



Enlightium Academy Eligible Student Privacy Policy

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

Enlightium Academy, as a private Christian school, does not receive any funds from the government, though we follow the privacy policy guidance as an accredited and approved K-12 school.

FERPA gives parents certain rights with respect to their children's education records. **However, these rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students".**

- Eligible students have the right to inspect and review their education records maintained by the school. Schools are not required to provide digital copies of records unless it is impossible for eligible students to review the records in-person. Schools may charge a fee for copies.
- Eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the eligible student then has the right to a formal hearing with Enlightenment Academy administration. After the hearing, if the school still decides not to amend the record, an eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, Enlightenment Academy must have written permission from the eligible student in order to release any information from a student's education record. However, according to FERPA, Enlightenment Academy will disclose educational records **without** consent to the following parties or under the following conditions (34 CFR § 99.31):
 - School officials with legitimate educational interest;
 - Other schools to which a student is transferring;
 - Specified officials for audit or evaluation purposes;
 - Appropriate parties in connection with financial aid to a student;
 - Organizations conducting certain studies for or on behalf of the school;
 - Accrediting organizations;
 - To comply with a judicial order or lawfully issued subpoena;
 - Appropriate officials in cases of health and safety emergencies; and/or
 - State and local authorities, within a juvenile justice system, pursuant to specific state law.

Enlightium Academy may disclose without consent "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. Enlightenment Academy will notify eligible students about directory information and allow eligible students a reasonable amount of time to request that the school not disclose directory information about them. The actual means of notification are at Enlightenment's discretion.

In the case that Enlightenment Academy receives a judicial order or a lawfully issued subpoena, Enlightenment will make a reasonable effort to contact the student and/or eligible parents to notify them of Enlightenment's intention to comply with the order or subpoena. Enlightenment will notify the student and/or parents of the date on which Enlightenment intends to comply to allow time for the student and/or family to appeal or quash the subpoena should they wish to do so.

An eligible student/alumni can fill out and sign Enlightenment Academy's [Consent to Release and Share Information Form](#) approving communication and sharing of information to any person or organization he or she deems appropriate. A signed consent form will waive FERPA rights of the eligible student/alumni as described in the form. For additional information, visit the [Federal Relay Service](#) website.