



Office of the REGISTRAR

Request for Revocation of Non-Disclosure Directory Information

Submission Deadlines
Fall - November 15, Spring April 15, Summer July 15

Student Information (Please Print)

Name: _____ Student ID: _____
Previous Name: _____ SSN (Last 4 Digits Only): _____
Email: _____ Phone Number: (____) ____ - _____

Release Information

The Family Educational Rights and Privacy Act (FERPA) sets forth requirements regarding the privacy of student records. FERPA regulations allow you, the student, to have some control over who is allowed to have access to your school records and personal information. For further information about FERPA, please see the University of North Alabama FERPA Policy.

The University of North Alabama (UNA) does not normally disclose directory information; however, at its discretion, it may provide directory information in accordance with FERPA, as amended. At the UNA, directory information is limited to:

Name, Permanent and Local Address, Telephone Listing, E-mail Address, Degree Program(s)/Major(s), Date(s) of Attendance, Enrollment Status, Degree(s)/Award(s) Received and Date(s), School(s) and Other Colleges and Universities Attended, Date and Place of Birth, Participation in Officially Recognized Organizations, Activities and Sports, Weight and Height of Members of Athletic Teams, Photographs and Digitizing

Under the provisions of FERPA, students have the right to withhold the disclosure of directory information. As a student, you have requested to have this information withheld; your request for non-disclosure remains in effect until rescinded in writing (see below).

Please Note: Non-disclosure of directory information does not prevent UNA from disclosing personally identifiable information (PI) in connection with financial aid for which the student has applied or which the student has received, or any of the other exceptions to signed consent found in §99.31 of the FERPA regulations.

Authorization (Please Print & Sign)

I hereby authorize the Office of the Registrar at the University of North Alabama to release my directory information to the following:

**Requests received after the deadline will be effective until the following term.

Official Use Only Processed By: _____ Date: _____