



Family & Friends Newsletter



Family & Friends of LCSC Students

The Family & Friends Newsletter staff welcomes your comments and concerns. Please take a minute to evaluate our newsletter and enter your student in the April drawing for a \$25 book store gift certificate. Web link: <http://www.lcsc.edu/osl/FamilyFriends/FFSurvey/ffsurvey.asp>

Visit the LCSC Parent Guide and Calendar at <http://www.lcsc.edu/osl/>. Scroll down the left side to Family & Friends, click on the Parent Guide.

What You Need To Know About FERPA

What is FERPA?

The *Family Educational Rights and Privacy Act* (1974) is a federal law designed to protect the privacy of education records and is enforced by the Family Policy Compliance Office of the U.S. Department of Education (FPCO). Essentially, the act states that **1)** "students" must be permitted to inspect their own "education records" and **2)** "school officials" may not disclose personally identifiable information about a student without written permission from the student.

What is an "Education Record"?

Education records are defined as those records directly related to a student and maintained by LCSC, or by a party acting for LCSC. These records may contain a student's name, social security number, student ID number, address, or any other

piece of information that could be considered "personally identifiable."

Records that are not considered education records:

- Records maintained by a law enforcement unit of the educational agency.
- Records relating to individuals who are employed by the institution that relate exclusively to their capacity as employees.
- Records relating to a student which are created or maintained by a physician, psychiatrist (or related professional) used solely in connection with the provisions of treatment to the student.

Who has access to student records?

Within the LCSC community, only those "school officials", individually or

collectively, acting in the students' educational interest, who have a legitimate "need to know", are allowed access to student education records. College personnel are determined to have legitimate educational interest if the information requested is necessary for them to:

- Perform appropriate tasks that are specified in his/her position, description, or by a contract agreement.
- Perform a task related to a student's education.
- Perform a task related to the discipline of a student.
- Provide a service or benefit relating to the student or student's family, such as health care, counseling, job placement or financial aid.

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Student Counseling Services

Free confidential, personal counseling for LCSC students. Some of the student concerns that can be addressed in counseling include, but are not limited to: stress management, test anxiety, life transitions, and depression. Counseling Services are located in Reid Hall, room #111, the Office of Student Life.

Important Dates for Students

- | | |
|--|-------------------------------------|
| Mar 1- Financial Aid priority deadline | Apr 10- Open Registration Begins |
| Mar 2-- Last Day to Apply for Graduation (Fall09) | May 3- Coeur d'Alene Commencement |
| Mar 13- Mid-Term Grades Posted | May 4-8- No Final Exam Week |
| Mar 16-20- Spring Break (No Classes) | May 11-14- Final Exam Period |
| Mar 23-- Last Day to Withdraw From Classes or College. | May 15- Lewiston Commencement |
| Apr 6-9- Advance Registration for Summer/Fall 2009. | May 20- Final Grades Posted |



“FERPA” continued

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What is "Directory Information"?

“Directory information” is information that, if disclosed, is not normally considered a violation of a student’s privacy and, therefore, can be released without the student’s written permission. Directory information can never include a student’s race, gender, social security number, grades, GPA, country of citizenship, or religion. As an institution, LCSC must provide “annual notification” of students’ FERPA rights and the categories designated as directory information.

What information can and cannot be released at LCSC?

This information CAN be released without written consent (directory information).

- Full Name
- Major/Minor
- Previous Colleges Attended
- Academic Honors
- Dates/Terms Enrolled
- Degree/Certificate Awarded and Date Conferred
- Full or Part-Time Status
- Withdrawal Date
- Athlete Height & Weight
- Athletic Achievements
- Email Address
- College Level (Sr., Jr., So., Fr.)
- Home Town

How can a student withhold their directory information?

Students can submit a Directory Information Restriction Request to the Office of Admission/Registrar so that all or a portion of their directory information **cannot** be released.

This information CANNOT be released (written consent is required).

- Date of Birth
- Social Security Number
- Student ID Number
- Class Schedule
- Address/Phone Number
- Academic Standing
- Grades
- GPA (term and cumulative)
- Transcript
- Parent’s Address
- Gender
- Credits (term and cumulative)

What are the rights of parents under FERPA?

When a student reaches the age of 18 or begins attending a post-secondary institution regardless of age, FERPA rights transfer to the student.

– Parents may obtain directory information at the discretion of LCSC.

– Parents may obtain non-directory information (grades, GPA, etc.) only at the discretion of the institution **and** after it has been determined that their child is legally their dependent.

– Parents may also obtain non-directory information by obtaining a signed consent from their child.



In an emergency, can we tell a student’s mother where her daughter’s next class is today?

A student’s class schedule is non-directory information. For the safety of the student, we cannot tell another person where a student is at any time. When this situation arises, the inquiring person is directed to the Office of Admission/Registrar and that office will contact the student directly. However, they will not contact students for non-emergency reasons.

What is the Solomon Amendment?

Under this 1996 amendment, institutions are required to provide directory-type information on students at least 17 years of age who are registered for at least one credit, upon request from the Department of Defense for military recruiting purposes.



