

board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. A school official also may include a volunteer or contractor outside of OLLU who performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of Personally Identifiable Information (PII) from education records, such as an attorney, auditor, or collection agent or a student who is assigned to assist another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))

- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))

- To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))

- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))

- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))

- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10))

- Information the school has designated as "directory information" under §99.37. (§99.31(a)(11))

- To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, subject to the requirements of §99.39. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (§99.31(a)(13))

- To the general public, the final results of a disciplinary proceeding, subject to the requirements of §99.39, if the school determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the school's rules or policies with respect to the allegation made against him or her. (§99.31(a)(14))

- To parents of a student regarding the student's violation of any Federal, State, or local law, or of any rule or policy of the school, governing the use or possession of alcohol or a controlled substance if the school determines the student committed a disciplinary violation and the student is under the age of 21. (§99.31(a)(15)).

Directory Information Public Notice as required by §99.37 of the FERPA regulations:

Under the provision of the **Family Educational Rights and Privacy Act of 1974 (FERPA)**, you have the right to withhold the disclosure of any or all of the categories of "Directory Information" listed below.

Our Lady of the Lake University designates the following as public or Directory Information:

- Name, Address (local and permanent), Telephone listing
- Email Address
- Major Field of Study
- Participation in officially recognized activities and sports

- Height and weight of members of athletic teams
- Dates of Attendance ("from" and "to" dates of enrollment)
- Degree(s) and Awards received
- The most recent previous educational agency or institution(s) attended
- Photograph

Please consider very carefully the consequences of any decision by you to withhold "Directory Information." Should you decide to inform the institution not to release "Directory Information," any requests for such information from non-institutional persons or organizations will be refused.

The institution will honor your request to withhold "Directory Information" but cannot assume responsibility to contact you for subsequent permission to release them. Regardless of the effect upon you, the institution assumes no liability for honoring your request that such information be withheld. The hold will remain in effect until you notify the Registrar's Office in writing. Your signature will be needed to add or remove this privacy hold.