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### SCHOLARSHIPS, BURSARIES AND AWARDS – PROGRAM FILES

**Description:** These records relate to the administration of specific scholarships, bursaries, and awards. The records may include approved gift agreements, award proposals, eligibility requirements and correspondence.

**Filing Guidelines:** Destroy paper documents once in electronic form.

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<b>MUNCLASS Function:</b>	Students (ST)
<b>Responsible Unit(s):</b>	Office of the Registrar, School of Graduate Studies or Unit(s)
<b>Retention:</b>	Permanent Retention
<b>Disposition:</b>	N/A
<b>Media:</b>	Paper and/or electronic
<b>Authority:</b>	Anticipated Operational Use

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