



COLLEGE OF CHARLESTON

Record Group #245

BUSINESS AFFAIRS

TREASURER

LEGAL RESIDENCY OFFICE

14025 PROOF OF RESIDENCY

Description

Used to determine student eligibility for in-state tuition and Fees. Information includes copies of the following drivers' licenses, voter registration cards, vehicle registrations cards, income tax returns, notarized affidavits from parents and students, investment account records, bank statements, deeds, trust fund information, and property leases.

Retention

10 years, destroy.

Schedule Approved 10/01/2004