



Directory Information Restriction Notification

As defined in IECC's FERPA policy, Directory Information is information contained in a student's education record that would not generally be considered harmful or an invasion of privacy if disclosed. Be sure to read the Consequences of Restricting Directory Information below before completing this form and submitting to Student Records. For more information on FERPA, visit www.iecc.edu/FERPA.

Name (Please print): _____
(Last) (First) (Middle)

Student ID/Soc. Sec. Nbr: _____ Date of Birth: _____

Address: _____ City: _____

State: _____ Zip: _____ Phone: (____) _____

The following IECC Student Directory Information will be restricted:

- a) Name
- b) Current/permanent address
- c) Telephone number
- d) Email address
- e) Date of birth
- f) Current term hours carried
- g) Major field of study
- h) Classification (freshman, sophomore, continuing)
- i) Academic unit
- j) Dates of attendance/anticipated graduation date
- k) Degrees and honors earned and dates (including commencement)
- l) Most recent previous educational agency or institution attended prior to IECC
- m) Participation in officially recognized activity or sport (including weight/height for athletes)
- n) Picture

Consequences of Restricting Directory Information

Carefully consider the consequences of your decision to restrict Directory Information, as all requests for such information from non-institutional persons or organizations will be refused. This will prevent any verification for purposes of employment, loans, credit card applications, insurance, etc. Furthermore, your name will not appear in the commencement program or similar announcements. IECC has the intent to honor requests of students who wish to restrict Directory Information and assumes no liability for honoring your instructions that such information be restricted.

I understand this Directory Information Restriction Notification is in effect as long as I am enrolled at IECC unless I revoke such consent by notifying the Student Services Office in writing.

Student's Signature: _____ Date: _____

For Office Use Only – Restrict Directory Information

Entered into Banner (SPAPERS/Check Confidential indicator) by: _____ Date: _____

***** STOP *****

To be Completed by the Student for: Revocation of the Directory Information Restriction

I hereby authorize the revocation of the Directory Information Restriction effective on the date of my signature below. **Directory Information may be released**, at the discretion of IECC.

Student's Signature: _____ Date: _____

For Office Use Only – Release Directory Information

Entered into Banner (SPAPERS/Uncheck Confidential indicator) by: _____ Date: _____