



Pima County Community College District Board Policy

Board Policy Title:

Official Student Records

Board Policy Number:

BP 3.11

Adoption Date:

3/18/81

Schedule for Review & Update:

Every three years

Review Date(s):

4/15/14, 4/12/17, 11/16/20, [6/4/24](#)

Revision Date(s):

3/10/99, 1/13/12, 4/12/17, [6/4/24](#)

Sponsoring Unit/Department:

Office of the Provost

Motion Number:

5849

Legal Reference:

Cross Reference:

Data and Information Sharing, BP 1.20;
Family Educational Rights and Privacy
Act (FERPA) Educational Records
Compliance and Procedures, AP 3.11.01;
[Records, Retention and Disposition, BP
2.15](#)

The College will establish and maintain official permanent records for all students and shall assure the quality and integrity of those records and that records are stored in a secure environment.