

NSU DIRECTORY INFORMATION

In accordance with the Nevada State University policy and the U.S. Family Education Rights and Privacy Act of 1974 (FERPA), NSU vigorously protects the privacy of student's education records. NSU does not release private records of individual students, such as grades and class schedules, without prior consent of the student.

As permitted under federal law, the sole exception to the above practice is the release of "directory" information considered to be public in nature and not generally deemed to be an invasion of privacy. At NSU, the following categories are defined as "directory" information: student name, address, telephone number, e-mail address, major, participation in officially recognized activities and athletics, dates of attendance, enrollment status (full-, half- or part-time; undergraduate or graduate) degrees and awards received, and listings of the most recent educational agency or institutions recently attended.

Students have the right to request non-disclosure of directory information. If they do not restrict release of this information, it is probable that the information will be released or disclosed. NSU uses directory information for non-commercial, educational purposes, such as to mail notices to students about changes in policies, services, or opportunities. Directory information may also be provided for commercial purposes to NSU affiliates, honors societies, the alumni association and foundation, or other individuals for purposes that may be beneficial to students. NSU exercises discretion in responding to requests for directory information and may or may not provide such information when requested, depending on the intended purpose of the request. NSU does not sell or rent student information for a fee.

It is important to consider carefully the potential consequences of restricting the release of directory information. If a student restricts release for non-commercial educational purposes, NSU will be unable to place your name in publications such as honors and graduation programs; to confirm graduation and dates of attendance to potential employers; to verify enrollment with organizations such as insurance companies; or to send notifications about specialized scholarships without the express written authorization of the student.

If, after due consideration, you wish to restrict the release of directory information, complete this form and submit it to the Office of the Registrar. This directive will apply permanently to your record until you choose to reverse it by submitting a written authorization.

Select all that apply:

- Do not disclose my information for commercial purposes.
- Do not disclose my information for non-commercial purposes, educational purposes.
- Do not disclose my information for both commercial and non-commercial purposes.

SIGNATURE

PRINT NAME

NSHE ID

DATE

This authorization can be mailed, faxed, or delivered in person to the **Office of the Registrar**, 1300 Nevada State Drive, Henderson, Nevada 89002 fax (702) 992-2111. This directive will apply permanently to your record, even following graduation, until you choose to reverse it by submitting a written authorization to the Office of the Registrar.

You may also update this authorization via myNevadaState.