

# Student Affairs      Intercultural Affairs

Records Liaison: Liza Talusan

## **IntculAffairs1**      International Files

*All international paperwork including but not limited to, SEVIS forms, passport information, travel documents, and tax information.*

Retain ten years.

## **IntculAffairs2**      International Admissions

*Includes all documentation relating to international students attending/applying to Stonehill College.*

Retain ten years after student graduates or leaves college.

## **IntculAffairs3**      Student Leadership Agendas

*Includes all documentation relating to Student Leadership.*

Retain current plus one.