



# Southeastern Oklahoma State University

## Privacy Hold Form

I formally request that the Registrar’s Office at Southeastern Oklahoma State University not release any of my directory information\* to any inquiries other than those of SOSU personnel. This privacy hold will remain in effect for five years from today’s date unless otherwise indicated. I understand that I may terminate this waiver at any time during this five year period by informing the Registrar’s Office in writing of my desire to do so.

Student ID: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Starting Date: \_\_\_\_\_ Ending Date: \_\_\_\_\_

**I understand that my information will only be released to SOSU personnel and that the response to outside inquiries will be “I have no information on this person.” In addition, I understand that my name will not be released for publication for any honors I may receive (President’s Honor Roll, etc.).**

\*\*Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

University Official or Notary \_\_\_\_\_ Date: \_\_\_\_\_

Return Form:           By Mail:           Southeastern Oklahoma State University  
Office of the Registrar  
425 W University Blvd  
Durant, OK 74701-0609

By FAX:               580-745-2165

In Person:           Administration Building, Room 100

For questions or additional information, please contact the Registrar’s Office by phone at 580-745-2165 or in person at the Administration Building, Room 100.

\*A list of information that SOSU has declared to be Directory Information is included in the current schedule of classes and undergraduate catalog.

\*\*This form MUST be signed in the presence of a Notary Public or a University official and MUST be filed in the Registrar’s Office in order to be valid.