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K/HAN1/200	[2005]	King's College London handbook titled <i>Department of Spanish and Spanish American Studies, MA in Spanish & Latin American studies, Handbook</i>
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- K/HAN2/55 2004 King's College London booklet titled *Liddell Hart Centre for Military Archives. Information for potential donors and depositors* (2004) 9pp. Containing a short history of the Centre, information for potential depositors and a list of topics for which the Centre has major holdings of significance.
- K/HAN2/56 1990 Jan Loose pages titled *King's College London Archives and The Liddell Hart Centre for Military Archives: Staff guide to reader services procedures* (1990) 15pp. Including details of Archives Assistant duties and Archives staff structure.

- K/HAN2/57 1999 King's College London booklet titled *Liddell Hart Centre for Military Archives. Information for potential donors and depositors* (1999) 9pp. Containing a short history of the Centre, information for potential depositors and a list of topics for which the Centre has major holdings of significance. 2 copies
- K/HAN2/58 [1993] King's College London booklet titled *A Guide to Student Records. College Archives and Records Management Service* [1993] 26pp, 3 copies
- K/HAN2/59 1996 Oct King's College London booklet titled *Liddell Hart Centre for Military Archives. Guide to holdings relating to the Far East. October 1996* (1996) 22pp. 3 copies
- K/HAN2/60 1998 Mar A Crown Estate brochure titled *The Rolls Estate, Chancery Lane, London WC2* (1999) 16pp. Containing photographs and details of The Rolls Estate, formerly the original Public Record Office, when it was empty and for sale. 3 copies
- K/HAN2/61 1989 King's College London leaflet titled *Liddell Hart Centre for Military Archives. An Introduction for Readers* (1989) 8pp. 2 copies
- K/HAN2/62 [1994] King's College London leaflet titled *Liddell Hart Centre for Military Archives* [1994] 4pp. Containing information about the Centre, a list of subjects on which material is held, and a list of the major collections of papers
- K/HAN2/63 [1999] King's College London booklet titled *The Library. Advancement through Knowledge* [1999] 12pp. Containing details of the fundraising appeal for the King's College Libraries at Chancery Lane, New Hunt's House, Franklin-Wilkins Building, Weston Education Centre, and The Rare Books and Special Collections library. Also including a loose sheet for making a donation, and stapled sheets titled *A Selection of volumes from the Library's Rare Books and Special Collections* [1999] 3pp
- K/HAN2/64 1994 King's College London leaflet titled *Liddell Hart Centre for Military Archives. An Introduction for Readers* (1994) 12pp
- K/HAN2/65 1977 Jul Booklet titled *University of London King's College Map Room. Handlists No. 2, History/War Studies Collection* (1977) 34pp

K/HAN2/66	[2006]	King's College London leaflet titled <i>Special Collections, Information Services and Systems</i> [2006] 6pp. Highlighting the Special Collections held at the Foyle Special Collections Library, part of the Maughan Library in Chancery Lane. The collection comprises over 130,000 rare printed items from the 15th century to the present day. 2 copies
K/HAN2/67	[2004]	King's College London leaflet titled <i>A guide to archival sources held in the College Archives and the Liddell Hart Centre for Military History. Spain and Portugal</i> [2004] 4pp. Detailing archival collections that refer specifically to Spain and Portugal.
K/HAN2/68	2006 Jan	King's College London booklet titled <i>Guide to ISS (Information Services and Systems) for NHS 2006</i> (2006) 8pp.
K/HAN2/69	2005	King's College London booklet titled <i>Guide to ISS (Information Services and Systems)</i> (2005) 8pp
K/HAN2/70	1984-1985	Page of information and rules relating to King's College London libraries. 2 copies, 1 copy is enlarged
K/HAN2/71	1985	Folder titled <i>King's College London, Guide to Library Services</i> (1985) containing numbered information sheets. Numbers included are 3, 4, 7 (2 copies), 9 (3 copies), 10 (3 copies), 11 (3 copies), 13, 14 (2 copies), 15, 20, 21, 22, 23, 24 (3 copies) and 25 (3 copies)
K/HAN2/72	1986	Folder titled <i>King's College London, Guide to Library Services</i> (1986) containing numbered information sheets. Numbers included are 5 (3 copies), 6 (3 copies), 11 (3 copies), 12 (3 copies), 15 (2 copies), and 18 (3 copies)
K/HAN2/73	1987	Folder titled <i>King's College London, Guide to Library Services</i> (1987) containing numbered information sheets. Numbers included are 1 (3 copies), 2 (2 copies), 3 (3 copies), 4 (2 copies), 7 (3 copies), 14 (3 copies) and 30 (3 copies)
K/HAN2/74	[1989]	King's College London information sheet titled <i>Welcome to Libertas</i> [1989]. Libertas is a computer-based library system
K/HAN2/75	1989 Nov	Information sheet titled <i>Contacting Libertas from Outside the Library</i> (1989). Libertas is a computer-based library system. 3 copies

