

Portland State University
Office of Institutional Research and Planning
Policy on release of student data and emails addresses, for research purposes

For the purposes of PSU faculty or student research, the Office of Institutional Research and Planning will provide aggregated student data and reports, deidentified unit-record student data, or student email lists, that conform to FERPA provisions related to privacy and confidentiality. Requests for student information from external researchers is limited to aggregated data and reports; these requests require approval from the University's Public Records Officer.

Please contact the Registrar for more information about FERPA:

<https://www.pdx.edu/registration/student-records-privacy-policy>

Information on FERPA for researchers:

https://drive.google.com/file/d/1RChc3HP5xKazC2_55JgNeSTl1hDxvDbR/view

Please contact the Office of General Counsel for more information about Public Records requests:

<https://www.pdx.edu/general-counsel/public-records#PRR%20Procedure>

Human Resources is responsible for providing employee data (including faculty data):

<https://www.pdx.edu/human-resources/contact-human-resources>

Students carrying out course assignments, or conducting thesis or dissertation research, must provide an endorsement from a faculty or administrative sponsor, demonstrating that the use of PSU student data or contact information will benefit the University and its students, and that the results of the research will be shared within the University. The endorsement should be attached to the request for data or contact information and sent either directly to the Director of Institutional Research and Planning, or to the general OIRP email address: instres@pdx.edu.

Please note that pdx.edu email addresses are intended primarily for University business or official communications.

OIRP: kak
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