



Agency Records Disposition Schedule

Department: Department of Higher Education
Division: University of Central Missouri

Section: Admissions and Records
Sub-Section:

TITLE: Admission Reports of Incoming Freshman and Transfers	CUTOFF:	
DESCRIPTION: Admission Reports of Incoming Freshman and Transfers	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 10896	SERIES STATUS: Approved	APPROVAL DATE: 12/01/1981
TITLE: Folders of undergraduates and/or graduates who were either denied admission, or failed to show up for enrollment	CUTOFF: term app	
DESCRIPTION: Folders of undergraduates and/or graduates who were either denied admission, or failed to show up for enrollment	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 10895	SERIES STATUS: Approved	APPROVAL DATE: 12/01/1981
TITLE: Graduate folders of enrolled students - Transferred to Registrar when completed	CUTOFF: EOSFY	
DESCRIPTION: Graduate folders of enrolled students - Transferred to Registrar when completed	RETENTION: Years: Months: Days:	
NOTES:	DISPOSITION ACTION: Permanent	
SERIES #: 10894	SERIES STATUS: Approved	APPROVAL DATE: 12/01/1981
TITLE: Single Applications and/or Transcripts of Students who never completed admissions	CUTOFF: term app	
DESCRIPTION: Single Applications and/or Transcripts of Students who never completed admissions	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 10897	SERIES STATUS: Approved	APPROVAL DATE: 12/01/1981



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Sub-Section:

TITLE: Test Scores of Students who did not enroll	CUTOFF: term app
DESCRIPTION: Test Scores of Students who did not enroll	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 10898	SERIES STATUS: Approved
	APPROVAL DATE: 12/01/1981
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TITLE: Undergraduate folders of enrolled students - Transferred to Registrar when completed	CUTOFF: EOSFY
DESCRIPTION: Undergraduate folders of enrolled students - Transferred to Registrar when completed	RETENTION: Years: Months: Days:
NOTES:	DISPOSITION ACTION: Permanent
SERIES #: 10893	SERIES STATUS: Approved
	APPROVAL DATE: 12/01/1981
