

NUMBERED MEMO CC25-079

TO: Members of the State Board of Community Colleges, Chairs of the Community College Boards of Trustees, Community College Presidents, Chief Academic Officers, Chief Admissions Officers, Basic Skills Directors, Business Officers, Continuing Education Officers, Customized Training Directors, Chief Financial Officers, Distance Learning, Financial Aid Officers, Personnel Officers, Student Development Administrators, Public Information Officers, Registrars, & Other Interested Parties

FROM: Jonnell Carpenter, *NCCCS General Counsel*

SUBJECT: Adoption of 1B SBCCC 500.2 – Education Records of Minor Students

DATE: October 21, 2025

On October 17, 2025, the State Board of Community Colleges (SBCC) voted to adopt the State Board Code, **1B SBCCC 500.2 – Education Records of Minor Students**. This adoption aligns with Session Law 2025-46, which requires the SBCC to ensure that each community college adopts a policy requiring minor dependent students to complete a form, prior to registering for courses, acknowledging parental access to their education records.

The adoption will be effective November 1, 2025. At that time, the amended rule will be published on the North Carolina Community College System’s website, [State Board Code - NCCCS \(nccommunitycolleges.edu\)](https://www.nccommunitycolleges.edu/state-board-code-1b-sbccc-500-2-education-records-of-minor-students). For your convenience, a copy of the rule in its final form is attached to this memorandum.

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E-mail Copy
Attachment

State Board of Community Colleges Code
TITLE 1 – COMMUNITY COLLEGES

CHAPTER B. COLLEGE OPERATIONS

SUBCHAPTER 500. STUDENT RIGHTS AND RESPONSIBILITIES

1B SBCCC 500.2 Education Records of Minor Students

(a) Definitions – The following definitions apply in this section:

- (1) Dependent – As defined in section 152 of the federal Internal Revenue Code of 1986.
- (2) Education records – As defined in 34 C.F.R. § 99.3.
- (3) FERPA – Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g.
- (4) Minor student – A student who is under the age of 18 and a dependent of his or her parent.
- (5) Parent – The parent, guardian, or an individual acting as a parent in the absence of a parent or guardian of the minor student.

(b) Each community college shall adopt a policy that requires a minor student to complete a form, prior to registration in any course, acknowledging the following:

- (1) To the extent allowed under FERPA, the education records of the minor student shall be provided to the student's parent as long as the parent has not opted out of receiving the education records.
- (2) To the extent allowed under FERPA, the education records of the minor student shall be provided to the school administrators and school counselors at the school in which the student is dually enrolled.

History Note: Authority G.S. 115D-5

Eff. [November 1, 2025](#)