

REQUEST FOR RECORDS DISPOSITION AUTHORITY (See Instructions on reverse)		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-AFU-92-13	DATE RECEIVED 10-7-91
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request including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 Records Management Policy Branch			
4 NAME OF PERSON WITH WHOM TO CONFER CHARLES LUPSA	5. TELEPHONE 703-614-3527	DATE 7/14/92	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 6 NOV 1991	SIGNATURE OF AGENCY REPRESENTATIVE <i>Grace T. Rowe</i>	TITLE GRACE T. ROWE Records Mgt Policy Branch Directorate of Info Mgt
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7 ITEM NO.	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GAS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	<p>RESERVE FORCES TRAINING (Table 45-2) (Applicable Air Force-wide)</p> <p>The purpose of this submission is to change rule 13 and to add rules 13.1, 16, 17, 18, 19, and 20 to this table.</p> <p>The attached proposed change to rule 13 and the addition of rule 13.1 are necessitated by a change to the prescribing regulation, AFROTC Regulation 45-3 and a revision the evaluation forms. The original copy will now be filed in the Cadet Training Record and disposed of according to Table 45-1, Rule 8. The disk copy will be maintained at HQ AFROTC for 1 year after completion of training for evaluation and trend analysis.</p> <p>The addition of rules 16, 17, 18, 19, and 20 will be used to facilitate the management and evaluation of the AFROTC program and its various scholarship and course selection boards.</p>	N6-AFU-75-11	

Copies sent to agency 7/27/92

Table 45-2

RESERVE FORCES TRAINING

R U L E	A	B	C	D
* 13	If the records are or pertain to cadet evaluation	consisting of original copies of student performance reports used to evaluate cadet performance at field training	which are at AFROTC detachments	then see Table 45-1, Rule 8.
* 13.1		disk copies of student performance reports used to evaluate cadet performance at field training	at HQ AFROTC	destroy 1 year after completion of field training.
* 16	applications for AFROTC college scholarship programs (CSP)	records reflecting eligibility, suitability, physical and mental qualifications, status of application, selection, nonselection, interview board results, acceptance, declinations or disqualification, and related records reflecting actions taken by examining and selecting activity	at HQ AFROTC/RRUC	destroy after 1 year or when no longer needed, whichever is sooner.
* 17	applications for airmen scholarship and commissioning program (ASCP)			destroy upon graduation or disenrollment, whichever is sooner.
* 18	AFROTC Scholarship Program	application, interview, student's high school transcript, and other related documents	at HQ AFROTC	destroy 1 year after termination of board cycle.
* 19	Weighted Professional Officer Course Selection System (WPSS)	WPSS rosters	at HQ AFROTC/RRUC	destroy after 3 years.
* 20			at unit level	destroy year end roster after 2 years.