

FERPA APPEAL TO THE GENERAL COUNSEL AND
VICE CHANCELLOR FOR LEGAL AFFAIRS

You may use this form to appeal your college's denial of your earlier appeal for access to your student records or any other alleged denial of FERPA rights. You must appeal within 30 days of the date of the college's denial by completing this form and sending it to:

General Counsel and Vice Chancellor for Legal Affairs
The City University of New York
205 East 42nd Street
New York, New York 10017
Email: ogc@cuny.edu

Name: _____.
Address: _____.
Phone: _____.
College: _____.
Email: _____.

I write to appeal the College's denial of my appeal in a letter dated _____.

I enclose the following documents:

- _____ College's denial of my appeal.
- _____ My appeal to the college.
- _____ College's initial denial of access.
- _____ My initial request for access to records.
- _____ Additional documents (please itemize): _____
- _____
- _____

Please provide the basis for your appeal (you may attach additional pages):

Dated: _____ Signed: _____