

Directory Information Restriction Request

Under the provisions of the *Family Educational Rights and Privacy Act of 1974 as Amended*, you have the right to withhold the disclosure of any or all of the directory information listed below.

Please consider very carefully the consequences of any decision by you to withhold any item of directory information. Should you decide to restrict Lewis-Clark State College from releasing any or all of your directory information, any future requests for such information from non-LCSC persons or organizations will be refused. Directory information includes the following:

- Name
- Major/Minor
- Dates/Terms Attended
- Degrees/Certificates Awarded
- Academic Honors
- College Level (Fr., So., Jr., Sr.)
- Withdrawal Dates
- Full/Part Time Status of Attendance
- Previous Colleges Attended
- Athletic Information

Please mark the appropriate boxes and sign below to indicate your disapproval for the institution to disclose the following directory information.

- | | |
|--|---|
| <input type="checkbox"/> Academic Information such as: | <input type="checkbox"/> Attendance Information such as: |
| <ul style="list-style-type: none">• Major/Minor• Dates/Terms Attended• Degrees/Certificates Awarded• College Level (Fr., So., Jr., Sr.)• Academic Honors | <ul style="list-style-type: none">Withdrawal DatesFull/Part Time Status of AttendancePrevious Colleges Attended |
| (includes Dean and President's Lists) | <input type="checkbox"/> Athletic Information |
| | <input type="checkbox"/> Secure ALL Information |

LCSC will honor your request to withhold any of the items listed above but cannot assume responsibility to contact you for subsequent permission to release them. Regardless of the effect upon you, LCSC assumes no liability for honoring your instructions that such information be withheld.

Student Name (printed) _____ Date _____

Student Signature _____ ID # _____

Semester/Year _____

Note: Requests for non-disclosure will be honored by the College for **no more than one academic year**. Re-authorization to withhold directory information must be filed annually in the Office of Admission/Registrar before the tenth day of any academic term.