

# LASSEN COMMUNITY COLLEGE

SPRING    SUMMER    FALL 20\_\_\_\_

TODAY'S DATE: \_\_\_\_\_

## INCARCERATED STUDENT DROP FORM

LAST NAME: \_\_\_\_\_

STUDENT ID OR SSN: \_\_\_\_\_

FIRST NAME: \_\_\_\_\_

BIRTH DATE: Month \_\_\_\_\_ Day \_\_\_\_\_ Year- \_\_\_\_\_

INCARCERATION NUMBER: \_\_\_\_\_

PRISON: \_\_\_\_\_

HOUSING UNIT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

Section #	COURSE DROP	Units	REASON FOR DROP(S) <b>(REQUIRED)</b>

TOTAL UNITS DROPPED \_\_\_\_\_

STUDENT SIGNATURE: \_\_\_\_\_

COUNSELOR SIGNATURE: \_\_\_\_\_

RECEIPT #: \_\_\_\_\_ AMT PAID: \_\_\_\_\_

DATE: \_\_\_\_\_ STAFF: \_\_\_\_\_

**FERPA:** The Family Education Rights and Privacy Act of 1974, commonly known as FERPA, is a federal law that protects the privacy of student education records. Students have specific, protected rights regarding the release of such records and FERPA requires that institutions adhere strictly to these guidelines. For more information, contact the Admissions & Records Office.