

# REQUEST TO ACCESS STUDENT RECORDS

Please choose one of the following:

I hereby request to inspect and review my student records, which I have not waived my right to see, pursuant to Pepperdine University's Student Records Policy, paragraph (D) (1). I recognize that the University will require University personnel to remain with me during my inspection and review.

I would like to obtain a copy of the following records pursuant to paragraph (D) (4) of the Student Records Policy:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

( ) Pick-up Date: \_\_\_\_\_

( ) Mail to: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

( ) Fax to: \_\_\_\_\_

( ) E-mail to: \_\_\_\_\_

Campus Wide ID Number (CWID): \_\_\_\_\_

Name (printed): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**\*\*Please return via fax to (310) 506-7668, Attn: Office of Student Information and Services\*\***