

# EMORY UNIVERSITY. OFFICE OF THE REGISTRAR.

## Office of the Registrar records, 1917-1990

Emory University  
Emory University Archives  
Stuart A. Rose Manuscript, Archives, and Rare Book Library  
Atlanta, GA 30322  
404-727-6887  
rose.library@emory.edu



Digital Material Available in this Collection



Collection Stored Off-Site

All or portions of this collection are housed off-site. Materials can still be requested but researchers should expect a delay of up to two business days for retrieval.

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### Descriptive Summary

**Creator:** Emory University. Office of the Registrar.  
**Title:** Office of the Registrar records, 1917-1990  
**Call Number:** Series No. 120  
**Extent:** 308 linear ft. (310 boxes) and  
**Abstract:** The collection contains subject files from the Office of the Registrar, which is responsible for maintaining student academic and enrollment records.  
**Language:** Materials entirely in English.

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### Administrative Information

#### Restrictions on Access

Special restrictions apply: Selected materials [Boxes 1-101 and 105-310] are closed to research in accordance with Emory University Archives access policy for unprocessed materials. Portions of this collection stored off-site. Researchers must contact the Rose Library in advance to access this collection.

#### Terms Governing Use and Reproduction

All requests subject to limitations noted in departmental policies on reproduction.

*Emory Libraries provides copies of its finding aids for use only in research and private study. Copies supplied may not be copied for others or otherwise distributed without prior consent of the holding repository.*

### **Related Materials in This Repository**

Emory University matriculation cards (Series 186), Emory College Office of the Registrar records (Series 50).

### **Source**

Transfer.

### **Citation**

[after identification of item(s)], Office of the Registrar records, Emory University Archives, Stuart A. Rose Manuscript, Archives, and Rare Book Library, Emory University.

### **Processing**

Unprocessed..

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## **Collection Description**

### **Administrative History**

The Emory University Office of the Registrar is responsible for maintaining student academic and enrollment records. The Office of the Registrar was created with the establishment of Emory University in 1915.

### **Scope and Content Note**

The materials in the Office of the Registrar records include records relating to student enrollment and academic records. Series 1 contains a limited number of subject files. Series 2, web archives, contains the captured and preserved website of the Office of the Registrar available to browse via the Web Archiving Service of the California Digital Library. Series 3 contains unprocessed materials.

### **Arrangement Note**

Organized into three series: (1) Office of the Registrar subject files, (2) Web archives, and (3) Unprocessed materials.

### **Finding Aid Note**

Finding aid available in the repository.

## **Description of Series**

[Series 1: Office of the Registrar subject files, 1917-1972](#)

[Series 2: Web archives, 2012-](#)

[Series 3: Unprocessed material, 1909-1990](#)

**Series 1**  
**Office of the Registrar subject files, 1917-1972**  
**Boxes 102-104**

**Scope and Content Note**

Series 1 contains subject files containing materials relating to student enrollment, academics records, and conferring degrees as well as materials from University committees and councils, the Office of the President, and the faculty.

**Arrangement Note**

Arranged alphabetically.

<b>Box</b>	<b>Folder</b>	<b>Content</b>
102	1	Committees: Athletics, 1944
102	2	Committees: Curriculum, 1940-1949
102	3	Committees: Curriculum committee for summer session minutes, 1934-1935
102	4	Committees: Graduate School, 1931-1932
102	5	Committees: Public Relations, 1944
102	6	Committees: University, 1944-1948
102	7	Committees: University senate minutes, 1951
102	8	Councils: Administrative, 1928-1933
102	9	Councils: Administrative, 1933-34 and 1941-1942
102	10	Councils: Administrative, 1934-1936
102	11	Councils: Graduate school, 1929-1931
102	12	Councils: Graduate school, 1934-1936
102	13	Councils: Graduate school executive council, 1945
102	14	Councils: Student activities, 1941
102	15	Councils: Student activities council annual reports, 1937-1939
102	16	Councils: University, 1948-1949
102	17	Councils: University, 1948
102	18	Councils: University Memoranda, 1936-1948
102	19	Faculty minutes: 1931-1936
102	20	Minutes: Campaign, 1926
102	21	President's files, 1927-28
102	22	President's files: Bishop Candler, 1928-1929
102	23	President's files: Business administration, 1925-1926
102	24	President's files: College of liberal arts, 1925-1926
102	25	President's files: Dean's council, 1926-1927
102	26	President's files: Library, 1925-1926
102	27	President's files: Library school, 1925-1926
102	28	President's files: President's addresses, 1929-1930

