

DEPARTMENT OF GENERAL SERVICES  
STATE RECORDS MANAGEMENT CENTER  
7275 WATERLOO ROAD (RTE 175  
P.O. BOX 275  
JESSUP, MARYLAND 20794-0275

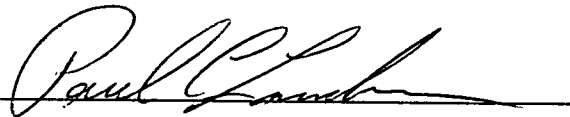
CERTIFICATE OF RECORDS DISPOSAL

28.01.05

UNIVERSITY OF MARYLAND BALTIMORE

FINANCIAL SERVICES  
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
93W690	GENERAL ACCOUNTING	1429	1	FY 89	31	7/96	RECYCLED
92W1487	GENERAL ACCOUNTING	1429	1	FY 89	334		
93W96	GENERAL ACCOUNTING	1429	1	FY 89	33		
95W599	GENERAL ACCOUNTING	1429	1	FY 89	2		
94W379	GENERAL ACCOUNTING	1429	1	FY 89	15		



Signature

RECORDS CENTER MANAGER

Title

07/21/96

Date

DGS 550-2

E

**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland at Baltimore		ACCESSION NO.  93W690	DATE REC'D 11-16-92
B. DIVISION/UNIT Financial Services			RM CODE 28.01.05
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		LOCATION RANGE SECTION(S) 37 25	NO. OF CU. FT. 31
D. PHONE NO. (410) 706-7295		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wayne F. Allen <i>Wayne F Allen</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	General Accounting Records (1429) FY1989 Boxes 1-31 Disposal Date: 6/30/96 Agency Code: 36.02.21 SEE ATTACHED SCHEDULE	# 1429 # 1 7/96  <i>Disposal 9/30/96</i>

2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)		
1	CORRESPONDENCE - MEW - A TO CASH RECEIPTS FY 89	1429	1	6/30/96
2	CORRESPONDENCE - MEW - GENERAL TO PMM U OF M COMPUTING FY 89	1429	1	6/30/96
3	CORRESPONDENCE - MEW - RESTR. FDS. TO YEAR END FY 89	1429	1	6/30/96
4	COMPTROLLER - CORRESPONDENCE - CASH RECEIPTS LOGS FY 89	1429	1	6/30/96
5	CORRESPONDENCE - AVPFA - PAYROLL CLERKS TO WASSERMAN - QTRLY REPORTS - 89 BUDGET - UMMS CONTRACT FY 89	1429	1	6/30/96
6	CORRESPONDENCE - AVPFA - ALLEN TO ORG. DEV. & PLANNING FY 89	1429	1	6/30/96
7	SALARY REPORTS; RESPONSE SCHEDULE 7/88 - 6/89	1429	1	6/30/96
8	LIBRARY STUDY 7/88 - 6/89	1429	1	6/30/96
9	SALARY REPORTS FY 89 2ND 6 MONTHS 1/89 - 6/89	1429	1	6/30/96
10	SALARY REPORTS FY 89 FULL YEAR 7/88 - 6/89	1429	1	6/30/96
11	EFFORT REPORTS - MEDICINE 7/88 - 6/89	1429	1	6/30/96
12	EFFORT REPORTS - NON - MEDICINE; ADA REPORT FY 86 7/88 - 6/89	1429	1	6/30/96
13	SALARY REPORTS FY 89 1ST 6 MONTHS 7/88 - 12/88	1429	1	6/30/96
14	EFFORT REPORTS - MEDICINE 7/88 - 6/89	1429	1	6/30/96
15	EFFORT REPORTING DAILY LOGS; PHYS. SVC. REPORTS; EFFORT REPORT REPORT 7/87 - 6/89	1429	1	6/30/96
16	CENTRAL BILLING INVOICES 17800 - 21000 FY 89	1429	1	6/30/96
17	CENTRAL BILLING INVOICES 21001 - 25400 FY 89	1429	1	6/30/96

