

NON-DISCLOSURE REQUEST

Office of Records and Registration



In conformity with the Family Educational Rights and Privacy Act of 1974, Anoka Technical College declares that the items listed below are considered directory information and may be released for any purpose at the discretion of the college.

Please consider very carefully the consequences of your decision to withhold any category of directory information. Should you decide to inform the college not to release any or all of this directory information, any future requests for such information from non-institutional persons or organizations will be refused.

The college will honor your request to withhold any of the categories listed below but cannot assume responsibility to contact you for subsequent permission to release them. The college assumes no liability for the consequences of honoring your instructions that such information be withheld.

If you choose to cancel this request, please contact the Office of Records and Registration, (763) 576-4813 or Registrar@anokatech.edu

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-COMPLETE THE FOLLOWING-

You may select any or all of the following options:

Do not include name, address, e-mail address, or phone number in publicly available electronic format **(Exception: Students enrolled in courses which use online methods of instruction may have their e-mail address shared with other class members enrolled in that particular course).**

Do not release any of the following information: (If this option is chosen, none of the following items will be disclosed. You may not select individual items)

- Name
- E-mail address*
- Local or Permanent address
- Telephone listing
- Program of study
- Class status
- Dates of attendance
- Degrees, honors and awards
- Most recent educational institutional (previously attended)
- Date of birth

*** Exception: Students enrolled in courses which use online methods of instruction may have their e-mail address shared with other class members enrolled in that particular course.**

Date: _____ Printed Name of Student _____

Student ID: _____ Student Signature _____