- 103 1 President's files: President's addresses, essays, etc., 1934
- 103 2 President's files: Trustees, 1926-1927
- 104 7 Promotional materials, 1927-1933
- 103 3 Subject files: Admission of women, 1925-1929
- 103 4 Subject files: Admission to school of law, 1942-1950
- 103 5 Subject files: Admission to school of medicine, 1934-1950
- 103 6 Subject files: Admission to school of theology, 1938-1955
- 103 7 Subject files: Atlanta normal training school, 1925-1940
- 103 8 Subject files: Budget, 1923-1924
- 103 9 Subject files: Budget, 1924-1925
- 103 10 Subject files: Congressional appointments to medical, 1929-1933
- 103 11 Subject files: Departmental chairmen college of arts and sciences, undated
- 103 12 Subject files: Emory at Oxford, 1934-1947
- 103 13 Subject files: Emory at Valdosta, 1929-1951
- 103 14 Subject files: Emory University Academy, 1924-1929
- 103 15 Subject files: Essays, "Why I wish to attend Emory"- Alumni Association contest, 1932
- 103 16 Subject files: Freshman week, 1930-1931
- 103 17 Subject files: Freshman week program, 1931
- 103 18 Subject files: Gambrell, Elizabeth (first woman MED student), 1925-1943
- 103 19 Subject files: Honorary degrees, 1929-1930
- 103 20 Subject files: Honorary degrees, 1940-1946
- 103 21 Subject files: Honorary degrees, 1947-1948
- 103 22 Subject files: Oxford and Valdosta junior colleges, 1934
- 103 23 Subject files: Oxford and Valdosta junior colleges name change, 1926-1946
- 103 24 Subject files: Probation regulations, 1930-1931
- 103 25 Subject files: Progressive demonstration school-summer, 1934
- 103 26 Subject files: Purchasing procedure and regulations, 1945
- 104 1 Subject files: Report of director of admission, 1941-1944
- 104 2 Subject files: Requirements for law degrees, undated
- 104 3 Subject files: Requirements for masters degree in English, 1930
- 104 4 Subject files: Special gifts, 1917-1922
- 104 5 Subject files: Treasurer's report, 1922-1923
- 104 6 Subject files: Valdosta Junior College, 1934

**Series 2**  
**Web archives, 2012-**  
**web sites**

**Scope and Content Note**

Series 2 consists of captured and preserved web pages from the Emory University Office of the Registrar that are made available through the Web Archiving Service of the California Digital Library.

The Emory University Office of the Registrar website (<http://www.registrar.emory.edu/>) features information about the Registrar's office and its functions.

<b>Box</b>	<b>Folder</b>	<b>Content</b>
Online		Emory University Office of the Registrar web archive, 2012- <a href="#">[Resource available online]</a>

**Series 3**  
**Unprocessed material, 1909-1990**  
**Boxes 1-101, 105-313**

**Scope and Content Note**

Series 3 contains unprocessed materials from the Office of the Registrar.

**Arrangement Note**

Unprocessed materials.

**Restrictions on Access**

Special restrictions apply: Materials in Series 3 are closed to research in accordance with Emory University Archives access policy for unprocessed materials.

