

RECORD COPY REQUEST

The Family Educational Rights and Privacy Act of 1974 (FERPA) and the Education Code Section 67100, et seq., provide rights for students to review their academic records which are maintained by the University and to obtain copies of their records.

STUDENT NAME: _____
Print Last
First
Middle Initial

EMPL ID#

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OR **Last four digits Soc.Sec.#**

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Instructions:

- **Pay Fee**
 Pay the State Cashier in Bldg 01, Room 131E \$1.00 for 1 - 4 pg and \$0.25 for each additional page.

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- **Copies Requested** _____

City
State
Zip

☐ Other College Transcripts: (Please list) _____

☐ High School Transcript ☐ Cal Poly Evaluation ☐ Other _____

- **Student Signature** _____ **Date** _____

- **Return this form, with the receipt, to the Office of Academic Records in Bldg 01, Room 222.**