DIRECTORY INFORMATION

Policy Statement

In accordance with the Family Educational Rights and Privacy Act of 1974, The University of Southern Mississippi will release directory information.

Reason for Policy/Purpose

This policy is required for the effective communication of university policy regarding directory information.

Who Needs to Know This Policy

All members of The University of Southern Mississippi community.

Website Address for this Policy

www.usm.edu/institutional-policies/policy-stua-reg-002

Definitions

Policy/Procedures

The University of Southern Mississippi has designated the following items as Directory Information, subject to public disclosure in accordance with the Family Educational Rights and Privacy Act of 1974:

- Student's Name
- Address
- Telephone Number
- E-mail Address
- Major
- Dates of Attendance
- Classification
- Degree(s) Earned
- Previous Institutions Attended
- Participation in University-recognized organization and activities
- Weight and height of athletic team member
- Honors and awards
- Student's photo
- Dean's/President's List

Directory Information pertaining to students of The University of Southern Mississippi is never knowingly provided to any requester for commercial purposes.

Students must request the University not to release Directory Information; however, the consequences of that action should be considered before making the decision to do so.

- The enrollment of students who request to withhold Directory Information cannot be verified to any outside source such as potential employers, colleges, universities, or medical insurance companies.
- The names of students who request to withhold Directory Information will not appear in any official university publication distributed to the public, such as a commencement program.
- The names of students who request to withhold Directory Information will not be provided to the media when releasing academic recognition announcements (President's List or Dean's List).

Students who choose to have Directory Information withheld should complete a written request provided by the Office of the University Registrar, located in Kennard-Washington Hall, Room 110.

**Review**

The Registrar is responsible for the review of this policy every four years (or whenever circumstances require immediate review).

**Forms/Instructions**

N/A

**Appendices**

N/A
Related Information

N/A

History

11/01/11: Formatted for Institutional Policies page.
02/26/13: Formatted for template. Minor editing throughout.
Amendments: Month, Day, Year – summary of changes
Authorization

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STUA-REG-000-002

As the Responsible Officer, I have reviewed this policy and believe it represents the current policy.

[Signature]

8-5-2013

Responsible Officer

Date