

Disclosure of Education Records:

Education records may be disclosed if a cadet provides a written and specific release. A model format for such release may be obtained from _____ may disclose education records to the parents of cadets who have provided a specific release authorizing disclosure to their parents.

VMI may disclose information from education records without the cadet consent under certain circumstances detailed in FERPA including, but not limited to, the following:

- School officials with a legitimate educational interest; _____ nclude faculty, administrative and professional staff, clerical

information release before the end of the first week of the fall semester. Opt out requests must be made in writing to the Director of Communications and Marketing and remain in effect until rescinded by the cadet, including after graduation.

In accordance with Virginia Code § 23.1-405(C), VMI will not release pursuant to the FERPA directory information exception, 34 C.F.R. § 99.31(a)(11), cadet address, telephone number, or email address unless the cadet has affirmatively consented in writing to such disclosure. VMI will obtain written consent to include cadet address, telephone number, and email address in any directory searchable by the public or any VMI internal directory.

In accordance with Virginia Code § 2.2-3705.4(B), VMI will not release cadet address, phone number, or email address in response to a Freedom of Information Act (FOIA) request without the written consent of the cadet.

VMI reserves the right to deny requests for cadet directory information from any individual or entity external to the VMI community.

Record of disclosure:

In accordance with FERPA, 99 CFR § 99.32, VMI will maintain a record of each request for access to and each disclosure of personally identifiable information from cadet education records