





# STATE OF INDIANA

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Schools is a public agency for the purposes of the APRA. *See Indiana Code § 5-14-3-2(n)*. Accordingly, any person has the right to inspect and copy the School's disclosable public records during regular business hours unless the records are protected from disclosure as confidential or otherwise exempt under the APRA. *See Indiana Code § 5-14-3-3(a)*.

Without the benefit of a response from the School, I cannot accurately determine if the records the Complainant seeks exist or not. Based upon section EDA-16-065 of the Educational Institutions Retention Schedule prepared by the Indiana Archives and Records Administration, individual student files may be destroyed after five (5) years of the education. This would not apply to permanent transcripts or grades, but the cards themselves would likely be lawfully destroyed after the information has been entered into the permanent student file/transcript.

Please do not hesitate to contact me with any questions.

Luke H. Britt

A handwritten signature in black ink, appearing to read "LH Britt", written over a light gray rectangular background.

Public Access Counselor