



Authorization to Disclose Student Resume/CV

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In compliance with the federal Family Educational Rights and Privacy Act (FERPA), Keck Graduate Institute has designated the following items of information as **directory information**: name and student user name; local and permanent address; local, cellular, and permanent phone number; e-mail address; date and place of birth; major field of study; dates of attendance; enrollment status; degrees and awards received; most recent previous institution attended; photographs; participation in officially recognized activities.

Directory information is defined as information that would not generally be considered harmful or an invasion of privacy if released. Unless restricted by the written request of a student, KGI may release directory information without the prior consent of a student. Directory information required for course or classroom participation in courses may not be withheld from faculty and students connected with the particular course. Information that is not directory information is non-directory information and, unless excepted by FERPA, requires the prior written consent of the student for release.

A student's résumé / curriculum vitae is not considered directory information, and needs the student's prior written consent to be released to any parties outside the Institute.

This form serves as authorization for Keck Graduate Institute to share the student's **résumé / curriculum vitae** with outside professionals in the Life Sciences Industry. These professionals may include, but are not limited to: KGI Alumni, members of the KGI Advisory Council and Board of Trustees, Human Resources professionals and hiring managers of Life Science Companies.

Printed Name

Signature

Date

OFFICE USE