

# DUTCHESS COMMUNITY COLLEGE

## Removal of FERPA Directory Information Block

*I, the undersigned, request that Dutchess Community College remove the FERPA Block on my Directory Information.*

Student's Full Name: \_\_\_\_\_

ID #: A \_\_\_\_\_

Student's Local Address:

\_\_\_\_\_  
\_\_\_\_\_

Student's Local Phone: \_\_\_\_\_

Student's Signature: \_\_\_\_\_

Today's Date: \_\_\_\_\_

If you are submitting this form in person with government issued I.D., please stop here.



**If you are submitting this form electronically or by mail, the following must be completed by a Notary Public:**

STATE OF NEW YORK:

COUNTY OF:

On the \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_ before me, the undersigned, personally appeared \_\_\_\_\_,

personally known to me or proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is(are) subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or the person upon behalf of which the individual(s) acted, executed the instrument.

Please complete this form and return to the Registrar's Office:

Dutchess Community College

53 Pendell Road – SSC 201

Poughkeepsie, NY 12601

Attn: Registrar's Office

Email: [registrar@sunydutchess.edu](mailto:registrar@sunydutchess.edu)

Fax: 845-431-8983

\_\_\_\_\_  
Notary Signature

8/16/17

**\*\*FOR OFFICE USE ONLY:**

ID Verified By: \_\_\_\_\_

Banner Entered By: \_\_\_\_\_

Date: \_\_\_\_\_

Comments: