
Housing & Residential Services
Judicial Affairs

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RECORDS & FILES

To insure confidentiality for each resident, it is essential for the University to maintain complete and accurate records and insure that these records are kept confidential. The policy pertaining to disciplinary records is:

- All files shall be maintained and secured by Judicial Affairs in the Office of Residential Life.
- A resident's file will be available only to the resident and members of the University community that have an "educational need to know" about the contents of a resident's file.
- Judicial files will be maintained for a period of seven (7) years after the resident separates or graduates from UCSB.
- It is essential that all persons with access to disciplinary files be aware that all matters discussed in hearings are confidential and not open for public discussion.