

# Student Authorization for Access to Parent/Guardian Portal

Annually, California Lutheran University informs students of their rights under the Family Educational Rights and Privacy Act of 1974, as amended (FERPA, also known as the Buckley Amendment). CLU's FERPA policy has designated the following items as directory information: student name, address, e-mail address, campus residence hall, campus box number, campus telephone number, date/place of birth, dates of attendance, degree date, degrees awarded or anticipated, honors, major, previous institution most recently attended, participation in recognized campus activities or sports and height and weight of members of athletic teams. The University may disclose any of the above listed items without the student's prior written consent, unless the registrar's office is notified in writing to the contrary.

All other student academic information is considered confidential and will not be released, with certain exceptions, without the student's written permission. Under FERPA, parents are included in this non-disclosure.

CLU has a parent portal, part of the MYCLU portal, which will **give parents viewing access** to the non-directory information listed below. If you wish to allow your parents access, you must complete this form and return it to the registrar's office to authorize the college to do so. You may choose to grant access to up to two people.

Information available to parents:

- Semester Grade Report
- Academic Difficulty Notices
- Semester Class Schedule
- Academic Summary:
  - Overall GPA
  - CLU GPA
  - Total Credits Completed
- Graduation Date from application (for graduating seniors)

You may choose to remove access at any time by submitting the appropriate form to the registrar's office. Access to the Parent Portal will be automatically removed upon graduation or if you become inactive as a student.

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**I authorize California Lutheran University to grant the person(s) listed below access to the Parent Portal. I understand that my authorization will grant access to all information included in the Parent Portal and that access is limited only to this information. I am not granting complete access to my academic records to this person(s). Furthermore, this release does not permit the disclosure of these records to any other persons or entities without my written consent or as permitted by law.**

<i>Student Name - Printed</i>	<i>Student Signature</i>	<i>Student ID</i>	<i>Date</i>
	<b>Person 1</b>	<b>Person 2</b>	
<b>Full Name – Printed</b>			
<b>E-mail Address</b>			
<b>Birth Date</b>			