

Student enrollment and registration (GRS-1501)

Utah General Retention Schedule

Description

These records capture the necessary information to enroll a student in a particular school and document their attendance and course of study. The application process of those seeking to home school or participate in alternative programs is included in this schedule.

Retention and Disposition

Retain until superseded, and then destroy records.
Retain for 4 years, and then destroy records.

Retention Justification Note

UCA 53A-2-207 (2012). UCA 53A-1a-502.5 (2012). R277-437 and 438-8 (2013). R277-713 (2013). UCA 53A-2-205 (1988).?enrollment records are not needed past the end of any current school year.

Appraisal

These records have administrative value(s).

Appraisal Note

Value of records is based on their usefulness for carrying out the agency's current business.

Categories

Education

Effective

08/2013

Previous Schedule Number

SD-17-27