

**NORTH CAROLINA AGRICULTURAL AND TECHNICAL STATE UNIVERSITY
AGGIE ACADEMY**

NORTH CAROLINA ADDRESS CONFIDENTIALITY PROGRAM

I. North Carolina Address Confidentiality Program

North Carolina Agricultural and Technical State University's Aggie Academy seeks to provide a work and school environment free from violence or the threat of violence against employees, students, or other persons. Aggie Academy encourages eligible individuals to participate in the North Carolina Address Confidentiality Program established pursuant to Chapter 15C of the General Statutes. This program protects the address of relocated victims of domestic violence, sexual offense, stalking, or human trafficking to prevent a victim's assailants or potential assailants from finding the victim through public records. The program provides participants with the use of a substitute mailing address and denies public access to a participant's actual address.

II. Program Details

The Address Confidentiality Program is administered by the State Attorney General. Information and assistance in applying to the program may be obtained by telephone from the Attorney General's Address Confidentiality Program Office at (919) 716-6785.

Program participants receive an authorization card with a substitute mailing address that may be presented whenever an address is required. Mail sent to the substitute address is forwarded cost-free by the program to the participant at the participant's residential address. Students, parents, or school employees enrolled in the Address Confidentiality Program must provide a valid authorization card if they wish to keep their home address confidential.

III. Employee Participants

The name, actual address, and telephone number of any school employee participating in the Address Confidentiality Program will not be open to inspection as a public record, will not be included as part of any employee directory published by the school, and will be redacted from any record released pursuant to N.C. Gen. Stat. § 115C-320, provided the employee has provided a valid authorization card to the Division of Human Resources and principal, or designee.

IV. Student Participants

Aggie Academy will use the actual address of a program participant, not the substitute address designated by the Attorney General, for any purpose related to admission or assignment but will keep the actual address confidential from the public, provided the student or parent has provided a valid authorization card to the principal. Student records

will reflect only the substitute address and not the student's actual address. The student's telephone number also will be kept confidential from the public. The parent or guardian of a student participant may request that a student's name be withheld from any release of directory information by the school, as provided in the Parental Notification-Withholding Consent policy.

When transferring school records from one school to another, the transferring school may send the files to the participant (parent or guardian) via the substitute address provided by the Address Confidentiality Program to ensure confidentiality of the student's new location.

V. Disclosure Prohibited

The knowing and intentional disclosure of a program participant's actual address or telephone number to unauthorized persons is prohibited. Failure to comply with this policy may result in disciplinary action, up to and including termination. In addition, violators may be subject to criminal prosecution.

Original Effective Date: August 29, 2022

Authority: Chancellor

Legal References:

N.C. Gen. Stat. Ch. 15C

N.C. Gen. Stat. § 115C-47

N.C. Gen. Stat. § 115C-320

N.C. Gen. Stat. § 115C-366(g)

N.C. Gen. Stat. § 115C-402(f)

N.C. Gen. Stat. § 132-1.1(d)