

Higher education admitted student application records (GRS-2041)

Utah General Retention Schedule

Description

These records document admitted students' applications to the educational institution. Information may include visas, admission test, and proofs of financial support, high school transcripts, and related records.

Retention and Disposition

Retain for 5 years after graduation or separation, and then destroy records.

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

Colleges and Universities

Education

Effective

09/2017

Previous Schedule Number

SG-18-6