



STONEHILL COLLEGE

Registrar's Office

Dear Student:

Congratulations on choosing Stonehill. We look forward to you joining the Stonehill Community this upcoming fall. One of the changes you will encounter as you enroll in college is in regards to the privacy of your educational record. Occasionally parents contact the College inquiring about the academic progress of their son or daughter or to check on financial information, such as billing statements or financial aid. While the College recognizes the importance of parental involvement in their son's or daughter's college experience, the College is bound by a federal law called FERPA (The Family Educational Rights and Privacy Act of 1974) which prevents us from providing information regarding your academic and financial records to anyone unless you give the College written permission for the disclosure or your parent can show that you are a dependent for tax purposes.

The Family Educational Rights and Privacy Act of 1974 (FERPA) helps protect the privacy of your student records. It prohibits access to those records by any third party including parents (with certain limited exceptions) unless you give written permission. In the absence of any other request from you, FERPA does permit parental access when you are a dependent of the parent(s) as defined in Section 152 of the Internal Revenue Code of 1954. Therefore, Stonehill College provides your student education records to your parents only if: (1) you consent, or (2) your parent(s) demonstrate(s) your dependency by providing a copy of one parent's federal income tax return for the most recent tax year. (The law states that if you are claimed as a dependent on a parent's federal income tax return for the most recent tax year, then the school may speak with either parent unless you request otherwise.)

The FERPA Consent form allows you to voluntarily consent to the release of certain types of information to others (financial aid, student account, and/or academic progress).

I encourage you to discuss this letter and the online form with your parent(s) and/or guardian. Please complete, sign, and submit the online form to indicate your preferences for disclosure and/or non-disclosure for the various areas of concern.

You are under no obligation to provide permission to discuss your information with any other person. Your decision will be respected by the College. When properly signed and submitted, this document will be used by College personnel to determine with whom they may share certain information about you instead of relying on copies of parent tax returns that indicate whether or not you were claimed as a dependent. You may revoke or change any of the information or permissions at any time by putting your request in writing or submitting an updated FERPA Consent Form to the Registrar's Office.

You will find a link to the online FERPA Consent Form in myHill:

Go to <https://myHill.Stonehill.edu>

Log In using your Stonehill Username and Password

Click the myAcademics Tab

And look for Forms & Applications > FERPA Consent Form

Any questions or concerns should be addressed to:

**Stonehill College
Registrar's Office, Duffy 112
320 Washington Street
Easton, MA 02357**

Phone: 508-565-1315

Email: registrar@stonehill.edu

If you do not sign and submit a form, the college will not, under the FERPA regulations, be allowed to discuss your education records with either of your parents/guardians unless at least one parent/guardian claims you as dependent on his/her most recent federal tax return and provides the College a copy of that return.

I hope that this brief explanation of FERPA is helpful and will assist you and the College in our mutual efforts. For more information on FERPA, you may go to the Registrar's Office webpage at <http://www.stonehill.edu/offices-services/registrar/>. I welcome you to Stonehill and look forward to meeting you.

Sincerely,
Jeffrey L. Allison, C.S.C
Registrar