

From:

**[http://sacs.nicholls.edu/admins/NSU
Policy and Procedure Manual.doc](http://sacs.nicholls.edu/admins/NSU_Policy_and_Procedure_Manual.doc)**

5.8.7 Records and Registration

Records and Registration reports directly to the Associate Provost.

The responsibility of this office is to assure the accuracy and integrity of student academic records. The office operates registration services, drop/add, resignations, class rosters, and enrollment verifications. Transcripts of the student's academic record are sent at the request of the student.

Other responsibilities of this office include monitoring compliance with the Family Education Rights and Privacy Act of 1974 (FERPA) (described in the NSU Bulletin), NCAA student athletic eligibility, academic renewal, grade changes, credit petitions, and recording credit by examination.