

Glendale Community College District

5035

Board Policy

WITHHOLDING OF STUDENT RECORDS

The District must provide a student or former student with written notice that he/she/they have failed to pay a financial obligation due to the District before the District commences any activity to collect the debt.

The District may not withhold grades or transcripts for a student or former student as a consequence of the student's outstanding financial obligation to the District. The District may not withhold registration privileges for a student or former student as a consequence of defaulting on a loan or loans under the Federal Direct Student Loan Program only. The District may withhold diplomas as a consequence for a student or former student of defaulting on a loan.

Student records are defined as those records, files, documents and other materials which contain information directly related to a student.

Reference:

- Title 5, Section 59410
- Education Code Section 66022

See Administrative Regulation 5035

Adopted: 5/19/08

Revised: 6/18/19, 1/16/24

Reviewed: 12/09/15; 02/22/19