

Student Employment Confidentiality Pledge

I understand fully that as a Student Employee for Ohio Wesleyan University, I may become aware of confidential information regarding the University and I may see and hear sensitive information that cannot be made public.

I understand that as a Student Employee for Ohio Wesleyan University, I may have access to records which contain individually identifiable information, the disclosure of which is prohibited by the Family Educational Rights and Privacy Act (FERPA) of 1974. Any intentional disclosure by me of this information to any unauthorized person could subject me to criminal and civil penalties imposed by law.

Such willful or unauthorized disclosure also violates Ohio Wesleyan University policy and could constitute just cause for disciplinary action including termination of my employment regardless of whether criminal or civil penalties are imposed.

Questions regarding FERPA, its application and your responsibilities, should be directed to the Office of the Registrar.

Print Name

Signature

Date