

## REQUEST TO SUPPRESS PUBLIC INFORMATION

**First**, please read the following paragraph. **Then**, if you still wish to suppress public information, check **one** box below and return the completed form to one of the offices listed below. You may complete this form on the Web (at [onestop.umn.edu/Forms](http://onestop.umn.edu/Forms)). Go to the section called "Changing Your Name or Address" and click on Request to Suppress Directory Information (online).

The University of Minnesota has designated some information about you as public information. This information includes: name, address, e-mail address, phone number, dates of enrollment, enrollment status, major, adviser, college, class, academic awards and honors, and degrees received. This means that the University can release this information to anyone who requests it. You have the opportunity to suppress parts or all of this information from public release.

Suppression might have undesirable consequences. With some options individuals at the University might be unable to contact you about assignments, or you might not receive notice of some services. A suppression does not limit access to your file by authorized individuals nor does it apply to employment information. Information can be released by subpoena, to parents of dependent children with appropriate documentation, etc. The following five options are available for suppression; please choose one:

- Suppress my phone number.
- Suppress my address.
- Suppress my address and phone number.
- Suppress my address, phone number, and e-mail. (No information about you will appear in the University's electronic directory or in the next edition of the printed directory, and your address, phone number, and e-mail address will not be released to third parties.)
- Suppress all public information about me. (No information about you will be released to third parties without your signature. You will not be able to call and receive your own information over the phone. The fact of your attendance will not be released; prospective employers, financial institutions, or others offering services will be unable to have the University verify your attendance.)
- Remove suppression. (Any current suppression will be removed.)

student name (last, first, middle)	ID number <i>or</i> SSN
student signature	date

For office use only:

date received	initials	
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**Records Offices:**

**Office of the Registrar**

9 Hill Hall  
University of Minnesota, Crookston  
2900 University Avenue  
Crookston, MN 56716-5001  
(218) 281-8548  
fax: (218) 281-8050

**Office of Financial Aid and Registrar**

23 Solon Campus Center  
University of Minnesota, Duluth  
Duluth, MN 55812-8282  
(218) 726-8000  
fax: (218) 726-8219

**Office of the Registrar**

212 Behmler Hall  
University of Minnesota, Morris  
600 East 4<sup>th</sup> Street  
Morris, MN 56267-2134  
(320) 589-6030  
fax: (320) 589-6025

**One Stop Student Services Center**

University of Minnesota, Twin Cities  
333 Science Teaching & Student Services  
222 Pleasant St. S. E.  
Minneapolis, MN 55455-0239612-624-1111  
612-624-1111  
fax: 612-625-3002

**One Stop Student Services Center**

University of Minnesota, Twin Cities  
130 Coffey Hall  
1420 Eckles Ave  
St Paul, MN 55108-6054  
612-624-1111  
fax: 612-624-4943

**One Stop Student Services Center**

University of Minnesota, Twin Cities  
130 West Bank Skyway  
219 19<sup>th</sup> Ave S  
Minneapolis, MN 55455-0427  
612-624-1111  
fax: 612-626-9129

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