<b>Box</b>	<b>Folder</b>	<b>Content</b>
1-101		Unprocessed materials
105-112		Unprocessed materials
255		Dental School files: ABBAT - ANDERSON
256		Dental School files: ANDERSON - BAKER
257		Dental School files: BAKER - BAXTER
258		Dental School files: BAXTER - BERNSTEIN
259		Dental School files: BERRY - BOLTON
260		Dental School files: BOMAN - BROWN
261		Dental School files: BROWN - BUTCHER
262		Dental School files: BUTLER - CARTER
263		Dental School files: CARTER - CLARKE
264		Dental School files: CLARY - COOK
265		Dental School files: COOK - CULP
266		Dental School files: CULPEPPER - DAY
267		Dental School files: DEAN - DOLLINS
268		Dental School files: DOLVIN - EDMONSON
269		Dental School files: EDWARDS - FIELD
270		Dental School files: FEINGOLD - FORST
271		Dental School files: FORT - GARDNER
272		Dental School files: GARNER - GOLDEN
273		Dental School files: GOLDEN - GREENSPAN
274		Dental School files: GREENWALD - HALICZER
275		Dental School files: HALL - HARRELL
276		Dental School files: HARRINGTON - HELLYER
277		Dental School files: HELMS - HODGE
278		Dental School files: HODGES - HUFF

279 Dental School files: HUFF - JACKSON  
280 Dental School files: JAFFE - KAMASUDDIN  
281 Dental School files: KAMAR - KICHER  
282 Dental School files: KILGALLEN - KIDYBA  
283 Dental School files: KUFFREY - LEHR  
284 Dental School files: LEHRMAN - LINEK  
285 Dental School files: LINTON - MADDOX  
286 Dental School files: MADRAY - MASTERS  
287 Dental School files: MASTERS - MCGUIRE  
288 Dental School files: MCILWAIN - MIESSEN  
289 Dental School files: MIGLIETTA - MOORE  
290 Dental School files: MOORHEAD - NAVON  
291 Dental School files: NEAL - O'KELLEY  
292 Dental School files: OKUDA - PATEL  
293 Dental School files: PATETTA - PIRKLE  
294 Dental School files: PITTMAN - RAGAN  
295 Dental School files: RAGONE - RICHARDS  
296 Dental School files: RICHARDS - ROUTENBERG  
297 Dental School files: ROWAN - SCANNELL  
298 Dental School files: SCHEINFELD - SHAKER  
299 Dental School files: SHAPIRO - SINGER  
300 Dental School files: SINGLETARY - SOCKWELL  
301 Dental School files: SOCOLOFF - STEEN  
302 Dental School files: STEFAN - STUBBS  
303 Dental School files: STOCKWISH - TAYLOR  
304 Dental School files: TAYLOR - TOMLINSON  
305 Dental School files: TORBUSH - VANSTROM  
306 Dental School files: VASON - WARD  
307 Dental School files: WARD - WELCH  
308 Dental School files: WELLS - WILLIAMS  
309 Dental School files: WILLIAMS - WOOTEN  
310 Dental School files: WRIGHT - ZWIG  
187 Student permanent record cards: Advanced Placement, Research  
123 Student permanent record cards: Aaberg - Aizpuru  
153 Student permanent record cards: Ajax - Aizner  
134 Student permanent record cards: Amabile - Armstrong  
114 Student permanent record cards: Armstrong - Azaki  
128 Student permanent record cards: Azar - Bamonte  
130 Student permanent record cards: Bancker - Barroso