18	CENTRAL BILLING BATCHES & LOG ( '88/'89) FY 89	1429	1	6/30/96
19	CENTRAL BILLING ARCHIVE & MONTH. END REP. FY 89	1429	1	6/30/96
20	HOSPITAL TRANSFERS FY 89	1429	1	6/30/96
21	DT2000 - 2031; MN, IC, IA, TC BATCHES FY 89	1429	1	6/30/96
22	DT2032 - 2090 FY 89	1429	1	6/30/96
23	DT2091 - 2155 FY 89	1429	1	6/30/96
24	DT2156 - 2194; CASH DEPOSITS LISTS FY 89	1429	1	6/30/96
25	JV2000 - 2114 FY 89	1429	1	6/30/96
26	JV2115 - 2241 FY 89	1429	1	6/30/96
27	JV2242 - J12088 FY 89	1429	1	6/30/96
28	J12089 - J12230 FY 89	1429	1	6/30/96
29	WORKING FUND RECORDS - RECONCILIAT. MATERIALS THRU 6/89 FY 89 (R4)	1429	1	6/30/96
30	WORKING FUND RECORDS - CHECK STUBS 7/88 THRU 6/89 (R8)	1429	1	6/30/96
31	WORKING FUND RECORDS - DAILY TRANS LISTINGS ALL FY 89 (R9)	1429	1	6/30/96

**DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER**  
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 786-1379)

**DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES**

RTR-5

1. AGENCY CODE 36.02.21		28.01.05		ACCESSION NO. 92W1487	DATE REC'D 6-26-92
2. AGENCY University of Maryland at Baltimore		3. DIVISION / UNIT Financial Services		LOCATION - RANGE 30	SECTION(S) 1-8
4. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		5. AGENCY OFFICIAL <i>Wayne F. Allen</i> Wayne F. Allen		NO. OF CU. FT. 334	
6. AGENCY OFFICIAL PHONE NO. Wayne F. Allen (410) 328-7295		RECORDS CENTER MANAGER			
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER					

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
	General Accounting Records (1197-A-1) FY1989 Boxes 1-334 Disposal Date: 6/30/96 SEE ATTACHED SCHEDULE	# <del>197</del> 1429 X 1 7/96  disposal 6/26/96 AW

USE PLAIN UNLINED PAPER FOR CONTINUATION PAGES

2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)		
4 1	STUDENT ACCOUNTS - TUITION BILLS - SPRING 1988	11974-1	1	6/30/96
4 2	STUDENT ACCOUNTS - TUITION CHG PROG & ADV BILLINGS 1988 - 1989	"	"	6/30/96
4 3	STUDENT ACCOUNTS - TUITION BILLS - SUMMER 1988 - SPRING 1989	"	"	6/30/96
4 4	STUDENT ACCOUNTS - TUITION BILLS - SUMMER 1988 - SPRING 1989	"	"	6/30/96
4 5	STUDENT ACCOUNTS - TUITION BILLS - SUMMER 1988 - SPRING 1989	"	"	6/30/96
4 6	PARKING TICKETS - SEPT 1988	"	"	6/30/96
4 7	PARKING TICKETS - OCT 1988	"	"	6/30/96
4 8	PARKING TICKETS - JULY 1988	"	"	6/30/96
4 9	PARKING TICKETS - JULY 1988	"	"	6/30/96
4 10	PARKING TICKETS - DEC 1988	"	"	6/30/96
4 11	PARKING TICKETS - JAN 1989	"	"	6/30/96
4 12	PARKING TICKETS - FEB 1989	"	"	6/30/96
4 13	PARKING TICKETS - SEPT 1988	"	"	6/30/96
4 14	PARKING TICKETS - DEC 1988	"	"	6/30/96
4 15	PARKING TICKETS - FEB 1989	"	"	6/30/96
4 16	PARKING TICKETS - JAN 1989	"	"	6/30/96
4 17	PARKING TICKETS - DEC 1988	"	"	6/30/96
4 18	PARKING TICKETS - JAN 1989	"	"	6/30/96
4 19	PARKING TICKETS - JULY 1988	"	"	6/30/96
4 20	PARKING TICKETS - JULY 1988	"	"	6/30/96
4 21	PARKING TICKETS - OCT & NOV 1988	"	"	6/30/96
4 22	PARKING TICKETS - OCT & NOV 1988	"	"	6/30/96
4 23	PARKING TICKETS - NOV 1988	"	"	6/30/96

