

CBEDS (California Basic Education Data Systems)

Form No. (If Any)	Class	Record Title	Required			**If Imaged**	
			Hard Copy Retention	Recommended Retention	Reason For Recommended Period	Hard Copy Retention	Media Retention
		CBEDS Forms/Reports County/District Information			Maintain for Reference		
	(a)	Forms School Information Forms All Standard CBEDS Output Reports	(a)	4 Years	Purposes for Fiscal Accountability	--	--

Class 1 -Permanent Records
(a) - No Legal Requirements

Class 2 -Optional Records

Class 3 -Disposable Records

-- Feasibility to Microfilm at District Discretion