



REQUEST FOR CONFIDENTIALITY OF DIRECTORY INFORMATION

The Family Education Rights and Privacy Act (FERPA), Public Law 93-380, S513, gives all current or former students the right to make **ALL** of their Directory Information confidential. If you wish to restrict **all** of your Directory Information, it will be considered confidential and will not be released to anyone. **Colorado State University (CSU) designates the items listed below as Directory Information:**

- Student Name
- Telephone number
- E-mail address
- Dates of attendance
- Major field of study
- Honors and Degrees Awarded
- Classification Level (freshman, sophomore, etc.)
- Participation in officially recognized activities and sports
- Height and weight of athletic team members
- Video and photographic images of students with the exception of the official CSU ID photograph
- Current or Previous enrollment status (full-time, half-time, and less than half-time)

By signing this form, I wish to **restrict all** of my Directory Information as listed above until further notice.

Please read in full to confirm acknowledgment of the following before signing:

- ♦ All future requests for Directory Information from non-institutional persons or organizations will be informed there is no record of my attendance.
- ♦ Degree verifications through the National Student Clearinghouse will not be available.
- ♦ My name will not appear in the commencement program at graduation.
- ♦ **I will not be able to discuss my record with CSU staff remotely (telephone, FAX, or regular mail). CSU email address is permissible.**
- ♦ My confidential classification **will not be removed** until I submit a signed authorization requesting it be removed.

Name: _____ Signature: _____

CSUID: _____ Date: _____

I wish **to remove the restriction** I previously placed on **all** of my Directory Information.

Printed Name: _____ Signature: _____

CSUID: _____ Date: _____

This form must be signed and returned with a legible government issued photo signed ID (Driver's License or Passport).