✓ 319	WORKING FUND BATCHES A52103 - A52113 FY 1988 THRU 1989 (17)	"	"	6/30/96
✓ 320	WORKING FUND BATCHES A52114 - A52126 FY 1988 THRU 1989 (11)	"	"	6/30/96
✓ 321	WORKING FUND BATCHES A52167 - A52193 FY 1988 THRU 1989 (14)	"	"	6/30/96
✓ 322	WORKING FUND BATCHES A52194 - A52248 FY 1988 THRU 1989 (17)	"	"	6/30/96
✓ 323	WORKING FUND BATCHES A52249 - A52309 FY 1988 THRU 1989 (31)	"	"	6/30/96
✓ 324	WORKING FUND DAILY BACK-UP MATERIALS FY 1988 THRU 1989 (4)	"	"	6/30/96
✓ 325	WORKING FUND BACK-UP COPIES STUDENT LOANS FY 1988 THRU 1989 (16)	"	"	6/30/96
✓ 326	TRAVEL EXPENSE STATEMENTS EMPLOYEE A THRU C FY 1989 (24)	"	"	6/30/96
✓ 327	TRAVEL EXPENSE STATEMENTS EMPLOYEE D THRU F FY 1989 (18)	"	"	6/30/96
✓ 328	TRAVEL EXPENSE STATEMENTS EMPLOYEE G THRU J FY 1989 (21)	"	"	6/30/96
✓ 329	TRAVEL EXPENSE STATEMENTS EMPLOYEE K THRU O FY 1989 (23)	"	"	6/30/96
✓ 330	TRAVEL EXPENSE STATEMENTS EMPLOYEE P THRU SM FY 1989 (29)	"	"	6/30/96
✓ 331	TRAVEL EXPENSE STATEMENTS EMPLOYEE SN THRU Z 1989 (27)	"	"	6/30/96
✓ 332	TRAVEL EXPENSE STATEMENTS NON-EMPLOYEE A THRU K FY 1989 (20)	"	"	6/30/96
✓ 333	TRAVEL EXPENSE STATEMENTS NON-EMPLOYEE L THRU Z FY 1989 (26)	"	"	6/30/96
✓ 334	OMEGA. FOUR SEA'S DOCUMENTS & TRAVEL REQUEST'S A THRU Z FY 1989 (30)	"	"	6/30/96

# RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 700-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

RTR-11

a) AGENCY CODE 1. 36.02.21	28.01.05	ACCESSION NO. 93W96	DATE REC'D 8-3-92
b) AGENCY University of Maryland at Baltimore		LOCATION - RANGE 26	SECTIONS 7-8
c) DIVISION/UNIT Financial Services		NO. OF CU. FT. 33	
d) MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		RECORDS CENTER MANAGER	
e) AGENCY OFFICIAL <i>Wayne F. Allen</i> Wayne F. Allen		PHONE NO. (410)328-7295	
TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER			
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES		4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)
(Empty)	General Accounting Records (1197A-1) FY1989 Boxes 1-33 Disposal Date: 6/30/96 SEE ATTACHED SCHEDULE		<del>1197</del> 1429 1 7/96 Missing Bxs-24-27  Disposal 10/11/96 [Signature]



