



STUDENT RECORDS

Mr. Jerry Wright
Registrar

The Office of the Registrar maintains information concerning the academic records of students. In addition, the Registrar's Office issues transcripts of records and certificates for various governmental agencies.

Students are encouraged to check with the Registrar's Office when questions arise concerning academic status. All students have a permanent record to which only they and authorized personnel have access, and it is to the student's advantage to check this record periodically. Transcripts are provided at a cost of \$2.00 upon written request of the student. All undergraduate and graduate work constitutes a complete academic record. Portions of that record will not be deleted when providing transcripts. Two weeks' processing time should be allowed for the preparation of transcripts and certifications. The University does not accept or send official transcripts by facsimile transmission (FAX).

Transcripts of academic records from other universities and high schools are not provided. The student must contact previous institutions attended for those transcripts. It is also the student's responsibility to contact testing agencies for test score reports.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974

Students attending Valdosta State University have the right of access to their education records in accord with the Family Educational Rights and Privacy Acts of 1974. Students desiring a copy of the full text of this act or further information should contact the Office of the Vice President for Student Affairs.