

University of North Florida  
**REQUEST FOR NON-DISCLOSURE OF  
DIRECTORY INFORMATION**

Under the provisions of the **Family Educational Rights and Privacy Act** of 1974, you have the right to request non-disclosure of your Directory Information. If you elect non-disclosure, the University of North Florida **cannot**, except under certain circumstances \* described in the University policy found in Rule 6C9-3.015, FAC, disclose your Directory Information **without your prior written consent**.

\*For a list of such circumstances, see the Student Records brochure available in the One Stop Student Service Center.

**WHAT IS DIRECTORY INFORMATION?**

- **Name**
  - **Address**
  - **Telephone number**
  - **Dates of attendance**
  - **Admitted college/major**
  - **Degrees awarded**
  - **Status (Full or part-time)**
  - **Classification (freshmen, sophomore, etc.)**
  - **Participation in officially recognized activities and sports**
  - **Honors**
  - **Weight/Height of Athletes**
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- Notify the One Stop Student Service Center by the end of the first scheduled week of classes as noted in the University Calendar.
  - **NOTE:** If the One Stop Student Service Center does not receive a request for non-disclosure by that time, your Directory Information may be released at the University's discretion **without your written consent**.
  - However, requests for non-disclosure received after the first week of the term will be considered on a case by case basis.

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**I have read and understand the above definition of Directory Information and hereby request that the University abide by my directive indicated above regarding the release of this information to any non-institutional persons or organizations unless I give written authorization to do so.**

\_\_\_\_\_  
Student's Name (print)

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
UNF N Number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Processed by \_\_\_\_\_

Date \_\_\_\_\_