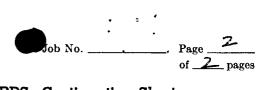
REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS (See Instructions on Reverse) TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		LEAVE BLANK						
		DATE RECEIVED 15 FEB 1977 DC 1	JOB NO.					
		NOTIFICATION TO AGENCY						
1. FROM (AGENCY OR ESTABLISHMENT)			6 44 U.C.O. 2202- 46- 47-					
Department of the Army 2. MAJOR SUBDIVISION The Adjutant General's Office		In accordance with the provisions of 44 U.S.C. 3303a the dis- posal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with- drawn" in column 10.						
					3. MINOR SUBDIVISION			
					Records Management Division			
4. NAME OF PERSON WITH WHOM TO CONFER	5. TEL. EXT.							
C. G. Priem	693-1938	8-10-77 Jan	elkhool.					
6. CERTIFICATE OF AGENCY REPRESENTATIVE:			st of the United States					

7. ITEM NO.	(Signature of Agency Representative)  8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	(Title) 9. SAMPLE OR JOB NO.	10. Action takes
	Course Publications Files, File No. 1011-03 AR 340-18-10, Micrographics No. 7001-1FB4		
	Documents consist of items related to establishing, revising and discontinuing courses of instructions at the U. S. Army Military Academy. Included are programs of instructions; courses of instruction; lesson plans; social texts or syllabuses; coordinating actions; approvals for establishment, revision, or discontinuance of the course; and similar or related documents.		
	The files are maintained at the U. S. Army Military Academy, West Point, New York. This activity reports to the Deputy Chief of Staff for Personnel, Headquarters, Department of the Army. These are permanent files that are transferred when courses are revised or discontinued.		
	Files will be converted from hard copy to microform in the form of military stand 48 X frame in accordance with 41 CFR 101-11.504. The silver original plus one diazo copy of each microform will be offered to the USMA ARCHIVES BLANCE Upon verification that the film meets the requirements of 41 CFR 101-11-105. Use of the microform will be in accordance with CFR 101-11.505.		
	Records cover the period 1962-1971.		
	Current volume 19 cubic feet (increase a cubic feet annually).		

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## **REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS-Continuation Sheet**

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	Filing arrangements. Records are hard copy. The documents include diaries of material that have been prepared for each course. They are filed by subject.		
	Request approval under the provisions of 41 CFR 101-11-503.1 for the destruction of paper or other source documents after the film tests prove the microforms to be adequate substitutes.		
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