

THE BATTALION CLASSIFIED

SPECIAL NOTICE

OFFICIAL NOTICE TO TEXAS A&M UNIVERSITY STUDENTS

In the past, certain information has been made public by Texas A&M University to a wide range of 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 part of the following information:

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 September 13, 1977.

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

TEXAS A&M UNIVERSITY STUDENT RECORDS POLICY August, 1978

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 requirement of this Act and to clarify these requirements for all members of the University 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.

I. 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 to those records.

Name	Position	Type of Records
Robert A. Lacey	Registrar	Academic and administrative records
Billy G. Lay	Director of Admissions	Admission records
George W. Kinze	Dean of the Graduate College	Graduate student records
Arthur L. Tolson	Director of Academic Counseling Center	Academic counseling and testing records
John J. Koldub, III	Vice President for Student Services	Designatory and personal counseling records
Thomas R. Parsons	Director of Security and Traffic	Campus security records
R. Clark Diebel	Accounts	Financial and auxiliary records
Robert M. Logan	Director of Student Financial Aid	Financial aid records
Claude B. Goswick	Director of the University Health Center	Medical records
Ronald E. Sasse	Assistant Director of Student Affairs	Address and housing records
James R. Woodall	Commodore	BOC records
Emily Ballard	Athletic Director	Student athlete records
William B. Lancaster	Manager of Payroll Services	Personnel records of employed students
Louis J. Van Pelt	Director of the Placement Office	Placement records
William H. Clayton	President, Moody College	Student records of the relevant colleges
H. O. Kunkel	Dean of the College of Agriculture	Student records of the relevant colleges
Raymond D. Reed	Dean of the College of Architecture & Environmental Design	Student records of the relevant colleges
Clinton A. Phillips	Acting Dean of the College of Business Administration	Student records of the relevant colleges
Frank W. H. Hubert	Dean of the College of Education	Student records of the relevant colleges
Richard E. Thomas	Acting Dean of the College of Engineering	Student records of the relevant colleges
Earl F. Cook	Dean of the College of Geosciences	Student records of the relevant colleges
W. David Maxwell	Dean of the College of Health Science	Student records of the relevant colleges
Robert S. Stone	Dean of the College of Journalism	Student records of the relevant colleges
Thomas T. Sigha	Dean of the College of Science	Student records of the relevant colleges
George C. Shelton	Dean of the College of Veterinary Medicine	Student records of the relevant colleges
The Academic Deans	Heads of the Academic Departments	Student records of the relevant departments
Milton C. Sander	International Student Advisor	Foreign student personnel records
Carydon M. Adair	Director of Student Activities	Student Honors and Activities

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 those 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 the response is not in violation of 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 areas of admissions, job placement and receipt of awards, 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.

F. Organizations like Educational Testing Service and College Entrance Examination Board in connection with developing

SPECIAL NOTICE

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 ascertained by the University office concerned. (It would include such items as grades, transcripts, financial aid and probation reports.)

I. Appropriate parents, 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 to challenge 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 in writing 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 participatory. The appointment of the official or party will be made by the Vice President to whom the record custodian reports.

VI. Release of "Student Directory" Information

Information on students, such as date and place of birth, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational institution attended, is defined and referred to in this Act as "student directory information" (this is a category of information and does not refer necessarily to a publication known as a "directory").

The information mentioned above will be released by various campus offices periodically or upon request unless the student requests in writing that specific information be withheld.

A publication known as the Texas A&M University Directory is one type of periodic containing data classified as "student directory information". It will contain the student's name, address, telephone listing, major field of study and classification unless the student requests that part or all of the data be withheld.

Periodically the Registrar will publish official notice of the above policy so that students wishing to do so can make requests known to the Registrar (undergraduates) or the Dean of the Graduate College (graduate students). After the official notice has been published, the Registrar will inform offices concerned of the requests received.

VII. Destruction of Records

Texas A&M University constantly reviews "education records" it maintains and periodically it becomes necessary to destroy certain records. In no case will the University destroy records if the action is prohibited by state and/or federal law.

Basic scholastic records are kept permanently in the Registrar's Office. Beyond these, the various departments and offices may determine their own policies regarding retention of records within existing law.

