



# ST JOHN'S College

ANNAPOLIS • SANTA FE

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June 2011

Dear Student:

Under the Family Educational Rights and Privacy Act (FERPA) parents may obtain their student's non-directory information (grades, GPA, don rag notes, etc.) only at the discretion of the institution and after it has been determined that you are legally their dependent. Our College policy generally is not to disclose this information to your parents without your signed consent. You are considered a **dependent** student if you are declared as a dependent on your parents' most recent Federal Income Tax form. For **independent** students (i.e., those not claimed as a dependent on the parents' most recent Federal Income Tax form), federal law itself prohibits the disclosure of this information.

In the freshman year after the first semester don rag, and in accordance with the above policies, the Dean sends letters to parents of **dependent** freshmen either stating that the work in every class is at least satisfactory or briefly indicating where the work is unsatisfactory. If your parents would like to know more than that – and most parents would – you should discuss the Don Rag report with them.

In the freshman year after the first semester don rag, the parents of **independent** freshmen receive a letter in which it is stated that the first-semester don rag has taken place, but that we may not disclose any information. If, as an independent student, you wish your parents not to receive such a letter, please inform the Office of the Dean.

The dean and assistant dean may also report to parents of **dependent** students any information affecting their enrollment status and, in the case of dependent seniors, any circumstances that may jeopardize their graduation. When a **dependent** student withdraws from the college during the semester, the parents will be notified.

Whether you are **dependent** or **independent** and you would like your parents to receive a copy of your grades and/or don rag reports, you must provide the registrar with a signed request each time you wish to release them. If you want to allow the dean and/or assistant Dean to discuss your academic records with your parents, you must complete a release form in the Office of the Registrar.

Policy aside, I very much hope that you will talk to your parents freely and candidly about your work at St. John's.

Sincerely yours,

*Pamela Kraus*

Pamela Kraus  
Dean

**PLEASE CHECK ONE BOX ONLY (Dependent or Independent):**

I am a **DEPENDENT** student.

**OR**

I am an **INDEPENDENT** student; (if you checked independent, please check one box only below)

**DO** permit

**DON'T** permit

St. John's College to notify my parents about my academic and disciplinary status at the College.

\_\_\_\_\_  
Name – please print legibly

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date