1. Official student records shall be maintained in locations central to the University, division or department by which they are maintained, with the custody thereof assigned to designated personnel specifically charged with preserving the confidentiality of student records in accordance with Oregon laws, federal statutes and regulations, and institutional policies.

2. The following officials are specifically charged with preserving the confidentiality of student records:

   A. Office of the Provost;
   B. Dean for each School or College;
   C. Chief Information Officer;
   D. Comptroller; and
   E. Registrar.

Revision History: October 25, 1996; March 27, 2015

Responsible Office: Registrar