



Office of the Registrar

Request to Withhold Directory Information

Return to:
Mott Community College
Office of the Registrar
1401 E. Court St.
Flint MI, 48503

The Family Educational Rights and Privacy Act (FERPA) of 1974 protects students by prohibiting unwarranted disclosure by the college of student/education records.

The following items of information regarding a student's record have been defined by Mott Community College as directory information. Directory information is considered public information and may be released without the student's prior consent.

- Name, address, date and place of birth, and telephone number
- Major field of study, dates of attendance, degrees, and awards received
- Most recent educational agency or institution attended
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Photographs and Videos taken of the student by the college
- Photographs and videos provided by the student to the college

Filing this form will preclude the College from releasing directory information to anyone without express written consent.

I understand:

- this prohibits Mott Community College from acknowledging any information regarding my enrollment to any third part including employers, loan deferments, requests from non-institutional persons/organization unless written request with my signature is received.
- this does not prevent disclosure to personnel within the college or a lawfully issued subpoena.
- this suppresses my information verbally and in printed form (i.e. Commencement, Dean's List).

I have read this form carefully and understand the consequences of my decision to prevent release of directory information.

Student Name: _____ Student ID: _____

Student Signature: _____ Today's Date: _____

Office Use Only

Received By _____

Date Received _____