

**UNIVERSITY OF MASSACHUSETTS AMHERST  
DEAN OF STUDENTS OFFICE**

**Request for Privacy**

The University of Massachusetts Amherst (UMass Amherst) defines "directory information" as a student's name, local address, home address, e-mail address, major, telephone numbers, date and place of birth; acknowledgement of a student's participation in officially recognized activities and sports, weight and height of members of athletic teams, date(s) of attendance, degrees, certificates, awards received, student employment status and the most recent previous educational agency or institution attended by the student. Directory information can, by law, be released to the general public and may be listed in the campus directory (People Finder).

The University will not permit access to or release of a student's "educational records," or personally identifiable information contained therein (other than directory and public information) without the student's consent, except to University officials who have a legitimate educational interest in a student's record or third parties contracted by the University to perform services and functions (i.e. Medicaid with University Health Services), legal mandates, in case of an emergency, etc.

Under the provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, you have the right to withhold the disclosure of directory information listed above. UMass Amherst will honor your request to withhold any of the categories listed above but cannot assume responsibility to contact you for subsequent permission to release them. Regardless of the effect upon you, the institution assumes no liability for honoring your request that such information be withheld. Some of the effects of your decision to request confidential status will be that you must make all changes with a signed authorization or in person with a form of ID.

Once privacy has been granted, it will not be altered until you submit a signed request that it be removed.

<b>REQUEST:</b>	<input type="checkbox"/> Place Privacy Flag	<input type="checkbox"/> Remove Privacy Flag	
<b>LAST NAME:</b>	_____	<b>FIRST NAME:</b>	_____
<b>PHONE:</b>	_____		
<b>STUDENT ID:</b>	_____ <i>(If unknown, please provide social security number)</i>		
<b>SIGNATURE:</b>	_____ <i>(Electronic signatures will not be accepted)</i>		
<b>DATE OF REQUEST:</b>	_____		