127 Student permanent record cards: Barros - Beard  
147 Student permanent record cards: Beard - Benham  
159 Student permanent record cards: Benigno - Bethart  
122 Student permanent record cards: Bethay - Blakeslee  
113 Student permanent record cards: Blakeslee - Bomberger  
171 Student permanent record cards: Bombrun - Boyd  
135 Student permanent record cards: Boyd - Brazzeal  
133 Student permanent record cards: Breakfield - Brooksher  
120 Student permanent record cards: Brookshire - Brumbeloe  
117 Student permanent record cards: Brumbelow - Burmester  
115 Student permanent record cards: Burn - Cadenhead  
125 Student permanent record cards: Cadenhead - Canterbury  
119 Student permanent record cards: Cantey - Carstensen  
146 Student permanent record cards: Carswell - Chalker  
141 Student permanent record cards: Chalker - Childers  
118 Student permanent record cards: Childers - Claska  
152 Student permanent record cards: Clauer - Cohen  
165 Student permanent record cards: Cohen - Compton  
162 Student permanent record cards: Compton - Copeland  
158 Student permanent record cards: Copeland - Cozette  
155 Student permanent record cards: Crabb - Csonka  
172 Student permanent record cards: Cuba - Daniel  
140 Student permanent record cards: Daniel - Davis  
121 Student permanent record cards: Davis - Denis  
126 Student permanent record cards: Dennis - Dipietro  
137 Student permanent record cards: Dipieto - Dozorsky  
149 Student permanent record cards: Draa - Durham  
150 Student permanent record cards: Durham - Eickhoff  
170 Student permanent record cards: Eickhoff - Erdelyan  
161 Student permanent record cards: Erdman - Farmer  
132 Student permanent record cards: Farmer - Fetter  
145 Student permanent record cards: Fetter - Fleischman  
129 Student permanent record cards: Fleischman - Foster  
151 Student permanent record cards: Foster - Frey  
124 Student permanent record cards: Fray - Golphin  
136 Student permanent record cards: Galt - Gcabashe  
148 Student permanent record cards: Gear - Gilchrist  
164 Student permanent record cards: Gilchrist - Gokhale  
167 Student permanent record cards: Golarz - Gordon

163 Student permanent record cards: Gordon - Green  
131 Student permanent record cards: Green - Grimes  
166 Student permanent record cards: Grimes - Gyselinck  
142 Student permanent record cards: Ha - Halyard  
143 Student permanent record cards: Ham - Harden  
156 Student permanent record cards: Harden - Harrison  
168 Student permanent record cards: Harrison - Hayes  
138 Student permanent record cards: Hayes - Hendricks  
169 Student permanent record cards: Hendricks - Higby  
139 Student permanent record cards: Higby - Hobson  
154 Student permanent record cards: Hobson - Holmes  
157 Student permanent record cards: Holmes - Houston  
160 Student permanent record cards: Houston - Huffman  
116 Student permanent record cards: Huffman - Hutchins  
173 Student permanent record cards: Hutchins - Izzuddin  
144 Student permanent record cards: Jabaley - Jenkinson  
249 Student permanent record cards: Jenko - Johnson  
245 Student permanent record cards: Johnson - Jones  
238 Student permanent record cards: Jones - Kane  
239 Student permanent record cards: Kane - Keller  
252 Student permanent record cards: Keller - Khwaja  
191 Student permanent record cards: Kias - Kirkorian  
246 Student permanent record cards: Kirkpatrick - Kopelousos  
183 Student permanent record cards: Kopelousos - Kytle  
215 Student permanent record cards: Labadie - Lane  
212 Student permanent record cards: Lara - Lee  
207 Student permanent record cards: Lee - Levey  
251 Student permanent record cards: Levens - Lindner  
243 Student permanent record cards: Lim - Lookadoo  
219 Student permanent record cards: Lookadoo - Lynn  
233 Student permanent record cards: Lynn - Manas  
211 Student permanent record cards: Manas - Martin  
221 Student permanent record cards: Martin - Mauger  
240 Student permanent record cards: Maughon - McConnell  
250 Student permanent record cards: McConnell - McGarrity  
241 Student permanent record cards: McGarrity - McLendon  
244 Student permanent record cards: McLendon - Melton  
220 Student permanent record cards: Melton - Miller  
230 Student permanent record cards: Miller - Mirdamadi

