

The Battalion Classified

OFFICIAL NOTICE

OFFICIAL NOTICE TO TEXAS A&M UNIVERSITY STUDENTS

In the past, certain information has been made public by Texas A&M University as a service to students, families and other interested individuals.

Under the Family Educational Rights and Privacy Act of 1974, the following directory information may be made public unless the student desires to withhold all or any portion of it.

Student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student.

Any student wishing to withhold any or all of this information should fill out, in person, the appropriate form, available to graduate students at the Graduate College and to undergraduate students at the Registrar's Office, no later than 5 p.m., Tuesday January 31, 1978.

Edwin H. Cooper, Dean Admissions and Records Texas A&M University

TEXAS A&M UNIVERSITY STUDENT RECORDS POLICY

To comply with the requirements of the Family Educational Rights and Privacy Act of 1974, Texas A&M University has adopted policies and procedures publicly periodically. These policies and procedures are intended to implement the requirements of this Act and to clarify these requirements for all members of the University student body, faculty, professional staff, parents and other interested parties.

Any person desiring further clarification of this policy statement may request same from Mr. Robert A. Lacey, Registrar.

1. According to the Texas A&M Student Records System, records will be maintained in a variety of administrative offices as outlined below. The chief administrative officer in each office will be responsible for the records under his control and for the release of information in those records.

Name	Position	Type of Records
Robert A. Lacey	Registrar	Academic and administrative records
Billy G. Lay	Director of Admissions	Academic records
George W. Kuntz	Director of the Graduate College	Academic records
Arthur L. Tolson	Director of Academic Counseling	Academic counseling and testing records
John J. Kistner	Vice President for Student Services	Academic and personal counseling records
O. L. Latham	Chief of the University Police	Campus security records
R. Clark Diebel	Controller of Accounts	Financial and fiduciary records
Robert M. Logan	Director of Student Financial Aid	Financial aid records
Claude B. Stovall	Director of the University Health Center	Medical records
James E. Sasse	University Housing Manager	Address and housing records
Richard H. Woodard	Commissary	Records of students employed in commissary
Emory Bellard	Admission Director	Student athletic records
William B. Lancaster	Manager of Payroll	Personnel records of employees
Louis J. Vail Pitt	Director of the Placement Office	Job placement records
William H. Clayton	President of Moody College	Student records of the Moody College
H. O. Kuehn	Dean of the College of Agriculture	Student records of the College of Agriculture
Raymond D. Reed	Dean of the College of Architecture & Environmental Design	Student records of the College of Architecture & Environmental Design
John E. Robinson	Dean of the College of Business Administration	Student records of the College of Business Administration
Frank W. R. Hubert	Dean of the College of Education	Student records of the College of Education
Frank J. Benson	Dean of the College of Engineering	Student records of the College of Engineering
Earl F. Cook	Dean of the College of Forestry	Student records of the College of Forestry
W. David Maxwell	Dean of the College of Liberal Arts	Student records of the College of Liberal Arts
James A. Knight	Dean of the College of Medicine	Student records of the College of Medicine
John B. Beckham	Dean of the College of Veterinary Medicine	Student records of the College of Veterinary Medicine
George C. Shelton	Dean of the College of Veterinary Medicine	Student records of the College of Veterinary Medicine
The Seventy-two Department Heads		Student records of the seventy-two academic departments
Milton C. Sanders	Foreign Student Advisor	Foreign student records

II. Student Access to Education Records

All students (and former students) of Texas A&M University have the right of access to their education records for the purpose of review, with the exception of records prohibited by the Act (see Section III).

- A. Students have the right to obtain copies of records relating to themselves at the expense of the student. The reproduction charge shall not exceed the actual cost to the University.
- B. The University will respond to all requests for explanations and interpretations of records or information provided in this Act.
- C. The Act provides that a student may waive his right of access to confidential letters of recommendation in the areas of admissions, job placement and receipt of awards. Students seeking employment through the University Placement Office may have signed such a waiver. Information concerning the status of such waivers may be obtained from the Director of Placement. Consent to release personally identifiable information, such as rank in class, personal conduct, grade point ratio, academic progress, etc. to non-authorized personnel (see Section IV) should be obtained from the student by individuals releasing such information.

