

# St. John's University (Collegeville, Minn.). Office of Admission.

**Records, 1960-**

**SJU Archival Collection 32**

**Location: 053/3 and 076/3**

**1.2 cubic ft. (3 archive boxes)**

**Update: October 30, 2012**

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**ABSTRACT:** Records of the Office of Admission, which recruits, admits, and orients undergraduate students. The Office of Admission also coordinates Financial Aid.

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**SCOPE AND CONTENT NOTE:** The collection includes reports, correspondence, brochures, newsletters, and statistics. A significant portion of the collection relates to statistical analysis of the incoming class of students.

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**ADMINISTRATIVE HISTORY:** The St. John's University Office of Admission was created in 1961. Immediately prior to that, Admissions had been part of the Registrar's responsibility. In 1985, Admissions became a joint office with the College of St. Benedict. Deans of Admissions have been:

Donald LeMay, OSB	1961-1974
Roger C. Young	1974-1985
Richard Manderfeld	1985-1988
Rick J. Smith	1988-1996
Mary Milbert	1996-2006
Michael Thorp	2006-2008
Cal Mosley	2008-

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**ARRANGEMENT:** The files are organized alphabetically.

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**ACCESS RESTRICTIONS:** There are no access restrictions on the materials, and the collection is open to all members of the public.

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**COLLECTION CITATION:** This collection should be cited as:

St. John's University (Collegeville, Minn.). Office of Admission. Records, 1960-.  
SJU Archival Collection 32. St. John's University Archives, Collegeville,  
Minnesota.

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**ACQUISITION:** Mary Milbert transferred accession 99-014 to the Archives in  
September, 1999. Accession 2010-007 was transferred to the Archives in 2010.

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**PROCESSING:** Erik Sommers processed accession 99-014 in October, 1999.  
Accession 2010-007 was processed in April, 2011.

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**SUBJECT TERMS:**

- St. John's University (Collegeville, Minn.)—Administration.
  - St. John's University (Collegeville, Minn.)—History.
  - St. John's University (Collegeville, Minn.). Office of Admission.
  - St. John's University (Collegeville, Minn.). Registrar.
  - Student aid—Minnesota.
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<b>SJU ARCHIVAL COLLECTION 32</b>	<b>BOX</b>	<b>FOLDER</b>
Annual Report, 1978-1979	1	1
<i>Collegeville</i> , 1982-1983	1	2
Comprehensive Profile of the Freshman Class, 1975-1981	1	3
Computer Center, 1979-1983	1	4
Computer Science Department, 1982	1	5
Cooperative Admissions Program Outline, 1981	1	6
Counseling Service, 1970-1974	1	7
Current Student Input, 1975	1	8
Curriculum Committee, 1965-1967	1	9
Development Committee Report on Public Relations Work, 1964	1	10
Demographic Change and Its Impact on Undergraduate Enrollment at Saint John's University Through 1990, 1983	1	11
Financial Aid Reports, 1969-1971	1	12
Director of Student Affairs Memos, 1966-1968	1	13
Engineering Programs, Three-Two Plan, 1975	1	14

Enrollment Statistics, 1961-1974	1	15
Freshmen Comprehensive Profile, 1982-1983	1	16
Letters to Incoming Freshmen, 1963-1982	1	17
Student Housing, 1960-1966	1	18
Survey of Enrollment, Association of Minnesota Colleges, 1967	1	19
Survey of Enrollment, Association of Minnesota Colleges, 1968	1	20
Applications Processed [statistics on], 1963-1992	1	21
Comprehensive Profiles, 1962-1970	1	1
Comprehensive Profiles, 1970-1977	1	2
Comprehensive Profiles, 1978-1983	1	3
SJU First-Year Student Profile	1	4
SJU First-Year Student Profile, 1986-1987	1	5
SJU First-Year Student Profile, 1987-1990	1	6
SJU First-Year Student Profile, 1990-1993	2	1
SJU First-Year Student Profile, 1993-1996	2	2
SJU First-Year Student Profile, 1996-1998	2	3
SJU First-Year Student Profile, 1998-1999	2	4