



# CUNY SCHOOL OF LABOR AND URBAN STUDIES

THE CITY UNIVERSITY OF NEW YORK

25 West 43rd Street, 19th FL, New York, NY 10036-7406 | Phone 646 313-8300 | Fax (646) 313-8302 | Registrar@slu.cuny.edu

## THE CITY UNIVERSITY OF NEW YORK DIRECTORY INFORMATION NON-DISCLOSURE FORM

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This form must be filed with the Registrar’s Office if you do not wish directory information to be disclosed without your prior consent (see the University’s definition of directory information below.) Directory information otherwise may be made available to any parties to whom the University wishes to provide it. The instructions on this form may be changed at any time by filing a new form with the Registrar’s Office. You should initial the appropriate spaces.

Student’s Name \_\_\_\_\_  
Last First Middle Initial

EMPLID # \_\_\_\_\_

**Select ONE**

A. \_\_\_\_\_ I DO NOT WANT DIRECTORY INFORMATION DISCLOSED WITHOUT MY PRIOR CONSENT.

**OR**

B. \_\_\_\_\_ I want my prior instructions not to release directory information withdrawn. I now authorize the college to release my directory information.

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

Directory information consists of a student’s: (a) Name; (b) Address\*; (c) email address\*; (d) Telephone number\*; (e) Attendance dates (semesters and sessions, not daily records); (f) Photograph; (g) 8-digit student ID number (but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user’s identity); (h) Enrollment status (full or part-time, undergraduate or graduate, etc.); (i) Level of education (credits completed); (j) Degree enrolled for and major field of study; (k) Participation in officially recognized activities and sports (teams); (l) For members of athletic teams only, height and weight; (m) Degrees, honors and awards received. \*Address, email address and telephone number may be released only to employees of the University and its constituent colleges for the purpose of conducting legitimate University business. They may not be shared with individuals and organizations outside the University