

**BOARD POLICY**  
**San Mateo County Community College District**

**Subject:** BP 7.09 Withholding of Student Records  
**Revision Date:** 5/09; 8/13  
**Policy References:** Title 5, Section 59410

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1. Students or former students who have been provided with written notice that they have failed to pay their financial obligations to the district shall have grades, transcripts, enrollment verifications, and diplomas and degrees withheld.
  2. Any items held, shall be released when the student satisfactorily resolves the financial obligation.