VIII. Letters of Recommendation

A. Students have the right to review confidential recommendations used in applications for employment or for admission to any educational agency or institution, or information concerning honors awarded, except when the student waives, in writing, the privileges of examination.

B. Under the Family Educational Rights and Privacy Act of 1974, the student does not have access to confidential letters and statements of recommendation which were placed in the education records prior to January 1, 1975, if the letters or statements are used for purposes for which they were specifically intended.

IX. Former Students

These procedures apply to all persons formerly enrolled at Texas A&M University as well as to those currently enrolled.

SPECIAL NOTICE

To Edna who drives a black Trans-AM (or anyone who knows her) — I need to talk to you in reference to my accident Aug. 30. Call PLEASE! Sheryl 693-7261, 846-7785. (Orange Camaro) 315

PREGNANCY TESTING
Counseling on all alternatives and birth control methods. Women's Referral Center 3910 Old College Road. 846-8437. 3119

LOST
Lost dark gray Persian cat. Holleman and Anderson area. 693-9725. 513

WANTED

We buy old gold and diamonds. Carl Busell's Diamond Room 846-4705. 2110

Typing, Symbols, Notary Public. 823-7723. 15416

Need to buy Arkansas-Texas A&M football tickets. Will buy any tickets up to 15. Home 846-0088, office 845-2241. 192110

1965-1970 Volkswagen. 822-9090. 415

WANTED
Babysitter for the noon aerobics program. Location - G.R. White, time - 12:00-1:00. For information please call 845-6841 and ask for Debbie Abbott or come by room 219, G.R. White Col. 115

SERVICES

IMPROVE YOUR GRADES! Send \$1.00 for your 256-page, mail order catalog of Collegiate Research. 10,250 topics listed. Prompt delivery. Box 25907-B, Los Angeles, Calif. 90025. (213) 477-8226. 188220

Trouble getting up? Wake-up Service, call 779-2484. 19091

Low cost travel to Israel. Toll Free 800-223-7676, 9 a.m.-7 p.m. NY time. 19228

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

RESUME SERVICE
Sell yourself effectively. Have a professional resume prepared by BUSINESS & COMMUNICATION SERVICES Call 846-5794 for an appointment 18925

KEYPUNCHING & VERIFICATION
Professional Data Entry Service. Specialists in Survey Processing call SORT-DATA SERVICES 822-7080. 5117

FOR RENT

Furnished apartment. Male only. Good for two. \$100/mo. Call 846-5132. 18816

Horse pasture and stalls. 693-0909. 188226

Furnished bedroom for rent in upstairs apt. with three other "Maggies." 5 min. from campus, private phone, cable etc. \$87.50 per mo. Small percentage of U. Call 846-5694, or 846-3824 after 5:00. 414

NEW EFFICIENCIES
\$140 month. One bedroom from \$175 month. All bills paid except electricity. No pets. Villa West Apartments, south of Villa Maria. Lorraine Peterson, manager. 822-7772. 18116

DUPLEX
2 bedroom, 1 bath duplex for rent. Located on wooded lot. \$260/mo. Jacob Beal Realty, 822-4518. 192116

HELP WANTED

Part time help wanted. Call 846-3411. Grapevine Personality. 116

5 FULL TIME 8 PART TIME
Drivers needed to deliver. Must have own car. Good salary. Flexible hours. Apply in person only. Chanello's Pizza 301 Patricia St., Northgate 1110

Briarwood Apartments

WELCOME STUDENTS

Exercise Rooms (Men & Women)
2 Swimming Pools
Sauna Baths
Tennis & Volleyball Courts
Recreation Center

1,2,3 Bedrooms
Furnished and Unfurnished

- Discounted Summer Rates (all bills paid)
- Now Pre-Leasing for Fall (9 mo. leases available)
- Year's Lease Available (with special prices)

Call Now For Information
1201 Hwy. 30
Huntsville Hwy. 693-3014 693-2933

FOR RENT

For rent. (Sublet) 2 bedroom, 2 bath apt. Sevilla. Call 693-5764. 512

2 bedrm-1 bath duplex, \$235.00 unfurn. Fenced, water-tv cable paid. 1416 Hillside, C.S. 845-7311, 693-2304. 213

