

Policy 450 - Access to Student Records

When a student enrolls at the College, there is an assumption of trust placed in the College as custodian of this data. The College policy is to maintain and protect student records in compliance with the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. §1232(g). Requests for access to student records shall be directed to the College Registrar.

Historic Information

- Campus Review: February 1-22, 2009
- ADOPTED: February 23, 2009
- (Replaces Policy 605-605.8 revised 9/93)
- Reviewed by ELT: March 10, 2021
- Reviewed by UMCC: March 16, 2021
- Reviewed by Governance Council: April 7, 2021
- Campus Review: April 13-27, 2021
- Approved by ELT: April 28, 2021

Resource/Reference/ Procedure	Title	Unit Responsibility
WAC 132M-113 (apps.leg.wa.gov/wac/default.aspx?cite=132M-113)	Access to Student Records	VP Student Services, Registrar
SBCTC Policy Manual Chapter 3: Confidentiality of Student Records and Data (www.sbctc.edu/colleges-staff/policies-rules/policy-manual/chapter-3.aspx)		