



NOTIFICATION OF RIGHTS UNDER FERPA AND NOTICE FOR DIRECTORY INFORMATION

Notice for Directory Information

The Family Educational Rights and Privacy Act (FERPA), a Federal law requires that the Episcopal Divinity School (hereinafter, EDS), with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your education records. However, EDS may disclose appropriately designated “directory information” without written consent, unless you have advised EDS to the contrary in accordance with EDS’ procedures. The primary purpose of directory information is to allow EDS to include this type of information from your education records in certain publications of EDS. Examples include:

- School photo;
- Honor awards or other recognition lists; and
- Commencement programs.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without your prior written consent.

If you do not want EDS to disclose directory information from your education records without your prior written consent, you must notify EDS in writing by the second Monday following the commencement of classes. EDS has designated the following information as directory information:

- | | |
|---|--|
| <ul style="list-style-type: none"> • Student’s name • Address • Country of Birth • Telephone listing • EDS email address • Photograph • Prior Degrees, honors, and awards received | <ul style="list-style-type: none"> • The most recent educational agency or institution attend • Major field of study • Dates of attendance • Year in program • Names of Spouse/Partner (if the student wishes to include this as directory information) |
|---|--|

I have read and understand the above material and do not restrict any information.

I have read and understand the above material and restrict the following information: _____

PLEASE PRINT

Student’s Name _____
(first name) (middle) (last name)

Student Signature _____ Date _____