


REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER 1N1-461-922	DATE RECEIVED 9-27-91
1. FROM (Agency or establishment) DEPARTMENT OF THE AIR FORCE		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Directorate of Information Management		In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION Policy Division, SAF/AAIA			
4. NAME OF PERSON WITH WHOM TO CONFER Mr. R. P. Dwyer	5. TELEPHONE 703-614-3494	DATE 1/31/92	ARCHIVIST OF THE UNITED STATES 

6. AGENCY CERTIFICATION
I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested.

DATE 24 SEP 1991	SIGNATURE OF AGENCY REPRESENTATIVE <i>Grace T. Rowe</i>	TITLE GRACE T. ROWE Chief, Records Mgmt Policy Branch Directorate of Information Mgmt
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	USAFA ADMINISTRATIVE RECORDS (Table 11-4) (Formerly USAFAR 12-50, Table 11-1) (Applicable to USAF Academy only) Rule 13. Changed the location of records of Academic Review Committee computer printouts to "at Office of the Registrar on enrolled cadets" vice "at Curriculum and Scheduling." This rule now applies only to enrolled cadets.	NC1-461-82-15	
2	Rule 13.1. Added, to dispose of Academic Review Committee computer printouts on disenrolled cadets 1 year after cadet's class graduates. The USAFA needs this disposition for reference purposes.		

Copy sent to agency 2/5/92

TABLE 11-4

USAFA ADMINISTRATIVE RECORDS

R U L E	A If records are	B consisting of	C which are	D then
13	Academic Review Committee (ARC)	computer printout of cadets academically deficient, including recommendations/decisions by the committee made to the Academy Board	*record copy at Office of the Registrar on enrolled cadets	destroy 1 year after graduation, or when no longer needed, whichever is sooner.
13 .1 *			record copy at Office of the Registrar on disenrolled cadets	destroy 1 year after cadet's class graduates.