



Request to Restrict Directory Information

Bismarck State College Academic Records
PO Box 5587, Bismarck ND 58503
(701) 224-5420 Fax (701) 224-5643

The items designated below as directory information may be released for any purpose at the discretion of Bismarck State College. Under the provisions of the Family Educational Rights and Privacy Act of 1974, as Amended, you have the right to withhold the disclosure all directory information.

- Name (all names on record)
- Address (all addresses on record)
- E-mail address (all on record)
- Phone number (all on record)
- Height, weight, and photos of athletic team members
- Date of birth
- Place of birth
- Major field of study
- Minor field of study
- Class level (freshman, sophomore, junior, senior)
- Dates of attendance at Bismarck State College
- Enrollment status
- Names of previous institutions attended
- Participation in officially recognized activities and sports
- Honors/awards received
- Degree earned (all degrees earned)
- Date degree earned (dates of all degrees earned)
- Photographic, video or electronic images of students taken and maintained by the institution

As you consider restricting your directory from the public, please remember that no one will be able to access this information including printed, electronic or other forms. Should you decide to inform BSC not to release directory information any future requests from non-institutional persons or organizations will be refused. BSC cannot assume responsibility to contact you for subsequent permission to release information and assumes no liability for honoring your request that such information be withheld.

This restriction does not include a right to be anonymous in the classroom, either in person or in a distance education classroom.

I hereby request that Bismarck State College restrict all my directory information from disclosure. I understand that this restriction will remain in effect until revoked in writing by me.

Student Name (Print): _____

Student ID#: _____

Student Signature: _____

Date: _____