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A Guide to the  
Medico-Chirurgical College and  
Hospital of Philadelphia Records  
1881-1955 (bulk 1881-1922)

21.5 Cubic feet

UPC 50.3

Prepared by Joseph - James Ahern  
September 2015

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**PROVENANCE**

The Medico-Chirurgical College and Hospital of Philadelphia Records were transferred to the University Archives in various accessions between 1968 and 2015. This includes 1968 May 19 (Accession 68/28), 1971 July 14, 1972 October 30 (Accession 70/72), 1973 February 27, 1981 December 14, and 2015 May 26 (Accession 2015: 018).

**ARRANGEMENT**

The Medico-Chirurgical College and Hospital Records are organized into three series: Correspondence, General, Financial Records, Student Records, and Hospital. The Correspondence series is further organized into three subseries: Bursar, Dean and General. All series and subseries are arranged alphabetically.

**AGENCY HISTORY**

The Medico-Chirurgical College had its origins in 1848 as the Medico-Chirurgical Society, which received a charter from Pennsylvania similar to the College of Physicians of Philadelphia. The charter was amended in 1867 to transform the society into a medical college authorized to confer degrees. It would not be until 1881 that Dr. George P. Oliver, who had been a member of the old society and held title to the new charter, organized a faculty to hold classes. Space for the new school was secured in the second floor of a bank on the south west corner of Broad and Market Streets. Around 1886 Medico-Chirurgical College absorbed the Philadelphia Dental College and the Philadelphia School of Anatomy and moved to new accommodations on the north side of Cherry Street between 17th and 18th Streets. In 1891 the College opened a hospital in the same location. In 1916 Medico-Chirurgical College's Department of Medicine and the Department of Dentistry merged with the University of Pennsylvania. The Department of Medicine became part of a new graduate school known officially until 1958 as Medico-Chirurgical College and Hospital Graduate School of Medicine of the University of Pennsylvania. The Department of Dentistry was absorbed into the University's School of Dentistry. The College's buildings were demolished in 1918 to make way for the Benjamin Franklin Parkway.

### **SCOPE AND CONTENT NOTE**

The Medico-Chirurgical College and Hospital of Philadelphia Records consist mainly of administrative and financial records for the College and Hospital from the late nineteenth through to its merger with the University of Pennsylvania in 1916. Most of the records originated in the Bursar's Office at Medico-Chi, and were transferred to the Comptroller's Office at the University of Pennsylvania during the merger. The Student Records contain information on some classes, applicants credentials, examinations, matriculation books. The series does not contain files on individual students. The Hospital Records are primarily administrative and financial in nature. There are two random patient record ledgers for 1914 and 1919.

Additional collections related to Medico-Chirurgical include the James Morton Boice Scrapbook (UPT 50 B678), the Robert Hodgson Nones Papers (UPT 50 N799), Office of the Treasurer University Real Estate Title Papers, 1761 - 2006 (UPH 500), and General Administration Records, 1820 - 1930 (UPA 3)

**CONTROLLED ACCESS HEADINGS**

**Corporate Name(s)**

- Medico-Chirurgical College (Philadelphia, Pa.). Department of Dentistry.

**Subject(s)**

- Hospitals--Pennsylvania--Philadelphia.
- University hospitals--Administration.

**Medico-Chirurgical College and Hospital of Philadelphia Records  
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**INVENTORY**

<b>CORRESPONDENCE</b>	<b>Box</b>	<b>Folder</b>
<b>Bursar</b>		
A 1910-1913	1	1
A - B 1914-1915	1	2
A - B 1915-1916	1	3
A - C (1) 1916	1	4
A - C (2) 1916	1	5
A - E 1915	1	6
A - E 1916-1917	1	7
B 1910-1914	1	8
Board of Trustees 1913-1915	1	9
C 1910-1913	1	10
C - D 1915	1	11
C - F 1913-1915	1	12
Carruth, John G. 1910-1914	1	13
Carruth, John G. 1913-1914	1	14

