

School of Medicine

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Office of the Dean
Registrar

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Memorandum to: All medical and graduate students

From: Mary E. Foy
Associate Dean/Registrar

Re: Disclosure of Directory Information

Under the provisions of the Family Educational Rights and Privacy Act (FERPA), you have the right to withhold the disclosure of directory information. Designated directory information at Johns Hopkins University includes the following: name of student, local address, permanent address, email address, local phone number, name of spouse, major field of study, photograph, and year of study. Requests for non-disclosure will be honored by the University until removed by the student. You have the opportunity during each registration period to modify your non-disclosure information as indicated on the student biographical data form.

The University policy on FERPA is online at http://www.jhu.edu/news_info/policy/ferpa.html.

Please note that a separate procedure must be followed if you want to exclude Johns Hopkins Enterprise Directory (JHED) information. You must login at <https://my.johnshopkins.edu>, click on the MyJhed tab at the top of the screen and follow the directions under JHED Functions, Set Online Visibility.