

**GEORGETOWN UNIVERSITY LAW CENTER  
REQUEST TO PREVENT DISCLOSURE OF DIRECTORY INFORMATION**

It is the policy of Georgetown University Law Center to release certain limited items of information about enrolled students to any interested party. These items of information, known collectively as "Directory Information," are the following:

Name, Address, Telephone Number, Date and Place of Birth, Photographs,  
Parents' Names, Major Field of Study, Full Time or Part Time Program, Dates of  
Attendance, Expected Graduation Date, Degrees and Awards Received, and  
Previous Educational Institutions.

No other items of student information will be released to any person or organizations outside of Georgetown University Law Center without the written consent of the student, except for certain categories of outside persons or organizations specifically exempted by federal law. A document listing these exceptions is available at the Office of the Registrar.

Under the provisions of the Family Education Rights and Privacy Act (Buckley Act) of 1974, students have the right to instruct the Law Center to withhold even the "Directory Information" listed above. A copy of this form must be completed at the Office of the Registrar within the first two weeks of the Fall semester to withhold "Directory Information". A new form must be completed at the beginning of a subsequent academic year if the student wishes to make any changes to the list of Directory Information which may be disclosed.

*Please consider very carefully the consequences of any decision by you to withhold any category of "Directory Information." Should you decide to inform the Law Center not to release any or all of this "Directory Information", any future requests for such information from non-University persons or organizations (including student organizations and potential employers) will be refused.*

*The Law Center will honor your request to withhold any of the categories listed but cannot assume responsibility to contact you for subsequent permission to release them. Regardless of the effect upon you, the Law Center assumes no liability for honoring your instructions that such information be withheld.*

Please mark the box and sign below to indicate your instructions that the Law Center not disclose your Directory Information.

Do not release any "Directory Information".

Separate request for purposes of the World Wide Web:

Do not release my name, school, classification or e-mail address.

Name: \_\_\_\_\_

Student ID#: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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**OFFICE USE**

**Maint. Date: \_\_\_\_\_ By: \_\_\_\_\_ (init.)**