



OFFICE OF THE REGISTRAR
SALT SPRINGS ROAD
SYRACUSE, NY 13214
(315) 445-4456

AUTHORIZATION TO WITHHOLD DIRECTORY INFORMATION

NAME (PLEASE PRINT)

STUDENT ID NUMBER

THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 (F.E.R.P.A.)

Annually, Le Moyne College informs students of the Family Educational Rights and Privacy Act of 1974, as amended. This Act, with which the institution intends to comply fully, was designated to protect the privacy of educational records, to establish the rights of students to inspect and review the educational records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students also have the right to file complaints with the Family Educational Rights and Privacy Act Office (FERPA) concerning alleged failures by the institution to comply with the Act.

The full FERPA policy can be found on the Registrar's web site at: <http://www.lemoyne.edu/registrar/ferpa.htm>. In addition, it is printed in the Student Handbook. Questions concerning the Family Educational Rights and Privacy Act may be directed to the Registrar's Office at 445-4456.

The following is considered "Directory Information" at Le Moyne College and will be made available to the general public unless the student notifies the Office of the Registrar in person or in writing before the last day to drop classes. Please note, we will not release this information for commercial purposes.

Student's name, address, telephone number, major field of study, achievements, degrees, academic awards or honor, dates of enrollment, enrollment status, level of study, weight and height if a member of athletic teams, and participation in extra curricular activities

Under the provisions of the Family Educational Rights and Privacy Act of 1974 you have the right to withhold disclosure of