



Request for Non-Release of Student Directory Information

In accordance with the federal Family Educational Rights and Privacy Act of 1974 (FERPA), Naropa University is permitted to disclose directory information to individuals outside the University. Directory information is: your address, telephone numbers, email address, date of birth, place of birth, field of study, degrees, dates of attendance, awards received, and previous schools attended.

As a general policy, Naropa University does not disclose this information to individuals outside the University without your permission. However, as a service to our students we do verify degrees for potential employers or loan companies.

Naropa University will never sell or release your information to outside agencies that may wish to solicit your business. The University may release directory information, in select cases, to organizations: 1) if it is determined that the organization would be contacting you for reasons that would be especially applicable to our students, 2) with the condition that the organization may not re-release the information 3) with the express authorization of the Dean of Students and 4) only if you have not signed this form, restricting the release of your information.

By signing this form, you are exercising your right under FERPA to restrict the release of your directory information to anyone. Please keep in mind that family, friends, potential employers, loan companies or other parties requesting to verify your degree will be told that we have no record that you attended school here.

I have read the above information and understand that, by signing below, I am requesting that my directory information not be released to anyone outside the University for any reason. Until this request is revoked in writing, the University will continue to honor it. The University assumes no liability as a result of honoring your instructions that information be withheld.

<input type="text"/>			
Last Name	First Name	MI	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Major	Student ID		
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Address, if new	City	State	Zip
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Student Signature	Date		
<input type="text"/>	<input type="text"/>		