

**Guide to the Barnard College
Office of Admissions Collection
BC05.02**

Finding aid prepared by Heather Lember

This finding aid was produced using the Archivists' Toolkit

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Describing Archives: A Content Standard

Barnard Archives and Special Collections

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Summary Information

| | |
|--------------------------|---|
| Repository | Barnard Archives and Special Collections |
| Creator | Barnard College. Office of Admissions. |
| Title | Barnard College Office of Admissions |
| Date [inclusive] | 1910-2005 |
| Extent | 7.09 Linear feet ; 16 document boxes, 1 card catalog box, 1 oversize folder |
| Physical Location | This collection is stored offsite and advance notice is required for access. To use this collection, please contact the Barnard Archives and Special Collections at 212.854.4079 or archives@barnard.edu. |
| Language | English |
| Abstract | This collection consists of the documents, correspondence, minutes, statistics, posters, and administrative materials of the Barnard College Office of Admissions. |

Preferred Citation

Office of Admissions, 1910-2005; Box and Folder; Barnard Archives and Special Collections, Barnard Library, Barnard College.

Collection Scope and Content Summary

This collection contains administrative materials from the Barnard College Admissions Office. Included is student recruitment information, student rosters, materials from the College Board, statistics, scholarship information, posters, and committee minutes. Included is a large collection of scholarship materials recruiting minority students. There are also two boxes of index cards of information about transfer students.

Collection Arrangement

This collection is arranged in original order. Admissions committee minutes are ordered by year. The rest of the collection is arranged by topic in labeled folders.

Administrative Information

Publication Information

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Access

This collection has no restrictions.

Publication Rights

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Reproduction Rights

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Accruals

No additions are expected.

Acquisition Information

Transferred to the archives from the Barnard College Admissions Office.

Processing History

This collection was processed and the finding aid written by Heather Lember in February 2014. The finding aid was updated by Dinah Handel, June 2015.

Descriptive Rules Used: Finding aid adheres to that prescribed by Describing Archives: A Content Standard.

Encoding: Machine readable finding aid encoded in EAD 2002.

Finding aid written in English.

Controlled Access Headings

Subject(s)

- Barnard College
- College administrators
- College students--Recruiting
- Universities and colleges--United States--Admission
- Women's colleges--New York (State)--New York

Collection Inventory

| | Box |
|---|------------|
| Organizational Papers, Scholarships, Programs, 1968-1970 | 1 |
| Organizational Papers, Research, Correspondence, Programs, 1968-1970 | 2 |
| Organizational Papers, Research, Correspondence, Programs, 1968-1971 | 3 |
| New York College Bound, Correspondence, Organizational Papers, 1969-1970 | 4 |
| Correspondence, Programs, Committees, Publications, Questionnaires, 1968-1970 | 5 |
| Organizational Papers, Programs, Correspondence, Data Collection, 1966-1970 | 6 |
| Financial Aid, 1969; Committee on Programs and Academic Standing and Admissions Committee, 1970 | 7 |
| Statistics, Lists, Programs, Expenses, Resources, 1962-1967 | 8 |
| Statistics, Reports, Research, Correspondence, Organizational Papers, 1951-2006 | 9 |
| Committees, Research, Organizational Papers, 1955-1980 | 10 |
| Evaluations, Research, Committees, Organizational Papers, 1951-1980s | 11 |

Research, Scratch Sheets Class of '70-'88, Ghosts Lists Class of '72, '73, '76,
Organizational Papers, 1944-1988 12

Statistics, Outreach, Research, Middle States Association, Organizational Papers,
1961-1969 13

First Year/Transfer Applications, 1954-1955 14

Former School of Transfer Students, c.1920-c.1970 15

Faculty Committee Minutes, 1910-1941 16

Faculty Committee Minutes 1942-1959, Statistics 2000-2005 17

Drawer

Informational Posters 45