Record Series Number

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6/1/1
Comptroller
Comptroller's Office
Comptroller's Correspondence, 1921-73

NOTES

Most documents in this series are arranged under subject headings which recur each year for a number of years, if not throughout the entire series - e.g. audits, insurance, salaries. Occasionally, files are carried forward for one year to the next (this is especially true of physical plant files on buildings under construction). The user who fails to find a given heading under a particular year should therefore check under the next two or three years before abandoning the quest. Significant subject headings which occur relatively infrequently are included in the index below.

Documents related to the University's Chicago campus, formerly the Chicago Undergraduate Division, are grouped together under the alphabetical heading "Chicago" and also under "Congress Circle" for the years 1962-63 and 1963-64. Documents related to the Medical Center, formerly the Chicago Professional colleges, are under "Chicago" through 1961-62 and under "Medical Center" beginning in 1962-63.

Documents related to buildings under construction (excepting housing units) are grouped together under the alphabetical heading "Physical Plant" rather than under the individual building name. Files related to dormitory and apartment construction projects are under "Housing".

Correspondence with owners of real estate for possible acquisition by the University will be found under the alphabetical heading "Real Estate", rather than under the name of the individual owner.

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Box 88:

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Box 94:

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Box 96:

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Box 98:

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Tuttle, G.P., Director, Office of Admissions and Records

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(Photos) Joint Committee Staff Housing Webber's Proposal

Housing Market Analysis Champaign-Urbana, Ill.

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Armed Forces Military Science Air Force

Science, Naval Science

Audit, Internal

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Aviation, Institute of Remodeling "Burt" House Banks **Board of Trustees Correspondence Budgets: Other Universities** Illinois Audit: George Rossetter & Company Box 100: Audit Internal Building Program Committee (General) Storm Drainage: Boneyard Improvement Minutes Chicago Building Program - (Chicago) Building Program Committee Recommendation - Oct. 11, 1948 Business Office File (1) Monthly Payroll Statistics Annual Report to the President Statement of General Reserve Lapsed Balances California, University of Chicago Professional Colleges Miscellaneous File Professional Business Office - (Hazleton) **Dentistry** Medicine Pharmacy Research and Education Research and Education Reorganization Medical and Dental Bond **Union Building Undergraduate Division** Medical Center Commission, Relations with **Steam Heating Plant** Dept. of Public Welfare Veterans Administration I Loan (Northwestern Mutual)

Box 101:

Commencement Commerce, College of Commerce, Assn. of Urbana, IL

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Communications, Institute of (includes radio station)

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Illini Center (Chicago)

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Iowa, University of Institute of Labor and Industrial Relations Land Grant Colleges and Universities Law, College of Legislation legal Counsel L.A.S. Library Liberal Arts and Sciences, Chemistry Loan Funds Box 102: Membership in Organizations Michigan Michigan, University of Minnesota, University of National Education Assoc. Nonacademic Personnel, Director of Advisory Comm. Nonacademic Personnel Changes in Civil Service Classification Non-academic Personnel Publishing and Distribution Non-Academic Personnel - Chicago Non-recurring Committee (General) Non-recurring Appropriations Non-recurring Committee Agendas and Reports Completed Files **Indefinitely Deferred Items** Chicago Ohio State University **Patents** Physical Education for Men Physical Education for Women **Physical Plant** I II IIIIV V **Bid Openings** Noyes Laboratory

Utilities Distribution System Physics Research Lab Mechanical Engineering **Parking** Smith Music Hall Minor Improvements Chicago Professional Box 103: Summary of Status of Contract I & II Bureau of Community Facilities Provost, University Provost, Career Conference Public Information, Director of **Board Purchases Board Purchases Purchases Board Purchases** Purchases (Coal) Purchases - Approved by the Board Feb. 16, Mar. 14, April 19, May 20, June 22 **Board Purchases** Real Estate, Urbana Urbana Departments Chicago Rotary Clubs Scholarships Senate Signature Data **Small Homes Council** Social Welfare Administration Special Services for War Veterans Statutes President, University Students, Dean of General Health Service McKinley Hospital McKinley Hospital Addition Dean of Security Officer Students, Dean of

