

# Attendance rolls (GRS-1036)

## Utah General Retention Schedule

### Description

These are created by instructors to track class or activity attendance.

### Retention and Disposition

Retain for 1 year, 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

Parks and Recreation

### Effective

04/2018

### Previous Schedule Number

MUN-19-8