# Directory Information-Restriction or Release Request

<table>
<thead>
<tr>
<th>Student Name:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Student ID Number:</td>
<td></td>
</tr>
<tr>
<td>Email:</td>
<td></td>
</tr>
<tr>
<td><strong>Student Signature:</strong></td>
<td>____________________________________________________</td>
</tr>
<tr>
<td><strong>Date:</strong></td>
<td>____________________________</td>
</tr>
</tbody>
</table>

1. **Restriction of Information from the Internet Directory**

   I request that my name and RU email address not be included in the University Web Directory. This restriction should have no bearing on other releases.

2. **Restriction of all Directory Information**

   I request that directory information as defined by Radford University below not be released (to persons other than those authorized by policy to receive this information) without my written consent.

   Note: While there are sometimes very legitimate reasons why a student may want to restrict their directory information, please note that placing a restriction on the release of a student’s information means that RU personnel cannot even acknowledge to a third party whether or not he/she is a student at the University. This can sometimes cause the student and their parents some inconveniences related to the verification of enrollment and/or graduation for insurance and loan deferment purposes.

   Directory information has been defined by Radford University as:
   - Student’s name, date-of-birth, local and home address, phone listing and e-mail address
   - Whether a student is currently enrolled
   - Major field of study
   - Participation in officially recognized activities & sports
   - Weight & height of members of athletic teams
   - Dates of attendance
   - Degrees and awards received

3. **Release of Restriction of Information**

   I rescind my request that my directory information be restricted. All restrictions to all directories should be removed.