

**Registrar's Office Records, 1924-1993
Finding Aid**

**Drew University Archives
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<http://www.drew.edu/depts/library/archives.aspx>

Summary Information

Creator(s)

Drew University.

Title and dates

Registrar's Office Records, 1924-1993

Abstract

The Registrar's Office handles all student registration procedures, including coursework, grades, and graduation for the Theological School, College of Liberal Arts, and the Graduate School. The collection contains correspondence, statistics, policies, committee reports, information about overseas programs, and other materials. Of special note are the files documenting the schools during World War II.

Size

12 linear feet (29 boxes)

Location

Drew University Archives
Madison, NJ

Language(s) of materials

English.

Arrangement

The Registrar's Office Records arranged in original order. Folder titles kept with minor technical revisions.

Access and Use

Access

The Registrar's Office Records are available for research. Student grade reports are available with a student's permission or after the student is deceased.

Restrictions on Use and Copyright Information

One photocopy may be made of each document for the purpose of research. Permission to publish must be obtained from the Drew University Archivist. Researcher responsible for further copyright restrictions.

Related Materials

Related Archival Materials

Commencement Records: <http://www.drew.edu/depts/library.aspx?id=6479>

Serial Publications: <http://www.drew.edu/depts/library.aspx?id=6045>

Processing and Other Information

Processing Information

Folder list compiled by Mai-Len Kennedy in 2007. The finding aid was written by Cheryl Oestreicher in 2007.

Descriptive Rules Used

Finding aid content follows the guidelines suggested by *Describing Archives: A Content Standard*.

Preferred Citation

Identification of item; Date (if noted); Registrar's Office Records, Box and Folder Number; University Archives, Drew University Library, Madison, New Jersey

Subject Headings

Brothers College.
Drew University.
College of Liberal Arts.
Graduate School.
Theological Seminary.
Academic Standing.
Commencement.
Drew University Studies.
Education.
Founder's Day.
Methodist Seminary.
Orientation.
Rankings.
Statistics.
World War II.

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