FERPA Directory Information Authorization

M.D. Registrar’s Office
6850 Lake Nona Blvd.
Suite 115
Orlando, FL 32827-7408
Email: comregistrar@mail.ucf.edu

This form must be completed and submitted to withhold or release student Directory Information

Notice to All UCF College of Medicine Students

Under the provisions of the Federal Educational Rights and Privacy Action of 1974 (FERPA), you have the right to withhold the release of the following items designated by UCF as “Directory Information”: Name, Current Mailing Address, Telephone Number, Date of Birth, Major Field of Study, Dates of Attendance, Enrollment Status, Degrees and Awards received, participation in officially registered activities and sports and athletes’ height and weight. Unless otherwise indicated, these information terms may be released at the discretion of the University.

The University will honor your request to withhold “Directory Information” until such time as you request that your order to withhold “Directory Information” be rescinded.

Until such rescindment is affected, the University will continue to withhold such information, even after your enrollment has terminated.

Directions:
- Mark appropriate boxes
- Sign Form
- Submit to M.D. Registrar’s Office

Please consider carefully the consequences of your decision to withhold “Directory Information” items. Should you ask the University not to release “Directory Information” items, the University will refuse to honor any future requests for such information received from non-institutional persons or organization (including family members).

CHECK ONLY ONE OF THE CATEGORIES – FILL IN ALL INFORMATION – SIGN AND DATE

( ) HOLD ALL DIRECTORY INFORMATION

E lecting this option means the University will not release any “Directory Information” item to agencies or individuals other than those specifically excluded by FERPA. As a consequence, your name will not appear in the Commencement Program nor can your name be released to media upon the attainment of honors, or degrees. Additionally, the University will not release information regarding dates of attendance, class or major.

If you have checked above, you can still release any or all of the following by checking the appropriate box. All other “Directory Information” items will be withheld.

( ) Name  ( ) Phone Number  ( ) Current Mailing Address  ( ) Date of Birth

( ) REMOVE THE DIRECTORY INFORMATION HOLD AND RELEASE ALL DIRECTORY INFORMATION

Signature: ________________________________________________________________

Printed Name: ____________________________________________________________

Social Security Name: ________________  Date: ________________