

Reporting a Possible FERPA Violation

Students who believe their rights under the Family Educational Rights and Privacy Act (FERPA) have been violated should contact the Director of Enrollment Services/Registrar at Wallace Community College. A written report should be submitted that includes a description of the suspected violation, when and where it occurred, any supporting documentation, and the student's current contact information. Submissions may be sent via email to ksaulsberry@wallace.edu or by phone at 334-556-2470. Students may request a meeting to discuss their concerns. If the issue is not resolved through this process, students may file a formal complaint with the U. S. Department of Education at:

Student Privacy Policy Office

U.S. Department of Education

400 Maryland Avenue SW

Washington, D.C. 20202-8520

Phone: (202) 260-3887

Fax: (202) 260-9001 Email: ferpa@ed.gov

Website: <https://studentprivacy.ed.gov>