



November 10, 2016

MYRNA L PERKINS
BARTON COUNTY COMMUNITY COLLEGE (00460800)
245 North East 30 Road
Great Bend, KS 675309283

RE: Federal Perkins Loan Portfolio Liquidation Letter of Completion - 00460800
DUNS: 073306714

Dear MYRNA L PERKINS:

The liquidation of BARTON COUNTY COMMUNITY COLLEGE Federal Perkins Loan portfolio is complete. This letter acknowledges the Department of Education (the Department) has:

- Reviewed the Perkins Loan data submitted on your school's Perkins Closeout and accepted it as the "Final" Perkins Loan report;
- Accepted your school's statement and/or auditor's verification that the Fiscal Operations Report and Application to Participate (FISAP), institutional record, and Perkins Loan bank account statements have been reviewed;
- Accepted that all loans in your school's outstanding Perkins portfolio have been properly accounted for, e.g., fully retired, assigned, or purchased by your school;
- Reviewed and agrees with the Federal share of cash-on-hand as calculated by the over time formula (that may include the principal and interest of any Perkins Loans purchased by your school); and
- Verified the funds that represent the federal portion of the cash-on-hand have been returned to the Department.

Your school is required to follow the record retention requirements that can be found at 34 CFR 668.24 and 674.19. Your school must make its records readily available for review by the Department or its authorized representative at an institutional location the Department or its representative designates. Generally, a school must keep records relating to the school's administration of a Campus-Based program for three years after the end of an award year for which the aid was awarded and disbursed under that program. Some exceptions to the general rule are:

- The school must retain the FISAP containing reported expenditures and any records necessary to support the data contained in the FISAP, including "income grid information," for three years after the end of the award year in which the FISAP is submitted.
- If a loan is assigned to the Department due to total and permanent disability, the school must retain any loan-related documentation that it does not submit until the Department approves a final discharge or the loan has been paid in full.
- Records questioned in an audit or program review must be kept until the questions are resolved or until the end of the retention period applicable to the records, whichever is later.

If you have additional questions, please contact the Campus-Based Call Center at 877/801-7168 or by email at CBFOB@ed.gov. Customer Service Representatives are available Monday through Friday 8:00 A.M. until 8:00 P.M. (ET).

Sincerely,

Pat Stephenson
Manager, Campus-Based Programs
Federal Student Aid

