

# REGISTRATION & RECORDS

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Office of Registration and Records  
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umdearborn.edu/registration (<http://www.umd.umich.edu/registration/>)

The mission of the University of Michigan-Dearborn Office of the Registrar is to provide accurate academic record information and policy services to faculty, staff, students, alumni, the administration, and external constituencies. The Office of the Registrar collects and disseminates student, course, and instructional information through processes that ensure the integrity and security of all academic records particularly with regard to the Family Educational Rights and Privacy Act (FERPA) as set forth by the Federal Government.

The Office is responsible for all aspects of student registration and academic records. The office's primary functions include schedule preparation, registration, grade processing, and custodianship of student records. In addition, we are charged with the responsibility of communicating and administering academic policies, which we endeavor to enforce consistently and fairly. These activities are integral to the educational activities of the University, thereby supporting the primary mission, aspirations, and goals of the University of Michigan-Dearborn.