0510 Academic Program Agreements

Description: Records pertaining to agreements entered into by the University or on behalf of the University, or one of its units related to academic programs such as inter-institutional partnerships, study-abroad programs, and service-learning programs, including clinical programs.

Examples: Inter-Institutional provider agreements; international program provider agreements; student and faculty participation agreements, consent forms, waivers and releases (including parent or guardian consent/release forms and waivers for programs with minors); experiential or service-learning agreements, including clinical affiliation and clinical site agreements.

Retention Period: Retain for 6 years following expiration or termination of the agreement, or program cessation, whichever is longer, and then securely destroy.