Birmingham-Southern College. Students may give permission to allow their education record to be disclosed to a designated individual(s) by signing the *FERPA Release Form - Student Consent for Access to Education Records*. The FERPA Release Form is available on the Office of Academic Records home page. FERPA also allows a student's academic record to be shared without the student's direct consent with parents or guardians who certify their student is claimed as a dependent for IRS purposes.

The school discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by Birmingham-Southern College in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. A school official also may include a volunteer or contractor outside of the College who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of personally identifiable information from education records, such as an attorney, auditor, or collection agent or a student volunteering to assist another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for Birmingham-Southern College.

The Office of Academic Records provides an online FERPA tutorial that fully explains the policy.

ACADEMIC HONORS

Dean's List of Distinguished Students

The Dean's List of Distinguished Students is compiled at the end of both the fall and spring terms. It consists of the names of those students who have maintained a grade point average of 3.500 or higher on work attempted during the term. To qualify for the Dean's List, a student must take at least three full-unit courses and receive a letter grade of "C" or higher for each of the courses in which he or she has enrolled. No student is eligible for the Dean's List in any term during which he or she has received an incomplete grade ("I" or "O") or a grade of "S."

Honors at Graduation

The final cumulative grade point average is calculated to three decimal places without additional rounding. Students who during their academic careers establish a grade point average of 3.500 are graduated *cum laude*; those who establish a grade point average of 3.750 are graduated *magna cum laude*; and those with a grade point average of 3.900 are graduated *summa cum laude.*