



Mississippi College

A CHRISTIAN UNIVERSITY

Office of the Registrar
Box 4028
Clinton Ms 39058
601-925-3210

REQUEST TO PREVENT DISCLOSURE OF DIRECTORY INFORMATION

The *Family Educational Rights and Privacy Act of 1974, as amended* (FERPA) designates certain information related to students as directory information and gives Mississippi College the right to disclose such information to anyone inquiring without having to ask students for permission, unless a student specifically request in writing that all such information not be made public without their written consent. The categories of directory information that may be disclosed are name, current and permanent address, telephone number, email address, dates of attendance, degrees and honors awarded, enrollment status, major field of study, classification, athletic statistics (including height and weight of athletes) and the most recent institution attended prior to enrollment at this University. If you wish to withhold the disclosure of items of directory information, fill out the form below and submit it to the Office of the Registrar.

Once received, directory information will be withheld until such time that you notify the Office of the Registrar that you wish to have the hold removed. This means that if you have a hold on your directory information at the time you graduate or withdraw from the University we will be unable to comply with all external requests for information pertaining to you - including degree or enrollment verification from schools and/or employers.

Please consider very carefully the consequences of any decision you make to withhold directory information, as any future requests for such information from other schools, prospective employers or other persons or organizations will be refused. Mississippi College will honor your request to withhold directory information, but cannot assume responsibility to contact you every time a request is received. Regardless of the effect upon you, Mississippi College assumes no liability for honoring your instructions that such information be withheld.

The *Family Educational Rights and Privacy Act of 1974, as amended* may be accessed at www.ed.gov.

I have carefully read the above and request that my directory information not be disclosed to third parties without my written permission or as permitted by the law.

Print Student's Last Name	First	Middle	MC ID Number
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Permanent Address	Street	City	ZIP
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Telephone Number	Email Address	Campus Box Number
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Student's Signature	Date
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6/08