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Summary Information

Repository: M.E. Grenander Department of Special Collections & Archives
Title: Career Education Institute Records
ID: ua653
Date [inclusive]: 1974-1976
Physical Description: 2 cubic ft.
Physical Location: The materials are located onsite in the department.
Language of the Material: English.
Mixed Materials [Collection]: X

Abstract: Contains the records of the Career Education Institute, which was a professional development program that ran from 1974-1976 for secondary school teachers in the Capital District aimed at helping integrate career education into secondary school curricula. The collection consists of administrative correspondence, financial documents, and informational materials from the program.

Preferred Citation

Preferred citation for this material is as follows:

Identification of specific item, series, box, folder, Career Education Institute Records, 1974-1976. M.E. Grenander Department of Special Collections and Archives, University Libraries, University at Albany, State University of New York (hereafter referred to as the Career Education Institute Records).

Historical Note

The Career Education Institute was a professional development program, funded by the Education Professions Development Act, that offered summer courses to secondary school teachers in the Capital
District. The courses included lectures, field trips, and workshops aimed at educating secondary school teachers about concepts in career education.

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**Scope and Contents**

This collection includes: financial records, class rosters, correspondence with speakers, applications from secondary school teachers interested in enrolling in the program, field trip reports, and informational materials.

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**Arrangement of the Collection**

The collection is unprocessed and is likely disorganized. Individual items may be difficult to find.

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**Administrative Information**

**Publication Statement**

M.E. Grenander Department of Special Collections & Archives

**Revision Description**

Encoded in EAD by Benjamin Covell 2017 February 27

**Processing Information**

Processed in 2017 by unprocessed.
Access

Access to this collection is restricted because it is unprocessed. Portions of the collection may contain recent administrative records and/or personally identifiable information. Please contact an archivist for more information.

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The University Archives are eager to hear from any copyright owners who are not properly identified so that appropriate information may be provided in the future.

Acquisition Information

All items in this collection were transferred to the University Libraries, M.E. Grenander Department of Special Collections and Archives.

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Controlled Access Headings

- Education, Higher--Administration
- Career education
- Administrative records
- Financial Records
- Application Forms
- UAlbany Centers & Institutes
- State University of New York at Albany