



Policy Number and Title: SL.4.04 Disclosure of Personal Information and Parent Notification

Division	Student Life
Policy Section:	SL.4 (Student Conduct)
Applicable to:	Students
Effective:	President's Cabinet (February 23, 2017)
Most Recent Revision:	President's Cabinet (October 7, 2021)
Contact:	Vice President for Student Life

Statement of Policy

The policy seeks to outline cases when contact information and information about conduct will be *disclosed* to third parties (at their request) and/or cases when parents and legal guardians will be *notified* (at LCC's initiative).

Details

1. All students' information *will be disclosed* to the official institutions in cases outlined in the Civil Code of the Republic of Lithuania at their request.
2. Health information of students is considered private under GDPR but may be disclosed to authorized State Institutions in cases of healthcare emergencies and epidemics to ensure proper care and prevent further spread of the disease on campus and in Klaipeda community.
3. All students' information *will be disclosed* to parents or legal guardians of students under the age of 18 as per Study Contract article 20. Parents and legal guardians *may be notified* in the following conduct violations cases: alcohol possession and use, smoking and possession of tobacco products.
4. To parents and legal guardians of students over the age of 18 as outlined in this policy and based on the Study contract article 7.9ⁱ as well as to parents and legal guardians of students coming on a study abroad/exchange semester in the following cases:
 - 4.1.1. conduct violations or other situations when there is a potential or real *harm to him/herself*: suicidal ideation and attempt, hospitalization, serious substance abuse cases, severe symptoms of eating disorders.
 - 4.1.2. conduct violations or other situations when there is a potential or real *harm to others*: possession and/or provision of a controlled substance, possession of weapons, sexual assault, homicide threat or attempt.
5. The Student Life Vice President in consultation with the WeCare team (if needed) make the decision about parental notification. The University reserves the right to *not notify parents* or guardians of listed cases if the university determines that, because of the student's family situation, doing so would endanger the student's life or well-being, or the life and well-being of other individuals.

ⁱ students commit to abide by and fulfil the established standards, liabilities and values determined by the University's internal policies as well as Lithuanian Republic's legislation.