

Policy No. 2-69

Subject: Student Records Retention

Last Revised:

Historical Status: 02/2017

Division	Policy Manager	Administrative Supervisor	Reference
Instruction and Student Services	Dean of Student Services and Enrollment Management	Vice President of Instruction and Student Services	VCCS Policy Section 6.25

I. POLICY

It is the policy of Virginia Highlands Community College (VHCC) to operate in accordance with the [applicable Virginia Community College System \(VCCS\) policy](#).

I. PERTINENT INFORMATION

II. DEFINITIONS

III. GENERAL GUIDELINES

IV. DELEGATION OF AUTHORITY

APPENDIX

V. RELATED STANDARDS, LEGAL CITATIONS, OR SUPPORTING DOCUMENTS

VI. OPERATING REQUIREMENTS