

V. Directory Information

- a. FERPA permits the CCSNH and its colleges to disclose certain information about students without consent. The CCSNH and its colleges have designated the following information as Directory Information:
 1. Student name;
 2. Address;
 3. Telephone listing;
 4. CCSNH electronic mail address;
 5. Major field of study;
 6. Enrollment status (full-time/part-time);
 7. Dates of attendance;
 8. Participation in officially recognized activities and athletic team;
 9. Height of athletic team members only;
 10. Degrees, honors, and awards received; and
 11. Most recent educational agency or institution attended.
- b. Students may restrict the release of directory information to third parties. A student who does not want CCSNH or its college to disclose Directory Information must notify their College's Registrar Office to opt out of the release/disclosure of directory information.
- c. The request to opt out of the release/disclosure of directory information will result in the student's record being marked as confidential, which will bar CCSNH and its college from responding to any requests for information about the student except as otherwise permitted or required under FERPA.
- d. CCSNH and its colleges shall continue to honor any valid request to opt out (restrict) of the release/disclosure of directory information made while the student was in attendance unless the student rescinds the opt out request.