



What is Non-Directory Information at NCC?

Non-Directory information is student information that cannot be disclosed to a third party without written permission from the student (see below).

Non-Directory Information includes, but is not limited to:

- Grades
- GPA
- Social Security Number
- Billing, Financial Aid, Veteran Benefits
- Attendance and performance in class *
- Specific courses taken
- Daily class schedule
- Citizenship
- Gender
- Ethnicity
- Religious preference
- Academic Probation
- Accommodations

Allowing Release of Non-Directory Information

There will likely be times when you will want to allow NCC to provide your non-directory information to a third party (graduate schools, employers, family members, etc.). As noted above, you must give permission for this to occur. There are two ways to do this:

Official Transcript: Official transcripts (often requested by graduate schools and employers) contain some pieces of non-directory information. You can give your permission for its release by ordering your transcript through your password-protected online account.

FERPA Release Form: Students who would like to allow NCC to disclose non-directory information to authorized family members may complete the FERPA Release Form, available on the Hub.

- It is not required to submit a FERPA Release Form. You control your information, so it is entirely your choice. If you do submit a FERPA Release Form, you may change or rescind it at any time.
- Submitting a FERPA Release Form does not mean NCC will automatically send your protected information to your family. It means you give permission for NCC to discuss your information with your authorized family member(s) if they make a request. And you decide what information (grades, billing, etc.) each family member may receive.

* Note that submitting a FERPA Release Form does not compel any faculty member to discuss a student's non-directory information without the student present.

QUESTIONS? -> registrar@noctrl.edu