

STUDENT DIRECTORY INFORMATION

Laredo College designates the following items as Student Directory Information:

- Student's name
- Address
- Email address
- Telephone number
- Field of study
- Enrollment status (full-time, part-time, undergraduate, graduate, etc)
- Degrees, certificates and other awards received
- Type of award received (academic, technical, or continuing education)
- Dates of attendance
- Student classification
- Name of institution previously attended

Laredo College may disclose any of these items as listed in the Student Directory Information without student consent. However, if a student does not wish for his/her student directory information to be released, the student must inform Laredo College, in writing, to withhold such information. Such non-consent may be declared in the Office of the Registrar by completing the "Request to Withhold Student Directory Information" form. The institution will honor the request to withhold student directory information from the semester that this request is made until indicated otherwise. This does not inhibit Laredo College from other legal releases of student data, which may include personal data.