

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b> (See Instructions on reverse)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408	
1. FROM (Agency or establishment) Peace Corps	
2. MAJOR SUBDIVISION	
3. MINOR SUBDIVISION	
4. NAME OF PERSON WITH WHOM TO CONFER Tom Peirce	5. TELEPHONE (202) 606-3261

<b>LEAVE BLANK (NARA use only)</b>	
JOB NUMBER N1-490-95-7	
DATE RECEIVED 1-23-95	
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
DATE 8-31-95	ARCHIVIST OF THE UNITED STATES <i>John W. Carl</i>

**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 4 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 1/18/95	SIGNATURE OF AGENCY REPRESENTATIVE <i>Tom Peirce</i>	TITLE Records Officer
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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 GRS OR SUPERSEDED JOB CITATION	10.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)
	Please see attached four pages		

ATTACHMENT TO SF115, PEACE CORPS, JOB NO. N1-490-95-7

OFFICE OF UNIVERSITY PROGRAMS

1. **Master's Internationalist Program School Files, 1988-present. Two cubic feet. Arranged alphabetically by name of university or college, thereunder by fiscal year.**

These records consist of correspondence, university publications, memoranda of agreement, point papers, and brochures.

Disposition: **TEMPORARY.** Cut off at end of fiscal year. Do not retire to Federal Records Center. Destroy when program concludes or when file is ten years old, whichever comes first.

2. **Peace Corps Preparatory Program School Files, 1987-present. One cubic foot. Arranged alphabetically by name of university or college.**

These records consist of correspondence, memoranda, newspaper clippings, notes, university pamphlets, university newsletters, and university catalogs.

Disposition: **TEMPORARY.** Cut off at end of fiscal year. Do not retire to Federal Records Center. Destroy when program concludes or when file is ten years old, whichever comes first.

3. **Peace Corps Preparatory Grant Program School Files, 1993-present. .25 cubic feet. Arranged chronologically by grant award cycle, thereunder by name of school, thereunder into two groups: correspondence and contracts.**

These records consist of copies of procurement forms, memoranda, university publications, and copies of contracts.

Disposition: **TEMPORARY.** Cut off at end of fiscal year. Do not retire to Federal Records Center. Destroy when program concludes or when file is ten years old, whichever comes first.

4. **Peace Corps Preparatory Grant Program School Reports, 1993-present.**  
**Arranged alphabetically by name of university or college.**

These records consist of reports usually in memorandum format to the University Program Coordinator from the individual universities along with phone log sheets.

Disposition: **TEMPORARY.** Cut off at end of fiscal year. Do not retire to Federal Records Center. Destroy when program concludes or when file is 15 years old, whichever comes first.

5. **Peace Corps Preparatory Grant Program School Applicant Files, 1993-present.**  
**One cubic foot. Arranged by application deadline, thereunder divided into two subseries: accepted applicants and denied applicants. Within each subseries arranged alphabetically by name of university or college, thereunder by individual student name.**

These records consist of correspondence, log sheets, applicant mission statements, lists and school transcripts.

Disposition:

a. Files of Applicants who are Accepted: **TEMPORARY.** Hold files for duration of the applicant's participation. Do not retire to Federal Records Center. Destroy immediately after participation is terminated.

b. Files of Applicants who are Denied: **TEMPORARY.** Cut off at end of fiscal year. Do not retire to Federal Records Center. Destroy files one year after end of cycle in which applicant was denied.