2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)		
1	GAAP FY 1989 (3)	1197A-1	1	6/30/96 ✓
2	LM: INTERNAL ASSESS, MOCK AUDITS, DHMM AUDITS FY 1989 (6)	"	"	6/30/96 ✓
3	RESTRICTED FUNDS: MN & MB BATCHES FY 1989 (7)	"	"	6/30/96 ✓
4	RESTRICTED FUNDS: DT & JV (1 OF 2) FY 1989 (8)	"	"	6/30/96 ✓
5	RESTRICTED FUNDS: JV (2 OF 2) FY 1989 (9)	"	"	6/30/96 ✓
6	JV2500 - JV2626 - 1988 - 1989, CORRESPONDENCE 1988 - 1989 (22)	"	"	6/30/96 ✓
7	JV2627 - JV2746, CHECKS DEPOSITED 1988 - 1989 (23)	"	"	6/30/96 ✓
8	A12000 - A12312 - 1988 - 1989 (24)	"	"	6/30/96 ✓
9	COPICARDS - 1988 - 1989 (27)	"	"	6/30/96 ✓
10	STUDENT FINANCIAL AID CORRESPONDENCE MISC. 1987 - 1989 (39)	"	"	6/30/96 ✓
11	STUDENT FINANCIAL AID MISC. - 1989 (40)	"	"	6/30/96 ✓
12	SIGNED GSL LOAN ADVANCES - FALL 1988 - SPRING 1989 (46)	"	"	6/30/96 ✓
13	FINANCIAL AID DISTRIBUTION - FY 89 (48)	"	"	6/30/96 ✓
14	COPICARD RECEIPTS - 10/87 - 8/88, REFUND REQUESTS 86 - 89 (50)	"	"	6/30/96 ✓
15	SIGNED GSL LOAN ADVANCES - FALL 1988 - SPRING 1989 (51)	"	"	6/30/96 ✓
16	COMPTROLLER'S CORRESPONDENCE 6/30/89 ACCOUNTS PAYABLE TO EQUIPMENT INVENTORY (1)	"	"	6/30/96 ✓
17	COMPTROLLER'S CORRESPONDENCE 6/30/89 EXECUTIVE DEVELOPMENT PROGRAM TO GRAD & INTERPROFESSIONAL STUDIES & RESR. (2)	"	"	6/30/96 ✓

18	COMPTROLLER'S CORRESPONDENCE 6/30/89 OFFICE OF GRANTS & CONTRACTS TO MANAGER - SAR (3)	•	•	6/30/96 ✓
19	COMPTROLLER'S CORRESPONDENCE 6/30/89 MEDICAL SERVICE PLAN TO PLANNING & INSTITUTIONAL RESEARCH (4)	•	•	6/30/96 ✓
20	COMPTROLLER'S CORRESPONDENCE 6/30/89 PLANT FUNDS TO WORKING FUND RESOLUTIONS (5)	•	•	6/30/96 ✓
21	COMPTROLLER'S CORRESPONDENCE 6/30/89 SCHOOL OF DENTISTRY TO SCHOOL OF SOCIAL WORK; PAYROLL - FA (6)	•	•	6/30/96 ✓
22	COMPTROLLER'S CORRESPONDENCE 6/30/89 TRAVEL EXPENDITURES - JULY 31, 1988 - MARCH 31, 1989 (7)	•	•	6/30/96 ✓
23	COMPTROLLER'S CORRESPONDENCE 6/30/89 TRAVEL EXPENDITURES - APRIL 30, MAY 31, JUNE 30, 1989 (8)	•	•	6/30/96 ✓
<i>Retained</i> 24	PAYROLL RECORDS - CERTIFICATION SHEETS 1989 (150)	•	•	6/30/96 ✓
<i>Retained</i> 25	PAYROLL RECORDS - CERTIFICATION SHEETS 1989 (151)	•	•	6/30/96 ✓
<i>Retained</i> 26	PAYROLL RECORDS - CERTIFICATION SHEETS 1989 (152)	•	•	6/30/96 ✓
<i>Retained</i> 27	PAYROLL RECORDS - CERTIFICATION SHEETS 1989 (153)	•	•	6/30/96 ✓
28	WORKING FUND RECORDS - CANCELLED CHECKS & CHECK STUBS 1989 (167)	•	•	6/30/96 ✓
29	WORKING FUND RECORDS - RECONCILIATION MATERIALS 1989 (168)	•	•	6/30/96 ✓
30	WORKING FUND RECORDS - CANCELLED CHECKS & CHECK STUBS 1989 (169)	•	•	6/30/96 ✓
31	WORKING FUND RECORDS - GENERAL BACK-UP CORRESPONDENCE 1989 (171)	•	•	6/30/96 ✓
32	WORKING FUND RECORDS - HARD COPY DETAIL FROM ONSET COMPUTER 1989 (172)	•	•	6/30/96 ✓
33	WORKING FUND RECORDS - RECONCILIATION MATERIALS 1989 (173)	•	•	6/30/96 ✓

