

Shear Finesse Hairstyling Academy Privacy Policy

Students and parent/guardians of dependent minors are guaranteed the right to access and review the student's educational file. Students must submit a written request to review their file to the school director. The student will be granted supervised access to their records within five business days of the request. The institution maintains a record of all release forms and requests for information in each student's file. Student records are secured in a secure location and are kept for a minimum of three years. Any third party request for information will require written authorization from the student or parent/guardian of a dependent minor. The school requires a release form be completed for each third party request of information. Shear Finesse Hairstyling Academy provides access to student records without written consent to its accrediting agency, the United States Department of Education, the State Licensing Agency, third party servicer (Financial Aid Services), other school officials and any regulatory agency outlined in the Family Educational Rights and Privacy Act (FERPA). Students are notified of their rights outlined in the privacy act during orientation on the first day of school.