



Office of the
General Counsel
8000 York Road
Towson, MD 21252

November 7, 2019

Dariya Brown
Maryland Consumer Rights Coalition
2209 Maryland Ave.
Baltimore, MD 21218
Via: Email

Re: Maryland Public Information Act Records Request

Dear Ms. Brown:

As stated in my October 16, 2019, letter, I am writing to seek additional clarification regarding your October 2, 2019, request for records.

My understanding is that you spoke with Allison Boyle, an Assistant Attorney General from the Educational Affairs Division and provided the following clarifications regarding your request:

- “students [that] hold any institutional debt” means students who are currently enrolled and owe institutional debt
- “institutional debt” is defined as debt a student owes directly to the institution, such as tuition and fees, room and board, parking tickets, or library fees
- “most common type of debt owed” means the type/category of institutional debt that is owed the most by students
- “transcripts withheld” means (1) the number of transcripts that are blocked and will not be released because a student owes institutional debt, and (2) the number of transcripts that are requested and denied (and therefore withheld) because they are blocked
- “the amounts owed that resulted in withholding a student’s transcript” means the amount a student owes as it relates to “blocked” transcripts and transcript requests that are denied

We will need further clarification to some of the requests below to determine what documents may be available and how best to respond to your request. I have also identified below where the University is not in possession of documents responsive to your requests. The University considers those requests closed as of the date of this letter. Please note that the University is not required to create documents in order to respond to an MPIA request.

The University assumes that you are seeking information pertaining the number of institutional debts paid based on students who had transcripts withheld. The University does not have records responsive to this request.

7. How many of these debts were repaid after the release of the student's transcript?

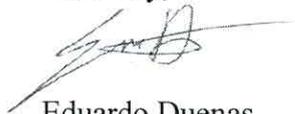
The University does not have records responsive to this request.

Under PIA § 4-206, the University is entitled to charge a reasonable fee to locate, review, prepare and reproduce the requested records, excluding the first two (2) hours. After we receive clarification regarding some of your requests, we will inform you of any estimated fee prior to initiation of locating, reviewing, preparing, and reproducing records, if any. Please note that if the actual fee differs from the estimate, the fee will be adjusted accordingly, and you will receive an additional bill or refund, as appropriate. Please also note that the first two (2) hours at no charge have already been used.

To the extent applicable, pursuant to GP §4-362, you are entitled to seek judicial review of this decision. You also have the option to file a complaint with the Public Information Act Compliance Board concerning the amount of the fee charged, see GP § 4-1A-01 et seq., and may also refer any concerns about this decision to the Public Access Ombudsman, pursuant to GP §4-1B-01 *et seq.*

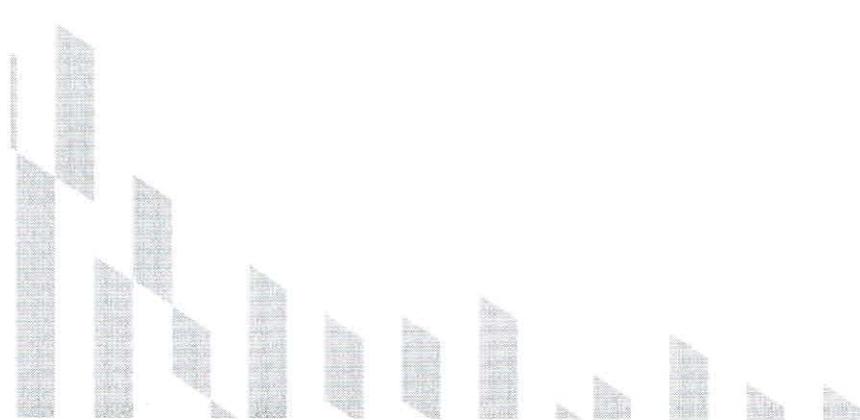
I look forward to hearing your clarifications. If you do not respond to this letter within ten (10) business days, I will assume that you do not wish to proceed.

Sincerely,



Eduardo Duenas
Paralegal

Enclosed as Stated:



252.0 VIII-2.20-POLICY ON PAYMENT OF TUITION AND FEES

(Issued by the Chancellor, March 1, 1989)

1. Each institution shall be responsible for the administration of this policy.
2. Tuition and fees are due and payable in full on or before the due date stipulated on the billing, except under the following circumstances:
 - a. Financial aid awarded by the institution has not been completely processed;
 - b. Guaranteed bank loans (i.e., GSL, HEAL) have not yet been disbursed;
 - c. Third-party student support contracts have been awarded but not yet received by the institution from the awarding entity; or
 - d. Payment shall be made in accordance with an installment payment plan as provided in written procedures approved by the President of the institution.
3. The student may be required to submit written documentation in support of postponement of payment from the institution's Office of Student Financial Aid, the bank, or other awarding entity.
4. If timely payment is not received by the institution in conformance with procedures implemented pursuant to this policy, appropriate administrative action shall be initiated. Such action may include barring attendance at classes and withholding of transcripts and grades.
5. Effective date: March 1, 1989

Replacement for: BOR V - 14.02
BOT XII - K



UNIVERSITY SYSTEM OF MARYLAND

III-6.00 - POLICY ON ACADEMIC TRANSCRIPTS AND FINANCIAL AID RECORDS

(Approved by the Board of Regents, January 11, 1990; Technical amendments by the Board, December 12, 2014)

I. ACADEMIC TRANSCRIPTS

Each institution in the University System of Maryland will maintain an academic transcript for each student who enrolls. The transcript will conform to standards as established by the American Association of Collegiate Registrars and Admissions Officers, and will include courses and grades for each term of enrollment. Each institution will develop policies concerning resident credit and the calculation of grade point averages.

II. WITHHOLDING TRANSCRIPTS AND RECORDS

An institution may withhold copies of official academic transcripts and financial aid records requested by or on behalf of a student who is delinquent in his or her financial obligations. A student is defined as an individual who is or who has been in attendance at an institution in the University System of Maryland.

Such delinquency may include delinquency in the payment of institutional charges and/or default on a Stafford Loan or any education loan made, guaranteed, or reinsured in whole or in part by the federal or Maryland State government made or received for attendance at an institution in the University System of Maryland. In those instances where (1) a student requesting the education records is in default on a Stafford Loan or any education loan made, guaranteed, or reinsured in whole or in part by the federal or Maryland State government and (2) the institutional business office has been notified that the student has filed a bankruptcy petition, copies of financial aid records and official academic transcripts may be withheld only after consultation with the Office of the Attorney General.

Replacement for: BOR II-4.10