R-26  
S-7-8

Boxes # 24 thru 27 - MISSING

S

E

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE-799-1379)

**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland at Baltimore		ACCESSION NO. <b>95W599</b>	DATE REC'D <b>11-14-94</b>
B. DIVISION/UNIT Financial Services			RM CODE <b>28.01.05</b>
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		LOCATION RANGE SECTION(S) <b>120 15</b>	NO. OF CU. FT. <b>2</b>
D. PHONE NO. (410) 706-7295		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wayne F. Allen <i>Wayne F. Allen</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	General Accounting Records (1429) FY 1989 Boxes 1-2 Disposal Date: 6/30/96 Agency Code: 36.02.21  . . . SEE ATTACHED SCHEDULE	

*Disposal  
AN/G/L  
12/24/96*

2. BOX NUMBER	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY (SCHEDULE, ITEM NO., DISPOSAL DATE)		
1	A/P Contracts - C&P, BG&E, Park Amer., Balto Steam & Misc. FY 89	1429	1	6/30/96
2	A/P Contracts - A-Z FY 89	1429	1	6/30/96

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**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. University of Maryland at Baltimore		ACCESSION NO. <b>94W379</b>	DATE REC'D <b>9-29-93</b>
B. DIVISION/UNIT Financial Services		RM CODE <b>28.01.05</b>	
C. MAILING ADDRESS 737 West Lombard Street Baltimore, Maryland 21201		LOCATION RANGE SECTION(S) <b>5 22-23</b>	NO. OF CU. FT. <b>15</b>
D. PHONE NO. (410) 706-7295		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Wayne F. Allen <i>Wayne F. Allen</i>		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	General Accounting Records (1429) FY1989 Boxes 1-15 Disposal Date: 6/30/96 Agency Code: 36.02.21  SEE ATTACHED SCHEDULE	<b>#1429</b> <b>#1</b> <b>7/96</b>  <i>disposal 8-7-ab</i> <i>dw</i>

DEPARTMENT OF GENERAL SERVICES  
STATE RECORDS MANAGEMENT CENTER  
7275 WATERLOO ROAD (RTE 175  
P.O. BOX 275  
JESSUP, MARYLAND 20794-0275

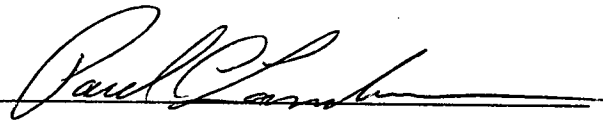
CERTIFICATE OF RECORDS DISPOSAL

28.03.01

CHARLES COUNTY COMMUNITY COLLEGE

COLLEGE SERVICES/FINANCIAL ASSIST  
DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
94W649	FINANCIAL ASSIST	1531	1	FY 90	3	7/96	RECYCLED



