

RESEARCH GUIDE

ARCHIVAL RECORDS

1. Researchers are to submit a request for access to archival records
 - a. Research topic needs to be in the letter
 - b. Types of records researcher needs to have access to
 - c. Duration of research
 - d. Research letter from institution
 - e. Student identification
2. Request is sent to Director for approval
3. Senior Archivist Recordkeeping will sight letter and identify staff and records for the researcher
4. Researcher has access to the records within their request. Any other records outside of their request scope will need to be discussed with SARK.
5. Researcher to submit completed copy of thesis to the National Archives.

FREQUENTLY REQUESTED ARCHIVAL RECORDS

1. Colonial Secretary's Office 1874 - 1965
 - a. General register of Inwards correspondence
 - b. Nominal Index
 - c. Subject Index
2. Indian Immigration Records 1879 – 1916
 - a. General Register of Indian Immigrants
 - b. Plantation Register
 - c. Repatriation Register
3. Land Claims Commission
 - a. Index to Land Claims Commission Reports
 - b. Land Claims Commission reports
 - c. Index to Crown Grants
 - d. Crown Grant Registers