8'X22' TRAILER
Already set up in mobile home park. New storage shed, two air conditioners. Perfect for student. \$2500. 779-5803. 512

HELP WANTED:

Counter, kitchen, delivery personnel needed beginning August 18. Applications accepted now. Part time and full time employment; prefer some food experience. MAMA'S PIZZA 807 Texas Avenue, C.S. 5111

Restaurant Manager Trainee
Prefer student in field to function as assistance manager in area restaurant. Approximately 44 hrs. a week, primarily evenings and weekends until graduation. Managership then available in Texas. Salary to complement credentials. Reply resume. Preferred Restaurants Incorporated, P.O. Box 13591, Arlington, TX 76013. 5110

CHILD CARE NEEDED
Sunday 8:30 a.m. until 12:00 noon. Minimum wage, experience preferred. Apply immediately. 779-1324. 512

Full time help only. Medical experience preferred but not necessary. Call 846-4611 at Plasma Products. 19016



IF YOU CAN SELL
(or want to learn) and want to become an important part of an established, progressive and growing men & boys apparel business

CHECK THIS

- Guaranteed Salary with total pay based on total stores sales.
- 5-Day Week
- Good Fringe Benefits including pension plan after required time on job.
- On-the-job training directly with owner and/or manager.
- Good career opportunity if you can sell and learn the business.

FULL TIME POSITIONS IN CALDWELL & BRYAN. CONTACT US AT EITHER STORE.
Part time positions available. 117 N. Main Downtown Bryan BOEDEKER'S 512

HERITAGE MENSWEAR • BOYSWEAR

NOW HIRING
Texas Hall Of Fame Opening Soon experienced bartenders and waitresses Apply in person 1/4 mile north of new Villa Maria and West by pass 2812 Call 8:00 a.m.-5:00 p.m. 822-2222

HELP WANTED

Dead Solid Perfect needs part-time help. 11-2 weekdays, 5-8 weekends. 846-0720 102 Church Rd. 314

4 FULL TIME 6 PART TIME
Pizza maker and counter personnel needed. Minimum wage. Very flexible hours. Apply in person only. Chanello's Pizza 301 Patricia St., Northgate 1110

3-C Bar-B-Que #1 is now hiring waiters, waitresses, cashiers, and serving line workers. Apply in person at 810 South Main, Bryan. 18816

Premium Pay for Home Makers
Excellent opportunity to work 2, 3, or 4 hrs a day. Earn extra cash in the middle of the day while children are in school. **Whataburger** Bryan 1101 Texas 105 Dominik 18816

PIZZA EXPRESS
needs cooks and phone girls. Part-time, day & night available. Flexible hours. 319 Patricia St. 846-7785. Apply in person.

BLUEBONNET PSYCHIATRIC CENTER INC.
RN and Counselor positions available on Inpatient Unit. Fulltime. Experience not required. Call 822-7326, Ext. 39. Equal Opportunity Employer Affirmative Action Program 319

The College of Liberal Arts needs a number of students, all students in the College of Liberal Arts, for CO-OP Education placement in the Brazos County Bridge house. The salary will be \$3 an hour. Four part-time and two full-time positions need to be filled. For information, please contact Susanah Clary in room 801 Harrington Education Center 845-5141. 314

Part Or Full Time Help Needed
Apply in Person Pizza Inn College Station 413

Wanted Fast Food Personnel FREE FOOD PAID VACATIONS ROOM FOR ADVANCEMENT. EXCELLENT WORKING CONDITIONS. NO EXPERIENCE NECESSARY. Part & full time positions available for the following shifts:
11 a.m.-2 p.m.
7 p.m.-2 a.m.
5 p.m.-2 a.m.
Starting pay \$2.70/hr. Apply in person at Der Wienerschnitzel 501 S. Texas Ave. Between 2-5 p.m. daily 18430

FULL OR PART TIME
*Day shift *Night shift (til 10:00 p.m.) *Weekends
Minimum starting salary \$2.75 per hour for inexperienced persons. Cashier experience helpful. *Flexible hours to fit your schedule *Rapid advancement
Apply in person only: 9:30-11:00 a.m. (if possible) **Whataburger** Bryan 1101 Texas College Station 105 Dominik 18816

