

University Archives Collection Policy
2017

The High Point University Archives serves as the repository for the historical records of High Point University. Its primary purpose is to document the history of the University. The High Point University Archives collects preserves and makes available historical records and memorabilia documenting the history of High Point College and High Point University and the early history of the United Methodist Church in North Carolina.

High Point University collects and maintains:

The Official records, papers, and publications of High Point University.
Artifacts and memorabilia relating to the history of Yadkin College, High Point College and High Point University.

Personal and professional papers of persons involved in the founding and growth of High Point University.

Photo prints, negatives, slides, audio and video film, tapes, and reels, oral history interviews, and compact discs documenting the development of the University.

Maps, prints, and architectural drawings documenting the physical changes and development of the University.

Official records, papers, and publications of the United Methodist and the Methodist Protestant Church of the Western North Carolina Conference.

Other items relating to the local history of High Point as deemed valuable or of interest to the University Archives.

The Archives maintains an online digital collection of yearbooks, student publications, and various other collections. These collections are available for viewing by going to:
<http://www.highpoint.edu/library/archives/> or clicking on the following link: [HPU Archives](#).

Materials may be acquired by gift or bequest, or any other transaction that passes title of the materials to High Point University Archives. Those wishing to donate are asked to contact the Library Director before filling out a **Deed of Gift** form.

Deaccessions: Due to limited space and resources, High Point University Archives reserves the right to decline gifts. Multiple copies of documents will be weeded and removed from the collection with the approval of the Library Director.

Items housed in the University Archives will be loaned out only on the approval of the Library Director and only for use or display on University property. Most materials held by the archives are currently not in condition to be displayed. Access to the archives can be obtained by contacting the High Point University Smith Library Director.