III. Records Not Accessible to Students

- A. Instructional, supervisory, and administrative personnel records and educational personnel records pertaining thereto in the sole possession of the author and not revealed to any person other than a substitute (i.e., grade books, notes of observation and notes for recollection purposes).
- B. Records of a student in the custody of the Office of University Police, provided they are maintained solely for law enforcement purposes, and are made available only to law enforcement officials of the same jurisdiction.
- C. Employment records of a University employee who is not a student.
- D. Records and information on a student maintained by a physician, psychiatrist or psychologist employed by the University. These records and information will be made available to a physician or other appropriate professional of the student's choice.
- E. Financial records of the parents of a student and any information contained therein.

IV. Authorized Non-Student Access to Student Records

- Under the following circumstances and to the following people, educational records (or personally identifiable information within a record) may be released without the written consent of the student:
 - A. Officials, faculty and staff employed by Texas A&M University, if they have a "legitimate educational interest."
 - B. Officials of other educational institutions in which the student intends "or seeks" to enroll, provided the student is notified of what is being released and given a copy if desired.
 - C. Authorized representatives of the Comptroller General of the United States; the Secretary of Health, Education and Welfare; administrative heads of educational agencies; or state educational authorities.
 - D. Individuals needing this information in connection with a student's application for, or receipt of, financial aid.
 - E. State and local officials to whom state laws (in effect on or before November 19, 1974) require information to be reported.

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tion Board in connection with developing, validating, or administering predictive tests, administering student aid programs, and improving instruction, but such organizations must not show the personally identifiable information to outsiders and the information will be destroyed when no longer needed for audit, evaluation, and/or enforcement of federal legal requirements.

G. Accrediting organizations.

H. Parents who certify a student is carried as a dependent for federal income tax purposes. This certification must be obtained by the University office concerned. (It would include such items as grades, transcripts, financial aid and probation reports.)

I. Appropriate persons, if the knowledge of such information is necessary to protect the health or safety of the student or other persons.

J. Individuals requiring such information by means of a judicial order or any lawfully issued subpoena, upon condition that the student is notified by the University of all such orders and subpoenas in advance of compliance.

V. Student Rights to Challenge Records

Students have the right to a hearing challenging records and information directly relating to them. The challenge is restricted to inaccurate, misleading, or otherwise inappropriate records and information. The following procedures shall be followed:

A. Any student wishing to challenge records or information directly relating to him must notify the individual responsible for maintaining the record of the wish to challenge. The notice must be written and specifically identify the item challenged and the basis for the challenge. This written request must be filed in duplicate with the custodian of the challenged record.

B. All initial hearings will be informal and participants will be the custodian of the challenged records or information, the student and the author (if appropriate) of the material.

C. If any of the participants (record custodian, student or author) are not satisfied with the results of the informal hearing, a formal hearing will be conducted under the procedures adopted and published below.

- 1. The hearing will be conducted and the results decided within a reasonable period of time (seven business days) following the request for the hearing.
- 2. The hearing will be conducted, and the decision rendered, by an institutional official or other party who does not have a direct interest in the outcome of the hearing. The appointment of the official or party will be made by the President to whom the record custodian reports.
- 3. The student will be afforded a full and fair opportunity to present evidence relevant to challenging the content of the educational records in order to insure that they are not inaccurate, misleading, or otherwise in violation of the privacy or other rights of students. The hearing also provides an opportunity for correction or deletion of any inaccurate, misleading, or otherwise inappropriate data contained in the record and/or to insert into the record a written explanation of the student regarding the content of the challenged record.
- 4. The decision must be rendered in writing to all interested parties within a reasonable period of time (seven business days) after the conclusion of the hearing.

OFFICIAL NOTICE

"OFFICIAL NOTICE"

SUBJECT: Filing Deadline Dates for Financial Aid TO: All Students, Texas A&M University

The College Scholarship Service Financial Aid Form serves as the financial aid application at this University. To insure that financial aid funds are available at the beginning of the academic periods below, the following deadline dates for filing the Financial Aid Form are announced for your information and appropriate action:

Period	Last Mailing Date for Financial Aid Form	Last Date Financial Need Analysis Reports Will Be Accepted
Summer Session (12 weeks, only)	January 1	January 15
An Academic Year	April 1	April 15
Fall Semester, Only	April 1	April 15
Spring Semester, Only	September 1	September 15

*The Financial Need Analysis Report is provided to this office by the College Scholarship Service and is based on information contained in the Financial Aid Form. Normal processing time for a Financial Aid Form at College Scholarship Service (including mail time) is about two (2) weeks. Therefore, you should mail your Financial Aid form to College Scholarship Service to allow sufficient time for proper processing and mail time.

