

Use of Online Resources Requiring Student Information

North Dakota Century Code 15.1-07-25.3 requires school districts to compile a list of all individuals with whom, and entities with which, student data is shared when the individual is not a school district employee. The legal requirement includes the need to record this information when using online (Internet-based) resources that collect or require the entry of any student identifiable data, including student name or email address. This includes online resources where the students visit the site themselves at the teacher's direction to enter the information needed to create an account. Staff members who will be using online resources that require the entry or collection of any student information must follow the steps outlined in this policy.

Before using an online resource, staff members must:

1. Review the [Online Resource List](#) maintained on the Fargo Public Schools public website. If the resource is already recorded in this list, the resource can be used without any further requirements.
2. If the resource is not recorded in the list, fill out the form. [Click here to use the form](#)
The form will ask for:
 - a. Name of the resource.
 - b. URL or web address for the resource.
 - c. Student information collected by the resource. School district employees may only use online resources requiring student directory information as defined by AP 6910, excluding birthday. If a resource requires student birth date or any other confidential student information, the resource must be required through the District's contract review process.
 - d. Does the resource save student products within the resource? (Y/N)
 - e. A brief description of what the resource will be used for.

If the information meets these requirements, the district will add the resource, with the information provided on the form, to the published list.

Legal Reference:
NDCC 15.1-07-25.3

Adopted 7/2015
Reviewed 7/2021
Revised 4/2023
Revised 7/2023
Revised 6/2025
Revised 7/2026