

FAMILY EDUCATIONAL RIGHTS & PRIVACY ACT OF 1974

AUTHORIZATION TO WITHHOLD DIRECTORY INFORMATION

The following is considered "Directory Information" at Loyola University New Orleans and will be made available to the general public unless the student notifies the Office of Student Records before the last day to add classes in the fall semester (consult the academic calendar):

Student's name, telephone numbers, all addresses, email addresses, place of birth, college, major, honors, awards, photos used for University publications and/or web site, enrollment status, classification, dates of enrollment, degrees conferred, dates of conferral, graduation distinctions and the institution attended immediately prior to admission

Under the provisions of the Family Educational Rights and Privacy Act of 1974, you have the right to withhold disclosure of such directory information. Loyola University New Orleans will honor your request.

Please consider carefully the consequences of any decision to withhold such directory information. Should you decide to inform Loyola not to release any of this information, any request for such information from Loyola will be refused.

I hereby request that Loyola University New Orleans not release any directory information from my academic records. * I have read the above and understand the consequences of this decision.

Student's Signature Date

* Please note that this information will be released to University personnel on a "need-to-know" basis