



Disclosure of Directory Information

Office of the Registrar

Instructions:

1. Submit completed form to the Office of the Registrar in one of the following ways:
 - a. In person to the Enrollment Information Center, SA Bldg (Hayward), or the Academic Services Lobby (Concord)
 - b. Fax to the Office of the Registrar at 510-885-3816
 - c. Email to reg@csueastbay.edu

I **DO NOT** wish to have "Directory Information" (as defined below) disclosed to any persons other than university officials.

Date: _____ Net ID: _____

Name: _____
(Last) (First) (MI)

Student Signature: _____

Your request to prevent disclosure will be processed within 24 hours of the date received and it will remain in effect until which time the university receives your written consent to disclose "Directory Information."

California State University, East Bay has designated the following information as "Directory Information" and may be released for any purpose at the discretion of our institution.

- Name
- Net ID
- Addresses
- Telephone Numbers
- E-Mail Address
- Photo
- Full Time or Part Time Status
- Graduate or Undergraduate Status
- Date and Place of Birth
- Major Field of Study
- Weight and Height of Members of Athletic Teams
- Participation in Athletics and Student Activities
- Dates of Attendance
- Degrees
- Honors and Awards Received
- Most Recent Educational Institution Attended

Under the provisions of the Family Educational Rights and Privacy Act of 1974, as amended, any or all students have the right to withhold the disclosure of all the "Directory Information" listed above. Please consider very carefully the consequences of your decision to withhold the "Directory Information". Completing and submitting this form will deny any future requests for such information from non-institutional persons or organizations. In addition, degree candidates will not have their name printed in the official commencement program. The CSU East Bay FERPA Policy can be found online at <http://www20.csueastbay.edu/students/student-services/student-records/ferpa-privacy-policy.html>

Please **REMOVE** the block of directory information previously requested, and I now authorize the university to release directory information.

Date: _____ Net ID: _____

Name: _____
(Last) (First) (MI)

Student Signature: _____

For Office Use Only:	<input type="checkbox"/> Approved	Processed by: _____	Date: _____
	<input type="checkbox"/> Not Approved	_____	_____