



COLLEGE OF CHARLESTON

Record Group #245

BUSINESS AFFAIRS

AUXILIARY SERVICES

14045 COUGAR CARD AGREEMENT

Description

Used to document the terms and conditions of the discretionary account to all cardholders. Information includes the name, social security number, date and signature of the student which constitutes acknowledgement and acceptance of these terms and conditions.

Retention

2 years after graduation or date of last attendance, destroy

Schedule Approved 11/11/2004