Applicants for financial aid from Texas A&M University have to compete for limited funds. Deadlines are established so that all applicants are treated fairly and equally, without last minute haste. Financial Aid Forms submitted after the dates shown above will be processed only if time permits and funds are available.

LOST

Last last semester: Commodore business calculator in Mr. Calculator case. Reward. 693-8108.

ROOMMATE WANTED

Need guy to share 2-bedroom duplex. Rent \$122.50 plus utilities. Near University. 846-3676 after 5.

SPECIAL NOTICE

ATTENTION MAY GRADUATES!

You may begin ordering your Graduation Announcements January 9, 1978 through February 17, 1978 in the Student Financial Center, Room 217, Memorial Student Center from 8:00 to 4:00, Monday thru Friday.

\$100 REWARD

For information leading to the return of merchandise or the arrest and conviction of person/persons involved in vehicle burglary Thursday night 1/26/78 at Lakeview. Tools and tapes taken. Contact Gary Young, home 693-7287, work 846-8763.

SERVICES

Service For All Chrysler Corp. Cars Body Work - Painting HALSELL MOTOR COMPANY INC. Dodge Sales and Service Since 1922 1411 Texas Ave. - 823-8111

Batik Creations

HAND-PAINTED INDONESIAN & MALAYSIAN BATIK FABRICS 50% OFF ON BATIK FABRICS & POP-ART T-SHIRTS

FOR RENT

New 2 bdr. apt. walking distance from A&M. \$195 unfurn., \$225 furn. 846-5034. Bills not included.

LOOKING FOR THE RIGHT PLACE TO LIVE? WE'VE GOT IT!

Can you believe a brand-new 3-bedroom house with all appliances including washer and dryer, a carport and a fenced yard if you want it. Located five blocks from TAMU. \$270 per month with tenant paying all utilities. We have several lease plans to suit your needs.

THE CRUSE CORPORATION

Thelma Costa 846-7318 Offices 8-5 693-2800 Larry Cruse 693-3047 Evenings and Weekends

2 MONTHS FREE RENT

Beautiful! Spacious New! 4-plexes 2 bdrm. — unfurnished. All built-ins Average mo. rent \$164.29 Luxurious living was never cheaper! Cheyenne Apts. 846-2426

HELP WANTED

Day Shifts (10-3 p.m.) (11-3 p.m.) (10-5 p.m.) Night Shifts 5 p.m., 2 or 3 nights a week and weekends. Also have full time work. Ideal position for mothers with children in school or students, we will arrange hours to fit your needs. COUNTER AND CASHIER WORK \$2.75/hour apply in person only WHATABURGER College Station 1101 Texas 105 Dominik

OFFICIAL NOTICE

FOR RENT

1974 Honda CB360. Extras. Slight damage. \$650. 865

67 Chevy pick-up. New tires, ball joints and tie rods. 846-4562 after 5 p.m. 865

Lovely Blooming African Violets -Specializing in Miniatures- Ray's African Violet Greenhouse. 693-3237. 1206 Austin, C.S.T. Th. 9-9. Please call - Weekends 1-6. Linda Ray, owner. 788

FOR SALE

5 older rental houses together on 28,000 square feet near Sears Service Center. Potential commercial, but now excellent tax shelter/annual income for investment. Contact owner in person at C-18-C, College View Apts., C.S. after 5 p.m. weekdays. 853

FOR RENT

Horse pasture and stall. 846-7015. 7416

Kitchenettes. Bills paid, deposit, \$150 monthly, cable. Before 1-00 822-3078. 862

Sublease modern 1 bdr. apartment near A&M. Unfurnished. Call 845-2434 office. 693-9588 home. 852

Short term sublease available in C.S. through June. 2-bedrm duplex, \$195/mo. Call 693-0369 after 6 p.m. 8410

NEW APARTMENTS. Efficiency \$135 month. One bedroom from \$150 month, two bedroom from \$175 month. All bills paid except electricity. Villa West Apartments, south of Villa Maria. Lorraine Peterson, Manager. 822-7772. 751

CHEYENNE APTS.

Brand new attractive apartments. 2 bdrm., 1 bath. All modern appliances. Washer, dryer connections. Central air/heat. About 1 mile from campus. 693-0285. 761fn

MONACO AND POSADA APTS.

