

**Student Employee Confidentiality Agreement**

As a student employee of the LBJ Student Center, I recognize that I may have access to

records that contain individually identifiable information, the disclosure of which is

prohibited by the Family Education Rights and Privacy Act of 1974 (FERPA). Releasing

this information could be damaging to the student/supervisor involved and could result in

legal ramifications.

I acknowledge that I fully understand that the intentional disclosure by me of this

information to any unauthorized person could subject me to the University Judicial Process

and/or criminal and civil penalties by law. I further acknowledge that such willful or

unauthorized disclosure also violates Texas State University’s policy and could constitute

just cause for disciplinary action including termination of my employment regardless of

whether criminal or civil penalties are imposed.

I also understand that I am not permitted to enter or modify any information or grades on

my own academic or financial records.

If determined that I have altered or deleted any student’s financial or educational records

without any authorization while in my tenure of duties, this will be sufficient cause for

immediate discharge and disciplinary action.

Student Employee Signature Date

Student Employee Name (printed)

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Witness Signature