Dean of Women **Summer Session** Tax Committee Telephone & Telegraph Transportation, Committee on Travel Expense Lloyd Morey) Travel Expense - General Treasurer, University **University Extension** U.S. Office of Education Files I II University Club, Men's University of Illinois Foundation University Extension Box 104: Vacations Veterans Administration Files II Accounts Receivable Hearings Veterinary Medicine, College of Wisconsin, University of Reports and Statements, 1949-50 Appropriations, Illinois Other Universities **Enrollment** Illinois Other Universities Committees on Fees and Scholarships Fees, Chicago Urbana Comptroller's Reports (Other Universities) (Comparison of Budgets and Reports of IL, Wis., and Minn.) Fees, other Universities Quarterly Reports to the Governor Crippled Children, Division of Services Agriculture, U.S. Reports Agriculture, Reports of Endowed Farms

Hospital Investments **Print Shop** Salaries, Illinois Salaries, Other Universities **Student Organizations Reports** U. IL Foundation Reports U.S. Office of Education June **Housing Reports** Illinois State Normal (Felmley) General University, Division of New Appointments made by the Rental Sale **Housing Conference** Illinois Housing Day - 3/13/50 Fraternity and Sorority Research and Staff Housing Staff Housing Project - Small Homes Council, Race & Florida St. Bond Issue I. Staff Housing Project (Small Homes Council) Bond Issue II. Staff Housing Project Box 105: Joint Staff Housing Committee General Minutes and Agenda Two (2) Booklets: "the University Must have More Housing" Student - Staff Apartments 2nd unit - Correspondence with firms General Work Contract with Kuhne & Simmons Student Staff Apartment - Second Unit I Second Unit - Financing of Bonds First Unit - Interim Loan Student Staff Apartment IV Student Staff Apartment II Chicago Housing Chicago Housing Projects - General Equitable Life Assurance Society Men's Residence Housing Survey - Final Draft

Housing Market Analysis: Champaign-Urbana: Real Estate Research Corp.

Residence Hall Study: Downs, Mohl & Co.

Analysis of Staff Housing: Skidmore, Ownings and Merrill

Housing: Student

Men's Residence Hall Survey

Student Housing

Lincoln Ave. Residence Hall (Women)

Financing: Student Fees

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Box 106:

Agricultural College

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Accident Compensation for Employees, Committee on

Accident Committee: Report of Cases Considered by Committee

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American Accounting Association

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Box 107:

Business Office

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Engineering, College of Music Headship Engineering, Civil Engineering Summer Camp Fine and Applied Arts, College of Bands, University of Illinois Government and Public Affairs, Institute of Graduate College Higher Education, Commission on Financing Hotels Box 108: **Housing Files** General Cooperative Men's Residence Hall (I) New Unit Lincoln Avenue Residence Hall (Women) (Formerly Women's Residence Hall) Student Men's Residence Halls (Old) Joint Staff Housing Committee Staff-General Student-Staff Apartment Student Staff Apartment (Legal Documents) III Rental Sale Staff Housing Project (Small Homes Council, Race & Florida St.) Chicago (II) Chicago (I) Chicago (non-current material) Chicago Housing Projects - Financing Federal Housing Copy of the Congressional Records 3/27/50 Housing Bill S 2246 PL475 Legislation Providing Student and Staff Housing HR 6070 & S.B. 1070 or P.L. 171 Illini Union Building & Auxiliary Activities Illini Center (Chicago) Illinois, State of (State Officers) Council on Higher Education - Business Officers State of (State Treasurer's Monthly Report) **Teachers Colleges** Insurance, Office of

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Life Science Building

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East Dentistry, Medicine, Pharmacy Bldg. \$5,540,000 signed by Gov. 6-6-51 See: Physical Plan 51-52 (Release from HB 613, SB400)

Amendments to Retirement Act including Contributions during Leaves of Absence. See: Retirement System

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President's Files

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"The State of the University" by Geo. D. Stoddard (AAUP Oct. 12, 1950)

The Four Year Report of the President, 1946-1950, by Geo. D. Stoddard

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Box 111:

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Accident Committee

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American Assoc. of University Professors (AAUP) American Accounting Assoc. American Council on Education **Bulletins** Armed Forces, Military Science, Air Force Science, Naval Science **ASCAP** Audit, (Internal) Urbana (1) (Internal) Urbana (2) (Rossetter) Urbana (Internal) Chicago (1) (Internal) Chicago (2) (rossetter) Athletic Association Aviation Board of Trustees, Correspondence Agendas & Board Actions (1) Agendas & Board Actions (2) Livingston Park Building Program Committee (Biennium '51-'53) Request for Buildings and Capital Appropriations. Approved by the Bd. of Trustees on Oct. 26, '50. (Includes the Form sent to Springfield) Building Program Comm. - Chicago Undergrad Comparison, Printers - Ozalid & Bruning **Business Office** General Payroll Statistics (Monthly News Release) General Reserve Annual Report to the President Nonrecurring Equipment & Remodeling Nonrecurring Educational Contracts Completed **Contract Reports** Chicago Professional Colleges (Ivy) Chicago professional Business Office (Hazleton) Medicine Pharmacy Chicago Professional College School of Nursing Box 114:

Illinois Neuropsychiatric Institute Hospital R & E Drug & Horticultural Experiment Station Kenny Case **Dentistry Union Building Undergraduate Division** Commencement Commerce, College of Communications, Institute of **Television** Control Systems Laboratory Council, University Crippled Children, Division of Services for Education, College of **Employment** Engineering, College of (CSL) Control Systems Lab Civil Engineering Summer Camp Fine and Applied Arts, College of Bands, University of Illinois Government and Public Affairs, Institute of Graduate College Physical Environment Unit (Urbana and Chicago) Hotels **Housing Files** General University Division of Rental Sale Staff-General **Staff-Housing Project** Student-Staff Apartment Joint Staff Housing Committee Student Men's Residence Halls (old) Lincoln Ave. Res. (Women) Men's Res. Hall Addition 1st and 2nd Phases

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Fees: Urbana Committee on Fees & Scholarships U.S. Office of Education; U.S. Government Reports **Salaries** Salary Surveys Salary Statistics (2 folders) Box 142: 1958-59 Α Accidents Admissions & Records Agriculture U.S. Records Agriculture U.S. Reports Agreement for Boys Camp at Dixon Springs Station (Illinois Youth Commission) **Farms** Discontinuance of Lebanon & McNabb Experimental Fields Discontinuance of Sparta Experimental Field Illinois Agricultural Assn. American Assn. of University Professors American Council on Education Appropriations - Illinois, Others **Armed Forces** Assn. of American Universities Audit (Internal), Urbana (2 folders) Chicago (2 folders) Audits, Urbana (2 folders) Audit (Outside) (2 folders) (State) Auto Pool Aviation Airport В Banks Board of Trustees - Correspondence Budgets - Illinois, Others Biennial Budget for Operations - Illinois Budgetary Commission, 1959-61

Education

Business Office Business Office, Annual Report to the President General Reserve Lapses to General Reserve, 1953-58 \mathbf{C} Chicago Professional, Business Manager Vice President Box 143: 1958-59: Chicago, Vice-President - Mary L. Bentley - Suits Against University, Civil Service Merit Board, Dr. Caseley, Dr. Teton Dentistry Laundry Medicine Nursing Pharmacy Research & Educational Hospital Medical Center Steam Plant **Undergraduate Division** New Branch, Relocation from Navy Pier Riverside Golf Club Real Estate Research Corp. Report Riverside Golf Club Appraisal Fees Regional Assn. Analysis of Real Estate Research Corp. Report Technical Research Committee of CUD Senate - "Graphic & Statistical Profile" Railroad Terminal Site Commencement Commerce Contracts Contract Report Contracts (FDA, ICA, AID) Council Council for Financial Aid to Education Crippled Children Crippled Children - Summer Centers D Е

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<u>Box 147</u>:

1959-60: Audit, Outside Outside - Comptroller's Report **Travel Advances** Auto Pool Aviation В Banks Board of Trustees - Correspondence Budgets - Illinois, Others Budgets - Governor's Freeze Order **Business Office** Business Office, Accounts Receivable **Employee Records** Annual Report to the President C Chicago Professional, Business Manager Vice President Chicago, laundry Medicine Medical Center Steam Plant Pharmacy Research & Educational Hospital Research & Educational Hospital - Patient Day Costs **Undergraduate Division** New Branch - New Branches at Other Universities, 1957-60 New Branch - Site Selection Commerce Contracts Contracts (FOA, ICA, AID) Council for Financial Aid to Education Crippled Children D Е Education **Employment** Engineering Engineering, Coordinated Science Lab Elementary Particle Physics - Proposal to Atomic Energy Commission and/or Office of Naval Research Materials Research Lab Science of Solids, Dept. of Defense

Enrollment - Illinois, Others **Exceptional Children** Farber, H.O. Box 148: 1959-60: Fees - Illinois, Others Fine Arts G Government & Public Affairs Government Relations Committee Graduate College Η Health Service Health Service - Mckinley Hospital Housing, General Report 6/30/60 Rental Private Industry Chicago Research Staff Housing Project Married Student Apartments - Physical Plant Central Food Stores - Physical Plant Snack Bar & Service Building - Physical Plant Revenue Bonds **Construction Budgets** Federal (2 folders) SG-1 Grad. Men. - Proj. 90 Peabody Drive Residence Hall Single Men (SM-3) - Financing Peabody Drive Halls Graduate Students - Financing Ι Illini Union Illinois Commission of Higher Education Illinois Commission of Higher Education - Minutes Illinois, State of Illinois Institutions of Education Illinois Joint Council on Higher Education Insurance, General