231	Student permanent record cards: Miree - Moore
226	Student permanent record cards: Moore - Morton
232	Student permanent record cards: Morton - Musson
213	Student permanent record cards: Musson - Nevels
203	Student permanent record cards: Neves - Norris
223	Student permanent record cards: Norris - O'Neal
200	Student permanent record cards: O'Neal - Paik
224	Student permanent record cards: Paik - Pate
201	Student permanent record cards: Pate - Pence
184	Student permanent record cards: Pence - Philips
216	Student permanent record cards: Philips - Poymale
214	Student permanent record cards: Poag - Preston
217	Student permanent record cards: Prestom - Quinlan
205	Student permanent record cards: Quinlavan - Razza
206	Student permanent record cards: Re - Reynolds
186	Student permanent record cards: Reynolds - Rinzler
208	Student permanent record cards: Rinzler - Roddy
188	Student permanent record cards: Rodeffer - Rosenthal
181	Student permanent record cards: Rosenthal - Russell
180	Student permanent record cards: Russell - Sanghvi
178	Student permanent record cards: Sanghvi - Schmid
192	Student permanent record cards: Schoscet - Scott
185	Student permanent record cards: Scott - Shaffer
237	Student permanent record cards: Shaffer - Shierling
247	Student permanent record cards: Shierling - Simmons
229	Student permanent record cards: Simmons - Sloan
248	Student permanent record cards: Sloan - Smith
228	Student permanent record cards: Smith - Soroka
242	Student permanent record cards: Sorrell - Standley
210	Student permanent record cards: Standfield - Stevenson
235	Student permanent record cards: Stevenson - Strickland
236	Student permanent record cards: Strickland - Swanson
225	Student permanent record cards: Swanson - Taylor
222	Student permanent record cards: Taylor - Thompson
199	Student permanent record cards: Teachers Transcripts 1922-1940 (1 of 2)
189	Student permanent record cards: Teachers Transcripts 1922-1940 (2 of 2)
227	Student permanent record cards: Thompson - Tomlinson
202	Student permanent record cards: Tomlinson - Tumlin
209	Student permanent record cards: Transcripts 1920-1930 (1 of 3)

193		Student permanent record cards: Transcripts 1920-1930 (2 of 3)
198		Student permanent record cards: Transcripts 1920-1930 (3 of 3)
194		Student permanent record cards: Transcripts (old)
253		Student permanent record cards: Transcripts (Oxford - Possible Dups)
254		Student permanent record cards: Transcripts (Oxford - Possible Dups)
197		Student permanent record cards: Transcripts (Oxford University_
234		Student permanent record cards: Tumlin - Van Dyke
196		Student permanent record cards: Van Dyke - Vye
218		Student permanent record cards: Wabulva - Walston
174		Student permanent record cards: Walston - Watson
175		Student permanent record cards: Watson - Weitz
195		Student permanent record cards: Weisblatt - Whatsel
204		Student permanent record cards: Welchel - Wigley
182		Student permanent record cards: Wigley - Williams
176		Student permanent record cards: Williams - Wingate
179		Student permanent record cards: Wingate - Woods
177		Student permanent record cards: Woods - Ybanez
190		Student permanent record cards: Yeager - Zytkoskee
311	1	Record of Grades, Southern Dental College, 1914-1915
311	2	Grade book (Dental), 1907-1914
311	3	Record of Grades, Southern Dental College, 1916-1917
311	4	Examination records (Dental), 1917-1920
311	5	Theology records, 1918-1923
311	6	Transfer student record book (Dental), 1928-1929
312	1	Transfer student record book (Dental), 1922-1927
313	1	Atlanta College of Physicians and Surgeons grades, 1918-1919
313	2	Atlanta College of Physicians and Surgeons grades, 1913-1915
313	3	Atlanta College of Physicians and Surgeons grades, 1911-1914
313	4	Atlanta College of Physicians and Surgeons grades, 1909-1912
313	5	Summer grade rolls, 1926-1941
313	6	Workshops (French, Chemistry), 1962-1974

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