

Transcript: Withholding Policy for Student Records

Hello, and thank you for taking a moment to learn about our **Withholding Policy for Student Records** at the College.

This policy is in line with **Colorado House Bill 22-1049** and applies to **both current and former students** who may have outstanding debt to the College—such as tuition balances or other financial aid funds that need to be repaid.

We want to be clear:

- **The College does not withhold academic records or transcripts** due to outstanding financial obligations. That means, even if you owe money, your access to your academic records is not blocked.

If you do have a balance owed, you have options:

- You can contact your **campus business office** to **set up a payment plan** that works for your situation. We encourage you to reach out and make those arrangements as early as possible.

For **former students** who have not resolved their balance:

- Please be aware that after **30 to 60 days from the date of determination**, the unpaid debt may be **sent to a third-party collection agency**. We will always attempt to work with you before that happens.

Finally, if you believe your rights under **HB22-1049** have been violated, or if you have questions or concerns, you can contact the **Colorado Student Loan Ombudsperson**. Their office can be reached by email at **CSLSA@coag.gov**.

We are here to support your success, and we encourage open communication if you're ever facing financial difficulties.