



**Request to Withhold Directory Information (FERPA)**

The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. 1232, permits public disclosure of Directory Information about a student without the student’s consent, unless the student has required that Directory Information be withheld. FERPA gives all current or former students the right to request that all of their Directory information be withheld. If you want Luna Community College to withhold all of your Directory Information, it will not be released to anyone, unless disclosure is authorized by you in writing, with certain exceptions, for one academic year as stipulated in our catalog\*. The information listed below is designated as Directory Information by Luna Community College (LCC).

- Student name
- Current Address
- Telephone number
- Dates of Attendance
- Grade level
- Enrollment status
- Previous institutions attended
- Major field of study
- Degrees/Certificates conferred and date or anticipated date of graduation
- Awards and honors received (including academic honors list)
- Individually identifiable photographs or electronic images
- Past and Present participation in officially recognized activities and sports
- Weight and height of members of athletic teams

**Please check one of the following:**

I wish to **restrict all** of my Directory Information list above until revoked by me in writing. This request to withhold directory information will be in effect until it is revoked by me in writing.

- All future requests for Directory Information from non-institutional persons or organizations will be denied.

I wish to revoke the restriction I previously placed on **disclosure** of my Directory Information

Print Name

Signature

@

LCC Student ID#

Date

**Must be presented with a valid photo ID to The Office of the Registrar**  
**Student Services Building Las Vegas, NM 87701**  
**505-454-5314**

**\*Disclaimer:** Even if a student requests that any or all Directory Information about the student be withheld, FERPA permits the disclosure if personal identifiable information from a student’s education record, without the consent of the student, if the disclosure meet certain conditions found in 34 CFR § 99.31 including, but not limited to, disclosure to other college officials within LCC that have legitimate educational interests; to a parent/guardian of an eligible student if the student is a dependent student, as defined in section 152 of the Internal Revenue Code of 1986; to comply with a court order or lawfully issued subpoena; and to appropriate officials in connection with a health or safety emergency.