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K/HAN2/77	1990	Information pack titled <i>King's College London Library Facilities</i> (1990) 66pp
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K/HAN2/83	1994	King's College London information pack titled <i>Guide to Library Facilities</i> (1994) 84pp
K/HAN2/84	1995	King's College London information pack titled <i>Guide to Library Facilities</i> (1995) 84pp. Including minutes of the Information Services Group meeting held on 6 September 1995
K/HAN2/85	1996	King's College London information pack titled <i>Guide to Library Facilities</i> (1996) 84pp. 2 copies
K/HAN2/86	1997	King's College London folder of information sheets, titled <i>Library Services</i> (1997) 27pp. 2 copies
K/HAN2/87	[1992]	King's College London leaflet titled <i>College Archives and library Manuscripts Collection. An Introduction for Readers</i> [1992] 8pp. 3 copies
K/HAN2/88	2001 Sep	King's College London leaflet titled <i>ISS. Information Services and Systems. Archive Services, Computing and IT Services, Library Services</i> (2001) 8pp. 3 copies

K/HAN2/89	[2002]	King's College London booklet titled <i>Chancery Lane Library and Information Services Centre</i> [2002] 24pp. 3 copies
K/HAN2/90	[1980]	King's College London Library information sheet titled <i>Law and Environmental Management</i> [1980] 5pp
K/HAN2/91	[1980]	King's College London Library information sheet of general information
K/HAN2/92	[1980]	King's College London Library information sheet of directions to the various libraries
K/HAN2/93	1979 Sep	King's College London Library information sheet titled <i>Music Library. Notes for Readers</i> (1979) 6pp
K/HAN2/94	1979 Oct	King's College London Library information sheet titled <i>Classics Library Notes</i> (1979) 3pp. 2 copies
K/HAN2/95	[1982]	King's College London Library information sheet titled <i>Music Library: Guide to the Catalogues</i> [1982] 3pp. 2 copies
K/HAN2/96	[1980]	King's College London Library information sheet titled <i>Guide to Music Library</i> [1980] 4pp
K/HAN2/97	[1981]	King's College London Library information sheet titled <i>Guide to Music Library</i> [1981] 2pp
K/HAN2/98	[1981]	King's College London Library information sheet titled <i>Guide to Music Library</i> [1981] 3pp
K/HAN2/99	[1989]	Library information sheets titled <i>Conspectus</i> [1989] 4pp. Glasgow University is used as the example
K/HAN2/100	[1990]	King's College London leaflet titled <i>Library Services at King's</i> [1990] 8pp. 3 copies
K/HAN2/101	[1998]	King's College London leaflet titled <i>Information Services and Systems. Special Collections</i> [1998] 6pp
K/HAN2/102	[2000]	King's College London leaflet titled <i>King's College London Archives. An Introduction for Readers</i> [2000] 8pp , 2 copies
K/HAN2/103	[2006]	Archives and Corporate Records Services flyer titled <i>Sources for Family History at King's College London</i> [2006]

