

CU Guest Access Now Available (Office of the Registrar)

As of this morning, CU Guest Access is now available for students via MyCUInfo.

What's New

CU Guest Access is a read-only, online option for guests to view specific aspects of a student's education record. Students can select components of their record that the guest can view, and the student can modify or revoke access at any time. Guests can't make any changes to the student's record or complete any transactions on the student's behalf.

Please note: CU Guest Access **does not** authorize a guest to contact the university to request or discuss the student's education record. Student record information can only be accessed by a parent or third party if the student has filed a <u>FERPA Consent to Release</u>.

Where to Learn More

We've compiled several resources for students, guests, and faculty and staff:

- CU Guest Access (students / staff)
 - o Frequently Asked Questions (students / staff)
 - o For students & guests: Student Records Privacy & Access Guide
 - o For CU-Boulder staff: CU Guest Access: Navigating the Shared Information Center
- FERPA Consent to Release (<u>students</u> / <u>staff</u>)
 - o Frequently Asked Questions (students / staff)
 - o For faculty & staff: Verifying a FERPA Consent to Release

NOTE: FERPA Consent to Release went live on Friday, April 22. The R02 service indicator will be removed at the end of May from the records of enrolled students who previously completed a paper consent to release form. See the $\frac{4}{22}$ edition of the Registrar Network for more information.

How This Impacts You

University faculty and staff cannot release any non-directory information or answer any questions regarding a student's protected education record without the express consent of the student via a <u>FERPA Consent to Release</u>. If a guest calls with questions and you cannot confirm that the student has submitted a FERPA Consent to Release for them, direct the guest to contact their student.

If guests have questions about the CU Guest Access online system, they can consult the <u>Student Records Privacy &</u> <u>Access Guide</u> for step-by-step instructions or contact their student.

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