

**MILLIKIN UNIVERSITY
REQUEST TO PREVENT DISCLOSURE OF DIRECTORY INFORMATION**

Under the provisions of the Family Educational Rights and Privacy Act of 1974, as amended, students have the right to withhold the disclosure of directory information.

Please consider very carefully the consequences of any decision by you to withhold "Directory Information." Should you decide to inform the institution not to release any or all of your "Directory Information" any future requests for such information from non-institutional persons (including Parents and family members) or organizations will be refused.

If you complete this confidentiality form you will not

- be listed in the on line directory
- have information regarding campus visits sent to parents or guardians such as invitations to Fall Family Weekend or Conference
- be listed on Dean's Lists and will not have any information released to local news organizations regarding accomplishments at Millikin
- be listed on athletic rosters
- have Directory Information to Scholarship Organizations

Completing this form will not prevent the University from releasing not only directory information but academic information to faculty, advisors, administrators or social or professional campus organizations who have a need for such information

I _____ ID _____
Print Full Name
I wish to have my Directory Information classified as confidential. I have read this document and understand it completely.

Signature

Date

Students wishing to withhold directory information must complete and submit this written request to the **Registrar, Gorin Hall, room 4** by the third week of the fall or spring semester.

I _____ read this