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College Finance Committee 1910-1913	1	15
College Finance Committee 1915	1	16
D - F 1910-1913	1	17
D - G 1916	1	18
D - K 1916-1917	1	19
E - G 1915-1916	1	20
F - L 1915	1	21
F - P 1916-1917	1	22
Financial 1915-1916	1	23
G - H 1910-1913	1	24
G - I 1910-1915	1	25
H - L 1913, 1915	1	26
H - M 1916-1917	1	27
I - K 1910-1913	1	28
J - M 1912-1914	1	29
L - M 1910-1914	1	30
L - M 1916-1917	1	31
M - O 1915	1	32
M - R 1915	1	33
N - P 1910-1913	1	34
N - Z 1913-1915	1	35
P - R 1915-1916	1	36
P - S 1916	1	37
Q - Z 1916	1	38



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R - T 1910-1913	1	39
R - W 1916-1917	1	40
S 1915-1916	2	1
S - Z 1915	2	2
Scholarships 1913-1915	2	3
T - W 1916	2	4
T - Z 1915-1916	2	5
Trust Funds 1907	2	6
U - Z 1910-1913	2	7
Unaddressed 1910-1912	2	8
University of Pennsylvania (1) 1916-1917	2	9
University of Pennsylvania (2) 1916-1917	2	10
<b>Dean</b>		
Alumni		
A 1948	2	11
B 1948-1953	2	12
C 1948, 1953	2	13
D 1950-1952	2	14
E 1954	2	15
G 1951	2	16
H 1948-1949	2	17
I 1954	2	18
J 1951	2	19
L 1949	2	20

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P 1951, 1954	2	21
S 1908, 1949-1951	2	22
T 1949	2	23
V 1948	2	24
W 1948	2	25
Board of Trustees 1915-1916	2	26
External		
A 1915-1916	2	27
A 1916-1917	2	28
B (1) 1915-1916	2	29
B (2) 1915-1916	2	30
B (3) 1915-1916	2	31
B (4) 1915-1916	2	32
C (1) 1915-1917	2	33
C (2) 1915-1917	2	34
D 1915-1917	2	35
E 1915-1917	2	36
F 1915-1917	2	37
G (1) 1915-1917	2	38
G (2) 1915-1917	2	39
H (1) 1915-1917	2	40
H (2) 1915-1917	2	41
I 1915-1917	3	1
J 1915-1917	3	2

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K 1915-1917	3	3
L (1) 1915-1917	3	4
L (2) 1915-1917	3	5
M 1903-1917	3	6
M (1) 1914-1917	3	7
M (2) 1914-1917	3	8
M (3) 1914-1917	3	9
N 1915-1916	3	10
O 1915-1917	3	11
P 1915-1917	3	12
Q 1916-1917	3	13
R 1915-1917	3	14
S (1) 1915-1916	3	15
S (2) 1915-1916	3	16
S (3) 1915-1916	3	17
S 1915-1917	3	18
T - V 1915-1917	3	19
W 1915-1917	3	20
W - Z 1915-1916	3	21
Faculty Resolutions 1902-1914	3	22
<b>Internal</b>		
A 1905-1916	3	23
B - C 1905-1916	3	24
Calhoun, James R. 1903, 1906	3	25

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Carruth, John G. 1906-1914	3	26
Daland, Judson 1905-1916	3	27
E 1905-1916	4	1
F 1905-1916	4	2
G 1905-1916	4	3
G 1906-1915	4	4
H 1902-1907	4	5
H 1906-1915	4	6
H 1907-1911	4	7
H 1911-1917	4	8
J 1905-1916	4	9
K 1914, 1916	4	10
L 1906-1916	4	11
M 1905-1917	4	12
Ott, Isaac 1906-1915	4	13
P 1905-1916	4	14
Paxson, Henry D. 1901-1910	4	15
Pepper, William 1916-1917	4	16
R 1907-1916	4	17
S 1905-1916	4	18
Thomas, W. H. 1914 July 7	4	19
U 1916	4	20
Unsorted 1910-1915	4	21
Vanderkleed, Chas. E. 1912 October 31	4	22

