



University of Colorado
Denver

900 Auraria Parkway
Tivoli Student Union Suite 227
Denver, CO 80217
Office: 303-315-7310

**Office of Student Conduct and Community Standards
Request to Inspect Records**

Pursuant to federal law, you have the right to inspect and review your own educational records. For more information on this please see the Family Educational Rights and Privacy act of 1974.

By submitting this form, you have alerted the Office of Student Conduct and Community Standards (SCCS) you would like to inspect and review your student conduct records. SCCS will comply with a request for access within a reasonable time, not to exceed 45 days.

Arrangements shall be made for the student to read his or her records in the presence of a staff member. Please be advised SCCS does not permit the copying of these records, does not allow your educational records to be removed from our offices, does not allow unauthorized individuals to inspect your records, and that your records may have certain information redacted pursuant to law.

I, _____ (Please print name and Student ID Number), request an inspection and review of my disciplinary records maintained by the Office of Student Conduct and Community Standards.

Student Signature

Date

Please let us know the best way to contact you to arrange this inspection:

Student Name: _____

Student ID#: _____

Address: _____

Phone #: _____