



Open Records Request Form – Student Information

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Georgia Tech must respond to Open Records Act requests as required by the Open Records Act, O.C.G.A. § 50-18-70 et seq. (the “ORA”). NOTE: Student information, other than limited categories of Directory Information, is exempt from release under the Georgia Open Records Act in accordance with § O.C.G.A. 50-18-72(a)(1) and (37), and the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99).

If you are a student requesting information about yourself, you have specific rights under FERPA (see: <https://registrar.gatech.edu/ferpa/privacy-and-students-rights>). Please contact the Registrar’s Office directly for further information (comments@registrar.gatech.edu)

Georgia Tech defines the data points listed below as *Directory Information*, which may be released to third parties invoking the ORA. The Institute, pursuant to University System of Georgia policy, has designated the following categories of information as Directory Information effective December 31, 2024.

Date of Request: _____
Requestor Name: _____
Requestor Email: _____
Requesting Agency or Department, if applicable: _____
Academic Term or dates included in this request: _____
Please select which data points you are requesting:

- ☐ Student's name
- ☐ Major field of study
- ☐ Enrollment status (full-/part-time)
- ☐ Participation in officially recognized activities and sports
- ☐ Dates of attendance
- ☐ Degrees, honors, and awards received
- ☐ Dates of attendance
- ☐ The most recent educational institution attended
- ☐ Height and weight of athletes
- ☐ Class level
- ☐ Hometown
- ☐ Institution assigned email address*
- ☐ Thesis/Dissertation title

*Under this category, an institution-assigned email address may be disclosed without consent only to other, current students. In addition, students may not request email listings of the entire student body or segments thereof, except for academic purposes.

- ☐ Solomon Amendment Request