

Provost and Vice Chancellor for Academic Affairs
Associate Provost

135.01 Honors Scholars' Files

Dates: 1998-
Volume: 4 Cubic Feet
Annual Accumulation: $\frac{3}{4}$ Cubic Feet
Arrangement: Alphabetical by Student

The Honors Scholars Program was established to help outstanding students plan individualized academic programs. It enables talented students from all disciplines to study in one or two academic areas in depth, or to explore a variety of courses outside their major. The program files include the original applications, evaluations, letters of reference, copies of transcripts, and all related correspondence and supporting documents.

Recommendation: Retain in the office for five (5) years following the date of submission of the original application or separation from the university or date of graduation whatever is later, then destroy in a secure manner or delete from the system provided all audits have been completed, if necessary, and no litigation is pending or anticipated.

Disposition Approved 12/19/12

135.02 Meridian Scholars' Files

Dates: 1997-
Volume: 2 Cubic Feet
Annual Accumulation: Negligible
Arrangement: Chronological

The Meridian Scholars Program is a premier program offering scholarships to students with strong academic ability and a record of personal achievement, leadership, service and special talents. Valedictorians, salutatorians, and other top students who have earned at least a 27 ACT or 1200 SAT score and at least a 3.75 high school grade point average or rank in the top 10% of their high school graduating classes compete for this award. An applicant must be an entering freshman and the applicant files must include: an application for undergraduate admission (by December 1st); the Meridian Supplemental Profile (by December 1st); copies of ACT or SAT scores; an official copy of his/her high school transcript indicating class rank at the end of the sixth semester or later. The files may also include additional supporting documents and related correspondence.

Application 07-09

Recommendation:

Retain in the office for five (5) years following the date of submission of the original application, expiration of the scholarship, or date of graduation whatever is later, then destroy in a secure manner or delete from the system provided all audits have been completed, if necessary, and no litigation is pending or anticipated.

Disposition Approved 12/19/12