Central Connecticut State University
Office of the Registrar

FERPA

Student Request to Prevent
Release of Directory Information

The following excerpt is taken from the Central Connecticut State University Undergraduate Catalog under “Public Access to Student Records”.

“The University may disclose, without consent, directory information. Central Connecticut State University identifies directory information in its University Catalog to include: student's name, permanent mailing address, telephone number, dates of attendance, class standing, photographs, academic major, minor and concentration, degree candidacy, degree(s) earned, graduation date and any awards or honors received. Additional information that is also considered directory information includes participation in officially recognized activities and sports, and the weight and height of members of an athletic team”.

Under the provisions of FERPA (Family Education Rights and Privacy Act), each student has the right to suppress the release of the directory information identified above. If you take this path, all requests from outside the institution from individuals or organizations for ‘directory’ information will be denied. Please keep in mind that this will prohibit the verification of attendance regarding possible employment inquiries.

Student Name: ____________________________  CCSU ID: ______________

By signing on the line below, you are requesting that all directory information be withheld until you amend your consent in writing.

Student Signature: ____________________________  Date: ____________________________

Please bear in mind that your request to suppress the release of directory information will remain in effect until you amend your consent in writing.