

Non-Disclosure of Directory Information FERPA Form

Illinois Institute of Technology, in compliance with the *Family Educational Rights and Privacy Act of 1974*, ("FERPA") has designated the items listed below as *directory information* made available to the general public. IIT may disclose *directory information* without the student's prior written consent, unless the Office of the Registrar is notified in writing to the contrary.

- Name of student
- Date and place of birth
- Dates of attendance at IIT
- Local address, phone number and email address of student
- Home address and phone number of student
- Positions held, place of employment, and extension number of students employed by IIT
- Photograph of student
- Department of specialization and educational level (undergraduate, non-degree-seeking student, graduate student in masters or Ph.D. program)
- Membership in officially recognized campus organizations and on teams; offices held in such organizations
- Degrees earned, special awards and recognition given (including Dean's List), and scholarships awarded based on academic or other achievement (as opposed to those awarded based on need)

Other educational records will not be released, with certain exceptions, without the student's written permission. You will find additional information about FERPA at the following IIT website: web.iit.edu/registrar/ferpa

Under the provisions of FERPA, you have the right to withhold disclosure of directory information and IIT will honor your request to withhold such information.

Please know that withholding your directory information will exclude your name and information from directory information requests, including, but not limited to, prospective employers, honor societies, and other institutions of higher education. Consider carefully the consequences of any decision to withhold such *directory information*.

Should you decide not to release directory information, any requests for such information from IIT will be refused. Once you have designated that your directory information should not be released, the hold will not be removed until you submit a signed authorization requesting that it be removed.

Requested By (Student):		
LAST NAME	FIRST NAME	MI
DAYTIME PHONE NUMBER	E-MAIL ADDRESS	
I understand that this information will be withheld from inquiries, with the exception of those stated in the FERPA's Accessibility of Education Records, until such time that I may revoke the restriction by providing notification to the Office of the Registrar. By submitting this signed consent form, I hereby certify the information to be accurate and that I have read the above paragraphs and understand the consequences of my actions.		
CWID - CAMPUS WIDE IDENTIFICATION NUMBER (Ex. A20208396)	STUDENT SIGNATURE	DATE

OFFICE USE ONLY	Action taken: <input type="checkbox"/> Held <input type="checkbox"/> Scanned <input type="checkbox"/> Filed <input type="checkbox"/> Other:
DATE	PROCESSED BY