



DATA PRIVACY REQUEST

In conformity with the Family Educational Rights and Privacy Act of 1974, South Central College recognizes certain items as directory information that may be released for any purpose at the discretion of the college. Directory Information including name, address, phone number, email address, program major, dates of attendance, honors, student activity participation, photograph or digital image and student status (enrolled, graduated, withdrew, part-time, full-time) may be released to the public without prior consent of the student.

Students may request that the Directory Information be kept private by completing this Data Privacy Request form. Once we receive notice we will not release information to any individual or agency unless you authorize access to your data by signing an Authorization to Release Information form.

**If at any time you wish to remove the privacy restriction,
you must submit this document requesting cancellation.**

Indicate your request below by checking the appropriate box:

DO NOT release my directory information.

I wish to cancel my previous request for withholding of directory information.
Please release Directory Information.

Student Name: _____ Tech ID: _____
(Please Print)

Student Signature: _____ Date: _____

Return this form to:
South Central College
Office of the Registrar

Faribault Campus
1225 Third Street SW
Faribault, MN 55021

North Mankato Campus
1920 Lee Blvd.
North Mankato, MN 56003

FAX (507) 389-7419
email: registrar@southcentral.edu