

The Battalion Classifieds

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., Friday September 21, 1979.

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 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.

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 in those records.

Name	Position	Type of Records
Robert A. Lacey	Registrar	Academic and admissions records
Billy G. Lay	Director of Admissions	Academic and admissions records
George W. Kurze	Dean of the Graduate College	Academic records
Arthur L. Tollefson	Director of Academic Counseling Center	Academic counseling records
John J. Koidis, III	Vice President for Student Services	Disciplinary and personal counseling records
Thomas R. Parsons	Director of Security and Traffic	Campus security records
R. Clark Deibel	Controller of Accounts	Financial regulatory records
Avin P. Bornmann, Jr.	Interim 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	Commandant	ROTC records
Manon P. Tate	Assistant Director	Student athlete records
William B. Lancaster	Manager of Payroll Services	Personnel records of employees
Louis J. Van Pelt	Director of the Placement Office	Job placement records
William M. Clayton	President, Texas A&M University at Galveston	Academic records of the eleven colleges
H. O. Kunkel	Dean of the College of Agriculture	Academic records of the eleven colleges
Raymond D. Reed	Dean of the College of Architecture & Environmental Design	Academic records of the eleven colleges
Alan W. Muse	Dean of the College of Business Administration	Academic records of the eleven colleges
Frank W. R. Hubert	Dean of the College of Education	Academic records of the eleven colleges
Robert H. Page	Dean of the College of Engineering	Academic records of the eleven colleges
Earl F. Cook	Dean of the College of Geosciences	Academic records of the eleven colleges
W. David Maxwell	Dean of the College of Liberal Arts	Academic records of the eleven colleges
Robert S. Stone	Dean of the College of Medicine	Academic records of the eleven colleges
Thomas T. Sughara	Dean of the College of Science	Academic records of the eleven colleges
George C. Shelton	Dean of the College of Veterinary Medicine	Academic records of the eleven colleges
The Academic Department Heads	Academic Departments	Student records of the academic departments
Moni Ritz-Finne	International Student Advisor	Foreign student personnel records
Carolyn M. Adair	Director of Student Activities	Student honor and activities records

TEXAS A&M UNIVERSITY STUDENT RECORDS POLICY Sept. 1979

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 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 collection 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 shall 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,

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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 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 lawful 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 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:

- The hearing will be conducted and the results decided within a reasonable period of time (seven business days) following the request for the hearing.
- 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 Vice President to whom the record custodian reports.
- 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 respecting the content of the challenged record.
- 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.

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 agency or 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 periodical 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 a written 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.

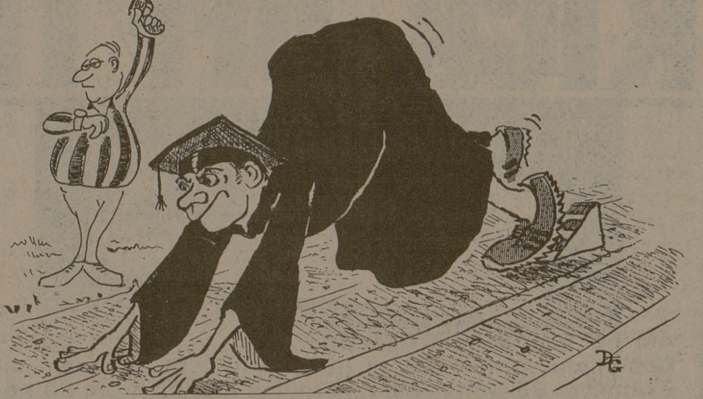
B. Under the Family Educational Rights and Privacy Act of 1974, the student does not have access to confidential letters and statements of recommendation which were placed in the education records prior to January 1, 1975, if the letters or statements are used for purposes for which they were specifically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

ATTENTION: DECEMBER GRADUATES



ON YOUR MARK, GET SET, GO-ORDER YOUR GRADUATION ANNOUNCEMENTS
Room 217, MSC 8:00 AM - 4:00 PM
9/3/79 - 9/28/79

HELP WANTED

3-C BARBECUE
Openings Available:
Waitresses Busboys
Waiters Lineworkers
Apply in person at
810 South Main
Between 2:00 and 5:00 p.m.

HELP WANTED

FULL OR PART TIME
*Day shift *Flexible hours to fit your schedule
*Night shift (til 10:00 p.m.) *Rapid advancement
*Weekends
Cashier experience helpful.
Starting Salary \$3.10/hr.
Apply in person only:
9:30-11:00 a.m. (if possible)

Whataburger

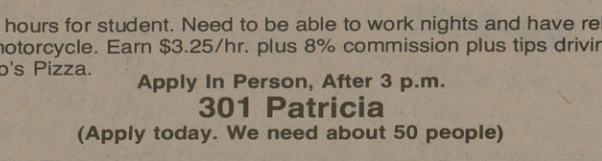


HELP WANTED
Cocktail Waitress & Bartenders
Apply in person between the hours of 3 p.m. and 5 p.m.
(In the Skaggs shopping area)

