

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

May 15, 2018

Agenda Item: 5.7

Subject: Acceptance of the Official Transcript Fee Increase at Chabot College and Las Positas College effective summer term 2018

Background: Per Board Policy 5030 – Fees, the Chabot-Las Positas Community College District requests acceptance for the increase in official transcript fees for Chabot College and Las Positas College, effective summer term 2018.

Current Rates:

Regular Service = \$3

Rush Service = \$10

Proposed Rates:

Regular Service = \$5

Rush Service = \$15

Regular Service is processed within ten (10) business days. Rush Service is processed within two (2) business days.

The increase to the official transcript fee enables the colleges to continue to furnish copies of any student record in a timely manner in accordance with Education Code section 76223.

In accordance with the Education Code and District Board Policy 5030 - Fees, “the District shall furnish upon request of students (or former students) a maximum of two (2) transcripts...of academic record at District expense. There should be no charge for searching for or retrieving any student record.”

Students will continue to have access to free and unlimited unofficial transcripts via the student information system.

Recommended Action: That the Board of Trustees accepts the official transcript fee increase at Chabot College and Las Positas College, effective summer term 2018.

Submitted: Lorenzo Legaspi/Date

Approved: Jannett N. Jackson/Date

APPROVED

DISAPPROVED

TABLED