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W 1907-1915	4	23
Walton, Henry F. 1905-1914	4	24
Prospective Students 1915 September - November	4	25
Prospective Students 1915 December	4	26
Prospective Students 1916 January	4	27
Prospective Students 1916 April - May	4	28
<b>General</b>		
Board of Trustees 1906-1911	4	29
Board of Trustees 1915	4	30
Board of Trustees Letter Book 1907-1910	5	
Financial 1914-1915	4	31
Laboratory Assistant Requests 1915	4	32
Medical Faculty 1912-1913	4	33
Meeker, George H.		
1903-1914	4	34
1906-1914	4	35
1907-1912	4	36
1908-1914	4	37
1910-1916	4	38
1914-1918	4	39
Trost Case 1912	4	40
Scholarships 1915	6	1
Student Verification 1915	6	2

GENERAL	Box	Folder
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Admission Tickets 1887-1897	6	3
Alumni Association Merger 1916	6	4
Board of Trustees Minute Book 1888-1897	6	5
Board of Trustees Minute Book 1897-1903	6	6
Board of Trustees Minute Book 1903-1914	7	
Board of Trustees Minute Book 1915-1916	8	
Building Committee Minutes 1911	6	7
Class Day Program 1897	6	8
Class Day Program 1904	6	9
Commencement 1881-1910	6	10
Court's Degree on Merger 1916	6	11
Daland, Judson Publications 1906-1917	6	12
Department of Dentistry Announcements 1897 - 1902, 1904	6	13
Department of Dentistry Announcements 1911, 1914 - 1915	6	14
Department of Dentistry Commencement Programs 1908, 1910, 1912-1913	6	15
Department of Dentistry Faculty Minute Book 1906-1914	6	16
Department of Dentistry Faculty Minute Book 1915	6	17
Exam Question Cards n.d.	6	18
Faculty Meeting Minutes 1906, 1912	6	19
Faculty Meeting Minutes 1908-1915	20	
Faculty Meeting Minutes [loose material] 1908-1915	20	1
Faculty Meeting Minutes 1918	6	20
Faculty Minute Book 1881-1886	6	21
Faculty Minute Book 1890-1908	9	1

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Faculty Position Recommendations 1917	6	22
For the Harvey Company, Determination of Nitroglycerine in Medicinal Preparations (with George H. Meeker correspondence) 1913	6	23
Institutional Printing Samples and Letter Book 1911-1912	9	2
Leather Emblem n.d.	6	24
Medical School Merger Newspaper Clippings 1916	6	25
Pershing, John at University Day photograph 1922	6	26
Phi Rho Sigma - Tri Chapter Smoker 1910 March 2	6	27
Scholarship Report from Session 1910-11 to Session 1914-15 1915 January 23	6	28
Summer School 1913	6	39
University of Pennsylvania Medical Department Society of Alumni 1893-1901	6	40
YMCA Medico Chi Questions for Weekly Discussion n.d.	6	41
<b>FINANCIAL RECORDS</b>	<b>Box</b>	<b>Folder</b>
Accounts Book Index n.d.	33	
Accounts Payable 1915	6	42
Agreements 1907-1908	6	43
Archibald MacTavish 1913-1915	6	44
Breakage Fees October 9 - January 11	6	45
Cash Book		
1896-1899	6	46
1898-1905	10	1
1899-1905	10	2
1905-1908	10	3

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1905 September 1 - November 28	10	4
Charges to Students 1905-1911	31	
Checks and Receipts 1912	10	5
College Club Agreements 1907, 1914	10	6
College Club Daily Report 1915-1916	38	
College Club Expense Reports 1913-1916	10	7
College Club Expenses 1915	10	8
College Club Fees 1914-1915	10	9
College Club Ledger 1911-1914	10	10
College Club Weekly Pay Roll 1907-1908	10	11
College Journal 1905-1911	10	12
Cost of Distributing Catalogues 1900-1906	10	13
Department of Pharmacy - Drugs Inventory 1916	11	1
Department of Pharmacy Pharmaceutical Laboratories 1905, 1910	11	2
Departments Financial Reports 1908	11	3
Distribution of Expenses 1919 March 31 - May 31	36	
Expenses 1906-1911	33	
Insurance Policy 1905-1914	11	4
Inventory of Physical Apparatus ca. 1907	11	5
Journal 1898-1899	12	1
Journal 1898-1905	12	2
Kitchen and Cafe Renovations 1907	11	6
Ledger		
1898-1899	13	1



