



Department: Department of Higher Education
Division: Missouri State University

Agency Records Disposition Schedule

Section: Student Life and Development
Sub-Section:

TITLE: Academic Advisee Files - sent to Advisement	CUTOFF:
DESCRIPTION: Academic Advisee Files - sent to Advisement	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 12313	SERIES STATUS: Approved
	APPROVAL DATE: 10/14/1987
TITLE: Agency Files/Student Activities	CUTOFF:
DESCRIPTION: Agency Files/Student Activities	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 12317	SERIES STATUS: Approved
	APPROVAL DATE: 10/14/1987
TITLE: Departmental Budget/Planning Information - copy - Original in Financial Services	CUTOFF:
DESCRIPTION: Departmental Budget/Planning Information - copy - Original in Financial Services	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 12315	SERIES STATUS: Approved
	APPROVAL DATE: 10/14/1987
TITLE: International Student Files	CUTOFF:
DESCRIPTION: International Student Files	RETENTION: Years: 10 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 13181	SERIES STATUS: Approved
	APPROVAL DATE: 10/14/1987



Department: Department of Higher Education
Division: Missouri State University

Agency Records Disposition Schedule

Section: Student Life and Development
Sub-Section:

TITLE: Professional Organizations	CUTOFF:	
DESCRIPTION: Professional Organizations	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 12309	SERIES STATUS: Approved	APPROVAL DATE: 10/14/1987
TITLE: Programming Files	CUTOFF:	
DESCRIPTION: Programming Files	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 12312	SERIES STATUS: Approved	APPROVAL DATE: 10/14/1987
TITLE: Record of Student Withdrawals from University	CUTOFF:	
DESCRIPTION: Record of Student Withdrawals from University	RETENTION: Years: 5 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 13180	SERIES STATUS: Approved	APPROVAL DATE: 10/14/1987
TITLE: Security/Incident Reports	CUTOFF:	
DESCRIPTION: Security/Incident Reports	RETENTION: Years: 3 Months: 0 Days: 0	
NOTES:	DISPOSITION ACTION: Destroy	
SERIES #: 12314	SERIES STATUS: Approved	APPROVAL DATE: 10/14/1987



Department: Department of Higher Education

Division: Missouri State University

Agency Records Disposition Schedule

Section: Student Life and Development

Sub-Section:

TITLE: Sorority and Fraternity Grades	CUTOFF:		
DESCRIPTION: Sorority and Fraternity Grades	RETENTION: Years: 3 Months: 0 Days: 0		
NOTES:	DISPOSITION ACTION: Destroy		
SERIES #: 12311	SERIES STATUS: Approved	APPROVAL DATE:	10/14/1987
TITLE: Student Disciplinary Records	CUTOFF:		
DESCRIPTION: Student Disciplinary Records	RETENTION: Years: 5 Months: 0 Days: 0		
NOTES:	DISPOSITION ACTION: Destroy		
SERIES #: 12306	SERIES STATUS: Approved	APPROVAL DATE:	10/14/1987
TITLE: Student Organization Files	CUTOFF: EOSFY		
DESCRIPTION: Student Organization Files	RETENTION: Years: Months: Days:		
NOTES:	DISPOSITION ACTION: Permanent		
SERIES #: 12307	SERIES STATUS: Approved	APPROVAL DATE:	10/14/1987
TITLE: Student Publications	CUTOFF:		
DESCRIPTION: Student Publications	RETENTION: Years: 3 Months: 0 Days: 0		
NOTES:	DISPOSITION ACTION: Destroy		
SERIES #: 12310	SERIES STATUS: Approved	APPROVAL DATE:	10/14/1987



Agency Records Disposition Schedule

Department: Department of Higher Education
Division: Missouri State University

Section: Student Life and Development
Sub-Section:

TITLE: Student Recommendations	CUTOFF:
DESCRIPTION: Student Recommendations	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 12308 SERIES STATUS: Approved	APPROVAL DATE: 10/14/1987
<hr/>	
TITLE: Vendor File/Student Activities	CUTOFF:
DESCRIPTION: Vendor File/Student Activities	RETENTION: Years: 3 Months: 0 Days: 0
NOTES:	DISPOSITION ACTION: Destroy
SERIES #: 12316 SERIES STATUS: Approved	APPROVAL DATE: 10/14/1987
