**Policy Name:** Access to Student Records  

| Approving Body and Date: | Board of Regents  
Revised May 10, 2001 | Responsible Department: | Board of Regents |
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**Purpose:** The University’s Policy on Student Education Records shall be kept under review by the university Administration to ensure that it meets applicable federal and state laws and is consistent with the University’s constitutional mandate.

Topics to be covered in this policy will include:

1. limitations on access to student records;
2. student’s right of access to his/her own records;
3. informing students of their rights;
4. location of student records;
5. records excluded from the definition “educational” or student records;
6. review policies and procedures; and
7. release policies and procedures for University employees and agents.