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| <b>Policy title</b><br>FERPA Directory Information | <b>Category</b><br>Registrar |
| <b>Owner</b><br>Registrar's Office                 |                              |

## Policy statement

Nebraska Wesleyan University has designated the following as **directory information**:

### Public Directory Information

Nebraska Wesleyan University defines the following as public directory information:

*Student name, year at the University (Fr, So, Jr, Sr, etc.), dates of attendance, academic college and major field of study, enrollment status (e.g., undergraduate or graduate; full-time or part-time), participation in officially recognized activities and sports, degrees, honors, and awards received, and the most recent educational institution attended.*

Public directory information may be released upon request and may appear in university publications or electronic directories. Students may request to restrict the release of their directory information.

### Non-Public Directory Information

Nebraska Wesleyan University defines the following as nonpublic directory information:

*Local address, permanent address, telephone numbers, and university email address.*

Non-public directory information is not released to the public, but it is available to university officials and to the student. If a student has requested additional privacy restrictions, university officials may access this information only when needed to fulfill a legitimate educational purpose.

### Restrict Directory Information Access

Students have the right to withhold disclosure of this directory information. Students must notify the Registrar's Office (in writing or online through [Self-Service](#)) if they do not wish directory information to be released without their permission.