

Request to Release Directory Information

Return to:
Registrar's Office
23 Essex Street
Beverly, MA 01915

I hereby request the Registrar's office to release my Request to Prevent Disclosure of Directory Information I had filed previously. I understand I will no longer have a privacy hold on the information below:

- name(s) of student who is or has been in attendance;
- dates of attendance;
- local and other address(es);
- telephone number(s);
- e-mail address(es);
- major, concentration and minor field(s) of study;
- class level;
- enrollment and residency status;
- degree(s), honors, and awards received and where received;
- expected date of completion and official graduation date(s);
- previous educational agency or institution(s) attended;
- photo ID images, picture, or video of the student;
- identification of work(s) produced, including images and video of;
- participation in college-sponsored co-curricular activities and clubs.

This form must be submitted to the Registrar's Office from the student and cannot be typed.

I have read this form carefully and understand the consequences of my decision to release my directory information.

I understand:

- that all directory information listed above may be released freely.
- that my directory information is subject to publication on the Web and printed campus directories and publications.

Today's Date: _____

Student's Legal Name: _____ Montserrat ID: _____

Date(s) of Attendance: _____

E-mail Address: _____ Signature: _____

Office Use Only

Received By: _____

Date Received: _____