



OREGON COAST
COMMUNITY COLLEGE

SEAL Confidentiality Agreement and FEEPA Acknowledgment

As a SEAL scholarship recipient at Oregon Coast Community College (OCCC), I may have access to sensitive or confidential information from public and/or private sources. **This confidentiality agreement serves to verify that I have been made aware of the strict prohibition against inappropriate use of sensitive or confidential information.**

I, _____ (name), understand that OCCC expects me to hold in confidence any information I may become aware of in the course of my SEAL scholarship. I also understand that each office, department, or program for which I may do work has an obligation to protect any highly sensitive or confidential information it is given.

Because this information is solely available to me as a result of my SEAL scholarship, I will not discuss, use, forward, print, copy, photograph, record or otherwise disseminate to classmates, instructors, employees of OCCC or those outside the organization, any confidential or sensitive information that is given, shown, or available to me, or otherwise comes to my attention, for purposes outside the legitimate scope of my SEAL scholarship.

I will inform my Mentor if I have question or concerns regarding information that is available to me as part of my SEAL scholarships.

I watched the video and understand that the Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records, and that a violation of it could result in investigation, review, and adjudication by a review board within the Department of Health, Education, and Welfare. I further agree that during the term of my SEAL scholarship and after it is completed, I will be bound by this agreement. I am aware that failure to abide by this agreement may result in immediate end of my SEAL scholarship.

SEAL Signature: _____

Date: _____