

1552 Student Education Records

Description: Documents the official, full academic history of each student registered and enrolled in University courses, as retained by the Office of the Registrar. This does not include any student health records as defined in Schedule [1548](#). See [Schedule #1548-Student Health Records](#) for retention rules related to student health records, which must be separately maintained

Examples: Records retained by the Registrar's Office may include, for example, records related to admission, enrollment status, degree requirements, transfer credit, degree conferral, student privacy, demographics, and academic standing. Additionally, files from students in the law school may contain law school certificates and character or fitness letters.

Retention Period: **Retain permanently in the Registrar's Office.**

Authority: 603 C.M.R. § 23.06; 20 U.S.C. § 1232g; 34 CFR Part 99