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1898-1901	13	2
1898-1905	11	7
1901-1905	14	
1907-1909	11	8
1906-1907	35	
1901-1905	27	
Ledger A 1898-1899	28	
Memorandum Note Book [mostly blank] 1903 February - September	11	9
Miscellaneous 1913	11	10
Notices of Payment 1902-1913	11	11
Payments 1916	11	12
Private Cash Book 1888-1916	15	
Professors' Attendance Book 1902-1903	11	13
Professors' Salaries 1906	11	14
Promissory Notes 1916	11	15
Purchases and Expenses 1905-1911	39	
Receipts 1908	11	16
Receipts 1914-1915	11	17
Reduction in Tuition Fees Granted Students 1896 June 1 - ?	11	18
Stenographer's Notebook 1909	11	19
Treasurer's Account Alumni Association 1882-1927	11	20
Treasurer's Report 1904-1906	11	21
Treasurer's Report 1912-1915	11	22

<b>STUDENT RECORDS</b>	<b>Box</b>	<b>Folder</b>
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Censor's Cards Correspondence 1903-1905	16	1
Certificate of Medical Preliminary Examination 1904	16	2
Class Notices 1909-1910	16	3
Class Schedules 1907-1912	16	4
Coming Hospital Examination Dates n.d.	16	5
Credentials		
A 1901-1915	16	6
B 1900-1955	16	7
C 1896-1915	16	8
D 1900-1913	16	9
E 1900-1912	16	10
F 1896-1915	16	11
G 1899-1915	16	12
H 1903-1915	16	13
I 1915	16	14
J 1901-1909	16	15
K 1901-1915	16	16
L 1898-1909	16	17
M (1) 1896-1915	16	18
M (2) 1896-1915	16	19
N 1902-1915	16	20
O 1904-1906	16	21
P 1898-1911	16	22
Q 1898, 1902	16	23

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R (1) 1896-1915	17	1
R (2) 1896-1915	17	2
S (1) 1898-1915	17	3
S (2) 1898-1915	17	4
S (3) 1898-1915	17	5
T 1898-1915	17	6
U 1903, 1915	17	7
V 1906, 1908	17	8
W 1898-1914	17	9
Y 1904-1915	17	10
Z 1903-1915	17	11
[unprocessed]	18	
[unprocessed]	19	
Department of Dentistry Matriculation Book 1897-1916	32	
Entrance Requirements 1905	17	12
Examinations 1888-1901	34	
Grade Book by Class 1910-1915	26	
Grades and Matriculation Book 1915-1920	26	
Grades Freshman and Premedical 1914-1915	17	13
Grades Junior Class 1914-1915	17	14
Grades Junior Class 1915-1916	17	15
Grades Record of Session 1910-1911	17	16
Grades Record of Session 1913-1914	17	17
Grades Sophomore Class 1914-1915	17	18

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Index Cards Alphabetical 1883-1916	26	
Index Cards by Class 1883-1916	26	
Letters of Moral Character 1905	17	19
Matriculation Book 1881-1901	37	
Matriculation Book 1902-1910	30	
Matriculation Book 1910-1916	29	
Matriculation Book 1916-1920	26	
Medical Department Fourth Year Schedule 1903-1904	17	20
Miscellaneous 1915-1920	17	21
Opening Exercises 1913	17	22
Philadelphia Board of Public Education 1904-1906	17	23
Publications 1905	17	24
Recruitment Letters 1903-1905	17	25
Requirements and Examinations 1903	17	26
Senior Medical Class 1908-1909	17	27
Student Addresses (1) n.d.	17	28
Student Addresses (2) n.d.	17	29
Student Addresses (3) n.d.	17	30
Student Without Credentials 1910	17	31

<b>HOSPITAL</b>	<b>Box</b>	<b>Folder</b>
Board of Trustees Building Committee Minutes 1906-1910	21	1
Board of Trustees Letter Book 1907-1917	22	
Cash Book 1899-1900	21	2
Executive Committee n.d.	21	3

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First Annual Report of the Social Service Bureau of the Medico-Chirurgical Hospital 1913	21	4
Minute Book 1895-1903	21	5
Minute Book 1903-1914	23	
Minute Book 1915-1917	21	6
Patient Case Book 1914	24	
Patient Case Book 1919	25	