



Agency Records Disposition Schedule

Department: Department of Higher Education
Division: Truman State University

Section: International Student Affairs Office
Sub-Section:

TITLE: Campus Activities Materials - Student activities and International club activities	CUTOFF:	
DESCRIPTION: Campus Activities Materials - Student activities and International club activities	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 11752	SERIES STATUS: Approved	APPROVAL DATE: 03/13/1989
TITLE: Correspondence with American Government Services	CUTOFF:	
DESCRIPTION: Correspondence with American Government Services	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 11750	SERIES STATUS: Approved	APPROVAL DATE: 03/13/1989
TITLE: Correspondence with Foreign Governments	CUTOFF:	
DESCRIPTION: Correspondence with Foreign Governments	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 11749	SERIES STATUS: Approved	APPROVAL DATE: 03/13/1989
TITLE: Student personal files - Record of student discipline and personal problems and action taken as a result of said problems.	CUTOFF:	
DESCRIPTION: Student personal files - Record of student discipline and personal problems and action taken as a result of said problems.	RETENTION: Years: 5 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 11751	SERIES STATUS: Approved	APPROVAL DATE: 03/13/1989



Agency Records Disposition Schedule

Department: Department of Higher Education

Section: International Student Affairs Office

Division: Truman State University

Sub-Section:

TITLE: Student transcripts - official transcripts received when a student applies for admission. Transcripts are sent to registrar's office for evaluation. They stay there for future reference.

CUTOFF:

DESCRIPTION: Student transcripts - official transcripts received when a student applies for admission. Transcripts are sent to registrar's office for evaluation. They stay there for future reference.

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES #: 11753

SERIES STATUS: Approved

APPROVAL DATE:

03/13/1989
