

Quick Guide to FERPA and Online Learning

The Basics of FERPA



FERPA stands for **Family Educational Rights and Privacy Act**.



FERPA limits the sharing of students **personally identifiable information** (PII).



PII includes SID, name, address, enrollment status, image, video, academic work, etc.



In fact, post-secondary instructors cannot share PII including enrollment status or grades with parents even if their child is a minor.

Can I record video of my students?

Yes. However, there are things to keep in mind:



The recording may **only be shared in that one class** (you cannot post in other sections).



If you are planning to share the recording with other classes/semesters **no student faces or names must be seen or heard**.

Best practice: record sessions only for that section and post those recordings only in that section's Canvas course.

Can I combine sections?

- Students from different sections cannot see other students' PII (faces, names, etc.).
- Students from different sections cannot participate together in Canvas discussion boards or Zoom sessions.
- You can only combine Canvas courses if interactions will be made separate by section.



Just remember...

PII like student faces and names can only be shared within their own class section.

If student faces, names, and other PII is being shared with the public (those outside of the section the students are in) this violates FERPA.