K/HAN2/104	1978	King's College London information sheet titled <i>Notes for Readers in the Liddell Hart Centre for Military Archives</i> (1978) 3pp
K/HAN2/105	1981 Jan	King's College London leaflet titled <i>Liddell Hart Centre for Military Archives</i> (1981) 4pp. Containing a brief history, a list of Trustees and a list of Collections of Papers held in the Centre
K/HAN2/106	[1987]	King's College London information sheet titled <i>Archives Faculty and Departmental Checklist. KQCA NG1</i> [1987] 2pp. 3 copies
K/HAN2/107	[1987]	King's College London information sheet titled <i>How to deposit records in the Archives and how to get them back. KQCA NG2</i> [1987] 2pp. 2 copies
K/HAN2/108	[1987]	King's College London information sheet titled <i>How to deposit administrative records in the Archives and how to get them back. KQCA NG4</i> [1987] 2pp
K/HAN2/109	[2001]	King's College London booklet titled <i>Records Disposition Schedule</i> [2001] 47pp. Containing information relating to how long various types of records should be kept
K/HAN2/110	[2000]	King's College London leaflet titled <i>Selection and transfer of records to the College Archives. A brief guide for College Staff</i> [2000] 6pp. 3 copies
K/HAN2/111	1997	King's College London leaflet titled <i>Liddell Hart Centre for Military Archives. An Introduction for Readers</i> (1997) 12pp. 3 copies
K/HAN2/112	1994	King's College London leaflet titled <i>An Introduction for Readers. Liddell Hart Centre for Military Archives</i> (1994) 12pp. 3 copies
K/HAN2/113	2005-2006	King's College London booklet titled <i>Guide to ISS (Information Services and Systems) 2005-06</i> (2005) 8pp. 2 copies
K/HAN2/114	2001 Sep	Leaflet containing information about the King's College London ISS (Information Services and Systems), including Archive services, Computing and IT services and Library services. 3 copies
K/HAN2/115	2005	King's College London Liddell Hart Centre for Military Archives research guide titled 'High Command'. 3 copies

K/HAN2/116	2005	King's College London Liddell Hart Centre for Military Archives research guide titled 'North Africa'. 3 copies
K/HAN2/117	2005	King's College London Liddell Hart Centre for Military Archives research guide titled 'Far East'. 3 copies
K/HAN2/118	2005	King's College London Liddell Hart Centre for Military Archives research guide titled 'North West Europe'. 3 copies
K/HAN2/119	2005	King's College London Liddell Hart Centre for Military Archives research guide titled 'Special Forces'. 3 copies
K/HAN2/120	2004 Sep	King's College London Information Services and Systems (ISS) Leaflet titled <i>Introduction to ISS. Information for Staff and Students on our services and facilities</i> (2004) 4pp
K/HAN2/121	2004 -2005	King's College London Information Services and Systems (ISS) User Guides (Information Sheets). Including an index. 70pp
K/HAN2/122	2009-2010	King's College London Information Services and Systems (ISS) booklet titled, <i>ISS for graduates - A guide to IT & information services for graduates, 2009-10.</i> 20pp
K/HAN2/123	[2010]	King's College London Information Services and Systems (ISS) Leaflet titled <i>Graduates: Getting connected to the Information Services Centres, libraries and student computing service.</i> 3 copies
K/HAN2/124		Leaflet for King's College London Archives and Liddell Hart Centre for Military Archives containing information about collections held and opening hours. 6pp 3 copies
K/HAN2/125	2006	King's College London Liddell Hart Centre for Military Archives Research Guide titled 'Africa'. 23pp 3 copies
K/HAN2/126	2008	King's College London Liddell Hart Centre for Military Archives Research guide titled 'China'. 15pp (2008) 2 copies
K/HAN2/127	2008	Information Services and Systems booklet titled <i>lock IT up! IT security at King's.</i> (2008) 16pp 3 copies
K/HAN2/128	2008	Booklet entitled <i>ISS for graduates 2008-9.</i> (September 2008). 20pp. 2 copies.

