

Palm Beach State College

Board Policy

TITLE	Student Records	NUMBER 6Hx-18-3.48
LEGAL AUTHORITY	1002.21 FS, 1002.22 FS, 1001.61 FS, 1001.64 FS, 1003.25 FS, 1006.52 FS;	PAGE 1 of 1
DATE ADOPTED/AMENDED	Adopted 6/19/2001	

Policy:

1. Palm Beach State College maintains such information in its files for each student as is considered essential and appropriate to college operation and student welfare. Materials which shall be considered as part of a student's record include, but are not necessarily limited to: academic records, admission records, disciplinary records, financial aid records, and placement file. The College adheres to all federal and state laws and rules and regulations pertaining to the primary rights of students, parents and/or legal guardians of dependent students.
2. The confidentiality of a student's records will be protected. Information will be released to legally authorized persons and to other sources upon the request of the student or parent and/or legal guardian of a dependent student. Records will be managed in accordance with Palm Beach State College policy and pertinent laws and regulations.
3. Information pertaining to the inspection of records, the release of records, and the appeal process shall be published in the College Catalog.