

ODESSA COLLEGE

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Odessa, TX 79764
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Records@odessa.edu



Disclosure of Directory Information

Under the Family Educational Rights and Privacy Act of 1974 ("FERPA"), general information about a student, also called directory information, may be released to the public without the student's consent. Please see <https://www.odessa.edu/current-students/documents/pdfs/FERPADirectoryInformation1.pdf> for additional information about directory information at Odessa College.

To restrict the disclosure of directory information, the student must complete this form, sign, and submit it to the Records Office at the above address. Legible faxed or emailed submissions are accepted. To rescind the restriction, the student must select the "Allow release of directory information" option.

Student Name: _____
(First) (Middle) (Last)

OC ID # _____ Date of Birth: _____

Phone: (_____) _____ Cell Home Work

PLEASE SELECT ONLY ONE OPTION:

Restrict All Directory Information (Secure Everything)*

Allow Release of Directory Information

I understand that I may contact the Records Office to modify this selection at any time.

Student Signature: _____ Date: _____

* This restriction does not affect authorized disclosures permitted under FERPA, such as releases to school officials with legitimate educational interests or to governing agencies to which the college must report. The Texas Higher Education Coordinating Board (THECB) is one such agency.

TURN IN TO RECORDS OFFICE

Received by: _____ DATE: _____ Processed by: _____ DATE: _____