

BP 5035 Withholding of Student Records

Reference:

Title 5, Section 59410

1.0 Students or former students who have been provided with written notice that they have failed to pay a proper financial obligation shall have grades, transcripts, diplomas, and registration privileges withheld.

2.0 Probable Cause

The president, or designee, may place a hold on a former or current student's registration, grades and/or transcripts for a period of no more than three working days for probable cause. In the event that the President, or designee, continues this hold on a student's records, the student must be informed in writing that such a hold is being placed on his/her record and the reason for that hold.

See Administrative Procedure 5035

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