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Series  
 Authorization No: 10551483      Agency: AGO      Division: PA74      Section: NA      Revision: 0

Agency Series No.: PTA-EDU-03      Record Series Title: State Certification Exams  
 Record Series Description: Written exams designed by OPOTC for each curriculum code and used to evaluate performance objectives and determine certification eligibility.  
 Agency Web Link:

Confidential Description      Vital Description

ORC 109.75(L) Tests not public record

Media	Retention Period	Retention Justification	Method of Disposal
Paper	4 years		Shred
Machine Readable	4 years		Delete

**Approvals:**

Created		Date: 4/12/2012
Approved	Pari Swift, Records Officer	Date: 4/12/2012
Approved	Michael Hardenbrook, Record Administrator	Date: 4/12/2012
Approved	Martin Meeks, State Auditor	Date: 4/12/2012
Approved	Fred Previts, State Archivist	Date: 4/18/2012

**Notes:**

Note Date	Note Description	User