K/HAN2/129	2008	Booklet entitled <i>ISS for undergraduates 2008-9</i> . (September 2008). 20pp.
K/HAN2/130	2009 Sept	Booklet entitled <i>ISS for undergraduate: A guide to IT and information services for undergraduates 2009-10</i> . (September 2009). 20pp. 2 copies.
K/HAN2/131		King's College London ISS postcard outlining <i>The eight principles of the Data Protection Act</i> . 3 copies.
K/HAN2/132	[2010]	King's College London leaflet by the Information Services & Systems titled <i>Information management, It's all our business</i> . Guidelines and instructions on information management 9pp, 3 copies.
K/HAN2/133	2009-10	Booklet titled <i>ISS for undergraduates</i> , by the Information Services and Systems. A guide to IT & Information services for undergraduates, 2009-10. 20pp.
K/HAN2/134	[2010]	King's College London A4 Posters by the Information Services & Systems: <i>Information Management, it's all our business</i> . 9 posters with different slogans and content, with link to ISS website.
K/HAN2/135	[2010]	King's College London A4 Posters by the Information Services & Systems: Global Desktop. 2 posters.
K/HAN2/136	[2010]	King's College London A4 Poster by the Information Services & Systems: Onespace.
K/HAN2/137	[2010]	King's College London A4 Flyer by the Information Services & Systems <i>How ISS can support you</i> , aimed at students in the Health departments.
K/HAN2/138	[2004]	Leaflet titled <i>A new website for 2004</i> , www.kcl.ac.uk
K/HAN2/139	2002/3	ISS Leaflet titled <i>Information Services & Systems</i> , Copy from 2002 used as model for 2003 publication. 8pp.
K/HAN2/140	2006	King's College London, Information Services and Systems (ISS) booklet titled <i>King's new email policy 2006 FAQs</i> . 4 pp, 3 copies
K/HAN2/141	2002	King's College London Information Services and Systems A4 flyer titled <i>Information resources and services for staff</i> . August 2002.
K/HAN2/142	2002	King's College London Information Services and Systems A4 flyer titled <i>Information resources and</i>

		<i>services for visitors and intercollegiate students. August 2002.</i>
K/HAN2/143	2002	King's College London Information Services and Systems A4 flyer titled <i>Information resources and services for NHS staff. August 2002.</i>
K/HAN2/144	2002	King's College London Information Services and Systems A4 flyer titled <i>Information resources and services for postgraduates. August 2002.</i>
K/HAN2/145	2002	King's College London Information Services and Systems A4 flyer titled <i>Information resources and services for undergraduates. August 2002.</i>
K/HAN2/146	[2006]	King's College London Information Services and Systems posters titled <i>King's new email policy - road shows. Publicising presentations at Strand campus. 3 sizes: 1 small, 3 medium, 3 large.</i>
K/HAN2/147	2006	Booklet by King's College London Archives & Corporate Records Services titled <i>Research Guide Family History. 15pp.</i>
K/HAN2/148	1999-2000	King's College London booklet titled <i>Computing & IT Services Student Handbook 1999/2000, 24pp. 3 copies.</i>
K/HAN2/149	1999	LHCMA booklet titled <i>Guide to Holdings relating to World War One, Updated Oct 1999. 3 copies.</i>
K/HAN2/150	[2010]	King's College London leaflet titled <i>How to transfer corporate records to the College Archives. 3 copies, orange leaflet</i>
K/HAN2/151	1996	King's College London leaflet titled <i>Schedule of archive & records management services</i> 8pp, yellow leaflet March 1996
K/HAN2/152	1998	Leaflet by King's College London titled <i>Library Regulations, Revised August 1998. 8pp, 2 copies.</i>
K/HAN2/153	2000 Feb	King's College London handbook titled <i>Learning Resources - Library and Computing resources for Guy's King's and St Thomas' School of Medicine, February 2000. 25pp</i>
K/HAN2/154		Library Guide for University Hospital Lewisham.
K/HAN2/155	2000 Feb	King's College London Library & Information Services, <i>Training Database & Internet Searching Skills for</i>

lifescience, biomedical, medical, dental and healthcare students and staff. Updated February 2000.

