

Law Student Request to Review Education Records

I wish to review my educational record located in the Law School Registrar's Office.

EDUCATIONAL RECORDS TO BE REVIEWED:

- | | |
|---|---|
| <input type="checkbox"/> Academic Progress Report | <input type="checkbox"/> Student accounts billing statements |
| <input type="checkbox"/> Class schedule | <input type="checkbox"/> Transcript |
| <input type="checkbox"/> Disciplinary/Student Judicial records* | <input type="checkbox"/> Other (<i>please be specific</i>): |
| <input type="checkbox"/> Financial aid applications* | |
| <input type="checkbox"/> Grades | |

*Consult the Office of General Counsel because redaction may be required.

Student's Printed Full Name: _____

Address: _____

Student's email Address: _____ Telephone No.: _____

Date of Birth: _____

Student's Signature: _____ Date: _____

Return signed copy to:
UDC David A. Clarke School of Law
Office of the Registrar, Suite 212
4340 Connecticut Avenue, N.W.
Washington, DC 20008

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To Student:

Your request for review of your record was received on _____ (date)

The requested record will be available at the Registrar's Office for review on _____ (date)

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FOR OFFICE USE ONLY

Photo ID provided: Yes No

Printed Name of Registrar's Staff: _____

Signature of Registrar's Staff: _____ Date: _____