



## CONFIDENTIAL INFORMATION

The following information is **never** made available to anyone without your prior written permission unless it is otherwise permitted or required by law, regardless of whether or not you have the directory information restriction in effect:

- Grades, GPA (Grade Point Average)
- Academic standing
- Student identification number
- Date of birth
- Advisor's name
- Registration schedule
- Total credits accumulated
- Names and addresses of parents and/or emergency contact persons

## DIRECTORY INFORMATION

Directory information is information releasable to third parties unless it is restricted by you, and our policies and procedures regarding this issue.

- Address
- Telephone numbers
- E-mail address
- Year in school
- Place of birth
- Major field of study
- Dates of attendance
- Full or part time enrollment status
- Degrees received
- Scholastic honors and awards received
- Weight and height of athletic teams
- Other educational institutions attended
- Photograph

Upon request from a third party, we do release any and all information classified as directory. Please know, however, that Gonzaga University does not authorize distribution of listings of student names with addresses and/or telephone numbers to any entity outside the university unless it is required by law or otherwise allowed by the Family Educational Rights and Privacy Act of 1974 (FERPA). The university will provide these listings internally if the use is for educational purposes only.

According to FERPA, you have the right to request that this directory information be restricted and not released to anyone. It is critical, however, that in making your decision to designate your directory information be restricted you are informed of the involved ramifications. **If you choose to restrict your information, please know that Gonzaga will not release ANY information about you, nor acknowledge your current or past association with the university.** This means that entities such as potential employers verifying your degree status or student loan agencies verifying your current or past enrollment status will not be given any information that may be of utmost importance or benefit to you.

This restriction of directory information will also exclude your name from being submitted to your local newspaper in the event you receive academic honors such as being placed on the Dean's or President's list and prevent your name from appearing in the "Who's Who" publication of current students.

I wish to have my directory information restricted: \_\_\_\_\_  
Signature

I wish to have my directory restriction removed: \_\_\_\_\_  
Signature

Student ID Number \_\_\_\_\_ Date \_\_\_\_\_

Staff use only: \_\_\_\_\_ Picture ID verified \_\_\_\_\_ Copy provided to student