Guidelines for Requesting Research

******Before you fill out a Request Form be sure to check our online database with digital versions of McKendree yearbooks, Annual Catalogs, and Founding Documents which is open to the public. If the information you are looking for can be found in our online database we will not respond to your request. ******

The type of research that can be requested from the McKendree University Archives is limited to those questions that can be answered by consulting a specific known set of records. See the lists below for examples of the research that can and cannot be conducted.

The Archives CANNOT respond to requests for genealogical research such as:

- Looking for information on John Smith who lived in the late 19th century and may have attended McKendree College.
- Please send me anything about John Smith, McKendree grad 1875-1880.
- Please search for family members, of John Smith, who attended McKendree College 1875-1880.
- Please send me a copy of all records pertaining to the Smith family.

The Archives CAN respond to requests for records such as:

- Do you have a yearbook for the year 1901?
- Do you have copies of the McKendree Review?
- Do you have a record of the Alumni News Letters/Magazines?
- Do you have record of former McKendree president Max Allen?
- Do you have a list of the men enlisted in the McKendree Regiment?
- Do you have records of shows given at the Hett during the year 2000?
- Do you have an attendance record of students from 1899?