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Outside, (2 folders) Outside, Bond Issue Contributions Fund Automobiles Aviation В Banks Board of Trustees - Correspondence Brookings Institution - Study of Impact of Federal Programs on Higher Education Budget, Biennial, Operations & Capital, 1961-63 Budget Reports - Illinois, Others Bus **Business Office** Business Office, General Reserve Chicago professional, Business Manager Vice President Federal Medical Legislation Chicago, Dentistry Laundry Medicine Medical Research Laboratory Medical Center Steam Plant Pharmacy Research & Educational Hospital **Undergraduate Division** New Branch, 10 year Estimate - Parker Report Hines Hospital (Veterans Administrations, 1958-60) Site Proposals, 1956-60 Harrison Halsted Site (Congress Circle)

Box 152:

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Council for Financial Aid to Education - Meeting, 12/11 - 12/13/60, St. Louis, MO Crippled Children D E Education Education, College of, Laboratory School Support of, Including Legislation **Employment** Engineering Engineering, Radio Direction Finding Lab, See: Engineering, 1963-64, Box 170 New Civil Engineering Building (See Also: Physical Plant, 1962-63, Box 167) Triga Mark II Nuclear Reactor - Grant from Atomic Energy Commission 1959-61 Coordinated Science Lab Enrollment - Illinois, Others **Exceptional Children** F Farber, H.O. Fees- Illinois, Others Fine Arts G Government & Public Affairs Government Relations Committee (2 folders) Graduate College Н Health Service Health Service, McKinley Hospital Hill-Burton Legislation, 1953-61 **Honors Day** Housing, Rental **Private Industry** General Federal Lincoln Ave. Residence Hall (See also: Housing, 1957-58, Box 139) I Illini Center Illini Union Illinois, State of List of Members of 72nd General Assembly Illinois Commission of Higher Education (Replaced by Board of Higher Education - 2 folders) Illinois Commission of Higher Education - Student Loan Funds

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Medical Center Commission Chicago, Undergraduate Division Garfield Park Site, 1959-62 Navy Pier Map of Sites Report of University Committee on 4-year Programs, 1955-61 Citizen's Committee Commencement Commerce Commerce - Champaign, Urbana, Illinois State Contracts **Contract Reports** Contracts, AID **Indirect Costs Indirect Costs - Limitation** Council Council for Financial Aid to Education Crippled Children D Ε Box 157: 1961-62: Education **Employment** Engineering Engineering, Coordinated Science Lab Gaseous Electronics Research Lab Materials Research Lab. 1960 1961 Enrollment - Illinois, Others **Exceptional Children** Farber, H.O. Farmer, Seminar on Federal Relations, 6/26/62 (see also: American Council on Education, 1962-63, Box 161) Fees - Illinois, Others **Fellowships** Fine Arts G General Reserve Governmental Relations Committee

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Joint Office of Institutional Research Journalism K L Labor & Industrial Relations Land Grant Colleges & Universities, Assn. of Land Grant Assn. - Senate Joint Committee of Business Officers Law Legal Counsel Legal Counsel - Search Committee Legislation, Federal, General (2 folders - See also: Contracts, Indirect Costs - Limitation, Box 156; and Governmental Relations Committee, Box 157) Legislation, Federal, Lists of Bills - "How They Voted" National Defense Education Act Student Loan Funds Construction Assistance Peace Corps Legislation, State Legislation, State, Appropriation Bills, Biennium 1961-63 Liberal Arts Library M Mid-Winter Conference - Big Ten Business Officers, 12/11/61 Miller Bequest - Use of Funds, 1960-62 N Nonacademic Personnel Nonacademic Personnel, Search Committee 0 P **Parking** Box 159: 1961-62: **Patents** Payroll **Physical Education** Physical Plant (3 folders) Physical Plant, Central Receiving Station Cost Plus Contracts & Minor remodeling Materials Research Lab - See: Engineering, Box 157 Illini Union Addition

