

directory information: Student name, program(s) of study, dates of attendance, class level, degree(s) awarded, awards, honors, certifications, participation in officially recognized activities and sports, and weight, height, hometown and high school of members of athletic teams.

The University does not release information regarding applicants to external agencies.

C. Changes Education Record:

1. Students are required to submit demographic changes (such as name, address, etc.) and program study changes to the Office of the Registrar on official change forms or through secure access on the web portal.
2. Faculty members are authorized to make grade changes in accordance with Procedure 2017.

D. Release of Education Records:

1. Written Consent: Upon written consent:
 - a) A copy of the entire education record may be released to an individual identified by the student.
 - b) may be released to a third party identified by the student.
2. Legitimate Educational

