



## University Student Records

### No Release of Directory Information Form

#### STUDENT INFORMATION

Aggie ID or Social Security Number	Last Name, First Name, Middle Initial
Telephone Number	NMSU Email Address

The following information has been designated as Directory Information at NMSU and is, thereby, subject to release to the public, upon request, under the Buckley Amendment (PL 93-380) of the Family Educational Rights and Privacy Act of 1974: student full name, Aggie ID number, classification, college and major, dates of attendance, degrees earned, honors and awards received, permanent address, NMSU e-mail address, telephone number, student employment information, most recent previous educational agency or institution attended, participation in officially recognized activities and sports, weight and height of members of athletic teams. For more information about FERPA and NMSU Directory Information, visit <https://records.nmsu.edu/ferpa>.

If you object to the disclosure of this information to third-party entities, you can submit this form to University Student Records from your @NMSU email address, at any time, and expect to have the confidentiality flag applied to your record within five (5) business days. If you do not have access to your @NMSU email address, attach a picture of your current driver's license or other government issued identification card to verify your identity.

**IMPORTANT NOTICES:**

When a confidentiality flag has been placed on your record, you will have very limited access to your own information outside the standard NMSU communication methods of your @nmsu.edu email address and the my.NMSU self-service portal. By federal law, this No Release of Directory information stops University personnel from releasing or discussing a student's information with ANY individual, company or third party entity outside the NMSU system. Your name and degree information will not be printed in the NMSU Commencement Program at the time of graduation.

The confidentiality flag will not be automatically removed upon graduation, disenrollment or non-attendance. You MUST submit this form, with the "Release My Directory Information" checkbox marked, from your @NMSU email address. If you do not have access to your @NMSU email address, attach a picture of your current driver's license or other government issued identification card to verify your identity.

<input type="checkbox"/> <b>DO NOT RELEASE MY DIRECTORY INFORMATION</b> <b>**THIS REQUEST WILL REMAIN IN EFFECT UNTIL REVOKED IN WRITING**</b>
---

<input type="checkbox"/> <b>RELEASE MY DIRECTORY INFORMATION</b> I request that New Mexico State University remove the NO RELEASE OF INFORMATION flag on my records.
---

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE