



**Photo Opt Out Request  
Office of Communications**

Complete and return this form to the Office of Communications ONLY if you do NOT give permission for your photo, audio, or video to appear in publications and/or publicity produced by Converse University, including the campus website or social media. This opt out request is effective for one year (July 1–June 30). It must be accompanied by a current photo of the student and *must be renewed each year* in order to be valid.

Please be advised that:

1. Images and videos taken in public spaces and/or at public events do not require authorization for publication.
2. It is your responsibility to notify the photographer you have signed the opt-out release. Failure to do so may result in your inclusion in a photograph or recording and will be treated as consent for the University to use that media accordingly.

Subject to the foregoing, I do not authorize Converse University or its officers, employees or agents, to record my photographs or other images or likenesses in the form of audio, video, or any other medium, or to use, reproduce, modify, distribute, or publicly exhibit such recordings, in whole or in part, for any purpose. Further, I do not consent to the use of my name, voice, or biographical material in connection with any such recording.

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I hereby confirm that I am of legal age (18) and have the right to contract in my own name as stated above. I further affirm that I have read the above “Photo Opt-out Request,” and am familiar with its contents.

Date: \_\_\_\_\_ Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_

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*Please return this completed form along with a current photo to the Office of Communications at [communications@converse.edu](mailto:communications@converse.edu).*