

Request for FERPA Block of Directory Information

The Family Educational Rights and Privacy Act (FERPA) gives students certain rights with respect to their education records. Generally speaking, FERPA allows the College to disclose directory information to third parties without prior consent.

Use this form to prevent the release of directory information, as defined in the College Catalog, to third parties.

This form may be filled in electronically, however a handwritten signature is required. Please sign this form and submit it to Student Records with a photo ID.

A photo ID is required to process all requests.

Under the provisions of the Family Educational Rights and Privacy Act of 1974 as amended, I,

Name: _____ CLC Student ID#: _____

Student Email: _____@stu.clcillinois.edu Phone: _____

hereby authorize the college to withhold the disclosure of the information listed below:

Name, address, email, student username, telephone number, major field of study, participation in recognized activities and sports, weight and height of members of athletic teams, dates of attendance, enrollment status, degrees and awards achieved, and most previous education agency or institution attended.

I fully understand that the college does not assume any responsibility for contacting me for subsequent release of this information and, regardless of the effect upon me, the college assumes no liability for honoring my instructions. I understand I may revoke this restriction at any time by notifying the Office of Registrar and Records in writing.

Student Signature

Date