Oconee Fall Line Technical College

Request to Review Student Records

Student Name: _____

ID#: _____

Request of Review of Records:

Oconee Fall Line Technical College affords all previously or presently enrolled students the right to review their student file. This request must be submitted and appointment made so that an official may be present during the review. Ample time will be given to the student to review the file. If copies are needed, there will be a $2.00 charge for each page copied.

Student Signature _____

Date _____

Approval:

School Official: _____

Date _____

Appointment for Review of Records:

Date: _____

Time: _____

Place: _____

Review of Records Completed:

Student Signature: _____

Date: _____

School Official Present: _____

Date: _____