Policy on Requested Release of Confidential Information

The Butte College Financial Aid Office does not grant requests for release of a student’s confidential financial aid information to another individual. Our office strives to protect the confidentiality and privacy of student records as required by law. The Family Educational Rights and Privacy Act of 1974 (as amended), commonly referred to as the Buckley Amendment, sets forth the educational information of a student and how the information should be treated to protect student privacy.

Advice to Students, Parents and External Parties Seeking Student Financial Aid Information

The Financial Aid Office recommends that custodial parents, non-custodial parents, spouses, and interested third parties seek financial aid award information directly from the student. Students have quick and easy access to their financial aid, billing, and grade report records via MyBC/Web Advisor. The Financial Aid Office reserves the right to refer custodial parents’ questions back to the student to protect the confidentiality of student records.

Some questions pertain to the meaning of “independent” and “dependent” when completing the FAFSA. For financial aid purposes, parent definitions and independent student definitions are defined by federal student aid regulations and may differ from the Internal Revenue Service’s dependent exemption tax rules and definitions. Refer to our office information sheet entitled Independent or Dependent, which is available on the “Apply Here” tab on our website at www.butte.edu/financialaid.

Financial aid staff will not release student financial aid information to:

• Parent(s) and/or spouse of a student
• Third-party requests

Exception to the regulations above: Health or Safety Emergency

In an emergency, FERPA permits school officials to disclose information without student consent, including personally identifiable information from those records, to protect the health or safety of students or other individuals. At such times, records and information may be released to appropriate parties such as law enforcement officials, public health officials, and trained medical personnel. See 34 CFR § 99.31(a) (10) and § 99.36. This exception to FERPA’s general consent rule is limited to the period of the emergency and generally does not allow for a blanket release of personally identifiable information from a student’s education and financial aid records.

Any additional exceptions to these financial aid release practices are subject to the approval of the Director of Financial Aid and Veterans Services.

Further Information

For further information about FERPA, please contact the Family Policy Compliance Office or visit its Web site.

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Ave. S.W.
Washington, DC 20202-5920
202-260-3887

For quick, informal responses to routine questions about FERPA, parents may also e-mail the Family Policy Compliance Office at FERPA.Customer@ED.Gov.

FINANCIAL AID OFFICE
3536 BUTTE CAMPUS DRIVE, OROVILLE, CALIFORNIA 95965 (530) 895-2311