

## GRADES, SCHOLARSHIP, RECORDS

### READMISSION OF DISQUALIFIED STUDENTS

Students placed on disqualified status at the end of a Fall Semester may be permitted to re-enroll for the following Spring Semester on "probation contract." Students disqualified from CSUF at the end of a Spring Semester or Summer Session may be readmitted for a subsequent Fall or Spring Semester only by special action of the appropriate undergraduate or graduate authority. A disqualified student, however, may enroll for summer session or extension classes without readmission.

Students disqualified at the end of Spring Semester desiring readmission must submit a Readmission Petition obtained from the Admissions Office. Upper division students must also schedule an interview with their departmental advisor and request that a "Student Readmission Recommendation Form" be forwarded to the Admissions Office. In addition, graduate, international and EOP students must schedule an interview with the appropriate office and request a "Student Readmission Recommendation Form" be forwarded to the Admissions Office.

Disqualified CSUF students who have been away one semester or longer must submit an application for readmission in addition to the appropriate petitions and recommendations.

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Disqualified students should schedule a readmission interview with the Admissions Officer, (209) 294-2287, if requested, or the academic department, as appropriate, no later than two weeks before registration for the semester in which the student wishes to re-enroll. Earlier deadlines will be required for participation in Early or Walk-Through Registration.

### TRANSCRIPTS AND REPORTS

**Transcript of Record.** Students may request transcripts of their academic records at CSUF with the payment in advance of a \$4.00 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 Admissions/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 Admissions/Records Office and at the end of the semester final grade reports are mailed to the students at the address submitted to the Admissions/Records Office.

### PRIVACY RIGHTS OF STUDENTS IN EDUCATION RECORDS

*The Federal Family Educational Rights and Privacy Act of 1974* (20 U.S.C. 1232g) and regulations adopted thereunder (45 C.F.R. 99) and California Education Code Section 67100 et seq., set out requirements designed to protect the privacy of students concerning their education records maintained by the campus. Specifically, the statute and regulations govern 1) access to student records maintained by the campus, and 2) the release of such records. In brief, the law provides that the campus must provide students access to official records directly related to the student and an opportunity