



Division of Academic Affairs  
Office of the Registrar

### **Policy on Directory Information**

The University of Maryland Eastern Shore may provide Directory Information in accordance with the provisions of the Family Education Rights and Privacy Act. Directory Information is defined as that information which would not generally be considered harmful or an invasion of privacy if the information is disclosed. Designated Directory information at the University of Maryland Eastern Shore includes the following:

**student name, permanent address, local address, temporary address, electronic mail address, telephone number, dates of attendance, degrees and awards received, participation in officially recognized activities and sports, weight and height of members of athletic teams, theses titles/topics.**

Students may withhold Directory Information by notifying the Registrar in writing: please note that such withholding requests are binding for all information to all parties other than for educational purposes. Students should consider all aspects of a Directory Hold prior to filing such a request. Although the initial request may be filed at any time, requests for non-disclosure will be honored by the University until removed by the student.

Please consider very carefully the consequences of any decision by you to withhold any category of "Directory Information". Such designation will call for the University of Maryland Eastern Shore 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 University of Maryland Eastern Shore will honor your request to withhold any of the categories listed, but cannot assume responsibility to contact you for subsequent permission to release them. Regardless of the effect upon you, the University of Maryland Eastern Shore assumes no liability as a result of honoring your instructions that such information be withheld.

If you would like to withhold any category of "Directory Information", please visit the Office of the Registrar, located on the 1<sup>st</sup> floor of the Student Development Center, Suite 1120.