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| K/HAN2/156 | 2000 Feb | King's College London, <i>Learning Resources: Library and Computing Resources for Guy's, King's and St Thomas' School of Medicine</i> , February 2000, Felicity Grainger, 4pp. |
| K/HAN2/157 | 2013 May | King's College London Library Services leaflet titled <i>Library and IT services at King's. Library Services: supporting NHS staff.</i> |
| K/HAN2/158 | 2001/2002 | King's Institute of Learning & Teaching. <i>Masters in Academic Practice Handbook</i> . 73pp. |
| K/HAN2/159 | | King's College London Library Services Major Incidents Contact List (for use in-hours) 4pp. |
| K/HAN2/160 | 1999-2000 | King's College London booklet titled, <i>Computing and IT Services' Courses 1999-2000, Information Services and Systems</i> (1999). 38pp. |

K/HAN3 Staff Manuals

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|----------|-----------|---|
| K/HAN3/1 | 1977 Apr | King's College London booklet titled <i>Manual: Departmental Grants and Computer Accounting</i> (1977) 22pp. A financial guide |
| K/HAN3/2 | 1987 | Booklet titled <i>King's College London Policy Statement on Health and Safety. 3rd Edition 1987</i> (1987) 9pp |
| K/HAN3/3 | 1987 | King's College London document titled <i>Staff Manual</i> (1987) 25pp |
| K/HAN3/4 | 1987-1989 | King's College London document titled <i>Staff Manual</i> (1989) 128pp |
| K/HAN3/5 | 1990 Aug | UCCA (The Universities Central Council on Admissions) booklet titled <i>The Clear Offer Guide</i> . A code of good practice for university/college offers (1990) 26pp. Including loose slip containing error amendments for paragraph D.2 (g) |
| K/HAN3/6 | 1990-1991 | UCCA (The Universities Central Council on Admissions) booklet titled <i>Examinations and Grades: Notes for university selectors, 1990-1</i> (1990) 28pp |
| K/HAN3/7 | 1992 Oct | King's College London booklet titled <i>Staff Manual Part I October 1992</i> (1992) 44pp |

K/HAN3/8	1992-1993	King's College London Staff Development and Training Unit booklet titled <i>Staff Development Programmes and Courses 1992-1993</i> (1992) 44pp. 2 copies
K/HAN3/9	1992	King's College London booklet titled <i>Guidelines for Stationary</i> (1992) 17pp. 3 copies, 1 containing a covering letter from Christine Jamieson, Publications Officer
K/HAN3/10	1993	King's College London booklet titled <i>Expert Opinion. A guide to press, radio and television interviews</i> (1993) 8pp. Including a memorandum from Melanie Gardener, Press and Information Officer
K/HAN3/11	[1993-1994]	King's College London booklet titled <i>Handbook for Academic Staff (Lecturers, Senior Lecturers, Readers and Professors)</i> [1993] 63pp
K/HAN3/12	[1991]	Folder titled <i>King's College London Staff Manual</i> [1991] 176pp
K/HAN3/13	1993 Mar	King's College London booklet titled <i>Staff Manual Part II March 1993</i> (1993) 83pp. 2 copies
K/HAN3/14	1993	King's College London booklet titled <i>Guidelines for publications, newsletters, posters and invitations</i> (1993) 72pp. 2 copies.
K/HAN3/15	1993	King's College London memo from W. C. Slade, College Secretary, relating to the College's No-Smoking Policy. Including the Policy itself and details of designated smoking areas
K/HAN3/16	1993-1994	King's College London Staff Development and Training Unit booklet titled <i>Staff Development Programmes and Courses 1993-1994</i> (1993) 41pp. 3 copies
K/HAN3/17	1993 Oct	King's College London booklet titled <i>Staff Manual Part I October 1993</i> (1993) 54pp. 3 copies
K/HAN3/18	1994 Apr	King's College London booklet titled <i>Staff Manual Part II April 1994</i> (1994) 89pp. 3 copies
K/HAN3/19	1994	King's College London booklet titled <i>School of Humanities Administrative Handbook 1994</i> (1994) 33pp
K/HAN3/20	1994	King's College London booklet titled <i>Handbook for Academic-Related Staff (Administrative, Library and Computing Staff)</i> (1994) 55p. Containing a covering

