LANIER TECHNICAL COLLEGE

REQUEST TO PREVENT DISCLOSURE OF DIRECTORY INFORMATION

___Oakwood √ ___Forsyth √ ___Jackson √ ___Winder-Barrow √ ___Dawson √

2009-2010 ACADEMIC YEAR

NOTE: DO NOT COMPLETE AND RETURN THIS FORM UNLESS YOU WISH TO WITHHOLD DIRECTORY INFORMATION!

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

Under the provisions of the Family Educational Rights and Privacy Act of 1974, as amended, you have the right to withhold the disclosure of any or all of the categories of "Directory Information" listed below.

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

The institution will honor your request to withhold any of the categories 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.

Please mark the appropriate category/categories (NO), print your name, department, student id number or social security number, **sign** and date below **to indicate your disapproval for the College to disclose the following public or Directory Information.**

		Disclose Information
Category I	name, address, phone number, college assigned email address	**NO** ___
Category II	dates of enrollment, enrollment status (full/part-time, not enrolled) major, advisor's name, academic awards and honors **(including President's List)**, class (freshman/sophomore), degree/diploma/ certificate(s) conferred, including dates	**NO** ___
Category III	date of birth, place of birth, previous institution(s) attended	**NO** ___

_____ _____

Name **(Please Print)** Department/Program Major

_____ _____ _____

Student ID Number Signature Date

If this form is not received by the Registrar's Office, it will be assumed that the above information may be disclosed for the remainder of the current academic year. A new form for non-disclosure must be completed each academic year. This form is valid to withhold directory information through June 30, 2010.

05/09

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