Using the Archives

Researchers are welcome to come and view our collections. We ask our visitors to:

- Make an appointment – a place will be reserved for you and we can check that appropriate material and facilities are available on the day(s) you require them.
- Bring a pencil instead of a pen, to prevent documents being permanently marked.
- Bring proof of identity, such as a current student or staff card, driving licence or passport.

Detailed finding aids to our collections and a wide selection of reference books relating to our holdings are available to view in our searchroom. General information and source guides on our collections, and our online catalogue, can be found on our website at: www.glasgow.ac.uk/archives

We offer a range of copying services. However, copies can only be made if no excessive damage will occur to items as a result of the process. Prices and more details are on our website.

Our main searchroom at Thurso St is up 4 flights of stairs - if you would like to use our ground-level searchroom at Dumbarton Rd, please contact us 24 hours in advance of your visit.

If you are unable to visit us, we accept enquiries by letter, telephone and email, although charges may be applicable. We also provide:
- Customised services for university staff and students
- Talks and visits for groups and societies

Please contact us for more information.

How to find us

A. 13 Thurso Street (Searchroom)  
B. 77-79 Dumbarton Road

Archive Services
General information

Opening hours
Monday-Friday: 9.30am-5.00pm

Contact details
The Duty Archivist
University of Glasgow Archive Services
13 Thurso Street
Glasgow
G11 6PE
UK
T: +44 (0) 141 330 5515
F: +44 (0) 141 330 2640
E: enquiries@archives.gla.ac.uk
W: www.glasgow.ac.uk/archives

Information on travelling to the campus can be found on our website.

www.glasgow.ac.uk/archives
University of Glasgow Archive Services is the central place of deposit for the records of the University, its predecessors and affiliated bodies, created and accumulated since its foundation in 1451. We also hold one of the biggest collections of business records in Europe, providing a unique and invaluable resource for information on Scotland’s business and industrial heritage. In total, Archive Services holds over 1000 collections, spanning more than 7 centuries. Our archives are an excellent source of information for the University’s own history and for the history of Glasgow, Scotland and indeed the world. We welcome researchers who wish to make use of them for academic research, student assignments, personal interest, family and local history or professional projects.

**University Archive**

The University’s records include items such as charters, minutes, reports, plans and correspondence, the earliest of which date from the 13th century. They are an outstanding resource for Scotland’s educational, intellectual and cultural history and of course illustrate the University’s development as a corporate body. Our collections also include the papers of individuals and societies connected to the University. These contain valuable information on the activities and concerns of the University’s students and staff throughout history. Information on these collections can be found on our website at: www.glasgow.ac.uk/archives/collect/university

**Scottish Business Archive**

The Scottish Business Archive covers almost all types of business and industrial activity in Scotland and the UK, with over 400 collections, from banking, distilling and brewing, to retail and undertaking. Our holdings are particularly extensive for West of Scotland industries such as shipbuilding, locomotive manufacture, textiles and mining. They include records such as minute books, financial ledgers, legal documents, marketing material, staff records and photographs, providing invaluable insights into all areas of business activity. Information on these collections can be found on our website at: www.glasgow.ac.uk/archives/collect/business