to authorized representatives of the Comptroller General or the Attorney General of the United States, the Secretary, or state/local education authorities?

YES

Office of University Counsel

NO

University FERPA Policy

5. Is the information being requested considered directory information?

NO

8. Is the disclosure to officials of another school where the student seeks or intends to enroll, or is already enrolled?

YES

Office of the University Registrar

YES

Office of the University Registrar

5a. Has the student opted out of their directory information being shared?

YES

DO NOT DISCLOSE

7. Is the information being requested as a result of a judicial order or subpoena?

YES

Office of University Counsel

6. Is the disclosure to other school officials that have a legitimate educational interest in the information?

YES

NO

Office of the University Registrar

Disclosure Permitted*

*The University of Pittsburgh values student privacy. Just because a disclosure is permitted, does not mean a disclosure is required. Please consider what is in the best interest of the student. For further guidance, contact the Office of the University Registrar.