		letter from Marjorie Young, Director of Personnel and Training
K/HAN3/21	1994 May	Booklet titled <i>King's College London Academic Audit Handbook</i> (1994) 14pp
K/HAN3/22	1994 Aug	King's College London booklet titled <i>Programme and course approval, modification, monitoring and review</i> (1994) 14pp. Containing notes for guidance
K/HAN3/23	1994-1995	King's College London Staff Development and Training Unit booklet titled <i>Staff Development and Training Plan 1994-1995</i> (1994) 66pp. 2 copies, both including a loose form for nominating training modules
K/HAN3/24	1995-1996	King's College London document titled <i>Departmental List 1995/96. Staff Room Numbers and Telephone Extensions. Chesham Building</i> (1995) 25pp. The list covers Theology and Religious Studies only
K/HAN3/25	1995-1996	King's College London Staff Development and Training Unit booklet titled <i>Staff Development and Training Plan 1995-1996</i> (1995) 78pp. Containing a loose form for nominating training modules
K/HAN3/26	1996	King's College London booklet titled <i>School of Humanities. Administrative Handbook 1996</i> (1996) 42pp. Including a sheet containing the membership of the School of Humanities Safety Committee, the Research Committee circulation list, a staff list, and a Humanities Research Board article dated 16 May 1997, relating to funding
K/HAN3/27	1996	King's College London booklet titled <i>KCL Code of Practice. Risk Assessment and Management. Version 1/1996</i> (1996) 53pp. Produced by the Safety Office
K/HAN3/28	1997-1998	King's College Booklet titled <i>School of Humanities Administrative Handbook 1997-8</i> (1997) 40pp. 2 copies
K/HAN3/29	1998 Jul	King's College London booklet titled <i>Programme and Course Review. Notes of Guidance for School Teaching Committees on the Review of Programmes and Courses</i> (1998) 14pp. Produced by the Academic Standards Section, Office of the Academic Registrar
K/HAN3/30	1999 Feb	Leaflet titled <i>A guide to CVCP</i> (Committee of Vice-Chancellors and Principals of the Universities of the United Kingdom) <i>The voice of UK universities</i> (1999) 27pp.

K/HAN3/31	1999	King's College London leaflet titled <i>New telephone network for King's</i> (1999) 6pp 2 copies.
K/HAN3/32	1987-1988	Booklet titled <i>King's College London (KQC) Budget Manual 1987/88</i> (1987) 45pp. Containing information relating to budgets and resources
K/HAN3/33	1989-1990	Booklet titled <i>King's College London Budget Manual 1989/90</i> (1989) 45pp. Containing information relating to budgets and resources
K/HAN3/34	1990-1991	Booklet titled <i>King's College London Budget Manual 1990/91</i> (1990) 49pp. Containing information relating to budgets and resources. 3 copies, 1 is a photocopied version without a cover
K/HAN3/35	1991-1992	Booklet titled <i>King's College London Budget Manual 1991/92</i> (1991) 46pp. Containing information relating to budgets and resources
K/HAN3/36	1992-1993	Booklet titled <i>King's College London Budget Manual 1992/93</i> (1992) 46pp. Containing information relating to budgets and resources. 3 copies
K/HAN3/37	1993-1994	Booklet titled <i>King's College London Budget Manual 1993/94</i> (1993) 46pp. Containing information relating to budgets and resources. 3 copies
K/HAN3/38	1994-1995	Booklet titled <i>King's College London Budget Manual 1994/95</i> (1994) 49pp. Containing information relating to budgets and resources. 3 copies.
K/HAN3/39	1996-1997	Booklet titled <i>King's College London Budget Manual 1996/97</i> (1996) 53pp. Containing information relating to budgets and resources
K/HAN3/40	1999-2000	Booklet titled <i>King's College London Budget Manual 1999/2000</i> (1999) 35pp. Containing information relating to budgets and resources
K/HAN3/41	2001	King's College London booklet titled <i>Guidelines for publications, newsletters, posters and invitations</i> (2001) 72pp 2 copies.
K/HAN3/42	2001 Jun	King's College London booklet titled <i>Guidelines for stationary</i> (2001) 16pp
K/HAN3/43	2001 Jul	King's College London booklet titled <i>What is the Data Protection Act 1998?</i> (2001) 9pp

