



Federal Reserve Bank of St. Louis Econ Lowdown® FERPA Compliance

Requirements	FERPA	Econ Lowdown Data
(1) Performs an institutional service or function for which the agency or institution would otherwise use employees; (2) Is under the direct control of the agency or institution with respect to the use and maintenance of education records; and (3) Is subject to the requirements of §99.33 (a) governing the use and redisclosure of personally identifiable information from education records.	34 CFR §99.31 (1)(i)(B)	Teachers/instructors who set up classrooms in Econ Lowdown have access to student scores on quizzes. They can upload these scores to their school/institution gradebook. The teacher/instructor must adhere to the school's/ institution's rules and regulations regarding maintenance of education records.
An education institution must use "reasonable methods" to make sure school officials have access to only education records in which they have legitimate education interests.	34 CFR §99.31 (a)(ii)	Teachers/instructors provide Econ Lowdown with information needed to serve its function. Access to educational records is dictated by classroom enrollment. Access within the classroom is limited to the teacher/instructor who set up the classroom.
A school can disclose information only on the condition that the party to whom the information is disclosed will not disclose the information to any other party without the prior consent of the parent or eligible student.	34 CFR §99.33 (a)(1)	Econ Lowdown does not disclose information about students or teachers to any other party and is otherwise in compliance with FERPA.
The parent or eligible student shall provide a signed and dated written consent before an educational agency or institution discloses personally identifiable information [PII] from the student's education records, except as provided in §99.31.	34 CFR §99.30 (a)	Econ Lowdown does not allow access to any user other than the teacher/instructor who established the classroom.



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<p>Student data Econ Lowdown defines data as follows: Data include all PII and other non-public information. Data include, but are not limited to, student data, metadata, and user content.</p>	<p>34 CFR §99.31 (a)(ii)</p>	<p>Teachers/instructors input students' first names and last initials. If the students are 13 years of age or older, the teacher/instructor may input student email addresses. Fifteen days after a class ends (teachers/instructors assign start and end dates), Econ Lowdown archives the course. Twice a year (May 31 and December 31) student email addresses are purged from archived classrooms.</p>
<p>Teacher data (Same as above)</p>	<p>34 CFR §99.31 (a)(ii)</p>	<p>Teachers/instructors create accounts, providing their names, email addresses, school names, and information about the school (e.g., coed, all boy, all girl, address).</p>
<p>Providing data for parents</p>	<p>34 CFR §99.31 (a)(ii)</p>	<p>Econ Lowdown cannot identify and retrieve individual student data to share with parents, because we do not have PII about students. We have first names, last initials, and potentially email addresses (if students are 13 years of age or older) while a classroom is active. Once the classroom is archived, we purge student email addresses.</p>
<p>Marketing and advertising</p>	<p>N/A</p>	<p>Econ Lowdown will not use any data to advertise or market to students or their parents. Econ Lowdown will send emails to teachers to inform them of its new online courses, videos, and other features.</p>



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De-identification of student data	34 CFR §99.31 (a)(ii)	<p>Student data in Econ Lowdown are de-identified data. Econ Lowdown data include only student first names and last initials and, if the students are 13 years of age or older, email addresses. Once courses are archived, email addresses are purged from the system. Econ Lowdown displays students' first names and last initials and potentially emails for teachers/instructors to see. However, this information is not visible to other students or anyone else. Students cannot contact one another through the Econ Lowdown system.</p>
De-identification of teacher data	34 CFR §99.31 (a)(ii)	<p>Econ Lowdown data include teacher name, school name, school address, and teacher email.</p>
Log off inactive users (Security feature)	34 CFR §99.31 (a)(ii)	<p>Econ Lowdown automatically logs out users after 15 minutes of inactivity.</p>
Browser session logout (Security feature)	34 CFR §99.31 (a)(ii)	<p>Once a browser session is closed and a new browser is opened, Econ Lowdown will require the user to login again.</p>