RECORDS CENTER MANAGER

07/21/96

Signature

Title

Date

DGS 550

**RECORDS TRANSMITTAL AND RECEIPT**

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Charles County Community College		ACCESSION NO. <b>94W649</b>	DATE REC'D <b>12-15-93</b>
B. DIVISION/UNIT College Services/Financial Assistance		LOCATION RANGE SECTION(S) <b>43 16</b>	RM CODE <b>28.03.01</b>
C. MAILING ADDRESS P.O. Box 910 La Plata, Maryland 20646-0910		NO. OF CU. FT. <b>3</b>	
D. PHONE NO. (301) 934-2251 ext. 531		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Chad A. Norcross, Director of Financial Asst.		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	
2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE	
1	STUDENT FINANCIAL ASSISTANCE RECORDS CHARLES COUNTY COMM COLLEGE 1989-90 SCHOOL YEAR INCLUSIVE DATES 7/1/89-6/30/90 Box #1 IS ALPHA A-G	Schedule #1531 Item #1 Disposal Date: 7/1/96	
2	SAME AS ABOVE, ALPHA H-R	Same	
3	SAME AS ABOVE ALPHA <del>R</del> <sup>S</sup> -Z AND RELATED 1989-90 FILES	Same  7/26/96 ggg disposal 8-2-96 AW <del>disposal</del> AW	




DEPARTMENT OF GENERAL SERVICES  
 STATE RECORDS MANAGEMENT CENTER  
 7275 WATERLOO ROAD (RTE 175)  
 P.O. BOX 275  
 JESSUP, MARYLAND 20794-0275

CERTIFICATE OF RECORDS DISPOSAL

28.04

MD HIGHER EDUCATION COMMISSION  
STATE SCHOLARSHIP ADMINISTRATION  
 DIVISION

NO.	Description of Records	Sched	Item No.	Date of Records Disposed	Volume	Dates of Disposal	Method of Disposal
95W233	SCHOLAR PROGRAM	1206A1	1	FY 84-89	11	7/96	RECYCLED
95W255	NURSING PROGRAM	1206A1	1	1992-93	2		
95W230	PLANNING & ACADEMIC	611	3	FY 91	3		
95W236	FINANCIAL AID TRANSCRIPTS	611	3		1		
95W243	NURSING SCHOLARSHIP PROGRAM	1206A1	1	FY 88-93	9		
95W234	REIMBURSEMENT	1206A1	1	FY 88-90	5		
95W232	ENROLLMENT REPORTS	611	3	FY 89	1		
95W231	STUDENT RECORDS	611	3	1992	2		
93W983	ACCTG RECORDS	623	1	FY 91	11		

  
 Signature

RECORDS CENTER MANAGER  
 Title

07/21/96  
 Date



E

**RECORDS TRANSMITTAL AND RECEIPT**

DEPARTMENT OF GENERAL SERVICES-STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE- 799-1379)

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Higher Education Commission	ACCESSION NO. 95W255	DATE REC'D 8-19-94
B. DIVISION/UNIT State Scholarship Administration		RM CODE 28.04
C. MAILING ADDRESS 16 Francis Street Annapolis, Maryland 21401	LOCATION RANGE SECTION(S) 108 <del>20</del> 21	NO. OF CU. FT. 2
D. PHONE NO. (410) 974-5370	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Cis Whittington	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
EE  1  2	State Nursing Program (1992 thru 1993)  Wait List A - H  Wait List I - Z	Schedule 1206A-1 Item #1 Disposal Date: 07/01/2000 7/96  Disposal 12/11/96 AW

# RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 376, JESSUP, MD. 20794 (TELEPHONE - 786-1379)

**DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES**

<b>A. AGENCY</b> 1. Maryland Higher Education Commission	<b>ACCESSION NO.</b> <div style="font-size: 2em; font-family: cursive;">95W230</div>	<b>DATE REC'D</b> <div style="font-size: 1.5em; font-family: cursive;">8-19-94</div>
<b>D. DIVISION/UNIT</b> Planning & Academic Affairs	<b>RM CODE</b> <div style="font-size: 1.5em; font-family: cursive;">28.04</div>	
<b>C. MAILING ADDRESS</b> 16 Francis Street Annapolis, MD 21401	<b>LOCATION</b> RANGE SECTION(S) <div style="font-size: 2em; font-family: cursive;">32 32</div>	<b>NO. OF CU. FT.</b> <div style="font-size: 2em; font-family: cursive;">3</div>
<b>D. PHONE NO.</b> 410-974-2971	<b>RECORDS CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> Cis Whittington	<b>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</b>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
B Box 1 B	FY 1991: CC10's, CC3's, Biennial Reports, Corresp. Allegany Community College thru Chesapeake.	Schedule # 611, Item # 3, July 1996
Box 2 B	Same as above except Dundalk thru Montgomery.	Same as above
Box 3 B	Same as above except Prince George's thru Wor-Wic.	Same as above

disposal  
 10/10/96  
 AW

# RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 786-1378)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

<b>A. AGENCY</b> 1. Maryland Higher Education Commission	<b>ACCESSION NO.</b> 95W236	<b>DATE REC'D</b> 8-19-94
<b>B. DIVISION/UNIT</b> Planning and Academic Affairs	<b>RM CODE</b> 28.04	
<b>C. MAILING ADDRESS</b> 16 Francis Street Annapolis, Maryland 21401	<b>LOCATION</b> RANGE SECTION(S) 26 22	<b>NO. OF CU. FT.</b> 1
<b>D. PHONE NO.</b> 410-974-2971	<b>RECORDS CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> Cis Whittington	<b>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</b>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
✓ Box 1 Y	Closed School Files - Financial Aid Transcripts NBS Automotive/Law Enforcement School Diesel Institute of America (Baltimore & Cheverly Locations)	Schedule #611 Item #3 Disposal Date <del>2/15/95</del> July 1996  Disposal 10/11/96 AW



# RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES-STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE- 799-1379)

DIRECTIONS-PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Higher Education Commission	ACCESSION NO. <span style="font-size: 1.5em;">95W 234</span>	DATE REC'D <span style="font-size: 1.5em;">8-19-94</span>
B. DIVISION/UNIT State Scholarship Administration		RM CODE <span style="font-size: 1.5em;">28.04</span>
C. MAILING ADDRESS 16 Francis Street Annapolis, Maryland 21401	LOCATION RANGE SECTION(S) <span style="font-size: 1.5em;">1 1-2</span>	NO. OF CU. FT. <span style="font-size: 1.5em;">5</span>
D. PHONE NO. (410) 974-5370	RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Cis Whittington	TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
V     1 2 3 4 5	Reimbursement of Firemen and Rescue Squad Members Program [AY88-87 thru AY89-90]  Student Files  Academic Year 1988 - Fall 1988-Spring 1989 - Fall 1988-Spring 1989 - Academic Year 1989 ✓ Academic Year 1990 -	Schedule 1206A-1 Item #1 Disposal Date: 07/01/96

Disposal  
 10/11/96  
 AW



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### RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES - STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 876, JESSUP, MD. 20794 (TELEPHONE - 789-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 1. Maryland Higher Education Commission		ACCESSION NO. <b>95W232</b>	DATE REC'D <b>8-19-94</b>
D. DIVISION/UNIT Planning & Academic Affairs			RM CODE <b>28.04</b>
C. MAILING ADDRESS 16 Francis Street Annapolis, MD 21401		LOCATION RANGE SECTION(S) <b>7 28</b>	NO. OF CU. FT. <b>1</b>
D. PHONE NO. 410-974-2971		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Cis Whittington		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
<p>F</p> <p>Box 1 F</p>	<p>FY 1989: CC2's, CC3's, Enrollment Reports, Frederick, Garrett, Hagerstown, Howard, Montgomery, PG &amp; Worwic.</p>	<p>Schedule # 611, Item # 3, July 96</p> <p><i>Disposal 8-9-96 AR</i></p>



