



9200 Valley View Street, Cypress, CA 90630

Admissions and Records

REQUEST FOR NON-DISCLOSURE OF DIRECTORY INFORMATION

Banner ID:	@									Date of Birth:	
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mm/dd/yyyy

Student Name:			
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Last

First

Middle

Address:				
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Street and Apt (not a P.O. box)

City

State

Zip

Telephone:		Email:	
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PRIVACY RELEASE

Pursuant to the Federal Family Educational Rights and Privacy Act of 1974 [20 U.S.C. § 1232f, et seq.] and California Education Code section 76200 et seq., the North Orange County Community College District has established Board Policy 5040 – Student Records Privacy – which covers the release of student records. The College may make public, without prior student consent, only certain directory information. This information will consist of the student’s name, major field of study, participation in officially recognized activities and sports including weight and height of members of athletic teams, dates of attendance, degrees and awards received the most recent previous public or private school attended by the student, and any other information authorized in writing by the student.

Although Directory Information is generally not considered harmful or an invasion of privacy if disclosed, my signature below and photo identification attached hereby requests that Cypress College withhold this information and maintain it as confidential. Effective immediately, this information is not to be disclosed to individuals other than Cypress College employees without my written permission.

I understand that this Request for Non-Disclosure will be honored by Cypress College until I request in writing its removal. I also understand that Cypress College cannot assume responsibility to contact me for subsequent permission to release this information.

Student Signature

Date

Office Use Only

Received By:	Photo ID:	Filed By:
Received Date:	SPAPERS:	Filed Date: