

**Agency: UTAH STATE BOARD OF EDUCATION**

**Request Title:** *Private Student Record Maintenance*

**Purpose Statement:**

*Provide a repository and access to students who attended closed private schools to obtain copies of their records including transcripts and diplomas.*

**What is the nature of your request?**

Select one:

- ☒ POLICY REQUEST – You are seeking changes to Utah State Code to improve your program/services.
- ☐ FUNDING REQUEST – You are seeking new or additional financial resources to support a program/service for education.
- ☐ BOTH POLICY and FUNDING – You are proposing a new program or expansion of an existing program that will require new/amended state code and financial resources.

Questions? Please contact:

Todd Call (Todd.Call@schools.utah.gov) for questions related to a funding request and  
Greg Connell (Greg.Connell@schools.utah.gov) for questions related to a policy request.

**Current Funding for FY 2024:** *N/A*

**Projected Results:**

- To provide access to diplomas and transcripts for students who attended closed private schools to aid in their furthering educational and professional life goals.

## **Rationale:**

Currently USBE receives about 1 phone call a week from an individual who has attended a closed private school in Utah seeking access to educational records that they are unable to find. Failure to obtain these records impacts the individual's ability to attend post-secondary education or join the military.

## **If not funded/approved:**

*Students who attend private schools that close will continue to have difficulties in obtaining their educational records if at all and will continue to seek these resources from the USBE.*

## **USBE Lead Point of Contact:**

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**USBE Section:**Teaching, Learning & Licensing

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**USBE Section:**Student Learning

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**USBE Section:** Administration

## **POLICY REQUEST**

*This section only needs to be completed if you are making a policy request (creating or changing existing Utah Code language).*

1. **Section(s) of State Code to be addressed (if none, insert "N/A"):**

N/A

**2. Summarize the request, the specific problem it will solve, and how it will solve the problem. (Describe the issues or concerns the legislation will address:)**

Many private school students are unable to access their transcripts or diplomas due to their school having closed and no record maintenance being enforced. This is doing a great disservice to the students when they apply for jobs and seek to further their education and are unable to access the required transcripts or diplomas.

**3. Describe the history of the issues or concerns including relevant context and timelines:**

USBE staff receive approximately 52 calls a year from former private school students who are unable to locate or access their student records due to the private school having closed.

Currently, private schools are supposed to entrust the records to the attorney who works through the closure process with the school or new owner of the property. This is not currently happening in practice. Some records have been found in basements of the closed schools but many are not located.

**4. What are the suggested legislative solutions? Include code references and suggested language where possible:**

Amend Utah Code to require Private Schools at the time of licensure to be required to send their student transcripts and diplomas to a State repository at the time of their closure.

OR

Amend Utah Code to require private schools, at the time of licensure, to be required to send their student transcripts and diplomas to the local district at the time of closure. And require local districts to maintain these records and allow districts to charge a fee for the access to the private school records which they maintain.

**5. Provide details, sources, research, and analysis to which forms evidence-basis for this request or the associated program (e.g, cost benefit analysis, program evaluation, results from pilot program, etc). Include whether this data is currently collected and available or whether new data will be collected:**

USB E receives at least one call each week regarding students unable to obtain their private school student records. This is close to 52 calls a year.