

Office of University Registrar  
Foster Administration Building, Room 116  
285 Old Westport Road  
Dartmouth, MA 02747

Phone: 508.999.8615  
Fax: 508.999.8633  
Email: [Registrar@umassd.edu](mailto:Registrar@umassd.edu)

## FERPA RESTRICTION OF RELEASE OF DIRECTORY INFORMATION

The Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, protects the privacy of educational records, establishes the rights of students to inspect and review their educational records, and provides guidelines for the correction of inaccurate or misleading data through informal and formal hearings. For more information on FERPA including UMass Dartmouth policies and what is considered directory information, visit <https://www.umassd.edu/registrar/>

FERPA requires each institution to allow students to restrict the release of their directory information. Please be aware that this FERPA restriction will result in the following:

- Student name will not appear in the commencement program, or be provided to media outlets for honors (i.e. Dean's List) and graduation announcements.
- Verification of enrollment, graduation, or degrees awarded will not be provided to third parties, including potential employers and insurance companies.
- Directory information will not be released to any person on the telephone, in person, or via email.

I, the undersigned, hereby request the Registrar's Office of UMass Dartmouth to restrict the release of Directory Information contained in my file at UMass Dartmouth. I understand that none of my Directory Information will be released unless I, the undersigned, should subsequently provide consent to release this Directory Information.

**Student Last Name**

**Student First Name**

**Student ID**

**Student Signature**

**Date**

***Return completed form to:***  
*Office of University Registrar*  
*UMass Dartmouth*  
*Foster Administration Building, Room 116*  
*285 Old Westport Road*  
*Dartmouth, MA 02747*  
[registrar@umassd.edu](mailto:registrar@umassd.edu)