PROGRAM ANNOUNCEMENT

UNDERSTANDING FERPA AND DISCLOSURE OF STUDENT RECORDS

September 10, 2013
10:00 a.m. to 12:00 p.m.
Richard J. Hughes Justice Complex
6th Floor Point Meeting Area – Attorney General's Library
25 Market Street
Trenton, New Jersey

Program Summary

This presentation will provide an introduction into the Family Educational Records Privacy Act and how its provisions can affect the document productions of State agencies. The program will cover what student information is confidential, what information can be disclosed and the exceptions to FERPA's confidentiality requirements.

Who Should Attend?

While this program will directly benefit those who handle matters dealing with educational records of students, others may find this subject of interest.

Who Is the Faculty?

DAG Christopher T. Huber has been with the Division of Law's Education/Higher Education Section since September, 2008, wherein, he represents Rowan University and William Patterson University before federal and state courts and before the NJ Division of Civil Rights and Equal Employment Opportunity Commission. He also, represents the NJ Department of Education in federal and state courts and before the Office of Administrative Law in a wide range of litigation and counseling matters. He counsels the Department of Education on various issues and acts as Counsel for the New Jersey School Ethics Commission. Prior to joining the Division of Law, he clerked with the Honorable Joel Schneider, U.S.M.J. in Camden, and the Honorable Tonianne Bongiovanni, U.S.M.J. in Trenton. He received his Juris Doctor from Boston University School of Law in 2002 and B.A. in Economics and Political Science from Bucknell University, in 1999.

CLE Credit

NJ CLE Credit: This program has been approved by the Board on Continuing Legal Education of the Supreme Court of New Jersey for 2.0 hours of total CLE credit. Of these, 0.0 qualify as hours of credit for ethics/professionalism.

NY CLE Credit: 2.0 substantive credits (pursuant to the approved jurisdiction policy).

PA CLE Credit: 1.5 substantive credits ($3.00 mandatory registration fee required).

How Do I Register?

State Employees

Most State employees are able to register for this course by going to http://reg.dcj.lps.state.nj.us/login.aspx?portalid=2 and creating an AGAI Course Registration account. To do so, your computer **must** be attached to the government's Garden State Network. Upon opening the AGAI Course Registration System home page, you will see the Create Account link in the Login Box. Click on it and create your account, which will include you selecting a user name and password. Once you create your account, you can access the AGAI Course Registration System at http://reg.dcj.lps.state.nj.us/login.aspx?portalid=2 to register for future courses or to manage your account. Please retain your user name and password for your records.

Non-State Employees or State Employees not Connected to the Garden State Network

If you are not a State employee, or are otherwise unable to access the AGAI Course Registration System through the Garden State Network, kindly email the Advocacy Institute at: AdvocacyInstitute@lps.state.nj.us for an authorization code to allow you access to the AGAI Course Registration System through the My New Jersey portal. **Setting up your account through the portal is a two-step process, the details of which are set forth in the next two paragraphs.**

Once you receive the portal authorization code you will be prompted to go to the My New Jersey portal at http://www.state.nj.us/ and create a portal account. This is Step 1 of the process, which you need only do once.

Upon setting up your portal account, you need to set up your AGAI Course Registration System account. This is Step 2. To do so, log on to the My New Jersey Portal http://www.state.nj.us/. Upon opening the AGAI Course Registration System home page, you will see the Create Account link in the Login Box. Click on it and create your account, which will include you selecting a new user name and password. Once you create your account, you can access the AGAI Course Registration System at http://reg.dcj.lps.state.nj.us/login.aspx?portalid=2 to register for future courses or to manage your account. Please retain your user name and password for your records.