



## Directory Exemption Request

Blue Mountain Community College  
2411 NW Carden, P.O. Box 100  
Pendleton, OR 97801  
(541)278-5759 Service Center  
(541)278-5871 Fax  
[www.bluecc.edu](http://www.bluecc.edu)

BMCC ID: \_\_\_\_\_ - \_\_\_\_\_ OR SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_

It is the policy of Blue Mountain Community College to release **DIRECTORY INFORMATION** (students full name, address, telephone number, date and place of birth, field of study, class level; dates of attendance, degrees, honors and awards, participation in officially recognized activities and sports, weight and height of members of athletic teams and the most recent previous educational institution attended by the student) as requested by any third party unless otherwise specified by the student.

If you would like to place a Directory Exemption on your student records OR release your Directory Exemption request, please complete the following information.

**\*\*BMCC WILL ONLY ACCEPT THIS FORM IN PERSON WITH PHOTO ID.\*\***

I **restrict** Blue Mountain Community College from releasing my **DIRECTORY INFORMATION**. *Absolutely NO information will be released except to you the student.* This restriction will remain in effect unless otherwise amended by you and does not affect any information previously released.

**Revoke Restriction**

**I HAVE READ AND UNDERSTAND THE INFORMATION PROVIDED ABOVE.**

\_\_\_\_\_/\_\_\_\_\_/20\_\_\_\_\_  
Student Signature Date

### **Staff Use Only**

Date form received: \_\_\_\_\_/\_\_\_\_\_/20\_\_\_\_

Processed by: \_\_\_\_\_ Date Processed: \_\_\_\_\_/\_\_\_\_\_/20\_\_\_\_

Blue Mountain Community College is an equal opportunity educator and employer.