



EAST TENNESSEE STATE UNIVERSITY

REQUEST TO PREVENT DISCLOSURE OF DIRECTORY INFORMATION

To: All Students

Term/Semester/Year _____

The items listed below are designated as "Directory Information" and may be released for any purpose.

Name, address, phone number, major, dates of attendance, classification, previous institution(s) attended, awards, honors (includes Dean's List), degrees conferred (including dates), and sports participation information.

Under the provisions of the Family Educational Rights and Privacy Act of 1974, as amended, you have the right to withhold the disclosure of "Directory Information".

Please carefully consider the consequences of your decision to withhold "Directory Information," as future requests for such information from non-institutional persons or organizations will be refused.

The institution will honor your request, but cannot assume responsibility to contact you for subsequent permission to release it. Regardless of the effect upon you, the institution assumes no liability for honoring your instructions that such information be held.

Affix your signature below to indicate your disapproval of the institution disclosing public or Directory Information.

ENumber: _____

☐ Yes, I am an athlete

Printed Name: _____

Signature: _____

Date: _____

This form must be received in the Office of the Registrar/Records prior to the published last day to add a course for the current term. It will be assumed that the above information will not be disclosed until a request to lift the disclosure prevention is received by the Records Office.

Received: _____ Processed by: _____ Date: _____

REQUEST TO REMOVE DISCLOSURE PREVENTION OF DIRECTORY INFORMATION

Printed Name: _____ Signature: _____ Date: _____

Received: _____ Processed by: _____ Date: _____