

**Use of Video, Audio  
and Images  
College of Education  
University of South  
Florida**

Statement to be included in course syllabi for courses that have a required field experience, practicum, or internship:

Student information is protected under the Family Educational Right and Privacy Act (FERPA). The College of Education at the University of South Florida wants to ensure that students' records are protected and that teachers and potential teachers have the most appropriate training opportunities.

Candidates must adhere to the FERPA statute that can be found at <http://www.ed.gov/policy/guid/fpco/ferpa/index.html> as well as district policy with regard to the use of video, audio, and images of students. Additionally, candidates who are enrolled in a course that has received district permission to video record, audio record, and/or take images of students, must obtain permission from the collaborating teacher and parents/legal guardian (when required by school district policy). If permission is granted using the district's procedure, the audio recordings, video recordings, and images must be used only for educational purposes. Only personnel with legitimate educational interests [such as other students in my university class, my university course instructor, my mentor teacher (your child's teacher), program accreditors] will view and/or listen to these recordings and/or still images. Portions of recordings and still images may be maintained in a portfolio as evidence of teaching competence that may be shared with educational institution. Regardless of school policy, it is not permissible to make available the audio tape, video tape, or images to anyone other than those parties listed above. When referring to students in the written or oral assignment, reference should be made to the student(s) by a pseudonym.

Audio recordings, video recordings, and/or images should not be posted or stored on any electronic medium that has the potential to be viewed by any individuals other than those for whom they were intended in order to complete the assignment. Media may not be used for professional presentations, bulletin boards, Facebook, You Tube, or any non-secure, non-password protected web site and/or venue that will violate students' privacy without student and parental written permission.