

REQUEST TO PREVENT DISCLOSURE OF DIRECTORY INFORMATION

To: Office of the Registrar
Nazarene Bible College
17001 Prairie Star Parkway, Suite 300
Lenexa, Kansas 66220 Fax:
719-844-5199

From: _____
(Name/Student ID)

(Street Address)

(City/State/Zip)

Under Federal legislation, the Family Rights and Privacy Act of 1974 (FERPA), I understand that my Directory Information (see College Catalog for what constitutes directory information) can be released without my permission unless a request is made in writing to prevent disclosure of this information. I also understand that, once this form has been submitted, any future request for such information from non-institutional persons or organizations will be refused. For example, NBC personnel would be unable to verify degree, major or enrollment for possible employment, degree earned to future employers, credit card applications, insurance purposes, mortgage information, apartment leases, etc., as long as this statement is in effect.

Should you decide to withhold Directory Information, you may authorize at a later date on a transaction by transaction basis the release of directory or non-directory information (i.e. transcript) or you may cancel the request to withhold Directory Information.

I, therefore, request that my Directory Information be withheld.

Name/ID: _____

(Signature/Date)

I request that the above Request to Prevent Disclosure of Directory Information be revoked.

(Signature/Date)