

MINNESOTA STATE COLLEGE SOUTHEAST

AUTHORIZATION TO WITHHOLD DIRECTORY INFORMATION

At Minnesota State College Southeast the following is considered to be directory information and will be available to the public when you begin your classes unless this form is completed and returned to the Office of the Registrar by the fifth day of your starting semester.

- Student's name
- City
- Major field of study
- Participation in officially recognized activities and sports
- Dates of attendance
- Graduation date
- Degrees and awards received

Under the provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA) and Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, students have the right to withhold disclosure of such directory information. MSCS will honor your request to withhold directory information.

Please consider carefully the consequences of any decision to withhold such directory information. Should you decide not to release any of this information, any request for such information from MSCS will be refused. If inquiries are made, you will not be listed as a student. Your name would also be excluded from the President's List, graduation publications, etc.

This authorization is valid until a written request to rescind is received in the Office of the Registrar.

I hereby request that MSCS not release any directory information from my educational records. I have read the above paragraphs and understand the consequences of my action. This authorization is not effective as to disclosures otherwise authorized by law, including, but not limited to disclosures of my directory information that may have been made before signing this form.

Student Name (Please Print)

Student ID Number

Student Signature

Date