Accessing Student Information for Parents & Guardians

Acquiring access to student records

In order to access student records, your student will need to create an authorized account for you through Student Information Sharing. (This process is defined in a separate article). To create an account for you your student will need:

- An active email account for you that will act as your login and where you wish to receive notifications.
- A PIN number that will be used to grant you access to your account. (You can determine this together.)

You will receive an email with your login, password, and PIN once your student has shared their information with you.

Accessing your student's records online with your login:

1. Visit https://crnl.co/ferpa
2. Log in with your email address and password.

Accessing your students' record or information via telephone:
The authorization email includes a PIN which you will be required to provide before we can release information about your student if you call any office of the college requesting protected information.

Please note that your student has the option to share all of their student information with you or only selected items. If you request information from the college that has not been authorized by your student, we will not be able to disclose that information to you. If you need access to additional information about your student, please ask them to update your authorizations through Student Information Sharing found on the Student Portal.