

**REQUEST TO PREVENT DISCLOSURE
OF DIRECTORY INFORMATION**

*This form must be completed and submitted directly to the Enrollment Services Center
by the student with appropriate picture identification.*

Student's Name (Please Print)

- The items listed below are designated as “Directory Information” and may be released for any purpose at the discretion of Middlesex County College. Under the provisions of the Family Educational Rights and Privacy Act of 1974, you have the right to withhold the disclosure of the Directory Information listed below. Middlesex 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, Middlesex County College assumes no liability for honoring your instructions that such information be withheld.
- Directory Information: Name, address, telephone number, email address, dates of attendance, anticipated graduation date, enrollment status, class, previous institutions attended, major field of study, awards, honors (including Dean’s list), degrees/certificates conferred including date, past and present participation in officially recognized activities, student’s photograph and photographic images, height and weight (for athletes only), and date and place of birth.
- Unless this form is received in Enrollment Services 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 will remain in effect until the student submits signed authorization to allow disclosure of directory information.
- I request that Middlesex 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.

Student's Signature

Student ID Number

Date