3C BARBECUE #3 CULPEPPER PLAZA

We need people with energy and personality.
Limited positions open
Full or Part Time
Apply between 9:30-11 and 2-4

EARN GOOD MONEY WORKING AT



Flexible hours for student. Need to be able to work nights and have reliable car or motorcycle. Earn \$3.25/hr. plus 8% commission plus tips driving for Chanello's Pizza.
Apply in Person, After 3 p.m.
301 Patricia
(Apply today. We need about 50 people)

WOODSHOP SUPERVISOR

Needed to train retarded individuals. H.S. grad.-valid Texas Driver's License required. Apply: Brazos Valley MHMR Center, 202 E. 27th, Bryan. EOE 411

YOUNG WOMAN NEEDED FOR LIGHT HOUSE-KEEPING AND CHILD CARE.

3-5 p.m. Mon.-Fri. Need Car, References Required \$35 PER WEEK 696-3560 1014

WANTED School Bus Drivers For Bryan School District

Will you need part time work this school year? Apply now for immediate training. \$3.50 per hour for inexperienced drivers plus conditional bonus at end of school year. BC-BS insurance available at group rates. Car pools available. 3 3/4 Hours per day guaranteed if available both A.M. & P.M. Most bus routes longer.
CALL NOW!
779-3220 179th

HELP WANTED

Part time help wanted. Grapevine Personality. 696-3411...166th

PART TIME HELP WANTED
Evenings & Saturdays
FARMER'S MARKET SANDWICH SHOP
In Bryan, 822-6417 1th

Leading natural products manufacturer needs wholesalers, retailers, distributors. Part or full time. Be your own boss. Products unconditionally guaranteed. Liberal benefits.
693-0097 4th

The Houston Chronicle NEEDS CARRIERS

Due to a change from afternoon to morning delivery effective Sept. 1, the Chronicle now has several routes open for the Fall Semester. Highest paying routes in town plus liberal travel allowance.
Call Julian McMurrey 693-2323 846-0763 16th

WAITRESS WANTED

Full and part time positions available for qualified persons. Experience is desirable but not necessary. Above average pay & excellent tips.
Apply in Person At
Carlson's Restaurant
2712 S. Texas Ave., Bryan
(In front of First National Bank) 717

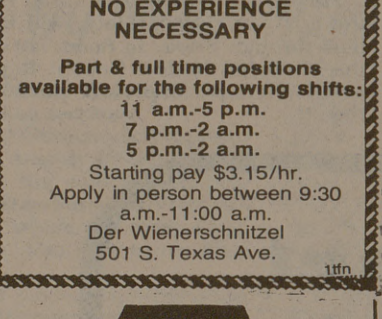
PART TIME JOBS SUBD. OF ALCOA

Earn up to \$8/hr. to start. Flexible hours. Apply at Rudder Tower Room 407-AB: Mon., Sept. 17 2 p.m., 4 p.m., or 6 p.m. only. Tues., Sept. 18 10 a.m., 12 noon, 2 p.m., or 4 p.m. Wed., Sept. 19 12 noon or 2 p.m. only. 1113

Need 1-2 maintenance persons to work 9-12 mornings or 1-5 afternoons. Some experience needed.
Apply in Person At
THE DIXIE CHICKEN
307 University
Need Immediately!!! 8th

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.-5 p.m.
7 p.m.-2 a.m.
5 p.m.-2 a.m.
Starting pay \$3.15/hr.
Apply in person between 9:30 a.m.-11:00 a.m.
Der Wienerschnitzel
501 S. Texas Ave. 1th



Part Time Positions Open
We are in the "People" business and if you enjoy working with and serving people, we possibly have a position for you as a cook, waiter, or waitress.
Excellent wages for those employees who are productive and have a positive attitude.
Other Benefits Include:
• Furnished Meals.
• Furnished Uniforms.
• Paid vacation for full and part time employees.
• Pay raises for achievement.
• Advancement opportunities within the corporation.
If you are dependable, well groomed, and have a friendly outgoing personality, come to the Pizza Hut of Bryan and make arrangements for an interview. 411
Equal Opportunity Employer

HELP WANTED

HELP WANTED
Mon., Wed., Fri. mornings
Tues., Thurs., Fri. afternoons
Apply in Person
Texas Aggie Bookstore
327 Univ., Northgate 1313

BABYSITTERS WANTED
Work Your Own Hours
GOOD PAY
FULL/PART TIME
822-5837
(after 6:00 770-6451) 1315

HELP WANTED
Part time student employee. Needs bicycle repair experience. \$2.90/hr, 15 hours a week.
Apply After 4:30 p.m.
MSC Craft Shop
845-1631 1214

DOMINO'S PIZZA
Nor Hiring
Phone & Counter Help
\$3.10 Per Hour
Apply After 4:30 p.m.
1504 Holleman, C.S. 1313

