



MOREHOUSE COLLEGE

Office of Records & Registration - 830 Westview Drive SW, Atlanta, Georgia 30314 (470) 639-0752 email: records@morehouse.edu

DIRECTORY INFORMATION NON-DISCLOSURE FORM

Morehouse College, in compliance with the *Federal Family Educational Rights and Privacy Act (FERPA) of 1974*, has designated the items listed below as public or *directory* information. Directory Information is defined as information which would not generally be considered harmful or an invasion of privacy if disclosed. Directory Information may be released at the discretion of the College for any purpose.

Under the provisions of FERPA, you have the right to block the disclosure of Directory Information. Please consider very carefully the consequence of any request by you to have this information withheld. Should you decide to request that Morehouse College block the release of your Directory Information, any future requests for such information from unauthorized persons or organizations will not be honored. The request to block disclosure can be made at any time and will be honored by the College until you request, in writing, that disclosure should be restored.

The items below are designated as Directory Information at Morehouse College. The submission of this form will render all FERPA designated directory information private.

- Name
- Enrollment Status
- Dates of attendance
- Classification
- Degree earned (if any) and date
- Major
- Most recent previous school attended
- Latin Honors received
- Participation in officially recognized activities and sports
- Weight and height of athletes
- Photographs of athletes only

Morehouse College will honor your request to withhold directory information but cannot assume responsibility to contact you for subsequent permission to release the information. The College assumes no liability as a result of honoring your instructions to suppress your Directory Information. A new form for non-disclosure must be completed each academic year. If this form is not received in the Office of Records & Registration prior to September 15th, it will be assumed that the information above may be disclosed for the remainder of the current academic year.

I, _____, MCID# _____,
(Please Print) (Morehouse College ID#)

have read and understand the information above and, as such, direct Morehouse College to block the release of my "Directory Information" until directed by me in writing to make this information available to non-institutional persons or organizations.

Student's Signature: _____ Date: _____

Telephone Number: _____ Valid Email Address: _____

*Please deliver this form to:
Morehouse College
Office of Records and Registration
Gloster Hall 106
830 Westview Drive SW
Atlanta, Georgia 30314*

Date Received: _____

Date Processed: _____

ORR Initials: _____