

Request for Student Information (Student File Records)

To request all or part of your student file, please complete this form and email <u>info@internationalbarber.net</u> and allow up to 10 business days for processing. To expedite processing please indicate what type of records you're requesting (eg: SAP report(s), payment ledger, enrollment agreement) and what campus you attend. Please note transcripts will not be released unless all tuition and any other charges are current.

Specific records requested:

Student Name:

Student Signature:

Date:

Created August 1, 2022