



CONFIDENTIALITY AGREEMENT

I understand that by virtue of my employment as a work study student and/or student employee at the LRCC at Renton Technical College, I may have access to records and may conduct conversations which contain individually identifiable information, the disclosure of which is prohibited by the Family Educational Rights and Privacy Act (FERPA) of 1974 and the Ethics in Public Service Act (RCW 42.52).

I acknowledge that I fully understand the intentional Disclosure by me of this information to any unauthorized person could subject me to criminal and civil penalties imposed by law. I further acknowledge that such willful or unauthorized disclosure also violates Renton Technical College’s policy and could constitute just cause for disciplinary action including termination of my employment regardless of whether criminal or civil penalties are imposed.

EMPLOYEE NAME (PRINTED)

EMPLOYEE SIGNATURE

DATE

LRCC MANAGER SIGNATURE

DATE