



Office of the Registrar

Henry Administration Bldg, Suite 1200
14000 Jericho Park Rd, Bowie, MD 20715
P 301-860-3730
F 301-860-3438

OPT-OUT
FERPA DIRECTORY INFORMATION

Instructions: This form should be used if you do not permit Bowie State University (BSU) to disclose FERPA "directory information" as outlined below. You must complete and submit this form to the Office of the University Registrar.

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. Students have the right to consent to disclosure of information contained in their education records, except to the extent that FERPA authorizes disclosure without consent.

Under FERPA, Bowie State University may release certain information designated as "directory information" to third parties without your consent, unless you have specifically asked Bowie State University not to do so by completing this form. **At Bowie State University, FERPA "directory Information" includes:**

- School and Home Address
- Photograph
- Date and place of birth
- Email Address
- Telephone number
- Dates of attendance
- Major field of study
- Degrees and awards received
- Enrollment status (full-time, half-time, classification.)
- Previous educational institutions attended
- Participation in officially recognized activities (including social, honorary fraternities, sports etc.)
- Height and weight if a member of an athletic team

You should consider very carefully the possible consequences of opting-out of sharing FERPA "directory information" which may include, without limitation, BSU not providing your information to potential employers for recruitment purposes; alumni for mentoring and networking opportunities; publications for honors and awards; disclosure of information in commencement program or commencement announcements; registration and enrollment data; or certain interest or affinity groups for informational mailings. Without your specific written consent, University officials will not be able to verify your enrollment status or degree received, unless the disclosure would otherwise be permitted by another exception under FERPA.

Student Name: _____ Student ID Number: _____

Student Signature: _____ Date: _____

