

**Memorandum of Understanding  
Between  
Peralta Community College District (PCCD) and  
Oakland Unified School District(OUSD)**

**Purpose and Scope**

The purpose and scope of this Memorandum of Understanding (MOU) is to establish a clearly defined partnership between PCCD and OUSD for the purpose of data sharing to assess the effectiveness of PCCD and OUSD programs, understand patterns of student enrollment across institutions of higher education, and improve outcomes for students in a manner consistent with the Federal Educational Rights and Privacy Act. This MOU is effective as of October 25, 2013.

**MOU General Terms**

Pursuant to the Federal Educational Rights and Privacy Act 99.31 section 6, PCCD and OUSD agree to share student level data to track student enrollment and degree progress across institutions. This data exchange is limited to students who were enrolled in OUSD programs and who applied to and/or enrolled in PCCD. PCCD and OUSD may provide information on their students for the purposes of data matching. This data may include personally identifiable information such as names, date of birth, gender, and ethnicity as well as admissions information, terms of enrollment, courses and grades.

**Conditions**

Disclosure of information is for the sole purposes of improving instruction, increasing college-going rates, and improving college graduation rates. Studies must be conducted in a manner that does not permit the personal identification of parents and students to individuals other than representatives of PCCD and OUSD. Under FERPA, parties may not generally disclose personally identifiable information from a student's educational record. PCCD and OUSD agree to comply with FERPA, including its confidentiality and nondisclosure requirements, with regard to all student records that the Parties share with each other.

This information must be destroyed when no longer needed for the purposes for which studies are conducted. The Parties acknowledge that violations of this agreement and FERPA may result in the loss of access to personally identifiable information for at least five years, loss of federal funding, licenses, accreditation or charters.

**Peralta Community College District**

Michael Orkin

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**Oakland Unified School District**

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