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Planning Box 163: 1962-63: Contracts Contracts, AID **Indirect Costs** Indirect Costs: Limitation (HR 12711) Reports Reports to Board of Trustees Council, University Council for Financial Aid to Education Credit Union Deans, Directors, Heads Ε Education **Employment** Engineering (2 folders) Engineering, Coordinated Science Lab Materials Research Lab. 1961-63 Midwest Electronics Research Center Production Engineering Educational & Research Center Enrollment - Illinois, Others (3 folders) **Exceptional Children** F Farber, H.O. Fees - Illinois, Others Fine Arts G General Reserve **General Funds Statements** Government & Public Affairs Governmental Relations Committee Subcommittee on Patents

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              Fiscal Allocations Controls
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Outside, Billing & Employment
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Hull House' **Parking** Science & Engineering Center, 1969-72 Citizens Committee Code Book Commerce, College of Communications, College of Comptroller's Reports, Illinois & Others Computers, Computer Science, Dept. of Computing Services Office Contracts & Grants (2 folders) Contracts & Grants, Aid & CID Contracts, Monthly Reports of Board of Trustees Corps of Engineers - Engineering Building, Construction Materials Lab, 1971-74 Council on University Relations in Chicago D Ε Education, College of Education Allowances (see also: Reserve Statements, Box 226) **Employment** Engineering, College of Enrollment (2 folders) **Environmental Studies Institute** F Facilities Act Farber, H.O., Personal Box 223: 1971-72: Fees, Illinois & Others (2 folders) Fine & Applied Arts, College of Genesys Systems, Inc. Governmental Relations Committee Government & Public Affairs Graduate College Grapevine Η Health Fields Housing, General Budget

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Treasurer of the University, R.R. Manchester **Unemployment Compensation University Compensation** University Council on Federal Relations University Extension (2 folders) University Extension, Hott & Allerton Box 228: 1971-72: **University Press** U.S. Office of Education U.S. Reports & Correspondence Veterinary Medicine Vice President Vice President for Public Affairs, N.A. parker Western Interstate Commission for Higher Education (WICHE) 1972-73: Α Accidents Accidents, Plane Crash, 9/13/66, 1966-70 Accounts Receivable & Payable Administrative Data Processing Admissions & Records **Affirmative Action** Agriculture, College of U.S. Reports American Council on Education American Institute of Certified Public Accountants, Audit Guide, Draft Appropriations, Illinois & Others **Armed Services** Assembly Hall Audits, Internal, Urbana Chicago State Auto Pool Aviation, Institute of (2 folders) Office of Scientific Research, U.S. Air Force, 1970, 1972 Airport Parking, Fencing, Roads, Drainage, 1969-71

В Banks Big Ten Business Officers Meeting, 11/28 - 11/29/72 **Board of Trustees Correspondence** Box 229: 1972-73: Budget, Capital Capital for 1973-74 (2 folders) Operating Operating for 1974 (2 folders) Operating for 1975 Freeze, Phase II Committee (2 folders) Pay Board Budgets, Others, Correspondence Bureau of Institutional Research Bus Business Affairs, Director of, Urbana **Business Office** Business Office, Annual Report to President Planning, Programming, Budget Control, 1971-72 Revision of Accounting System, 1969-72 (3 folders) C Calendar Cash Balances Chancellor, Urbana, Jack W. Peltason Chicago Circle Chicago Circle, Business Affairs, Director of Chancellor Central National Bank Building, 1969-70 **Parking** Library Addition, 1971-73 **Physical Plant** Plant Research Laboratory Building, 1969-73 Science & Engineering, South Addition, 1968-73 Utilities Building, 1971-73 Citizens Committee Civil Service Code Book, Administration Bank Commerce, College of Computers

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Box 230: 1972-73: Contracts & Grants Contracts, AID & CIC Monthly Reports of, Board of Trustees NASA - AMES University Consortium, 1971-73 Copyrights & Recordings Corps of Engineers, Shock Test Machine Facility **Shock Test Machine Facility Financing** Cost Accounting Standards Council on University Relations in Chicago D E **Employment** Engineering, College of 200 BEV Accelerator, 1966-71 Corps of Engineers, Shock Test Machine Facility, Purchase of 15,175 Acres for Enrollment (2 folders) F Facilities Act Federal Relations Fees, Illini & Others **Tuition Waivers** Financial Affairs, Employee Records Fine & Applied Arts, College of G Governmental Relations Committee Government & Public Affairs, Institute of Graduate College Graduate College, PLATO, 1971 Illiac IV, 1970-73 Grapevine Η Health Service H.E.G.I.S. (Higher Education General Information Survey) **Housing Division**

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Box 237:

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