Vision of Central College
Central College will be a sustainable bridge to the future through leadership, stewardship, and service to the world.

Mission of Central College
Central College is a residential liberal arts college dedicated to helping students discover and develop their greatest potential. Guided by its ecumenical Christian tradition, the College community engages in vigorous, open inquiry in pursuit of academic excellence.

The College nurtures the development of the mind, while fostering spiritual and emotional maturity and physical well-being. Central integrates career preparation with the development of values essential to responsible citizenship, empowering graduates for effective service in local, national and international communities.

Family Educational Rights and Privacy Act (FERPA) of 1974
The Family Educational Rights and Privacy Act of 1974 helps protect the privacy of student education records. The Act provides for the right to inspect and review education records, the right to seek to amend those records and to limit disclosure of information from the records. The intent of the legislation is to protect the rights of students and to ensure the privacy and accuracy of education records. The Act applies to all institutions that are the recipients of federal aid administered by the Secretary of Education.

- The right to inspect and review their education records within 45 days of the day the college receives a request for access. Students should submit written requests to the registrar’s office and identify the record(s) they wish to inspect. The staff of the office will make arrangements for access and notify the student of the time and place where the records may be inspected. If the requested records are not maintained by the registrar’s office, the student will be notified of the correct official to whom the request should be addressed.

- The right to request an amendment to the student’s education records that the student believes are inaccurate or misleading. Students may ask the college to amend a record that they believe is inaccurate or misleading. They should submit the request in writing to the registrar’s office and clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the college decides not to amend the record as requested by the student, the college will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing will be provided to the student when notified of the hearing.

- The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the university in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the college has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. In addition, the college may also disclose education records to another school in which a student seeks or intends to enroll. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. State and local education authorities (‘‘Federal and State Authorities’’) may allow access to your records and personally identifiable information without your consent to any third party designated by a Federal or State Authority to evaluate a federal- or state-supported education program, as well as to researchers performing certain types of studies.

- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the college to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

  Family Policy Compliance Office
  U.S. Department of Education
  400 Maryland Ave., SW
  Washington, D.C. 20202-5920

For a complete copy of Central’s FERPA policy, contact the registrar’s office, Central Hall (2nd Floor), 641.628.5442 or registrar@central.edu. Additional information is also available at: http://departments.central.edu/registrar/student-privacy/fepa/.

Directory Information
At its discretion Central College may provide directory information in accordance with the provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA). Directory information is defined as that information which would not generally be considered harmful or an invasion of privacy if disclosed. At Central College this includes a student’s: name, home address (city, state/country), parent name(s), parent(s) home address (city, state/country), campus mail box, Central College electronic mail address, phone number (including cell phone), major(s)/minor(s), dates of attendance, date and title of degree, honors and awards received, participation in...
Official Transcripts

Central College official transcripts are available through the registrar's office and are either printed on security paper with the registrar's signature and an embossed seal or electronically delivered (eTranscript) as a digitally certified PDF. Transcripts can be ordered in person, by submitting a transcript request form with original signature or online via Parchment, Inc. ordering service. Electronic transcripts are only available through Parchment, Inc.. Note the following transcript policies:

- in compliance with federal law as established by the Family Education Rights and Privacy Act of 1974 as amended, transcripts will not be issued to third parties without the written consent of the student, as demonstrated by an original signature of the student approving the release of the transcript.
- transcripts will not be released if the student requesting them has outstanding financial obligations at Central College, as determined by the controller's and financial aid offices.
- Paper/print transcript requests are typically processed within 1-2 business days. Electronic transcripts are typically processed on the date received or the next business day.

Drug-free campus statement

Central College, in compliance with the Drug Free Workplace Act of 1988 and the federal Drug Free Schools and Communities Act of 1986 and its 1989 amendments, but also speaking to a strong philosophical belief, establishes the following policy which is applicable to all students and employees as well as volunteers acting in an official capacity for the college.*

1. To help ensure the safety and well-being of employees, volunteers, students, and the general public, the college is committed to maintaining a campus work and educational environment that is free of the illegal use of drugs and alcohol.
   a. The College prohibits its employees (including student workers) and volunteers from reporting to work or performing work for the college while impaired by, or under the influence of, illegal drugs, misused/abused prescription medication, or alcohol.
   b. The illegal use, possession, dispensation, distribution, manufacture or sale of alcohol, drugs and/or drug paraphernalia by an employee/volunteer in the workplace, on campus, or while the employee/volunteer is on duty or official college business; or by a student and/or a guest on campus or during any College-sponsored on-campus and off-campus activities is prohibited. This policy includes the misuse/abuse of prescription medication.

2. No one may possess, use, manufacture, distribute, sell, trade and/or offer for sale, or auction alcoholic beverages on college property or at college-sponsored events except in accordance with the College's State of Iowa liquor license, the College's banquet permit/special event license procedure, or applicable college regulations.
   a. The on-campus use, possession, dispensation, distribution, manufacture or sale of alcohol by a student and/or a guest, regardless of age, is prohibited except as permitted by the Central College President for specific College-sponsored events/functions.
   b. Alcoholic beverages may not, under any circumstances, be used by, possessed by, consumed by, or distributed to any person under 21 years of age on campus or during any College-sponsored on-campus and off-campus activities.
   c. Alcohol is prohibited in any on campus or College-owned/managed residential housing unit for residents and guests.
   d. Items used for the purpose or promotion of high risk drinking (beer pong tables, beer bongs, etc.) are prohibited on campus.

3. Students and employees/volunteers of the college who violate the laws underlying this policy are subject to arrest and conviction under the applicable criminal laws of Pella, Marion County, the State of Iowa, and/or the United States.
   a. Federal law contains further prohibitions against the manufacture, possession with the intent to distribute, or distribution of controlled substances, including, but not limited to narcotic drugs, marijuana, depressant or stimulant substances.
   b. Iowa law prohibits the manufacture, delivery, possession with the intent to manufacture or deliver and possession of controlled substances. Local and state laws prohibit possession of open containers of alcoholic beverages outside of a residence or licensed liquor establishment. Possession of alcoholic beverages is prohibited for persons under the age of 21. Operating a motor vehicle while intoxicated is also prohibited.

The College recognizes all these regulations in its commitment to maintaining a healthy campus and workplace. The College recognizes that chemical dependency is a major threat to wholeness of personal health. The College is therefore committed to seeing that all its students and employees understand that: (a) the use of alcohol and/or illegal drugs can interfere physically, mentally, socially and spiritually with the ability to perform important functions (i.e., work performance, increased accidents, time lost for employees; and