

Winthrop University Archives  
Preliminary Descriptive Inventory

Unit: University College  
Sub-Group: International Center  
Series: Correspondence and Memoranda

Record Group no: W452  
Sub-group no: 6F  
Series no: 2

Description of series and its contents:

**This series consists of the correspondence and memoranda produced by and for the International Center. The International Center is the home away from home for Winthrop’s international students, scholars and guests. The Center also assists Winthrop students in finding meaningful programs of study and service learning outside of the country through year-long, semester, and summer programs, as well as short-term faculty-led study abroad programs. Through internationally oriented programs the International Center broadens the horizons of both the campus community and the Rock Hill community. The correspondence and memoranda is organized by calendar year and chronologically thereunder.**

<u>Box(es)</u>	<u>Folder(s)</u>	<u>Contents</u>	<u>Year(s)</u>
1	1	Correspondence and Memoranda	2010
1	2	Correspondence and Memoranda	2011
1	3	Correspondence and Memoranda	2012
1	4	Correspondence and Memoranda	2013
1	5	Correspondence – Director Glen Thomas	1986
1	6	Correspondence	1989
1	7	Correspondence and Various Reports	1990
1	8	Correspondence	1991
1	9	Correspondence	1993
1	10	Correspondence and Memoranda	1994
1	11	Correspondence and Memoranda	1995
1	12	Correspondence and Memoranda	1996
1	13	Correspondence and Memoranda	1997
1	14	Correspondence and Memoranda	2014
1	15	Correspondence and Memoranda	2015
		<ul style="list-style-type: none"> <li>• Topics:</li> <li>-Faculty Led Study Abroad</li> <li>-Introduction to Study Abroad (INGS 201)</li> <li>-International Bazaar</li> <li>-Employment Regulations for International Students</li> <li>-Study Abroad Fair</li> <li>-Study Abroad Proposals</li> <li>-International Students Tax Help Information</li> <li>-Announcements from the International Center</li> <li>-Farewell reception for Jennifer Sandler</li> <li>-International Education Week</li> <li>-Casual Friday – Free Global Cultural Event</li> <li>-Water Access Usage – Free Global Cultural Event</li> </ul>	
1	16	Correspondence and Memoranda	2016
		<ul style="list-style-type: none"> <li>• Topics:</li> <li>-Study Abroad Class offerings</li> <li>-Study Abroad Proposals</li> </ul>	

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<u>Box(es)</u>	<u>Folder(s)</u>	<u>Contents</u>	<u>Year(s)</u>
1	17	<ul style="list-style-type: none"><li>• Topics Cont'd:<ul style="list-style-type: none"><li>-International Centers Non-Resident Tax Assistance Program</li><li>-Study Abroad Fair</li><li>-Myth Busters – Casual Friday cultural event</li><li>-International Education week</li><li>-Zika Virus Discussion</li></ul></li></ul> Correspondence and Memoranda	2017
1	18	<ul style="list-style-type: none"><li>• Topics:<ul style="list-style-type: none"><li>-Casual Friday event</li><li>-International Ambassadors</li><li>-Non-resident Tax Assistance Program</li><li>-Faculty Led Study Abroad Proposal</li><li>-Fulbright Faculty Seminar</li><li>-International Education Week</li><li>-5<sup>th</sup> Annual International Tea</li><li>-Peace Corps Experience</li></ul></li></ul> Correspondence and Memoranda	2018
1	19	<ul style="list-style-type: none"><li>• Topics:<ul style="list-style-type: none"><li>-Anti-Human Trafficking Global Cultural Event</li><li>-International Education Trends and Perspectives Global Cultural Event</li><li>-International Bazaar at SC Humanities Festival</li><li>-Faculty-Led Program Proposal Deadline</li><li>-Reception to honor Chelsi Colleton – Study Abroad Coordinator</li><li>-Study Abroad Fair</li><li>-Global Cultural Event about Korean Cultural Wave</li></ul></li></ul> Correspondence and Memoranda	2019