

Request to Withhold Directory Information

Name: _____
(Please Print)

When we withhold Directory Information we will not release any Directory Information about you except for printing your name, major, and program in the Student Directory. Your local address and telephone will not be included in this Directory. It will look like this:

NEW ENGLAND CONSERVATORY STUDENT DIRECTORY: 2009-10 Academic Year; 10-01-09

NAME	MAJOR	PG	PHONE #	ADDRESS.....
Doe, John	VCPF	BM		ADDRESS & PHONE NOT RELEASED
Doe, Sally	JAZZ	MM	123-4567	100 Main Street Anytown, MA 02115
Student, NEC	BTPT	GD	765-4321	200 Eastern Ave. Our Town, MA 02115

We will withhold this information until you tell us otherwise by filling in the bottom part of this form. If this is acceptable to you, please sign below:

Signature Date

However, if you do not want your name, major, and program to be printed *at all* in the Student Directory and you do not want us to release any other Directory Information about you, please sign below:

Signature Date

If you have any questions about this, please ask. If you want to know what is included in "Directory Information", please ask for a copy of NEC's "FERPA POLICY". We also have copies of NEC's complete student address policy in the Office of Student Services.

Computer Input: _____

Reversal of Request to Withhold Directory Information

I've changed my mind. I will now allow NEC to release Directory Information about me.

Signature Date

Computer Input: _____