



Request to Prevent Disclosure of Directory Information

Purpose:

For a student to be able to request that their Directory Information not be released to non-faculty/staff personnel.

Student's Last Name _____ First Name _____ LOLA # _____

Semester _____ Year _____

River Parishes Community College (RPCC) is committed to following the guidelines of the Family Educational Rights and Privacy Act of 1974. The only information ordinarily released concerning students will be that considered Directory Information. RPCC defines this as student's name, date of birth, telephone number, e-mail address, and dates of attendance.

Directory Information, by law, may be released to the general public and may be listed in the campus directory. No other student information is released to non-faculty/staff personnel without your written permission. By completing this form, you will be requesting that Directory Information not be released to non-faculty/staff personnel.

Some of the effects of your decision to request confidential status will be that friends or relatives trying to reach you will not be able to do so through the college; information that you are a student here will be suppressed, so that if a loan company, prospective employer, family members, etc., inquire about you, they will be informed that we have no record of your attendance at River Parishes Community College. Once you have designated a confidential classification, it will not be removed until you submit a signed authorization requesting that it be removed.

Date _____

Student's Signature _____