

Sixth Edge FERPA Guidelines and Practices

I. Information Related to FERPA

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law only applies to schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level, at which point, such students become "eligible students" under FERPA.

II. Information Provided to Sixth Edges is FERPA Compliant

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to certain parties or under certain conditions, including disclosure to organizations conducting certain studies for or on behalf of the school. The studies and data collection performed by Sixth Edge fall squarely within the FERPA disclosure exception. Additionally, Sixth Edge aggregates and anonymizes its data for research, evaluation and requested studies, removing any connection between student name and a student's records under those circumstances.

III. How Sixth Edge Aides in FERPA Compliance

Sixth Edge is not subject to FERPA compliance. However, our programs and business practices are designed to aide schools subject to FERPA with their compliance efforts. Not only is disclosure of students' records for the purpose of research and studies exempt from FERPA, Sixth Edge aggregates and anonymizes the data for research purposes and to complete the study requested by the school.

At this time, Sixth Edge collects only the personal identifier information listed on our Privacy Policy, found at <https://s3.amazonaws.com/thinkspace-prod/legal/privacy-policy.pdf>. We might collect additional information in the future and such information will be added to our Privacy Policy. Please visit our Privacy Policy to see the information collected and how we use it.

Sixth Edge currently only discloses student personal identifier information to one third party – our third party support system – which allows us to offer the best and new support options to communicate with our end users. If your school requires the names of our third party support systems, please let us know and we will provide you with that information. Our third party support system receives only the following personal identifier information from us:

- First name
- Last name
- E-mail
- Student / instructor designation

We would also likely comply with a request from a law enforcement or government request or court order, and as otherwise set forth in our Privacy Policy.

IV. Viewing Education Records; Things We Do Not Do

All files uploaded by a school or work performed by a student and uploaded by a school or an eligible student can be viewed online at any time by the eligible student and approved school officials (typically the instructors and instructional service providers, including Sixth Edge, and other who are permitted access under FERPA).

Because Sixth Edge is not a school, Sixth Edge does not publish a directory or any other student listing. As noted above, roster information is only available to eligible students and approved school officials (typically the instructors and instructional service providers, including Sixth Edge, and other who are permitted access under FERPA).

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Because Sixth Edge is not a school, Sixth Edge is not required to send its users an annual FERPA notification or policy statement. Thus, Sixth Edge does not send any annual FERPA notification to its users.