



**Office of the University Registrar**  
Henry Administration Building, Suite 1200  
14000 Jericho Park Road  
Bowie, Maryland 20715  
Phone: 301-860-3730 Fax 301-860-3438  
[www.bowiestate.edu](http://www.bowiestate.edu)

## REQUEST TO OPT OUT OF DIRECTORY INFORMATION

\_\_\_\_\_  
LAST NAME (STUDENT)

\_\_\_\_\_  
STUDENT IDENTIFICATION NUMBER

\_\_\_\_\_  
SEMESTER      YEAR

At Bowie State University the following information about a student can, by law, be released to the general public and may be listed in the campus directory:

Permanent address and telephone number, local address and telephone number, confirmation that you are enrolled

No other student information is released to non-university personnel without your written permission. By completing this form, you will be requesting that information **not** be released to non-university personnel or listed in the campus directory.

Some of the effects of your decision to request confidential status will be that you must make all address changes with a signed authorization or in person with a form of ID; friends or relatives trying to reach you will not be able to do so through the University; information that you are a student here will be suppressed, so that if loan company, perspective employer, family member, etc., inquire about you, they will be informed that we have no record of your attendance here.

Once you have designated a confidential classification, it will not be removed until you submit a signed authorization requesting that it be removed.

\_\_\_\_\_  
STUDENT SIGNATURE

\_\_\_\_\_  
DATE