

Registrar's Office

## Student Request to Restrict Directory Information Form

Under the provisions of the *Family Educational Rights and Privacy Act of 1974 as Amended*, you have the right to withhold the disclosure of any or all of the directory information listed below.

Please consider very carefully the consequences of any decision by you to withhold any item of directory information. Should you decide to restrict UW-Superior from releasing any or all of your directory information, any future requests for such information from non-UW-Superior persons or organizations will be refused. As well, **your name will be omitted from the Dean's List announcements, Commencement Program and other public releases/documents.**

### Directory Information includes the following:

- Name
- Address
- Phone Number
- Major/Minor
- Dates/Terms Attended
- Degrees/Certificates Awarded
- Academic Honors
- Previous Institutions Attended
- College Level (Fr., So., Jr., Sr.)
- Photograph
- Home Town
- Withdrawal Dates
- Full/Part Time Status of Attendance
- Previous Colleges Attended
- Athletic Information

**Please mark the appropriate boxes and sign below to indicate your disapproval for the institution to disclose the following directory information.**

- |   |   |
|---|---|
| <input type="checkbox"/> Academic Information such as: <ul style="list-style-type: none"> <li>• Major/Minor</li> <li>• Dates/Terms Attended</li> <li>• Degrees/Certificates Awarded</li> <li>• College Level (Fr., So., Jr., Sr.)</li> <li>• Academic Honors<br/>(includes Dean and President's Lists)</li> </ul> | <input type="checkbox"/> Attendance Information such as: <ul style="list-style-type: none"> <li>Withdrawal Dates</li> <li>Full/Part Time Status of Attendance</li> <li>Previous Colleges Attended</li> </ul> <input type="checkbox"/> Athletic Information<br><input type="checkbox"/> Secure ALL Information |
|---|---|

**The only way students may restrict directory or non-directory information from being released to the military is by checking the "secure all information" box.**

UW-Superior will honor your request to withhold any of the items listed above but cannot assume responsibility to contact you for subsequent permission to release them. Regardless of the effect upon you, UW-Superior assumes no liability for honoring your instructions that such information be withheld.

**Student Name (printed)** \_\_\_\_\_ **Date** \_\_\_\_\_

**Student Signature** \_\_\_\_\_ **SID #** \_\_\_\_\_

**Semester/Year** \_\_\_\_\_

**This form will be honored by UW-Superior until rescinded in writing by the student. This means if the student experiences life changes such as divorce, parental issues, etc. it STILL REMAINS the student's obligation to inform the Registrar' Office IN WRITING to rescind this form to allow directory information to be released.**