

FERPA STATEMENT

IMPORTANT NOTE: MasteryPrep is a private company that does not receive federal funding and therefore, is generally not subject to FERPA. However, since MasteryPrep often supports school districts and other organizations that are subject to FERPA, MasteryPrep includes this FERPA statement to assist MasteryPrep users in an abundance of caution.

A. FERPA is a federal law that offers some protections for student data, including standardized testing scores and grades. FERPA applies to all schools that receive federal funding, and it gives students and parents certain rights over educational records. Under FERPA, schools must permit students and parents to view the educational records that they maintain, and the circumstances under which student information may be released without student consent are limited.

B. FERPA permits some organizations and individuals to receive student data because they are seen to have good reasons for accessing that information. These include schools with "legitimate educational interest," institutions to which a student transfers, "specified officials for audit or evaluation purposes" (for example, professors may discuss student grades with each other), "appropriate parties in connection with financial aid to a student," "organizations conducting certain studies for or on behalf of the school," "organizations in charge of school accreditation," "compliance with judicial order," "appropriate officials in cases of health and safety emergencies," and state and local juvenile justice authorities.

C. FERPA further allows schools to disclose "directory" information (name, address, telephone number, date of birth, dates attended, and honors and awards) without student consent, but schools must first allow students and parents a certain amount of time to request that this information remain private. Standardized test scores and grades are defined as education records under FERPA and are thus offered the law's protections. Unauthorized release of data can be punished by a five-year ban on access to education records for the offending institutions or individuals. To receive more information about FERPA or file a FERPA complaint, contact the Family Policy Compliance Office (FPCO) at the U.S. Department of Education.

D. MasteryPrep offers parents and students over 18 years old (without parental consent) the right to inspect and review the student's education records held by MasteryPrep (with certain limited exceptions) within 45 days after the day that we receive a request for access. Parents or eligible students should submit to privacy@masteryprep.com a written request that identifies the records they wish to inspect. We will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

E. Parents or eligible students may ask us to amend a record that they believe is inaccurate, misleading, or otherwise in violation of their privacy rights under FERPA. They should write to support@masteryprep.com designated personnel responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate, misleading, or in violation of their FERPA privacy rights.