1, 2, 3, Bedroom apartments from \$170 and up or ask about our roommate plan. 70-80-90 per month. 693-2614. 76112

NOW TAKING DEPOSITS

Lexington Apartments and Motor Inn "A day or a lifetime" 216 Dominik 693-1220

*One & Two bedroom furnished apartments. *All bills paid. *No required lease. *Total security system. 60330

THE LA SALLE

Attention Co-op Students. A quiet, dignified place to live & study. Monthly Rates 120 SOUTH MAIN BRYAN 713/822-1501

FOR SALE

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Kennedy manuscript bought

UNITED PRESS INTERNATIONAL
NEW YORK — The original handwritten manuscript of the late President John Kennedy's historic "I am a Berliner" speech was bought recently for \$5,000 by a New York dealer who purchased it for the city of Berlin.
According to Charles Hamilton Galleries, the auction house that sold the manuscript, Kennedy rejected a prepared speech and wrote one of his own.
The speech was translated phonetically into German by president to study, but Kennedy supposedly forgot all of it — what became the most famous — "Ich bin ein Berliner."
Two other New York dealers, \$250 for Elvis Presley's signed and \$2,500 for the first handwritten document Franklin D. Roosevelt signed as president.

RECORD COLLECTION ALBUM SPECIALS

This Week Including These New Releases On Columbia Records:

"JOURNEY," "Infinity," "ART," "Watermark"

Reg. 6.32 SALE \$5.35 List 7.98

STEREO DISCOUNTS:

Complete systems and stereo components at 20-40% discount. Also high-end audio, P.A. equipment, guitars, and t.v.'s. Call Jimmy Spalten — 846-5360. All quality name brands in factory sealed cartons — fully guaranteed. 8214

Reg. 6.32 SALE \$5.35 List 7.98

Also On Sale This Week:

George Benson "Weekend In L.A." List 12.98 Reg. 9.99 SALE \$8.99

Emmylou Harris "Quarter Moon" List 7.98 Reg. 6.32 SALE \$5.35

Waylon & Willie "Waylon & Willie" List 7.98 Reg. 6.32 SALE \$5.35

Earth, Wind & Fire "All 'N All" List 7.98 Reg. 6.32 SALE \$5.35

Fleetwood Mac "Fleetwood Mac" List 7.98 Reg. 6.32 SALE \$5.35

Boz Scaggs "Down Two Then Left" List 7.98 Reg. 6.32 SALE \$5.35

Little River Band "Diamantine Cocktail" List 7.98 Reg. 6.32 SALE \$5.35

Johnny Rivers "Outside Help" List 7.98 Reg. 6.32 SALE \$5.35

RECORD COLLECTION

211 University Drive 846-3800

LAST CHANCE SALE

This is your last chance to buy good quality all-new furniture at rock bottom prices. Our new '78 lines are coming & we must liquidate our entire stock NOW! All merchandise sold on first come basis. Dealers welcome.

Family-proof Herculon sofa & chair. Don't rent... buy at \$139.95
Man-size 3-position recliners from \$69.95
Woodgrain dining table & 4 upholstered chairs... cut to \$59.95
4-pc. maple or walnut finished bedroom sets... begin at \$119.95
Full-size extra firm mattress sets Fully guaranteed at \$74.95
Walnut or maple finished chest 4 & 5 drawer... begin at \$29.95

TEXAS FURNITURE OUTLET

712 Villa Maria Open 9-9 Mon.-Sat.
Across from Montgomery Ward's in Manor East Mall

ALLEN Oldsmobile Cadillac SALES - SERVICE

"Where satisfaction is standard equipment"

2401 Texas Ave. 823-8002

MACRAME LESSONS

Register Now
Macrame I & II Classes February 14-April 5 1 2hr./wk. in morning
Rosemary Boykin 693-0224, C.S.

HELP WANTED FULL OR PART TIME

Day Shifts (10-3 p.m.) (11-3 p.m.) (10-5 p.m.) Night Shifts 5 p.m., 2 or 3 nights a week and weekends. Also have full time work. Ideal position for mothers with children in school or students, we will arrange hours to fit your needs. COUNTER AND CASHIER WORK \$2.75/hour apply in person only WHATABURGER College Station 1101 Texas 105 Dominik

WANTED

School Bus Drivers for Bryan Public Schools. Apply now for immediate training for Students needing part-time work now or during the second semester. 3/4 to 4 1/2 hours per day @ \$3.00 per hour. 3/4 hrs. guaranteed if available mornings. (6:45 to 8:30) and afternoons (2:30 to 4:30). Some longer. Car pools available. Medical Insurance available at group rates. Ph. 779-3220. 847

AUTO INSURANCE FOR AGGIES:

Call: George Webb Farmers Insurance Group 3400 S. College 823-5051