Title   Student Records and Requirements

        Records

The Chief Student Affairs Officer shall initiate and maintain a complete individual permanent record for each student enrolled in credit and certification courses and shall ensure the care and custody of such records. All student records are to be preserved either in original form or other legally acceptable format.

Date of Adoption   9/21/87   Legal Reference: (Code of Iowa)

Date of Last Revision   5/11/98

Date of Current Revision   8/11/03

Related Administrative Procedures and Cross References