

**NUMBERED MEMO CC24-017**

**TO:** Members of the State Board of Community Colleges, Chairs of the Community College Boards of Trustees, Community College Presidents, Chief Academic Officers, Chief Admissions Officers, Basic Skills Directors, Business Officers, Continuing Education Officers, Customized Training Directors, Chief Financial Officers, Financial Aid Officers, Personnel Directors, Student Development Administrators, Public Information Officers, Registrars, & Other Interested Parties

**FROM:** Tawanda Foster Artis, *NCCCS General Counsel*

**SUBJECT:** Proposed Amendment of 2A SBCCC 400.11 Student Records

**DATE:** April 23, 2024

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The State Board of Community Colleges has initiated the rulemaking process to amend **2A SBCCC 400.11 Student Records**. The proposed amendment would make a clarifying change to the requirements related to student records for proprietary schools. The proposed amendment is published on the NC Community College System's website, [www.nccommunitycolleges.edu/sbcccode](http://www.nccommunitycolleges.edu/sbcccode). For your convenience, a copy of the proposed rule, with the changes indicated, is attached to this memorandum. Strikethroughs indicate deletions of existing language and underlines indicate additions of language.

Any member of the public has the right to submit written comments on the proposed rule. Please note that any person who submits public comments on behalf of their community college should comply with their college's local process for submitting comments on a proposed rule. **Written comments on the rule must be received by no later than 5:00 p.m. on May 23, 2024.** Any member of the public has the right to request a hearing on the proposed rule. **Requests for a hearing must be received by no later than 5:00 p.m. on May 8, 2024.**

Written comments and requests for hearing shall be directed to the following address: Tawanda Foster Artis, 5001 Mail Service Center, Raleigh, NC 27699-5001 or by email to **publiccomments@nccommunitycolleges.edu**. Thank you for your attention to this matter.

CC24-017

E-mail Copy  
Attachments



# State Board of Community Colleges

## Petition for Rulemaking Form

Date: April 23, 2024

<b>Title, Chapter, Subchapter, and Rule Number of Rule Proposed to be Adopted, Amended, or Repealed</b>	Amend 2A SBCCC 400.11 Student Records
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Specify whether the SBCC proposes to amend, adopt, or repeal a rule:

<b>Adopt</b> (new rule)	<b>Amend</b> (change existing rule)	<b>Repeal</b> (delete entire rule)
	X	

<b>Rationale for proposed adoption, amendment, or repeal:</b>	Amends student records requirements for proprietary schools.
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<b>Proposed Effective Date of Rule</b>	August 1, 2024
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32 compliance with State or local law, graduation from a state registered  
33 home high school, or receipt of a certificate of high school equivalency,  
34 if the student provides the school with written evidence of the student's  
35 inability to obtain a copy of the student's high school transcript or  
36 certificate of high school equivalency; or for individuals beyond the  
37 age of compulsory secondary school attendance who did not graduate  
38 from a public, private, or state registered home high school or obtain a  
39 certificate of high school equivalency, demonstration of an ability to  
40 benefit as determined by any test instrument approved by the  
41 Department of Education.

42 (b) Records of students shall be open for inspection by properly authorized  
43 officials of the State Board of Community Colleges.

44 (c) Financial records of the school shall be open for inspection by properly  
45 authorized officials of the State Board of Community Colleges.

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47 *History Note: Authority G.S. 115D-89;*  
48 *115D-90;*  
49 *Eff. September 1, 1993;*  
50 *Amended Eff. [August 1, 2014](#);*  
51 *December 1, 2004*

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