Releasing Student “Directory Information” to Outside Agencies

Cal State L.A. is authorized under the Family Education Rights and Privacy Act (FERPA) to release “directory information” about students. “Directory information” includes the student’s name, address, e-mail address, telephone number, date and place of birth, enrollment status, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, date of attendance, degrees and awards received, the most recent educational agency or institution attended by the student, status as a student employee and department employed, if applicable.

Students who wish to submit written objections to the release of their directory information should complete the form below and return it to the office of Enrollment Services, Administration 146.

Cut along the dotted line

Until further written notice, I hereby request that the following directory information NOT be released about me to any outside agency: (check all that apply)

___ Name  ___ Degrees and Awards Received
___ Address  ___ Most Recent Institution Attended
___ E-mail Address  ___ Major Program
___ Telephone  ___ Sports Participation
___ Date of Birth  ___ Weight/Height of Athlete
___ Place of Birth  ___ Employed by the University
___ Dates of Attendance  ___ Department Employed

_______________________________                 _______________________________
Student’s Signature           Student’s Full Name (print clearly)

_______________________________                 _______________________________
Campus Identification Number (CIN)               Date

If you are a student employee in the UAW union, Unit 11, please indicate whether you are currently employed as a GA (graduate assistant), TA (teaching associate) or a ISA (instructional student assistant): _____________

(Submit to the Office of Enrollment Services, Administration 146)