

# 4.1 Admissions Applicant Records

Admissions records and applicant materials are collected, reviewed, and used for the purposes of granting student applicant admission to Alfaisal University. The Deanship of Student Affairs, Admissions, and Registration maintains all student applicant materials through the admission process prior to the student entering Alfaisal University. The Deanship of Student Affairs, Admissions, and Registration will work with and assist academic departments who maintain student education records to maintain consistent record retention procedures. Documents that are removed will be destroyed by appropriate means.