



Agency Records Disposition Schedule

Department: Department of Corrections

Section: Education

Division: Division of Offender Rehabilitative Services

Sub-Section:

TITLE: AEL Program Files/Correspondence

CUTOFF:

DESCRIPTION: AEL Program Files/Correspondence

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 19482

SERIES STATUS: Approved

APPROVAL DATE:

2/27/1992

TITLE: AEL Program School Records

CUTOFF:

DESCRIPTION: AEL Program School Records

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 19480

SERIES STATUS: Approved

APPROVAL DATE:

2/27/1992

TITLE: AEL Program Sign-In Sheets

CUTOFF:

DESCRIPTION: AEL Program Sign-In Sheets

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 19481

SERIES STATUS: Approved

APPROVAL DATE:

2/27/1992



Agency Records Disposition Schedule

Department: Department of Corrections

Section: Education

Division: Division of Offender Rehabilitative Services

Sub-Section:

TITLE: ARC/Grievances of Staff

CUTOFF:

DESCRIPTION: ARC/Grievances of Staff

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 19473

SERIES STATUS: Approved

APPROVAL DATE:

2/27/1992

TITLE: Chapter Records

CUTOFF:

DESCRIPTION: Chapter Records

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 19483

SERIES STATUS: Approved

APPROVAL DATE:

2/27/1992

TITLE: College Contracts

CUTOFF:

DESCRIPTION: College Contracts

RETENTION: Years: 4 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 19478

SERIES STATUS: Approved

APPROVAL DATE:

2/27/1992



Agency Records Disposition Schedule

Department: Department of Corrections

Section: Education

Division: Division of Offender Rehabilitative Services

Sub-Section:

TITLE: Expenditures

CUTOFF:

DESCRIPTION: Expenditures

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 19474

SERIES STATUS: Approved

APPROVAL DATE:

2/27/1992

TITLE: Expense Accounts

CUTOFF:

DESCRIPTION: Expense Accounts

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 19472

SERIES STATUS: Approved

APPROVAL DATE:

2/27/1992

TITLE: Federal Grants

CUTOFF:

DESCRIPTION: Federal Grants

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 19479

SERIES STATUS: Approved

APPROVAL DATE:

2/27/1992



Agency Records Disposition Schedule

Department: Department of Corrections

Section: Education

Division: Division of Offender Rehabilitative Services

Sub-Section:

TITLE: GED Results

CUTOFF:

DESCRIPTION: GED Results

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 19485

SERIES STATUS: Approved

APPROVAL DATE:

2/27/1992

TITLE: Inmate Correspondence/Grievances

CUTOFF:

DESCRIPTION: Inmate Correspondence/Grievances

RETENTION: Years: 7 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 19471

SERIES STATUS: Approved

APPROVAL DATE:

2/27/1992

TITLE: Monthly Reports

CUTOFF:

DESCRIPTION: Monthly Reports

RETENTION: Years: 3 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 19477

SERIES STATUS: Approved

APPROVAL DATE:

2/27/1992



Agency Records Disposition Schedule

Department: Department of Corrections

Section: Education

Division: Division of Offender Rehabilitative Services

Sub-Section:

TITLE: Personnel Information

CUTOFF:

DESCRIPTION: Personnel Information

RETENTION: Years: 7 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 19475

SERIES STATUS: Approved

APPROVAL DATE:

2/27/1992

TITLE: Special Education Records

CUTOFF: EOSFY

DESCRIPTION: Special Education Records

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 19484

SERIES STATUS: Approved

APPROVAL DATE:

2/27/1992