

# UNIVERSITY DIRECTORY INFORMATION

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The University Registrar's Office maintains student demographic data and provides it for the online University Directory.

## Release of Student Directory Information

Unless a student requests in writing to the contrary, federal law permits the university to release Directory Information to the public without the student's consent.

Directory Information is information in a student's education record that would not generally be considered harmful or an invasion of privacy if disclosed. At UNC Greensboro, Directory Information consists of:

- Student's first and last name
- Major field of study
- Dates of attendance
- Enrollment status
- Anticipated graduation date
- Degrees awarded
- Awards (including scholarships)

Additionally, UNC Greensboro designates some information as Limited-Use Directory Information. The use and disclosure of this information is restricted to: (1) university officials who have access, consistent with FERPA, to such information and only in conjunction with a legitimate educational interest and (2) external parties contractually affiliated with the university, provided such affiliation requires the sharing of Limited-Use Directory Information. Limited-Use Directory Information consists of:

- Local and permanent address
- Student e-mail address
- County, state, or US territory from which the student originally enrolled
- Telephone numbers
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- The most recent previous educational agency attended by the student

## Suppression of Student Directory Information

Under the 1974 Family Educational Rights and Privacy Act (FERPA), the student has the right to request in writing that the disclosure of this information be withheld from persons outside the university. Please note that this information can only be suppressed from the public, not from university officials. The suppression request includes both Directory Information and Limited-Use Directory Information as defined by UNC Greensboro policy.

A student must file a form requesting suppression of information with the University Registrar's Office. A request to suppress information must be filed while the student is still enrolled at the university.

Once a student's information is suppressed, it will not be printed in the Commencement Program upon the student's graduation, without the student's written consent. The suppression of information remains in effect until revoked in writing by the student, even after the student is no

longer enrolled at the university. Former students may request in writing that earlier suppression requests be revoked.

## Parents' Information

Information concerning parents of students (names, addresses, phone numbers, etc.) is not made available as it is not considered directory information.

## Release of Grades and GPA Information

Grades and grade point averages are never released to agencies or persons outside the university without the written consent of the student, unless otherwise provided for by law. Grades and GPA information are not given out over the telephone.