

MISSOURI SOUTHERN

STATE UNIVERSITY

OFFICE OF THE REGISTRAR

Privacy Request to Withhold Directory Information

Under the provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA), as Amended, you have the right to withhold the disclosure of the Directory Information.

Directory Information includes: Student's name, student identification number, address, telephone listing, university e-mail address, place of birth, photograph, major field of study, grade level, participation in officially recognized activities and sports and appropriate statistical data, dates of attendance, enrollment status (full-time or part-time), degrees, honors and awards received, and most recent previous educational institution attended. For the complete list of Directory Information, please visit [FERPA Annual Notification](#).

Please note that invoking this request may lead to some unintended consequences. For example: exclusions from public announcements of academic honors and commencement program. MSSU will also not be able to provide information on employment related degree/enrollment verification inquiries. Any future requests for Directory information from non-institutional persons or organizations will be denied until a written request is submitted, ending this privacy request.

I have read and understand the implications of the Privacy Request to Withhold Directory Information.

Name (Print): _____

MSSU ID No.: _____

Student Signature: _____ Date: _____

Registrar's Signature: _____