

REQUEST FOR RECORDS

To request a copy of a report, please print and complete the appropriate section(s) of form linked below.

▶ [Report Request Form \(PDF\)](#)

SUBMISSION METHODS

College Police Department
Attn: Records Department
One Massasoit Boulevard
Brockton MA. 02302

FAX (508)427-1266

EMAIL massasoitpolice@massasoit.mass.edu

Receiving Options

You may select from one of two options provided for receiving a requested record:

- **Pick-up:** The report will be held in the Massasoit Community College Police Department Communications Office in the department's main building, located in the lower level of the Student Center
- **USPS Delivery:** The report will be mailed to whatever address is provided on the request form. *(The Massasoit Community College Police Department provides no guarantee and assumes no liability, stated or implied, for the delivery or security of records mailed via the United States Postal Service)*

Notice on Compliance

At the sole discretion of the Massasoit Community College Police Department, anyone petitioning for the release of a record may be charged for costs incurred by compliance with said petition Id. F-I and A.11&40, respectively.

Notice on Redactions:

Personal or private information, and information regarding educational records of involved parties may be redacted from copies of reports, as such information may be exempt under the *Freedom of Information Act* and/or protected by the *Family Educational Rights and Privacy Act* (20 U.S.C. § 1232g).