



EDUCATION TO **INSPIRE EXCELLENCE.**

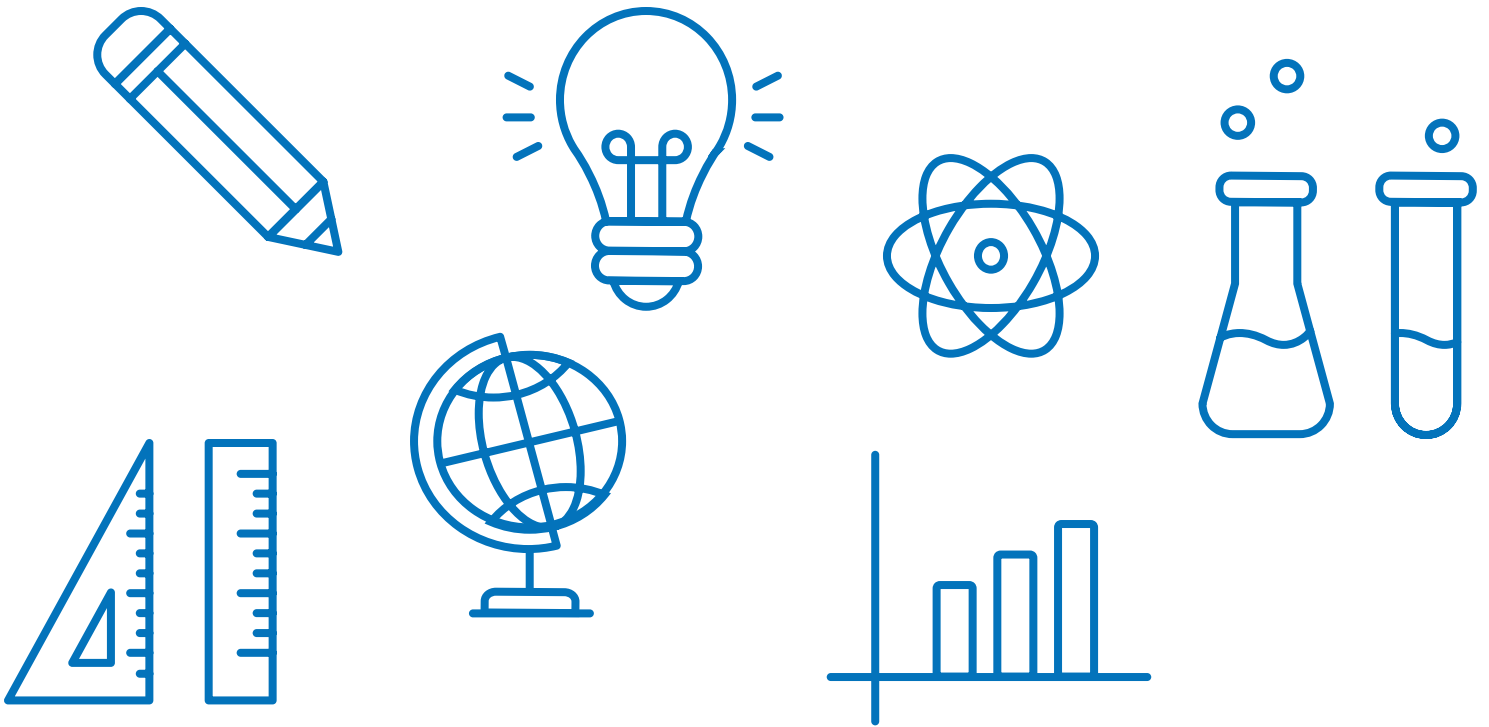
Digitization for the education industry is by far the most inevitable change our schools and universities will go through in the coming years. Educational institutions are having to handle more applications than ever before, not to mention the staff required to educate those students. With each student's file having a record of **enrollment, admission, meal plans, billings, onboarding, and many more educational records**, the time to digitize is now to ensure your institution can grow at scale.

The first step to any digital transformation journey is making sure you have a **safe, quick & controlled method of transferring your physical files to digital format**. With our extensive experience scanning documents for clients in other high-volume document industries like finance, legal, and human resources, we're able to **abide by the most strict regulations of document scanning, records retention schedules, digital data preservation & more across any state**.

Let Bradford Digital help re-evaluate your education delivery systems by establishing an **improved workflow model, focused around digitization and in compliance with FERPA**, to encourage your students, your staff, and you, to go digital.

B R A D F O R D
D I G I T A L





KNOWLEDGE **PAYS THE BEST INTEREST.**

We understand many schools & universities try to give the best learning experience to their patrons while maintaining a very tight budget. The good news is **our document scanning solutions have one of the fastest turnaround times in the industry.** As your files are transferred, we're able to seamlessly integrate or establish a new, sweeping document management system (DMS) to develop a workflow system that accommodates your staff and student's needs. Our secure scanning solutions benefit the way your institution can:

- **Classify and store records within FERPA compliance**
- **Ensure all records are retained or destroyed per legal compliance requirements**
- **Track, search & manage your records' life cycles**
- **Retain educational records for the correct lifetime**
- **Provide an audit trail for all scholastic records**
- **Improve productivity in and out of the classroom**