# RECORDS TRANSMITTAL AND RECEIPT

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 278, JESSUP, MD. 20794 (TELEPHONE - 796-1378)

**DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES**

<b>A. AGENCY</b> 1. Maryland Higher Education Commission	<b>ACCESSION NO.</b> <div style="font-size: 2em; font-weight: bold; text-align: center;">95W231</div>	<b>DATE REC'D</b> <div style="font-size: 1.5em; font-weight: bold; text-align: center;">8-19-94</div>
<b>B. DIVISION/UNIT</b> Planning and Academic Affairs	<b>RM CODE</b> <div style="font-size: 1.5em; font-weight: bold; text-align: center;">28.04</div>	
<b>C. MAILING ADDRESS</b> 16 Francis Street Annapolis, Maryland 21401	<b>LOCATION</b> RANGE SECTION(S) <div style="font-size: 2em; font-weight: bold; text-align: center;">37 17</div>	<b>NO. OF CU. FT.</b> <div style="font-size: 2em; font-weight: bold; text-align: center;">2</div>
<b>D. PHONE NO.</b> 410-974-2971	<b>RECORDS CENTER MANAGER</b>	
<b>E. AGENCY OFFICIAL</b> Cis Whittington	<b>TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER</b>	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
D Box 1 D Box 2 D	Academic Common Market Records - Student Records - 1992 Academic Common Market Student Files A-L Academic Common Market Student Files M-Z  Total of 2 Boxes	Schedule #611 Item #3 March 1996- <i>July</i>

Disposal  
 9/30/96  
 AW

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**RECORDS TRANSMITTAL AND RECEIPT**

DEPARTMENT OF GENERAL SERVICES — STATE RECORDS MANAGEMENT CENTER  
P.O. BOX 275, JESSUP, MD. 20794 (TELEPHONE - 799-1379)

DIRECTIONS - PLEASE TYPE OR PRINT CLEARLY ALL ENTRIES

A. AGENCY 36.09.00 1. Maryland Higher Education Commission		ACCESSION NO. <b>93W983</b>	DATE REC'D <b>2-10-93</b>
B. DIVISION/UNIT		RM CODE <b>28.04</b>	
C. MAILING ADDRESS 16 Francis Street, The Jeffrey Bldg. Annapolis, MD 21401		LOCATION RANGE SECTION(S) <b>40 29</b>	NO. OF CU. FT. <b>11</b>
D. PHONE NO. (410) 974-2971		RECORDS CENTER MANAGER	
E. AGENCY OFFICIAL Cis Whittington		TO BE COMPLETED AT STATE RECORDS MANAGEMENT CENTER	

2. BOX NUMBERS	3. DESCRIPTION OF RECORDS WITH INCLUSIVE DATES	4. DISPOSAL AUTHORITY SCHEDULE, ITEM NO., DISPOSAL DATE
	Accounting Records FY 1991	
1	Transmittals T070290B-T110190B	Schedule #623 Item #1 Disposal date: 7/01/96  <i>7/10/96</i> <i>gph</i>
2	" T110590B-T031291B	
3	" T031391B-T062491B - Misc.	
4	" G070290B-G061491B - STARS 120's	
5	CD's - BB4's - PO's - Misc.	
6	Scholarship Billing Rosters Fall '90	
7	" " " Spring '91	
8	Final Award Disbursement Reports Fall '90	
	Firemen - Summer Rosters	
9	FADR's Spring '91 - Tolbert - LARP	
10	Interagency Reports - Payroll - Audit	
11	STARS	

R-40

S-29

6 Empties