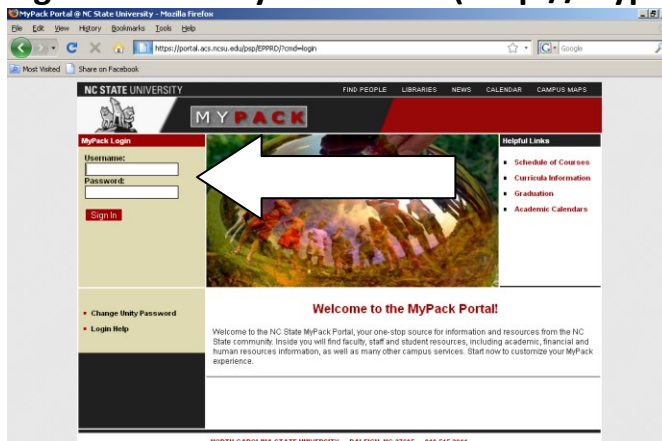
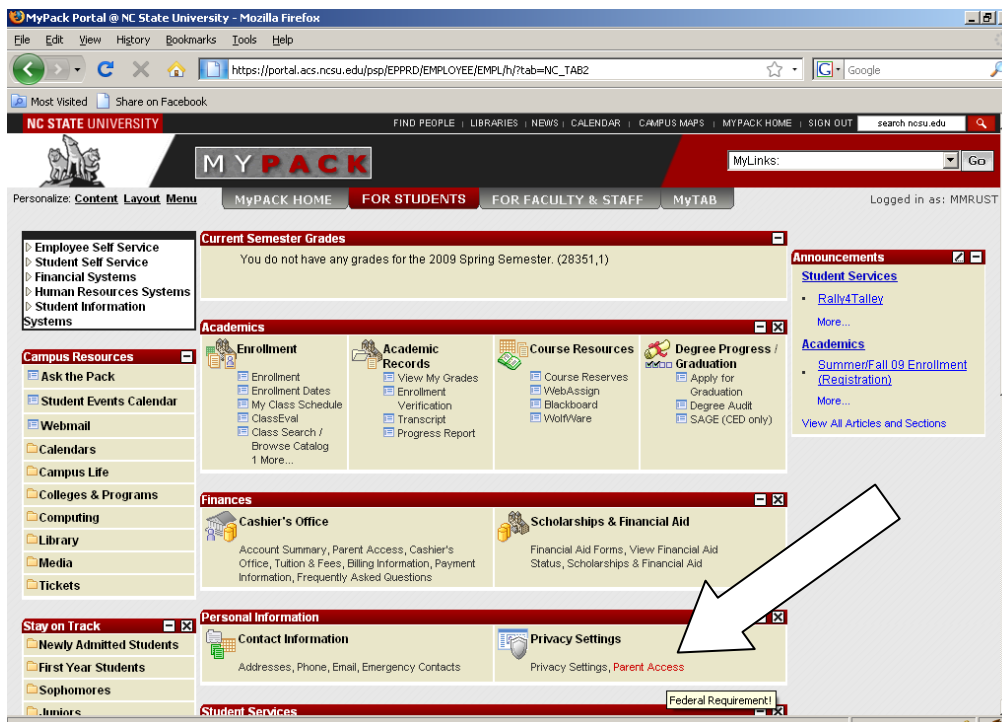


Granting Parental Access (FERPA Waiver) Via the MyPack Portal

1. Sign in to the MyPack Portal (<http://mypack.ncsu.edu>)



2. In the “For Students” tab, scroll down to “Personal Information” and click on “Parental Access”



3. You will see the following instructions:

Parent Access

In compliance with [FERPA](#), this page will allow you to identify up to 3 people who may be allowed to access your academic records, financial aid records, and/or accounts (billing).

Currently, access to academic records is available by calling Registration and Records at (919) 515-2572. Information regarding student accounts is available by calling the University Cashier's Office (919) 515-

2986. Financial aid records may be obtained by calling the Office of Scholarships and Financial Aid (919) 515-2421. Automated access may become available in the future.

INSTRUCTIONS:

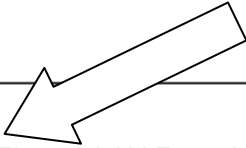
1. Please enter the names of the people you would like to have access to your records.
2. Indicate which records should be released. Check the Academic Records box to allow Registration and Records to release your transcript information. Check the Accounts or Financial Aid box to allow the University Cashier's Office, the Office of Scholarships and Financial Aid, and Communications Technologies to release your financial information.
3. Assign an alphanumeric access code. Each person will be required to provide an access code when they request your academic and financial records. You may also provide a hint to remind this person of their access code. For example, if you grant access to your father, you might set his access code to your mother's birthday. In this case you might provide the following hint: Mom's Birthday MMDDYY.
4. Grant your consent by clicking on the Grant Consent button.

4. Make sure you click "Academic Records" for any person you wish your adviser to be able to speak with.

Guardian 2: Academic Records: Financial Aid Records:
Accounts (billing):

Access Code:

Hint:



5. If at any time you wish to revoke access for any person, simply call the department of Registration and Records at (919) 515-2572

6. Know your FERPA Rights:

NC State Legal Affairs:

http://www.ncsu.edu/legal/legal_topics/student_privacy.php
