

### Requesting access to your student's educational records

1. A parent can [initiate a request for access](#) to their student's information through The TMU Family Portal.
2. FERPA authorization only grants access to information, it does not grant the right to act on the student's behalf.
3. The FERPA authorization will remain valid until rescinded by the student.

### Parents can Join The TMU Family Portal for Free

1. Go to <https://tmu.campusesp.com> and either sign in or sign up.
2. Complete a quick on-boarding survey
3. Update your profile. Users can click the person icon in the top right corner of the page and click "Edit my Profile."
4. Update notification settings. Users can click the person icon in the top right corner of the page and click "Edit Notification Preferences." You can get alerts when something changes!

### Connecting to Your Student

1. To connect to your student, click the graduation cap icon in the top-right corner of the page. Please note that your student must approve the request. Only then will you be able to access their information the following day.
2. Enter their Truett McConnell University email address (@truett.edu). Please note that families cannot request a connection to students who have recently been admitted but have not registered for classes. Connections are only possible **after** a student has registered for classes.
3. Parents and family can request access to:
  - Class Schedule/Enrollment Information
  - Grade(s) Information
  - Financial Aid Information
  - Account Balance
  - Holds on Account
  - VA Benefits Information
4. The student will receive an email from the portal showing the request and requiring them to approve or deny access. Once accomplished, the parent can view all information on their dashboard.

Read our [FERPA policy](#) on page 64.

### Contact

Questions about FERPA policy or trouble connecting to your student can be sent to [registrar@tmu.edu](mailto:registrar@tmu.edu)