

Request to Suppress Directory/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 the offices Enrollment Services Office at the Blue Bell or Pottstown campus.

Montgomery County Community College (MCCC) has designated some information about you as public/directory information. This information includes: name, address, e-mail address, phone number, dates of enrollment, enrollment status, major, academic awards and honors, weight and height (members of athletic teams), participation in official activities and sports, and degrees received. This means that the College 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 College 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 College 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 College verify your attendance.)

- Remove suppression.**

(Any current suppression will be removed.)

Student Name: _____

Student ID#: _____

Signature: _____

Date: _____

Office Use Only:

Processed by: _____

Date: _____