

**Wenatchee Valley College
Office of Admissions & Registration
1300 5th Avenue, Wenatchee, WA 98801
Phone # 509-682-6806**

Student Request to Inspect and Review Educational Records

TO: Registrar, Wenatchee Valley College, Wenatchi Hall

I wish to inspect the following education record(s): _____

SID#	Student Name (print)	Date
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Address: _____

Student Signature _____

TO: Student

Your request to inspect your records was received on _____

The requested records will be available for your review on _____

Date	Registrar's Signature and Phone Number
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TO: Registrar, Wenatchee Valley College

I have inspected and/or have been informed of the contents of the requested educational records and am satisfied with its accuracy and /or completeness.

Date	Student's Signature
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TO: Registrar, Wenatchee Valley College

I have inspected and/or have been informed of the contents of the requested educational records and am not satisfied with its accuracy and /or completeness for the following reasons (use the back of this sheet if necessary):

Date	Student's Signature
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Students wishing to have their educational records amended must complete a "Request to Amend Educational Records" form, which is available from the Admissions office at WVC.

Any observations of the Registrar of disposition of this request should be written on the back of this sheet. After completed by the student and the Registrar, this form should be returned to the Admissions & Registration office at Wenatchee Valley College.

