



Northwest Florida State College

TITLE: REPRODUCTION AND DESTRUCTION OF RECORDS

AUTHORITY: FS 119.021; FS 257.36

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SIGNATURE OF BOARD SECRETARY:

PURPOSE OF POLICY

To identify State Statutes governing the reproduction and destruction of college records.

Local Language

Public and official records of Northwest Florida State College will be the custodial responsibility of the President or his designee. Public records will be administered in accordance with Chapter [FS 119.021](#) . Provisions for preservation or destruction of official and public records will conform to [FS 257.36](#).