

Student Records Training (Required every 3 yrs)

Who: FTCC Faculty Professional Development

What: ***Student Records Training (Required every 3 yrs)***

Facilitator: Michelle Walden, Dean of Health Technology Programs

Faculty and staff at Fayetteville Technical Community College have a responsibility to properly maintain student records. This training covers the history of the Family Educational Rights and Privacy Act (FERPA), the rights of students in regard to their records, employee access of student records, employee responsibilities in regard to student records, and the appropriate disposal of confidential material.

New employees are required to complete this training during their 90-day probationary period. Completion of this course will count for 30 minutes of PD credit.

When: **Ongoing**

Where: [Student Records Training](#)

Questions: Please contact waldenm@faytechcc.edu with any questions!