Communication with Advisors

We want to do what we can to help your student be successful at UNCG. You are an important part of that process, and we welcome any information you feel you should share with us. There are limitations, however, to what we can lawfully share with you.

**What we can do:**

- Give you general information about Bryan School requirements and policies
- Give you general information about UNCG academic requirements and policies
- Explain academic standing, probation, and suspension policies and procedures

**What we cannot do:**

- Discuss your student’s GPA or grades in individual courses
- Discuss your student’s academic standing

**Why we cannot do this:**

Most student records at the University are considered educational records that are protected by the Family Educational Rights and Privacy Act (FERPA).

Examples of educational records include but are not limited to:

- Admissions information for students who are accepted and enrolled
- Grades, test scores, evaluations, courses taken, and official communications regarding a student's status
- Course work including papers and exams, class schedules

**Student Consent**

We must have signed written consent from the student before releasing any personally identifiable information to any third party.

Written consent to release personally identifiable information must include the following:

- the precise information to be disclosed
- the purpose of the disclosure
- to whom the disclosure may be made
- the expiration date of the consent (a maximum of one year)
- the student's signature and date of signing

The FERPA Consent Form can be obtained from the Bryan Undergraduate Student Services office in Bryan 137. The completed form must be presented in person. We will not accept forms that are emailed or faxed. The student must provide photo identification to the front desk staff. We will not accept a form from a student who is unable to produce photo identification.

We strongly encourage you to have a conversation with your student—before the semester starts—about how the disclosure of grades and any other academic information should be handled.

Should you have any questions or concerns, please feel free to contact the Bryan School Undergraduate Student Services office at bryansch@uncg.edu or call (336) 334-5928.