FERPA: Securely storing student data

The Family Educational Rights and Privacy Act (FERPA) is legislation enacted to protect the privacy of students. It is important to understand the types of data that are protected under FERPA and how to store that data securely.

The diagram below highlights some types of data that must be protected under FERPA, including a decision guide to help instructors understand which applications and devices can be used in different situations. For example, University of Utah’s Adobe Creative Cloud suite would be appropriate to use for collaborative student assignments, but it would not be an appropriate place for instructors to share student grades.

Please note that this diagram is not comprehensive. If you are unsure about whether something constitutes FERPA-protected data or where it can be stored, please contact the Campus Help Desk (801-581-4000, option 1) or the Information Security Office’s Governance, Risk & Compliance (ISO-GRC) team at iso-grc@utah.edu. To learn more about FERPA, please visit the FERPA Primer: The Basics and Beyond website.

Resources
- Office of the Registrar’s Faculty & Staff FERPA Resources page
- Policy 4-004: University of Utah Information Security Policy
- U.S. Department of Education’s FERPA website: Protecting Student Privacy