

## SOLANO COMMUNITY COLLEGE DISTRICT

### GRADING RECORD RETENTION

6412

**POLICY:** Faculty shall retain grading records for four years after the college year in which they originated (e.g., 2000-01 plus 4 = 2004-05). Retained grades shall be confidential. Student records to be destroyed shall be done in an appropriate manner assuring confidentiality of the information.

### REFERENCES/

**AUTHORITY:** SCC Board Policy 5150 ("Student Records Retention and Destruction")

California Code of Regulations, Title 5, Sections 59026

California Education Code, Sections 70901, 76220, and 76246

RLS:nb  
BP6412

**ADOPTED:** February 19, 1992  
**REVISED:** December 19, 2001  
January 17, 2007  
August 19, 2009