



The Family Education Rights and Privacy Act (FERPA) provides students the opportunity to prohibit their directory information (both public directory information and limited directory information) from being published in the University's online directory.

SMSU has both public directory and limited directory data items. Limited directory information will not be provided to any external parties not contractually affiliated with the University.

- You may request non-publication from the searchable online directory at any time.
- Removing this information may take up to four business days. This request also removes your name from our media release process. Your name would not be published for such things as: Dean's List, extra-curricular participation, commencement, verification of attendance for employers etc.
- For any questions concerning photos on SMSU sponsored websites or social media sites, please contact the SMSU Communications & Marketing Department.

SMSU Public Directory Information items are:

- student's legal name, major field of study,
- participation in officially recognized activities and sports,
- dates of attendance,
- most recent educational institution attended, home town,
- classification,
- degrees, honors, scholarships & awards received,
- date of graduation,
- physical factors of athletes(excluding injuries and other health related issues),
- photographs, videos & other media taken & maintained by the university for various purposes (excludes pictures taken for photo ID cards),
- enrollment status.

SMSU Limited Directory Information items are:

- local and permanent address,
- phone number,
- place of birth,
- ID card photographs,
- University and non-university issued email addresses,
- StarID,
- Tech (Mustang) ID.

I request privacy suppression of my directory information. By signing this form, you are prohibiting your directory information from being published in the University's online directory and for all 3rd party inquiries.

Name: _____

Mustang ID or StarID: _____

Date: _____