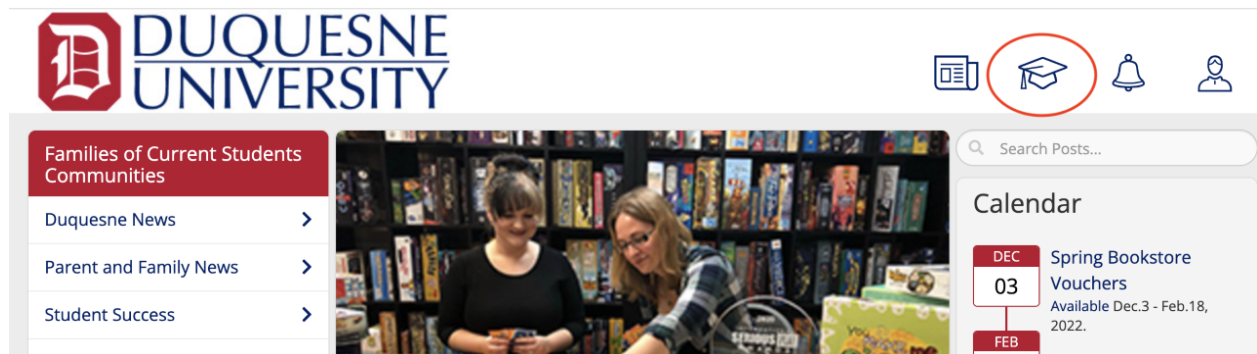


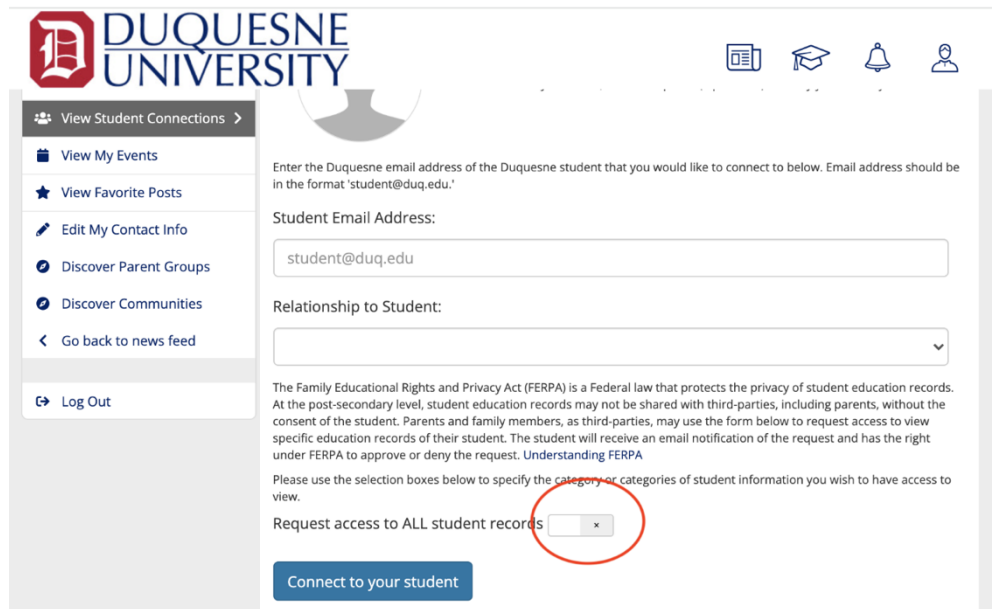
Parent How-To for Connecting with their student on the Parents and Families Portal | FERPA Access

An exciting feature on the [Parent Portal](#) is the ability to "connect" with your student. You can login to families.duq.edu, up in the top right-hand corner, click on the graduation cap.



Once you click there, you can click "connect to student".

From this next page, type your student's email and your relationship to them:




Then you can request access to ALL student records (just toggle the button that is circled in red above). Or, you can pick and choose which items you want access to (screenshot below) by toggling the "Request access" buttons to the right of each description.

Or select the specific permissions you would like to request from the list below.

Academic Information	Request Access?
Request everything in this group	<input type="checkbox"/> x
Class Schedule/Enrollment View student course schedule, credit hours, and other status information including degree, major and class year.	<input type="checkbox"/> x
Grade(s) Information View student course grades. Final grades will be posted at the end of each semester.	<input type="checkbox"/> x

Financial Information	Request Access?
Request everything in this group	<input type="checkbox"/> x
Financial Aid Information View a list of student financial aid awards, the expected amount offered, and whether it has been credited to the account.	<input type="checkbox"/> x
Holds on Account Get notified when there's a new hold on the student account, along with a description of the hold type.	<input type="checkbox"/> x
Account Balance View the student's account balance (note this is the previous day balance).	<input type="checkbox"/> x

[Connect to Student](#)

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Since under FERPA law, your student owns the right to their information. So, once you hit "Connect to Student", your student will get an email about your connection request and can approve or deny your access request.

From there, anytime you login to the [Parent Portal](#), you can click that graduation cap, and see the blocks of information that you were granted access to by your student. You can click on any of the blocks to view more details. Example below:

None HOLDS	Full Time STATUS	15 CREDIT HOURS	3.36 OVERALL GPA
\$0.00 ACCOUNT BALANCE	\$9,000.00 FINANCIAL AID	None FINANCIAL AID REQUIREMENTS	

Information access

[Go to my connections](#) [close](#)