A Blog from Debra



Title: If Only He Had Known

I met with a student today, I’ll call him “Sam”. I’ll think of him often in the next few weeks because his story is so sad...and preventable. He came to a STAR (Student Advising & Registration) session last summer and registered for the fall semester. He started school in August and immediately liked all of his classes but one. That one, he knew, would give him trouble. Just a few weeks into the semester, he got a bad case of bronchitis that prompted a visit to the local hospital ER (resulting in a large bill). Within another two months, he was truly failing his classes and suffering from depression over how far behind he was getting. He felt he was “blowing” his “one chance” at succeeding in college and disappointing his family, himself, and particularly, his parents. By the end of the semester, he had stopped attending class. As a result, he received failing grades in not just one, but all his classes during his first semester of college. Now, he is struggling to get back into school. Adding to his problems, his financial aid is suspended and he is on academic probation. When we met, his head was still spinning over what had happened in his first semester. We spent some time talking through what might have happened if he had known what to do and who to contact. Here are some of the things he might have done to change what happened:

- He could have visited one of our tutoring centers early on for help with his classes;
- He could have used Student Health Services rather than the Emergency Room;
- He could have made contact with his advisor to talk about that one class he didn’t like;
- He could have consulted with his instructors about his progress in his classes;
- He could have checked his mid-term grades; and
- He could have used personal counseling services offered through the Office of Student Life.

Sam is like many college students attending Lewis-Clark State College. He gets caught by unexpected circumstances and doesn’t know where to turn. I wish Sam had come to see me (or ANYONE) four months ago when we might have easily helped prevent some of his pain. Every parent, spouse, or loved-one reading this blog needs to consider your own “Sam”. Stay connected. With your support and encouragement, we can keep students like Sam on track. Help them to reach out to those of us on campus who are eager to help. We want students to meet their goals the first time, not as they pick up the pieces and put them back together later. Students do not always know what is available to them during their first year of college, but they have access to experts such as faculty, staff, or students and we are here to help. Don’t let Sam fall through the cracks.

Written by Debra Lybyer, Director of Career & Advising Services, dlybyer@lsc.edu.

NATIVE AMERICAN AWARENESS WEEK
Lewis-Clark State College
March 9-12, 2009
“Honoring the Past Empowering the Future”



Native American Awareness Week is a big celebration held each year on the Lewis-Clark State College campus. It is for people of all ages, including our students, their parents, and anyone else who wants to come. All week there are speakers and events which are open to the public. Some of our speakers include artist Marcus Amerman, Brian McCormack, Ed Edmo, Howard Rainer, and Horace Axtell. **LCSC would love for you to join your student in celebrating Native American Awareness Week!**

Some of the events are:

- **Monday, 3/9** — A theatre presentation from Native American Actors, 7pm at the Silverthorne Theatre.
- **Tuesday, 3/10** — Mini-Pow Wow for local 4th Grade Classes at 10am in the Activity Center.
— Comedy Night at 7pm in the Silverthorne Theatre.
Admission \$2 for students with ID. \$3 General Admission.
- **Wednesday, 3/11** — Panels and presentations all day on a variety of topics.
— Annual Friendship Banquet at 7pm in the Williams Conference Center.
- **Thursday, 3/12** — Panels and presentations all day on a variety of topics.
— Annual LCSC Pow Wow at 6:30pm in the Activity Center.

For more information: 208-792-2812. www.lcsc.edu/student-services/minority-programs/ Special Thanks to: Lewis-Clark State College, LCSC Warrior Entertainment Board, Clearwater River Casino, Idaho Humanities Council, Nez Perce Tribe, ASLCSC, Pi'amkinwaas and LCSC

Throughout the month of April, LCSC and the LC Valley celebrates the coming of spring at the annual Dogwood Festival. This is our 25th year celebrating the festival, and there are events all month, such as races and runs, dog shows, art exhibits, a wine tasting, and a basketball tournament. All of these events precede April 24-26, when we celebrate Art Under the Elms on the LCSC campus. Some of the events taking place at this year's Art Under the Elms are:

- **Deana Carter LIVE at the Dogwood Festival Concert**
- Artist Fair
- Family Fun Fair
- Interactive Art Mural
- Dogwood Fairy Tea Party
- Artist Demonstrations
- Pepsi Food Court
- SUB Amphitheatre Entertainment



OF THE LEWIS-CLARK VALLEY

Friday 12:00 p.m. – 7:00 p.m.
 Saturday 10:00 a.m. – 7:00 p.m.
 Sunday 10:00 a.m. – 4:00 p.m.
 Three-day General Admission \$2
 LCSC Students w/ LCSC Student ID \$1

We would love for you to join us!
Contact Dogwood Festival Office at (800)394-4189; www.lcsc.edu/dogwood



STUDENT HEALTH SERVICES

Lewis – Clark State College



Student Health Services is located on the LCSC Campus in the Sam Glenn Complex, Room 205.

