

**Date:** 12/28/21

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**Request:**

I am submitting a Public Record Request to Quinsigamond Community College for the Spring 2016 – Fall 2021 semester. The request is limited to readily available general directory records without physically copying, scanning, or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

1. Student name (First, Middle, Last)
2. Full mailing address
3. Phone number
4. Date of birth
5. Email address

Also note that I am not requesting this agency to compile the requested list of information if it is not already created as that would be unreasonably burdensome. Partial fulfilment of requested information can also be accepted.

Feel free to contact me at your earliest convenience should you have any questions or concerns.