

Policy Title: Right to Withhold Transcript and/or Block Registration

Policy Number:

Date Issued: August 20, 2004

Responsible Executive: Registrar

Date Last Revised: April 21, 2020

Responsible Office: Office of the Registrar

Right to Withhold Transcripts and/or Block Registration

Policy Statement

Baylor University (the “University”) may withhold the issuance of a transcript record and/or block the registration of any current or prior student if the student has certain outstanding obligations to the University.

Related Documents and Forms

University Policies and Documents

Student Conduct Code
Honor Code Procedures

Forms and Tools

Forms and tools are available through the [Office of the Registrar](#).

Contacts

Subject	Contact	Telephone	Office email/web site
Transcripts	Office of the Registrar	254-710-1181	Registrar@baylor.edu https://www.baylor.edu/registrar/
Student Conduct Code	Judicial Affairs	254-710-1715	https://www.baylor.edu/studentconduct/Judicial_Affairs@baylor.edu
Honor Code	Office of Academic Integrity	254-710-1715	https://www.baylor.edu/studentconduct/Academic_Integrity@baylor.edu
Student Financial Services	Cashier’s Office Student Financial Aid Office	254-710-2311 254-710-2611	https://www.baylor.edu/sfs/ Ask Student Financial Services Form

Principles

Baylor University may withhold the issuance of a transcript record and/or block the registration of any current or prior student if the student has certain outstanding obligations to the University. The student obligations may be financial or non-financial. Financial obligations include: Parking Services traffic fines, Health Center charges, student loan accounts, tuition and fees, long distance telephone accounts, or any other financial obligation owed by the student to the University. Non-financial obligations include the University requirements of a student imposed by published written policy or other written requirements including, but not limited to, incomplete processing under the Student Conduct Code or Honor Code Procedures. Release of the transcript and/or a registration block will be authorized only after a financial obligation to the University is paid in full or satisfactory arrangements are made to comply with other obligations.