

## **Virginia House Bill 1 Opt-In Form**

(Code of Virginia § 23.1-405(C))

### **Notice of Virginia House Bill 1**

Virginia House Bill 1 which took effect July 1, 2018, as Code of Virginia Section 23.1-405©, prohibits universities from disclosing a student’s email address, physical address or telephone number under the exception of the Family Educational Rights and Privacy Act (FERPA) for directory information or the Virginia Freedom Information Act (FOIA) unless the student has affirmatively consented in writing to the disclosure.

### **House Bill 1 Opt-In Notice to the University**

I understand that, as a student at Norfolk State University, my address, email, and phone number are confidential educational records under federal law, and Norfolk State University is not permitted to release or distribute them without my consent. I waive my privacy rights, and authorize Norfolk State University to release my (address, email address, and/or phone number) for the following limited purpose only:

- Internal use within the University community
- Facilitating email communications
- Student directory information
- Internal use in the University processes
- Third Party contractors coordinated through “School Officials”; University will have:
  - Contract with the Contractor
  - Delegate university function to the contractor
  - Maintain control over the contractor’s use and disclosure of the information

I understand that my contact information will not be publicly available.

By signing below I am certifying that I have read and understood the above Notice of Virginia House Bill 1 under the Family Education Rights and Privacy Act (FERPA) and Virginia Freedom of Information Act (FOIA).

\_\_\_\_\_  
(Print Full Name)

\_\_\_\_\_  
(Student ID Number)

Student Signature \_\_\_\_\_

Office Use Only: Date Received: \_\_\_\_\_ Date Entered: \_\_\_\_\_ Verified By: \_\_\_\_\_