

Administrative Procedure 5035

Withholding of Student Records

The Registrar may withhold grades, diplomas, and registration privileges, or any combination thereof, from any student or former student who fails to pay a proper financial obligation due to the District. The student shall be given written notification and the opportunity to explain if the financial obligation is in error.

The definition of proper financial obligation shall include, but is not limited to: student fees; obligations incurred through the use of facilities, equipment or materials; library fines; unreturned library books; materials remaining improperly in the possession of the student; or any other unpaid obligation a student or former students owes to the District. A proper financial obligation does not include any unpaid obligation to a student organization.

Any item or items withheld shall be released when the student satisfactorily meets the financial obligation.

Reference:

Title 5 Section 59410

Adopted: 12/19/16

Revised: 4/19/21