K/HAN3/44	2000 Sep	Booklet titled <i>King's College London Information Services and Systems. Staff Development and Training Policy Guidelines</i> (2000) 3pp. 2 copies.
K/HAN3/45	2000 Nov	Booklet titled <i>King's College London Information Services and Systems. Staff Development and Training Policy</i> (2000) 4pp
K/HAN3/46	2001	King's College London booklet titled <i>Guidelines for publications, newsletters, posters and invitations</i> (2001) 72pp
K/HAN3/47	2001 Sep	King's College London booklet titled <i>Guidelines for stationary</i> (2001) 16pp. 2 copies
K/HAN3/48	2002 Oct - 2003 Jul	King's College London leaflet titled <i>ISS (Information Systems and Services) and SDTU (Staff Development and Training Unit) IT and Information Retrieval and Management Training. October 2002 - July 2003</i> [2002] Detailing the courses available
K/HAN3/49	2002-2003	King's College London Staff Development and Training Unit leaflet titled <i>Staff development and training programme 2002-2003</i> (2002) 17pp. Detailing courses available
K/HAN3/50	2003 Oct - 2004 Jul	King's College London leaflet titled <i>ISS (Information Systems and Services) and SDTU (Staff Development and Training Unit) IT and Information Retrieval and Management Training. October 2003 - July 2004</i> [2003] Detailing the courses available. 2 copies
K/HAN3/51	2004 Oct - 2005 Jul	King's College London leaflet titled <i>Train-it - ISS (Information Systems and Services) and SDTU (Staff Development and Training Unit) Joint Training Programme. October 2004 - July 2005</i> (2004) Detailing the courses available. 3 copies
K/HAN3/52	[2002]	Booklet titled <i>King's College London Information Services and Systems, Information for New Staff</i> [2002] 11pp
K/HAN3/53	2003	Booklet titled <i>King's College London Information Services and Systems, Information for New Staff</i> (2003) 21pp
K/HAN3/54	2004 Jun	King's College London Academic Registry booklet titled <i>Undergraduate Admissions Manual for Admissions Tutors and Officers</i> (2004) 111pp 2 copies.

K/HAN3/55	2005	Printout of King's College London website page titled <i>Freedom of Information: Publication Scheme (2005)</i> 7pp
K/HAN3/56	2005-2006	King's College London Staff Development and Training Unit booklet titled <i>Staff Development and Training Programme 2005-2006</i> (2005) 29pp. Detailing courses available
K/HAN3/57	2005	King's College London booklet titled <i>Information for new staff. ISS (Information Services and Systems)</i> (2005) 16pp. Containing 3 loose pages with a list of useful contacts for new ISS staff and 4 staff structure diagrams
K/HAN3/58	2006-2007	King's College London booklet titled <i>Procedures for Programme and Module Monitoring and Review 2006/07</i> (2006) 72pp. Published by the Quality Assurance and Academic Audit Section of the Academic Registry
K/HAN3/59	2006-2007	King's College London booklet titled <i>Procedures for Programme and Module Approval and Modification 2006/07</i> (2006) 114pp. Published by the Quality Assurance and Academic Audit Section of the Academic Registry
K/HAN3/60	[1995]	King's College London booklet titled <i>An Introduction to Windows 95. Staff Development and Training Unit</i> [1995] 37pp
K/HAN3/61	1990	King's College London document titled <i>Manual of Personnel Procedures</i> (1990) 161pp. Removed from ring binder
K/HAN3/62	[2001]	King's College London document titled <i>Department of Geography Staff Handbook</i> [2001] 70pp
K/HAN3/63	[2004]	King's College London document titled <i>Department of Geography Staff Handbook</i> [2004] 84pp
K/HAN3/64	1996-1997	King's College London Staff Development and Training Unit booklet titled <i>Staff Development and Training Plan 1996-97</i> (1996) 66pp
K/HAN3/65	1997-1998	King's College London Staff Development and Training Unit booklet titled <i>Staff Development and Training Programme 1997-98</i> (1997) 68pp

