Loyola University Chicago
Office of Registration and Records
Registrar’s records
Dates: 1922-1965
Creator: Steggert, Bertram J., Lymann J. Templin, & Elizabeth A. McCann
Extent: 1.5 linear foot
Level of description: Folder
Processor & date: updated by K. Young, February 2018

Administration Information
Restrictions: None
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Citation: Loyola University Chicago. Archives & Special Collections. Office of Registration and Records, Registrar’s records, 1922-1965. Box #, Folder.
Provenance: These records were transferred to the University Archives on 11 November 1997.
Separations: Less than 0.25 linear feet of duplicate and extraneous materials were removed and disposed of during processing.
See Also: Office of the President records – Samuel Knox Wilson, S.J.

Administrative History
The Office of Registration and Records was established as the Office of the Registrar in 1921. The first Registrar of the College of Arts and Sciences was George P. Shanley, S.J., who also served as Dean of the College. This office was established to document, record, and oversee all undergraduate student educational records. During the mid-1920s the professional schools – Law, Medicine, and Dentistry – established their own separate Registrars.

Scope and Content
The Registrar’s records consists of 1.5 linear foot spanning the years 1922-1965 (bulk 1930s & 1940s). Bertram J. Steggert served as Registrar between the years 1922 and 1947, followed by Lymann J. Templin, 1947-1948, and Elizabeth A. McCann, as Acting Registrar in 1949, then as Registrar in 1950. The records are arranged alphabetically and chronologically.

Subjects:
Loyola University of Chicago
Steggert, Bertram J.
Registrar
Student enrollment
American Association of Collegiate Registrars
Loyola Academic Council
World War II
College of Arts and Sciences
Chicago College of Dental Surgery
School of Law
School of Medicine
Accession No.: UA1981.69
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1-3 Administrative Council 1953-1955
1-4 Administrative Council 1955-1957
1-5 Administrative Council 1958-1959
1-6 Administrative Council: Minutes 1929-1958
1-7 Administrative Functions 1931-1932
1-8 Bachelor of Science Degree 1949
1-9 Bachelor of Science: Business Administration
1-10 Bachelor of Science: Medicine 1932-1939, 1949
1-11 Catalog 1947-1952
1-12 College of Commerce 1948-1960
1-13 Committee on Admissions and Degrees 1937-1947
1-14 Degrees Conferred 1922, 1933-1934
1-15 Degrees Conferred 1935-1941
1-16 Directory of General Teaching Faculty 1958-1959
1-17 Duplicate Diploma: Policy 1936-1965
1-19 Examiner 1941-1965
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2-2 Faculty Lists 1936-1939
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2-5 Faculty Load 1940-1945
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3-2 Faculty Meetings: Minutes 1953-1954
3-3 Health: Student Program 1942
3-4 Honors Brochures 1941-1953
3-5 Honors: Programs and Courses 1936-1945
3-6 Jesuit Educational Association 1936-1944
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3-8 RESTRICTED: Bachelor of Science: Dentistry