The primary goals of the Student Health Services are:

- Promote optimal health of students on the college campus by fostering their personal development as individuals who take responsibility for their health, wellness and safety.
- Aid students and advocate for their primary prevention and intervention needs.
 - Enhance retention for students while at LCSC to help in achieving positive educational outcomes.



Services offered at Student Health Services are:

- The clinic is staffed with a Nurse Practitioner. An ambulatory clinic is available to treat minor illnesses and is open on Monday, Wednesday and Friday from 10am to 2pm.

Appointments are preferred, however walk-ins are also welcome. The Registered Nurse (RN) is available Mon, Wed-Fri.

- On-site laboratory for blood draws and quick health screens, such as mono, strep and influenza.
- Quick health assessments provided by the RN and over-the-counter medications are available as needed.
- Immunizations provided, including flu clinics during the “influenza season”
- Health and Wellness education through outreach programs and collaboration with different LCSC departments such as the nursing department and residence life.



Eligibility:

- All LCSC students enrolled in one or more credits

- All LCSC faculty and staff

***Students DO NOT have to be enrolled in the Student Health Insurance Program (SHIP) to utilize the services offered at Student Health.**



- **Fees:**
 \$45 flat fee for all office visits
 \$15 flat fee for Nurse visits
 Additional charges for laboratory testing and outside referrals

Please feel free to stop by our office or call with any questions you may have.

Office Hours: M-F 8A-5p
Phone: 208-992-2251
Fax: 208-792-2882
E-mail: studenthealth@lcsc.edu

~ STAY HEALTHY ~



Advance Registration is Just Around the Corner



Will Your Student Be Ready?

Each semester, currently enrolled students have the opportunity to register early for their classes for the next semester. This early registration period is called **Advance Registration**, and there are many advantages to registering for classes during this period:

- Currently enrolled students have taken many of their core-classes required for graduation and many are well on their way to completing the classes required of their major.
- By allowing currently enrolled students to register early, they are able to get the classes, times and instructors they require, also classes that fit into other schedules they may have revolving work and family. Many classes have limited enrollment or are only offered in the Fall or Spring, and registering early allows for securing a seat.

By the time Open Enrollment occurs, where all students can register regardless of their class standing, many classes may be full, or near full, and by waiting to register, a student runs the risk of not getting into a needed or desired class. Therefore, it is

highly recommended that all currently enrolled students take the opportunity to register during Advance Registration.

Class schedules for Summer and Fall 2009 will be posted on the LCSC website beginning March 2nd. At that time, students can begin assembling potential class choices and scheduling appointments with their advisor .

Dates for Advance Registration for Fall Semester 2009 are April 6, 7, 8, and 9. Registration dates are based on class standing, determined by the number of credits a student has earned at the time of registration (currently enrolled credits do not apply).

- April 6th is reserved for Seniors and Post-baccalaureates (90 completed credits or more).
- April 7th is reserved for Juniors (58-89 completed credits).
- April 8th is reserved for Sophomores (26-57 completed credits).
- April 9th is reserved for Freshmen (0-25 completed credits).

Open Registration begins on April 10th, and any student who did not register on their advance registration date, can register at any time after their assigned date has passed.

What To Do Next:

In order to **Advance Register**, students need to remember that they have to **meet with their academic advisor**, in order to be electronically released to register on the Web. It is important to schedule an appointment with the advisor **at least two weeks prior to their registration date**, and preferably earlier, to insure getting released before the assigned registration date. Also, any **holds** on their account (library, security, health clinic, controller's office, etc.) needs to be cleared before being allowed to register. They should contact the office that placed the hold to find out what needs to be done to have it removed.

The Office of Career & Advising is happy to assist students with Advance Registration questions and can be contacted at Reid Hall 110, or call 208-792-2313.

How do students get a job...What kind of jobs are available...Where can students get help with resumes and job applications... Where do they go for help... ????????????



Thinking about how your student can get a job?
Let us help!
Career & Advising Services
RCH 110 792-2313

The International Programs Office (IPO) offers 6 eight-week English as a Second Language (ESL) terms each year. LCSC has over 140 international students from over 28 countries in college programs. Many come to LCSC because of the programs and the support provided on campus. They also enjoy the hospitality and friendliness of the LC Valley Community.

The IPO at LCSC is in the process of establishing an International Friendship Association (IFA). The purpose of the IFA is to help international students adjust to and interact with the local community. We are looking for volunteers who would like to "adopt" an international student, invite an international student (or several) to events such as Christmas and Thanksgiving, as well as students and community members interested in being conversation partners with international students.

Many international students arrive with a suitcase and end up staying 4-5 years at LCSC. The IPO is establishing an "International Exchange" where items of clothing, study materials, household items, and bicycles can be stored for students to "borrow" during their time at LCSC. It is hoped that this will become a true exchange whereby students leave their materials for the next "generation" as they take their new qualifications back home or elsewhere in the world.

More details will be available soon, but if you wish to register interest please email the IPO Director, Steve Arnold at saarnold@lcsc.edu or phone: (208)792-2329.