

# The John Marshall Law School

## Request to Restrict Directory Information

The Family Educational Rights and Privacy Act of 1974, as amended, protects the privacy of student education records. Consistent with FERPA, JMLS will release only the following student information defined as “directory” information.

- Student’s name
- JMLS e-mail address
- Dates of attendance
- Degrees, honors, and awards received

*If you choose to restrict the release of all directory information by signing and submitting this form to the Academic Services Office, no information will be released without your written consent. Be advised, employers, credit card companies, and the like will be denied any of your directory information and will be informed that we have no information available about your attendance at JMLS.*

The only exception to this policy is the assumption that you will want your name to appear in the Admission face book and Commencement program at the appropriate time.

All education records other than directory information are automatically restricted and will not be released without your written consent.

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**Place** a privacy hold on all my directory information. This hold will remain on your record until you submit this form in release format.

**Release** any existing privacy hold from my records. This release will remain in effect unless I re-authorize a privacy hold.

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Student Signature

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Print Name

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JMLS ID Number

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Date

Please forward to: Anna T. Johnson  
Assistant Registrar  
315 S. Plymouth Ct  
Chicago, IL 60504  
[ajohnson@jmls.edu](mailto:ajohnson@jmls.edu)

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