

**REQUEST TO PREVENT
DISCLOSURE OF DIRECTORY INFORMATION
1906 College Heights Blvd. #11017
Bowling Green, KY 42101-1017
Fax: 270-745-4830**

The items listed below are designated as "Directory Information" and may be released for any purpose at the discretion of Western Kentucky University.

Under the provisions of the Family Educational Rights and Privacy Act, you have the right to withhold the disclosure of the "Directory Information" listed below.

Please consider very carefully the consequences of any decision by you to withhold "Directory Information." Should you decide to inform Western Kentucky University not to release this "Directory Information," any future requests for such information from non-institutional persons or organizations will be refused.

You should be aware that this request to prevent disclosure applies only to non-university personnel; your "Directory Information" will continue to be furnished to university personnel for the purpose of conducting official university business.

Western Kentucky University will honor your request to withhold the information items listed below but cannot assume responsibility to contact you for subsequent permission to release them. Regardless of the effect upon you, the institution assumes no liability for honoring your instructions that such information be withheld.

"Directory Information" includes:

- | | |
|---|---|
| a. Name | h. Dates of attendance |
| b. Address | i. Degree and awards received |
| c. Telephone number | j. The most recent previous educational agency or institution attended |
| d. Date and place of birth | k. Enrollment status (i.e. full-time/part-time; not enrolled, withdrawn and date of withdrawal) |
| e. Major field of study | l. Email address |
| f. Participation in officially recognized activities and sports | |
| g. Weight and height of members of athletic teams | |

This form must be signed and received by the Office of the Registrar no later than the 5th class day of the fall semester to prevent publication of information in the student telephone directory and the WKU Net-Intranet.

Date: _____ WKU Student ID: _____

Name (Please Print): _____

Student Signature: _____