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MIAMI EAST LOCAL SCHOOL DISTRICT

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Notification Rights under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age certain rights with respect to the student's education records. They are:

- (1) The right to inspect and review the student's educational records within 45 days of the day the district receives a request for access.
- (2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the Miami East Local School District to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the records they want changed, and specify why it is inaccurate or misleading.
- (3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.
- (4) The right to file a complaint with the United States Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW,
Washington, D.C. 20202-4605

If you have any other questions regarding rights with respect to the FERPA Act please feel free to contact the superintendent of Miami East Local Schools.