



**Wharton County
Junior College**

Third Party Request to Inspect & Review Educational Records (FERPA)

To Records Office:

Student Name

Banner ID

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Third Party Requester

Student's Date of Birth

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Third Party Requester Signature: _____ Date: _____

I wish to inspect or consult about the education records located in the following office(s):

To Third Party Requester:

Your request for inspection of student records was received on _____ (date).

The record will be available at _____ (office) on _____ (date).

Registrar Signature: _____ Date: _____

If after inspection of records you are not satisfied with its accuracy and completeness, you have the right to submit an appeal.

Contact:

Wharton County Junior College
Registration Office – Administration Building
911 Boling Highway
Wharton, Texas 77488
Phone: 979-532-6454 Fax: 979-532-6494
Email: Registrar@wcjc.edu