Policy Summary:
Jackson College reserves the right to withhold student record information until financial obligations are cleared.

Policy Statement:
- Jackson College may withhold student record information including but not limited to transcripts, diplomas and/or other records for students with a prior balance of less than $100 until all financial obligations are cleared.
- Jackson College may restrict further registration activity by a student with a prior balance greater than $100 until all financial obligations are cleared.
- Financial obligations may result from unpaid tuition, housing expenses, student fees, library fees and other charges.
- The Jackson College Business office authorizes placing a hold on a student’s records and authorizes the release of the hold when the obligation has been cleared.
<table>
<thead>
<tr>
<th>Date Of Change</th>
<th>Description of Change</th>
<th>Responsible Party</th>
</tr>
</thead>
<tbody>
<tr>
<td>11/16/11</td>
<td>Change log added</td>
<td>A. Goings</td>
</tr>
<tr>
<td>12/14/2011</td>
<td>Addition of restriction to registration activity</td>
<td>M. Gieseke</td>
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<tr>
<td>11/15/2015</td>
<td>Biannual Review</td>
<td>D. Norris</td>
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<td>08/31/2016</td>
<td>Biannual Review</td>
<td>D. Norris</td>
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<tr>
<td>2/19/2019</td>
<td>Biannual Review</td>
<td>D. Norris</td>
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