



Request to Prevent Disclosure of Directory Information

The items listed below are designated as “Directory Information” and may be released for any purpose at the discretion of Ocean County College. Under the provisions of the Family Educational Rights and Privacy Act (FERPA) of 1974, you have the right to withhold the disclosure of the Directory Information listed below. Ocean County College will honor your request to withhold the information and will not contact you for subsequent permission to release it. Regardless of the circumstance or effect, Ocean County College assumes no liability for honoring your instructions that such information be withheld.

Directory Information:

- Student’s name
- Student’s address
- Student’s e-mail address
- Student’s telephone listing
- Student’s date and place of birth
- Student’s major field of study
- Student’s participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Student’s dates of attendance
- Degrees, certificates, and awards received
- Most recent previous educational agency or institution attended by the student

Unless this form is received in the Registration and Records Department before the close of the last day of registration for a term, it will be assumed that the Directory Information may be disclosed. This request means directory information will not be shared with anyone, including prospective employers or printed in commencement materials. This request will remain in effect until the student submits signed authorization to allow disclosure of directory information.

I request that Ocean County College withhold disclosure of all information, including the information identified above as “Directory Information,” and I have read and understand all the terms listed above.

Print Student Name—REQUIRED

Signature of Student-REQUIRED

Date

Photo ID is required when submitting this form. If the form is mailed, faxed, or emailed, a legible copy of a government issued photo ID or Student ID Card is required.

Photo ID Received