SEAFARERS HARRY LUNDEBERG SCHOOL OF SEAMANSHIP

P.O. Box 75 – Piney Point Road, Piney Point, MD 20674-0075 (301) 994-0010



<u>Seafarers Harry Lundeberg School of Seamanship</u> <u>Privacy of Student Records</u>

The Seafarers Harry Lundeberg School of Seamanship respects the privacy rights of students and applicants to the Unlicensed Apprentice Program with regard to their School records. These records include the application to the Unlicensed Apprentice Program, attendance records, disciplinary records, tests results, grades and personal information such as phone number, address, etc. The School will not release this information to anyone other than the student or applicant without a signed and dated written consent form from the student. The School recognizes that parents, other family members and friends are concerned about the student's education and career, and their progress in the Apprenticeship Program. We encourage students to discuss these issues with concerned family and friends directly. If the student would like to give someone access to their personal information, they should fill out the attached consent form, and return it to the School by mail, fax or in person. You may access the consent form here.