

SOUTH DAKOTA BOARD OF REGENTS

Policy Manual

SUBJECT: Public Access to Student Directory Information

NUMBER: 3:22

1. Classes of Student Directory Information

- A. "Directory information" includes information that an institution has designated as directory information, provided that the information is of a kind that may be designated as directory information pursuant to regulations implementing the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. 1232g(a)(5)(A), as defined in 34 C.F.R. § 99.3.
- B. Each institution shall establish two classes of student directory information.
- 1) Publicly available directory information shall include a student's name, grade level, or academic status (undergraduate, graduate, or professional school), graduation date, diploma or degree, major field of study, hometown, and dates of attendance.
 - 2) Institutions may identify additional information as nonpublic directory information to be made available to other students, institutional personnel or, in the case of children under age 18 enrolled in the special schools, parents. Such additional information may not be distributed to the public at large without specific written permission of each individual student, or parent in the case of children under age 18 enrolled in the special schools. Distribution through password-protected electronic means shall be permitted so long as passwords are issued solely to students, institutional employees, or parents of children under age 18 enrolled in the special schools.
 - a. At the university level, nonpublic directory information may include publicly available directory information plus the student's official, university electronic mail address.
 - b. At the special schools, nonpublic directory information may include publicly available directory information plus the names of the child's parents or guardians, telephone numbers, and addresses.
- C. Institutions shall obtain written permission from students or parents, in the case of children under age 18 enrolled in the special schools, prior to making public information about student participation in athletics, involvement in extracurricular activities, receipt of awards or honors or being graduated.

D. Each institution shall include a description of its directory information in its annual notification to students of their rights under the Family Educational Rights and Privacy Act of 1974.

Source: BOR, August 2010; BOR August 2011.