



## LP 12.3

**Effective:**  
9/7/2023

**Revised:**  
10/10/2024

**Policy Owner:**  
Board of Trustees

**Policy Administrator:**  
Asst. VP for  
University Relations  
& Publications

**Affected Parties:**  
Students

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# Solomon Amendment

## 1 Solomon Amendment & FERPA

The Solomon Amendment is a federal law that allows military recruiters to access some address, biographical, and academic program information on students aged 17 and older who have not filed any Family Educational Rights and Privacy Act (FERPA) restrictions.

The U.S. Department of Education has determined that the Solomon Amendment supersedes most elements of FERPA. An institution is therefore obligated to release data included in the list of “student recruiting information,” which may or may not match Lander University’s FERPA directory information list.

### 1.1 Definition of “Student Recruitment Information” or “Solomon Information”

- Name
- Address (permanent)
- Telephone (permanent)
- University email address
- Age (17 or older)
- Academic class (graduate, senior, junior, etc.)
- Academic major
- U.S. citizen only

### 1.2 Procedure for releasing information to a military recruiter:

- 1.2.1 Under the Solomon Amendment, information will be released for military recruitment purposes only. Military recruiters may request student recruitment information **once each term** for each of the 12 eligible units within the five branches of the U.S. Armed Forces:
  - **Army:** Army, Army Reserve, Army National Guard
  - **Navy:** Navy, Navy Reserve
  - **Marine Corps:** Marine Corps, Marine Corps Reserve
  - **Air Force:** Air Force, Air Force Reserve, Air Force National Guard
  - **Coast Guard:** Coast Guard, Coast Guard Reserve

- 1.2.2 The request should be submitted in writing and clearly identify the unit of service requesting the student recruitment information.
- 1.2.3 The request should specify whether the requested information is needed for the current or previous semester.
- 1.2.4 Data must be transferred securely using a service approved by Lander University's Office of Information Technology Services for restricted data. Data can be in spreadsheet or txt format for this release.

- 1.2.4.1 The following statement should be included to alert the recruiter to Lander University's data requirements:

“Please ensure that all transmission, receipt, storage, use and disposal of student data is handled in a secure manner in accordance with all applicable laws and prevailing industry standard best practices to prevent unauthorized third-party access. Address, telephone, and age are not considered public information at our institution and must be protected.”

- 1.2.4.2 Questions regarding the release of this information should be directed to the Office of the Registrar.

## 2 Related policies and pages

- Lander University [FERPA page](#) <sup>1</sup>
- [LP 12.2 - Release of Student Information to Third Parties](#) <sup>2</sup>

## 3 Attributions and Citations

This policy has been modeled after the Indiana University [Solomon Amendment & FERPA guidelines web page](#).<sup>3</sup>

## 4 Policy Revision History

- First draft of policy created by Policy Coordinator on 9/5/2023.
- Stakeholder review and provisional approval of policy on 9/7/2023.
- Final revisions applied by Policy Coordinator on 9/7/2023.
- Reviewed by Board of Trustees Policy Committee on 11/16/2023.

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<sup>1</sup> URL: <https://www.lander.edu/academics/registrars-office/ferpa.html>

<sup>2</sup> URL: [https://www.lander.edu/about/files/documents/policies/LP-12\\_2-Release-of-Student-Information-to-Third-Parties.pdf](https://www.lander.edu/about/files/documents/policies/LP-12_2-Release-of-Student-Information-to-Third-Parties.pdf)

<sup>3</sup> URL: <https://ferpa.iu.edu/basics/solomon-amendment.html>

- Approved by the Lander University Board of Trustees on 12/12/2023.
- Revised Section 1.1 to include a student university email address on 10/10/2024.