HELP WANTED
waiters and waitresses porter desk clerk night clerk cooks bus boys & bus girls
APPLY RAMADA INN
410 South Texas Avenue College Station 515

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HELP WANTED

The Houston Chronicle has immediate openings for route carriers. Salary ranges from \$300-\$550 per month. Applicants must have afternoons free from 1-5 p.m. and dependable transportation. Also taking applications for fall semester. Call Julian McMurray 693-2323 or 846-0763. 17816

"Care" is our middle name We understand student needs.

HOME CARE SERVICES

Part time jobs cleaning homes or offices. Flexible hours \$2.80/hr. 693-7844 511

NOW HIRING
Several positions open for delivery people. \$2.75/hr., 6% commission. Must be 18, have own car, and insurance. Domino's Pizza, 1504 Holleman, after 4:30 p.m. 693-2335. 416

Need student to clean in my home 2 1/2 hours per week, \$4/hr. Call 693-3059 after 6. 414

NUCLEAR POWER TRAINEES
High school grads to age 23 Call collect (713) 224-4444 or 224-5577 4118

Part Time Help Wanted AUNT FRANNIE'S LAUNDROMAT
Call 846-0573 after 6 413

Full time waitresses. Apply in person. Monterey House, 1816 Texas Avenue, Bryan. 192110

Help wanted. Part time and weekends. Kitchen preparation. Apply Fish Richard's 901 Wellborn. 846-4115. 413

• Waitresses • Doorman • Bartender
Call Sonny's for appointment 846-9390 418

Roommate Wanted
Need roommates to live in house on campus. Please call Scott 846-2330.

FEMALE ROOMMATE
One bedroom unfurnished two bedroom townhouse April Court. Washer/dryer swimming pool. Call 846-2330 after 4:30.

CHILD CARE
Child care 8:45 a.m. to 3 p.m. Thursday and Friday. Christy Mother's Day Out program. Minimum wage, experience preferred. Working with toddlers. Call immediately. 779-1324.

Childcare. One-half block from TAMU. Experienced mother, nutritious food. 846-7585.

FOR SALE OR RENT
2-Bedroom, 2-bath dominion. Walk-in closet, private pool, small country double-door garage. In good condition. Call for appointment 846-2526 or 846-7139.

ALLEN Oldsmobile Cadillac SALES - SERVICE
"Where satisfaction is standard equipment" 2401 Texas Ave.

FOR SALE
71 Ford Mustang. Looks good. AM FM. Best offer. 693-4366 after 1:00.

1974 McGregor, 2 bedrm., 1 bath, central air & heat, carpeted, call after 1:00.

1969 Ford windowvan, Niles Pinto. 846-5036.

750 Honda 75. Perfect condition, paint, extras. 846-9791.

Irish Setter pup. AKC FDSB breeding. 846-3946.

Pick-up truck. Ford 69 windowvan condition, extras. 846-9791.

1966 Mustang, 289, automatic, 5682.

Alaskan Malamute pups. 693-5702.

GUITARS AND STRINGS. Alvarez, Ventura guitars. Assortment of guitars at reasonable prices. Keyboard Center East Mall, Bryan.

1978 Subaru Brat. 1600 cc, 100 miles, sunroof, excellent condition, factory warranty, rier for small dog or two strong, good looking. 693-9751 after 6.

NOTICE
Order now for Christmas A&M RING CREST JEWELRY Beautiful replica of A&M ring. Finely crafted, tom made. Come by Student Finance Center Rm. 217-MSC Some years in stock. 1955 T-Bird approaching anniversary. Removable electric seats, telescoping steering wheel. Approximately 70,000 actual miles. \$10,700 firm. Corvette convertible. This classic is in excellent condition and has both tops. \$5,500. 6912, days; 846-2646, evenings.

ROOMMATE WANTED
Need roommates to live in house on campus. Please call Scott 846-2330.

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One bedroom unfurnished two bedroom townhouse April Court. Washer/dryer swimming pool. Call 846-2330 after 4:30.

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