University of Pennsylvania
FERPA Directory Information Opt-Out

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. Students have the right to consent to disclosure of information contained in their education records, except to the extent that FERPA authorizes disclosure without consent.

Under FERPA, Penn may release certain information designated as "directory information" to third parties without your consent, unless you have specifically asked Penn not to do so ("opted out").

At Penn, FERPA "directory Information" includes:

- Name
- Addresses
- Telephone number
- Date and place of birth
- Dates of attendance
- Major field of study
- Degrees and awards received

- Enrollment status (full-time, half-time, etc.)
- Previous educational institutions attended
- Participation in officially recognized activities (including social and honorary fraternities) and sports
- Height and weight if a member of an athletic team

If you agree that Penn can disclose your FERPA "directory Information" to third parties, there is no action required at this time.

If you wish to opt-out of sharing FERPA "directory information" as outlined above, you must complete and submit this form to the Office of the University Registrar at registrar@upenn.edu.

You should consider very carefully the possible consequences of opting-out of sharing FERPA "directory information" which may include, without limitation, Penn not providing your information to potential employers for recruitment purposes; alumni for mentoring and networking opportunities; publications for honor, award or commencement announcements; or certain interest or affinity groups for informational mailings. Without your specific written consent, University officials will also not be able to verify your enrollment status or degree received, unless the disclosure would otherwise be permitted by another exception under FERPA .

Please note that this FERPA opt-out form does not affect your listing in the Penn Online Directory. If you would like to update the information that is shared on the public Penn Online Directory (Public View) or the secured Penn Online Directory (Penn View), visit this link to learn how to do so.

☐ **Opt-Out** Please check this box to confirm you would like opt-out from sharing your FERPA "directory information".

Student Name:

Student PennID:

Student Signature: **Date:**