

University of Rhode Island Students Online Directory

How to suppress your directory information On the University's online directory

Under the regulations defined by the Federal Family Education Rights and Privacy Act (known as FERPA), students must explicitly tell the University to NOT publish their name, address, and phone number in the online and paper directories.

The online phone and paper directories only show students who are currently enrolled in a class.

To suppress directory information, you must do this through e-Campus as follows:

1. Log into e-Campus
2. Click on:

SA Self Service > Personal Portfolio > Home > Personal Portfolio
3. At the bottom left of this page under the heading "Security Settings", click on:

FERPA / Directory Restrictions
4. On the next page, click on the link at the bottom left of the page:

Edit FERPA/Directory Restrictions
5. This is the page that lists all the items you can elect to not allow the University to release.

PLEASE NOTE – If you choose to not allow the University to release your degree, Honors/Awards, or Name, your name, degree, and honors will not be released to newspapers or other publications which print the University's graduates or Dean's Lists.

Carefully view the list and select which items you want to restrict.

When completed, click the "SAVE" button at the lower left corner of the page (scroll down the page to get to the button).

You may change your FERPA restrictions at any time.

The restrictions will take affect the next business day.