

to the admissions office. A student wishing to change his major or a student returning to the campus after an absence of more than one semester must schedule an interview with the Admissions Officer.

Former CSUF students returning to the campus must submit an application for readmission in addition to the appropriate petitions and recommendations.

A disqualified student should schedule his readmission interview with the Admissions Officer or his academic department no later than two weeks before registration for the semester he wishes to return to CSUF.

## TRANSCRIPTS AND REPORTS

**Transcript of Record.** Students may request transcripts of their academic records at CSUF with the payment in advance of a \$1.00 fee. CSUF Extension transcripts must be requested separately. Because of the large number of transcripts requested at the end of each semester and summer session, three weeks should be allowed for requests to be filled during those periods. After the Records Office has been notified of overdue student accounts, transcripts will not be provided without clearance from the Business Office. Transcripts of record from other institutions submitted to this institution will not be returned to the student.

**Reports to Students.** An enrollment report is made available to the students by the Student Records Office and at the end of the semester final grade reports are mailed to the students at the address given at registration.

## FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974

*Family Educational Rights and Privacy Act of 1974 Public Law 93-380*, section 438(a) (1) (2), (b) (1) (2); all student records of The California State University and Colleges including California State University, Fresno are kept in accordance with the provisions of the *Family Educational Rights and Privacy Act of 1974*.

Students may request access to those campus records which personally identify the student; the student may challenge the accuracy of the record or the appropriateness of its retention in the campus records. Student consent is needed for the release of records covered by the Act to outside parties (e.g., prospective employers) except for those agencies entitled to access under the provisions of the Act (e.g., campus officials, other schools, federal officers, and requests in connection with the application or receipt of financial aid). These provisions apply to records received and used on this campus after November 19, 1974.

A student may request a copy of the record which the student has requested or consented to be released. Copies of the full text of the *Family Educational Rights and Privacy Act of 1974* are available at the Office of the Dean of Student Affairs or the University Library (particular questions with respect to a student's prerogative under the *Family Educational Rights and Privacy Act of 1974* should be directed to the Dean of Student Affairs or the Director of Admissions and Records).