



To the community of PRSNA

FERPA LAW

Puerto Rico School of Nurse Anesthetist, as a postsecondary institution in compliance with the Federal Law of Family Educational Rights and Privacy Act of 1974, well-known as FERPA, provide to the eligible students access to their academic records. The students and ex-students have the rights to ask for amend information contained in the files and guaranty control about the disclosure information.

This right includes:

- ✓ The right to review and inspect your academic record within 45 days of the day the school receives the access request.
- ✓ The right to request through a detailed letter and the reasons for a correction of the information contained in file. The school decide to emend or not the information and you will receive a notification letter with the decision and your rights to ask for an informal audience.
- ✓ The right to denied permission to disclose information identifiable in the file, except in those cases that FERPA authorize.
- ✓ Those who understand that the school has unfulfilled with this obligation has the rights to write a complain to the Department.

For additional information about the FERPA Law or if you feel any institution violated your rights and need to submit a formal hearing, please contact Family Policy Compliance Office in the U.S. Department of Education:

U.S. Department of Education
Telephone: 1-800-USA-LEARN (1-800-872-5327)
Address: Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-8520
