



Statement of Confidentiality

The confidentiality of a student's records is protected under the Buckley Amendment (Family Education Rights and Privacy Act of 1974, as amended.) Any student employee having job related access to said records who improperly discloses or leaks student file information to unauthorized faculty, staff, other students, or other persons will be immediately separated from the workplace. Pending an investigation, the student employee will be restricted to work in areas of the college that do not involve personal records or may be terminated as a student employee.

I have read the above, and understand and accept the terms and the conditions of my employment.

Student Employee Signature

Date