DOMINO'S PIZZA

Now hiring delivery personnel, part time and full time, must have own car and insurance, \$3.25 per hour plus commission and tips.
Apply after 4:30 p.m.
1504 Holleman, C.S. 1310

Maintenance Man Wanted
For Small Apartment Complex
Minor plumbing, electrical, and carpentry skills needed. Own tool required. Call 846-6874, if no answer call 846-0681. 915

PEPE'S MEXICAN FOOD
Now taking applications for day and evening shifts.
\$3.00 Per Hour
Apply in Person, 107 Dominik College Station 180th

FARMER'S MARKET SANDWICH SHOP
Around Noon & Afternoons
across from the dorms
No experience required
Apply in Person
329 University Dr. 12th

SWENSEN'S

IMMEDIATE OPENINGS
Cooks, Waiters, Dishwashers, Waitresses, All Shifts Available. Pick up an application at Swensen's, Culpepper Plaza, C.S. 12th

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

FOR RENT
2 Bdrm. house, central air/heat, close to campus, dishwasher, \$225/month. 846-2992.

Duplex available Nov. 1. 2 Bedroom, 2 bath, liv. din, kit, laundry, 1 mi A&M, \$280. 693-1557 after 5 weekdays...1215

NEW EFFICIENCIES
\$159 month. One bedroom from \$180 month. All bills paid except electricity. No pets. Villa West Apartments, south of Villa Maria. Lorraine Peterson, manager. 822-7772. 177th

SONNENBLICK APARTMENTS
3700 Plainsman
2-bedroom unfurnished \$199/mo.
CALL 846-6874
Or 846-0681 915

FOR EMPLOYMENT INFORMATION
Texas A&M University dial 845-4444
24 hours a day. Equal Employment Opportunity through Affirmative Action.
Texas A&M University

HAVE LUNCH ON US... FREE!

A&M Apartment Placement is once again giving away free lunch to everyone who leases thru us.
Apartments • Duplexes • All Types Of Housing
Call for appointment or come by
A&M APT. PLACEMENT SERVICE
693-3777
2339 S. Texas, C.S.
"Next to the Dairy Queen"

WANTED

Typing. Experienced, fast, accurate. All hrs. 822-0544...11th

Charter me & my plane for away from games. Call 779-5340...524

Typing. Symbols. Notary Public. 7723.

CASH FOR OLD GOLD
Class rings, wedding rings, women's gold jewelry, coins, etc.
The Diamond Room
Town & Country Shopping Center
3731 E. 29th St., Bryan
846-4708

FOR SALE

Seven bedroom, four bath house. Ideal for fraternity. Call 846-8432...1215

72 Delta 88 Olds. 4 dr., reg gas, \$1000. Quality sale necessary. See: 506 Brookside. Interest 846-0584...1217

Yamaha CR-420 receiver, 02" T.H.D. B. 2257 after 6:30...1214

1973 Chevrolet station wagon, Laguna Eng. \$1250, desk, chairs, 693-6083...95

AKC Great Dane pups, 5 weeks. 846-2281. 846-2569...1015

1973 Toyota Corolla. Low mileage, new tires, \$1475. 779-7461...915

1948 Chevrolet pick-up. Good condition. V-8 engine-customized! 779-0363 after 5...95

1973 Chevrolet pick-up. 454, 4-speed, power traction, loaded. 779-0363 after 5...95

One year old player piano, 25 rolls, manual electric. 846-8460, 846-8298...915

Barracuda. Excellent condition, 91100 \$800 or best offer. Sandy 845-1129 or 845-2400...1015

Perfect gift for Christmas. 22k gold bracelet \$350. 845-4636, 8-5...915

Datsun B-210 5-speed and 280Z 4-speed. Mileage both. 822-5325 Monday-Friday...1015

Beautiful Male Cockatiel
Loves attention. Great companion bird. 12"x12" red/black shag carpet. Great colors. Talk price on both.
846-0828 1015

LOST

Lost French pipe. Reward. Near lot 50. 1451, 1-279-6147...1213

Green parakeet, tame. 693-0378...1016

Lost brown head bracelet. Sentimental value. Call 693-6013. Reward offered...77

LOST

Beige adult cat has white flea collar with tag and yellow plastic barrel attached.
Day: 845-4651
Night: 779-4657 1015

ROOM FOR RENT

Room for rent, \$100 per month. Call 779-9096...1214

ROOMMATE WANTED

Need female roommate. One bedroom. \$130 per month. Call Cindy 846-4452...1015

Lacto-vegetarian, male housemate needed.

2 Bedroom, 2 blocks to campus. \$100 + 1/2 bills, positive environment. Bruce 846-7288 morning/late.

INSTRUCTION

How To Defeat The Study Monster... 1215
step by step plan for successful studying.
Garen Smith 414 Janeway St., Katesville, 16735...1015

JOB OPPORTUNITY

For employment information call 845-4444
24 hours a day. Equal Employment Opportunity through Affirmative Action.
Texas A&M University

