

## NorthWest Arkansas Community College Administrative Policies and Procedures

Student Records 3-18-1

## Policy:

Student records are defined as information provided by a student for college use in the education process and includes:

- Application for Admissions
- Transcripts
- Test Scores
- Immunization Records
- Data Change Forms
- Resident Alien Card (when applicable)
- Other Documentation



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NorthWest Arkansas Community College gives notice that the following types of student information will be guarded as confidential and will **not** be released without the student's prior written permission or under circumstances approved by written College policy or by state or federal law.

- Grades
- Transcript information
- Placement Test Scores
- Probation or Suspension Status
- Enrollment Status
- Address
- Phone Number
- Financial Aid Status
- Financial Payment Information
- Schedule Information
- Degree Plan
- Advanced Placement Status
- Attendance Record
- Appointment Information
- Veteran Status
- Handicap Information
- Degree Awarded

Revised: May, 2006