

## Public Notice Designating Directory Information

### FERPA & Directory Information:

The Family Educational Rights and Privacy Act (FERPA), a Federal Law, requires that colleges and universities, with certain expectations, obtain a student's written consent prior to disclosure of personally identifiable information. However, **institutions MAY** (not must) **disclose** appropriately designated **Directory Information without written consent**, unless the university has been advised by the student that he/she/they does not wish to have such directory information released.

### What is Directory Information?

Directory Information is information that is generally not considered harmful or an invasion of privacy if released, can, but is not required to be disclosed to outside organizations without the student's written permission.

### Slippery Rock University Regulations:

Slippery Rock University is committed to maintaining the privacy of its students' records and therefore also **limits its release of Directory Information for official University purposes only.**

Slippery Rock University **will not release Directory Information for solicitation purposes to third parties from outside the University.** This includes outside vendors, businesses, and organizations, **unless the University has entered into a contract or agreement** with the organization to supply specific service to the University or its students that **requires the use of this information.**

**The Director of Academic Records & Registration also carefully screens the release of Directory Information** to parties within the University to assure that its students only receive correspondence related to the academic and social missions of the institution.

### SRU Designated Directory Information:

Slippery Rock University hereby designates the following student information as Directory Information. Such information may be disclosed without a student's previous consent by the institution at its discretion for any purpose, with the exceptions noted below:

## SRU Directory Information List:

- Student Name
- Addresses (*local, permanent, and e-mail*)
- Telephone Number (*local, cell, and permanent*)
- Date and Place of Birth
- Program, Concentration(s), and Minor(s)
- Student Activities (*including athletics*)
- Height and Weight (*athletic teams*)
- Dates of Attendance
- Date of Graduation
- Degrees and Awards Received
- Student ID Number used to communicate in electronic systems (*that cannot be used to access education records without a PIN, password, etc.*)
- All Educational Institutions Previously Attended
- Academic Awards / Scholarships
- Title of Master Thesis
- Number of Credits Registered (*full / part - time*)
- Pictures of Students
- Class Level
- Anticipated Graduation Date

## Additional Information:

As noted in the “FERPA and Directory Information” section, **currently enrolled students have the opportunity to withhold disclosure of all 18 categories of information** under the Family Educational Rights and Privacy Act of 1974 (FERPA). **The University will not partially withhold this information**, so students are advised to think carefully before requesting non-disclosure.

**To withhold disclosure, students must complete the Non-Disclosure of Directory Information form, located on the [Academic Records & Registration Forms page](#).**

**Slippery Rock University assumes that failure on the part of any student to specifically request the withholding of "Directory Information" indicates individual approval for disclosures.**

**Former students and alumni are not covered under the Family Educational Rights and Privacy Act of 1974 (FERPA).** As such, the University is not obligated to honor requests for non-disclosure of "Directory Information" from former students.

**NOTE:** Students requesting that "Directory Information" not be disclosed during their final semester of enrollment will have this information withheld indefinitely after leaving the University. Students are cautioned that making such a request may adversely impact future requests from potential employers, and other important individuals/organizations.

## Who do I contact with questions or concerns?

For more information, see “Students’ Right Under FERPA” or “SRU’s Detailed FERPA Guide,” both of which are [available on the Academic Records & Registration webpage](#).

Direct general questions to:

**Office of Academic Records & Registration**  
**104 Maltby Avenue, Suite 107 Slippery**  
**Rock, PA 16057**

**(Phone) 724.738.2010**

**(Fax) 724.738.2936**

**(Email) [academic.records@sru.edu](mailto:academic.records@sru.edu)**