St JOHN'S COLLEGE

ANNAPOLIS · SANTA FE

Directory Information

PLEASE READ THIS IMPORTANT NOTICE CAREFULLY.
Please return the signed form to acknowledge that you have read and that you understand it.

NOTICE ABOUT PREVENTING DISCLOSURE OF DIRECTORY INFORMATION

Academic Year 2013-2014

To: All Students

From: The Office of the Registrar – St. John's College, Annapolis

The following information is designated as "Directory Information" and may be disclosed for any purpose at the discretion of St. John's College: Name, home and local address, telephone number and email address, photograph, date and place of birth, field of study, enrollment status, class schedule, participation in officially recognized activities and sports, essay titles, dates of attendance, anticipated degrees and degrees and awards received and dates of same, and previous educational agencies or institutions attended.

Under the provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA) as amended, you have the right to refuse to let the College designate any or all of these items as "directory information." If you choose to do so, the College will not disclose this information unless you give us specific written permission to do so or as otherwise required or permitted by law. It will be your responsibility to contact the Office of the Registrar if you need to have this information reported to a third party (including your parents). St. John's College assumes no liability for honoring your instructions that such information be withheld. St. John's College officials with a legitimate educational interest are entitled to be given this information under FERPA. The College reserves the right to release Directory Information in cases of emergency.

If you wish to withhold any or all of your Directory Information as defined above from release, you must inform the Office of the Registrar in writing **no later than August 15, 2013.**

Thank you.

The College Policy on compliance with the Family Educational Rights and Privacy Act (FERPA) is published in the Student Handbook.

I have read and understand the above notification.

Printed name Signature Date