



**Office of Student Records
University of Kentucky
Lexington, KY 40506
(859) 257-7157**

REQUEST TO PREVENT DISCLOSURE OF DIRECTORY INFORMATION

UK Students:

The Family Educational Rights and Privacy Act designates certain information (name, address, phone number, e-mail address, enrollment status, degrees awarded, field of study) related to students as “Directory Information” and gives the university the right to disclose such information to anyone inquiring without having to ask students for permission, unless the students specifically request in writing that all such information not be made public without their written consent. The categories of “Directory Information” are listed in the University of Kentucky policy statement on privacy rights, a copy that is available upon request from the Office of the Registrar. If you wish to withhold the disclosure of all of the items listed as “Directory Information,” please complete the form below and submit it to Room 10 in Funkhouser Building.

Placing a privacy restriction on your record will not allow the university to acknowledge your enrollment to anyone who requests verification of enrollment. This would include deferring loan repayments or inquiries from a prospective employer. The privacy flag will suppress information in the Student Information System and will also suppress campus directory information and email accounts as well.

I have carefully read the above and request that all “Directory Information” not be disclosed to non-institutional persons or agencies by the University of Kentucky without my written permission.

Term (circle one): Fall Spring Summer 20_____

Student’s Printed Name _____ Student ID# _____

Student’s Local Address _____

Today’s Date: _____ Student’s Signature: _____

Return completed form: Student Records, Room 10 Funkhouser