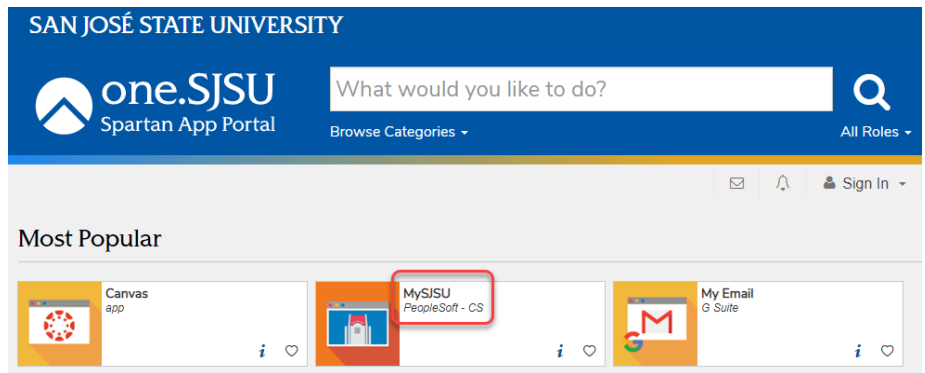


Under the Family Educational Rights and Privacy Act (FERPA), SJSU may release specific information from your education records, which is designated as directory information, without your prior consent. As a student, you have the right to request that SJSU not disclose your directory information without your prior written consent. Follow the steps below to edit your FERPA Disclosure restrictions.

The one.sjsu.edu homepage displays.

1. Go to one.sjsu.edu
2. Click the **MySJSU** tile.
If you can't find the MySJSU tile, search for it in the "What would you like to do?" search bar at the top of the page.



The MySJSU sign-in page displays.

3. Enter your **9-digit SJSU ID** and **Password**. Click the **Sign In** button.

If you have forgotten your password, go to the [Reset Password](#) page and enter the 9-digit SJSU ID. Choose one of the two options listed to reset your password.

You can also go to the FAQ section in the [Password Help](#) page for additional assistance.

If you continue to have problems, please contact IT Service Desk.

408-924-1530

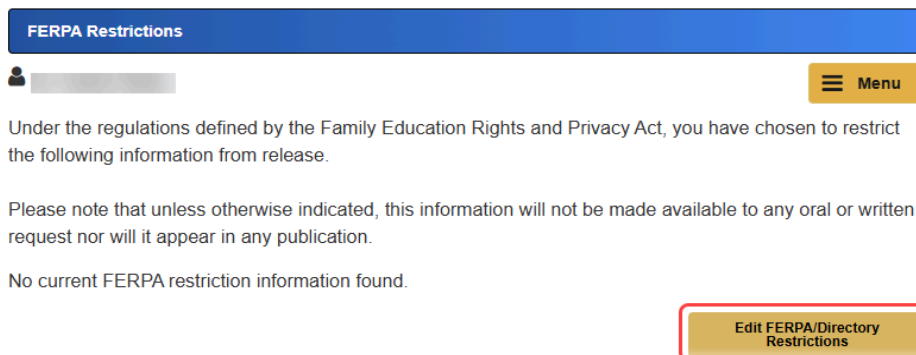
itservicedesk@sjsu.edu

The Student Center page displays.

- Under the *Personal Information* section, select **FERPA Restrictions** in the drop-down menu.



- Click the yellow **Edit FERPA/Directory Restriction** button.



- Check the **grey boxes** in front of the information you want to restrict.

? Explanation of FERPA restrictions

Restrict All Fields **Release All Restrictions**

Restriction Categories

Extracurricular Activities

Restrict All **Release All**

RESTRICT	NAME	ACTION
<input type="checkbox"/>	Restrict - Enroll/Degree Info	

FERPA Address View

Restrict All **Release All**

RESTRICT	NAME	ACTION
<input type="checkbox"/>	Home	
<input type="checkbox"/>	Mailing	
<input type="checkbox"/>	SEVIS Domestic Address	
<input type="checkbox"/>	SEVIS Foreign Address	

EMAIL FERPA VIEW

Restrict All **Release All**

RESTRICT	NAME	ACTION
<input type="checkbox"/>	Business	
<input type="checkbox"/>	Home	

FERPA Names View

Restrict All **Release All**

RESTRICT	NAME	ACTION
<input type="checkbox"/>	Preferred	
<input type="checkbox"/>	Primary	

FERPA Personal Data View

Restrict All **Release All**

7. Scroll down and click the yellow **Save** button at the bottom of the page.

Photograph

RESTRICT	NAME	ACTION
<input type="checkbox"/>	EmplID	