

Parental Notification Policy

It is the Institute's general policy to treat the student as the person primarily privileged to authorize release of personal information. This policy reflects our philosophy that an important goal of undergraduate education is to continue the student's development as an autonomous adult. The Institute encourages students to share information with their parents or legal guardians, but ultimately the decision of what information to share normally rests with the student. Hence, the vast majority of communications are directed to the student rather than to the parents/guardians. For example, grades are sent only to the student, unless the student gives written authorization to the registrar to send grades to a parent or guardian.

We recognize, however, that this commitment to fostering the development of the student must be balanced with the parents' interest in the well-being and progress of their student in the Institute, and we recognize that there are times in which parental involvement can be in everyone's best interests. Thus, while the general policy is to be protective of the student's privacy, there are instances, including those enumerated below, in which a parent or legal guardian will be notified of matters concerning a student. In such instances, we believe it is appropriate for the student to inform their parent or guardian directly, so whenever reasonable, we will allow time for students themselves to do so. However, in situations where prompt notification is prudent, a member of the staff will contact a parent or guardian as soon as possible.

1. **Change of status imposed by BAMSI:** A change in the status of a student at the Institute may be imposed as a result of disciplinary action or unsatisfactory academic progress. If a student is placed on probation, suspended, required to withdraw, or expelled, parents are notified. It should be noted that less severe instances of disciplinary or academic action may result in warnings to the student, of which parents are normally not notified.
2. **Health and Safety Emergencies,** Including Transports to a Hospital/Clinic in Critical Situations and Unexplained Absences from Campus. The Institute reserves the right to contact parents when it reasonably believes that the student is subject to a health or safety emergency. This includes, but is not limited to, situations in which a student needs to be transported to the local clinic or hospital in a critical situation. It also includes situations in which it comes to the attention of BAMSI officials that a student is mysteriously absent from campus for a prolonged period. BAMSI officials may contact a parent or guardian in order to ascertain the whereabouts of the student. However, normally, BAMSI officials will first try to contact the student's confidential contact of record to locate the student. Students are responsible for identifying their confidential contact in their online record. The Institute is not responsible for a student's failure to be in touch with their parents.
3. **Arrest:** Arrest information is public information and is not considered an educational record of a student. The parent or guardian of the student may be notified if the student is placed under arrest while on BAMSI property or during a BAMSI sanctioned event/activity and detained by law enforcement officials. Note that the Institute does not post bail for arrested students. If a student receives a citation for a summary offense for which they are not detained, e.g., underage drinking or disorderly conduct, the Institute normally will not notify the parent or guardian, but the police might choose to do so themselves.