



**ENROLLMENT AND STUDENT SERVICES  
OFFICE OF THE UNIVERSITY REGISTRAR**  
3301 College Avenue  
Fort Lauderdale, Florida 33314-7796  
(954) 262-7200 | 800-541-6682 | Fax: (954) 262-2915  
Email: [nsuregistrar@nova.edu](mailto:nsuregistrar@nova.edu) | Web: [nova.edu/registrar](http://nova.edu/registrar)

## Request to Prevent Disclosure of Directory Information

Pursuant to the Family Educational Rights and Privacy Act of 1974 and amendments thereto, you have the right to prevent the disclosure of "Directory Information," which otherwise may be released for any purpose at the discretion of Nova Southeastern University (NSU). The items listed below are presently designated by NSU as Directory Information:

Student name	Dates of attendance	Local and home address
Telephone numbers	Enrollment status	Degrees, honors and awards received
Major field of study	Year in school	Participation in Sports
Anticipated graduation date	Place of birth	Email addresses
Photo ID	Photographs	

NSU reserves the right to change the categories of Directory Information at any time. NSU shall comply with your request, except as otherwise required by law. NSU shall not be liable or responsible for honoring your request.

Prior to making the decision to withhold directory information, students should note the following outcomes, which may not be desired: the student's name will not be published on the dean's list nor included in the commencement program, requests from prospective employers will be denied, and the student cannot be communicated with over the telephone. **The only legal means for the university to communicate with a student who has submitted a Request to Prevent Disclosure of Directory Information is in person and through NSU email.**

Student I.D. \_\_\_\_\_ Student's Name: \_\_\_\_\_  
Last First MI

\_\_\_\_\_  
 Permanent Address (Mailing Address, City, State Zip)

\_\_\_\_\_  
 Phone Number

*This document may be [signed electronically](#) in the space indicated above. By signing this document electronically using Adobe Reader, Mac Preview, or the Microsoft Edge Browser, you are representing that you intend and agree that such electronic signature shall have the same binding effect as a handwritten signature, for purposes of validity, enforceability, and admissibility of this document. Any method of electronic signature other than as above-described may not be acceptable to NSU.*

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Sign and submit to the One-Stop Shop on the Fort Lauderdale/Davie Campus (Horvitz and Terry Administration Buildings), email to [nsuregistrar@nova.edu](mailto:nsuregistrar@nova.edu), or mail to NSU, Office of the University Registrar, 3301 College Avenue, Fort Lauderdale, FL 33314.

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 FOR OFFICE USE ONLY

Entered by: \_\_\_\_\_ Date: \_\_\_\_\_