

**EMORY UNIVERSITY. OFFICE
OF ALUMNI RECORDS.**
Office of Alumni Records records, circa 1919-1980

Emory University
Emory University Archives
Manuscript, Archives, and Rare Book Library
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Descriptive Summary

Creator: Emory University. Office of Alumni Records.
Title: Office of Alumni Records records, circa 1919-1980
Call Number: Series No. 280
Extent: 143 linear ft. (143 boxes)
Abstract: The Office of Alumni Records has its roots in the beginning of Emory University in Atlanta in 1915 and was charged with keeping records pertaining to alumni gifts and potential donors. The records consist individual files on specific alumni and include receipts of gifts, copies of correspondence, clippings collected related to life events such as weddings, births, professional achievements, etc.
Language: Materials entirely in English.

Administrative Information

Restrictions on Access

Special restrictions apply: Collection restricted in accordance with Emory University Policy for unprocessed collections.

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Source

Transfer.

Citation

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Processing

Unprocessed.

Collection Description

Administrative History

The Office of Alumni Records was part of the Office of Alumni Relations and has its roots in the beginning of Emory University in Atlanta in 1915. The office was charged with keeping records pertaining to alumni gifts and potential donors. The office eventually was reorganized when the Office of the Development and the Office of Alumni Relations merged following the early 1980s "Campaign for Emory" and following the adoption of an electronic record-keeping system for gifts.

Scope and Content Note

The records consist individual files on specific alumni and include receipts of gifts, copies of correspondence, clippings collected related to life events such as weddings, births, professional achievements, etc.

Arrangement Note

Unprocessed.

Container List

Box	Folder	Content
1-143		Unprocessed material.
