

Request for Records Disposition Authority

(See Instru on reverse)

Leave Blank (NARA Use Only)

To **National Archives and Records Administration (NIR)**
Washington, DC 20408

Number

01-411-10-59

1 From (Agency or establishment)
Department of the Army

Date Received

4/20/10

2 Major Subdivision
Office of the Administrative Assistant to the Secretary of the Army

Notification to Agency

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10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 and Declassification Agency

4 Name of Person with whom to confer
Brenda Fletcher

5 Telephone (include area code)
703-428-6298

Date Archivist of the United States

17 NOV 11

[Signature]

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 has been requested

Signature of Agency Representative

Title

Date (mm/dd/yyyy)

[Signature]

Richard A. Wojewoda, Chief, Records Mgmt Division

29 MAR 2010

Item Number	8 Description of Item and Proposed Disposition	9 GRS or Superseded Job Citation	10 Action taken (NARA Use Only)
7	<p style="text-align: center; font-weight: bold;">350 - Training</p> <p>Background The Army Management Staff College (AMSC) encompasses the Army institutional training and education systems Institutional training supports soldiers, leaders, and the Army civilian corps</p> <p>An individual academic record is created for each participant attending Army schools Individual schools and correspondence courses retain the student record until the end of the course</p> <p>The Army Training Requirements and Resources System (ATRRS) maintains the official long-term, student training record Student records and grading information from AMSC is transferred to ATRRS</p> <p>These records were previously covered under RN 351a, Individual academic records Record series 351 was discontinued and replaced by 350-Training</p> <p>RN 350-1vv Title Army Management Staff College Computer Information System Master File Authority TBD PA TBD</p> <p>Description Records in the system concern initial military and pre-commission training, professional military education, civilian education, leader development, and distance learning</p> <p>Disposition TE2 Event is after the school year Keep until event occurs Delete when 2 years old, 2 years after completion of a specific training program, or upon separation or transfer of trainee</p>		

REQUEST FOR RECORDS DISPOSITION AUTHORITY – CONTINUATION

Job Number

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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)
	<p>Note Use record number (RN) 25-1kkk for source input records, RN 25-1lll for automated system administrative outputs and reports, RN 25-1mmm for automated system documentation and specification files, and RN-1nnn for backup files.</p>		