
CONFIDENTIALITY REQUEST



Trinity College

Trinity International University

University Records:

2065 Half Day Road; Deerfield, IL 60015

Fax (847) 317-8107

College Records Contact Information:

Phone - (847)317-7050

E-mail: trecords@tiu.edu

Name: _____ ID#: _____

As provided by the Family Education Rights and Privacy Act of 1974, Trinity retains the right to publish at its discretion certain categories of "directory information" with respect to each student currently or previously attending Trinity International University. **"Directory Information" includes a student's name, address, telephone number, denominational affiliation, class level, major field of study, dates of attendance, degrees received, and the most recent previous educational institution attended by the student.** Academic information, such as credits/grades earned and grade point average, is specifically EXCLUDED from directory information at all times. A more detailed explanation of the law may be found in the current catalog under "Family Education Rights and Privacy Act of 1974" (available online).

You have the right to inform the school that you do not wish this directory information to be released. Denying release of directory information prevents the release of the above information in the case of individual inquiries from outside the institution. Please bear in mind that if you deny the release of this information, we will be obligated to withhold it from the general public (including family and friends) regardless of the situation. If you would like your information released in an individual situation, you may authorize this by submitting a signed request.

If you deny the release of your directory information, Trinity International University is still obligated to report enrollment information to other academic institutions through the National Student Loan Clearinghouse if you have loans. Your information must also remain accessible to other university officials who have legitimate educational interests. More information can be found in the FERPA section of the catalog, referenced above.

Please sign below if you want to suppress the public distribution of your directory information.

"I wish to PROTECT my directory information as CONFIDENTIAL according to my rights under the Family Education Rights and Privacy Act of 1974."

Signature: _____ Date: _____