



EASTERN CONNECTICUT STATE UNIVERSITY
 REGISTRAR'S OFFICE • ALVIN B. WOOD SUPPORT SERVICES CENTER
 83 Windham Street • Willimantic, CT 06226 • Office: (860) 465-5224 Fax: (860) 465-4382

Request to Opt Out of Directory Information Form

(Submit to Registrar's Office once completed)

Student Name (Last, First, Middle Initial)

Eastern ID #

Semester

Year

At Eastern Connecticut State University, the following information about a student can, by law, be released to the general public and may be listed in the campus directory:

1. Student's name, official address, telephone number, and University issued e-mail address
2. School, major(s), minor(s), field of study
3. Participation in officially recognized activities and sports, weight and height of members of athletic teams
4. Dates of attendance, degrees, and awards received
5. The most recent educational agency or institution attended by the student
6. Expected date of completion of degree requirements and graduation
7. Enrollment status (e.g. full or part-time, undergraduate or graduate)

No other student information is released to non-university personnel without your written permission. By completing this form, you will be requesting that information **not** be released to non-university personnel or listed in the campus directory.

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 University; information that you are a student here will be suppressed; so that if a loan company, perspective employer, etc., inquire about you, they will be informed that we have no record of your attendance here.

Once you have designated a confidential classification, it will not be removed until you submit a signed authorization requesting that it be removed.

Student Signature (Print and Sign)

Date

For Office Use Only:

Received Date: _____ Received By: _____

Processing Date: _____ Processed By: _____