K/HAN3/66	2003-2004	King's College London Staff Development and Training Unit booklet titled <i>Staff Development and Training Programme 2003-2004</i> (2003) 20pp
K/HAN3/67	2004-2005	King's College London Staff Development and Training Unit booklet titled <i>Staff Development and Training Programme 2004-2005</i> (2004) 20pp. 2 copies
K/HAN3/68	1984-1995	King's College London information sheets relating to the Data Protection Act, removed from a ring binder titled 'Data Protection Act, Register Entries'
K/HAN3/69	1985-1986	King's College London information sheets relating to the Data Protection Act, removed from a ring binder titled 'Data Protection Act, Academic Departments'
K/HAN3/70	2002-2003	King's College London Budget Manual 2002-2003
K/HAN3/71	[2000]	A list of frequently asked questions relating to the general running of King's College London
K/HAN3/72	1987-1988	King's College London correspondence and notes relating to applications for information under the Data Protection Act. Mostly relating to Mr P. J. Gilbert, King's College London's Data Protection Officer. 13 items
K/HAN3/73	1987 Apr	Booklet titled <i>Committee of Vice-Chancellors and Principals [CVCP] Data Protection Act 1984. Code of Practice for Universities</i> (1987) 23pp
K/HAN3/74	1985-1993	Large file of King's College London correspondence and papers relating to the implementation of the Data Protection Act. Mostly relating to Mr P. J. Gilbert, King's College London's Data Protection Officer. 160 items
K/HAN3/75	1989-1994	Large file of King's College London correspondence and papers relating to the implementation of the Data Protection Act. Mostly relating to Mr P. J. Gilbert, King's College London's Data Protection Officer, census records of personal data and applications for data protection registration. 221 items
K/HAN3/76	1992 Sep	Document by The Copyright Licensing Agency (CLA) containing a list of excluded works and excluded categories. 3 copies
K/HAN3/77	1992	A notice by The Copyright Licensing Agency (CLA), relating to licensed copying user guidelines. 3 copies

K/HAN3/78	2004-2005	King's College London booklet titled <i>Handbook for Supervisors: A guide to supervisory practice. Published by the College Postgraduate Research Students Committee. Academic Year 2004/05</i> (2004) 89pp. Loose pages removed from a ring binder
K/HAN3/79	2003 Dec	King's College London Staff Development and Training Unit booklet titled <i>Human Resources Strategy. A Revised Approach to the Induction of New Staff</i> (2003) 20pp
K/HAN3/80	1995-1996	King's College London Budget Manual 1995-1996. Produced in July 1995
K/HAN3/81	1997-1998	King's College London Budget Manual 1997-1998. Produced in May 1997. Containing a large amount of loose papers: correspondence, minutes, statistics and related information
K/HAN3/82	1998-1999	King's College London Budget Manual 1998-1999. Produced in September 1998
K/HAN3/83	2000-2001	King's College London Budget Manual 2000-2001. Produced in July 2000
K/HAN3/84	2001-2002	King's College London Budget Manual 2000-2001. Produced in September 2001
K/HAN3/85	2003-2004	King's College London Budget Manual 2003-2004. Produced in September 2003
K/HAN3/86	[1990]	King's College London leaflet titled 'Supervision of Postgraduate Research Students' containing details of the responsibilities and duties of the student and the supervisor. 2 copies
K/HAN3/87	2005-2006	King's College London booklet titled <i>Handbook for Supervisors: A guide to supervisory practice. Published by the College Postgraduate Research Students Committee. Academic Year 2005/06</i> (2005) 93pp. Loose pages removed from a ring binder
K/HAN3/88	2005-2007	King's College London handbook titled <i>Guide to being a Personal Tutor 2005-07</i> (2005) 3 copies
K/HAN3/89	[1992]	King's College London handbook for Secretarial, Clerical & Administrative Staff including Library and Computer Staff, 58pp. 2 copies

K/HAN3/90	[1992]	King's College London handbook for Secretarial, Clerical & Administrative Staff including Library and Computer Staff, 92pp
K/HAN3/91	1994	King's College London handbook for Secretarial, Clerical & Administrative Staff including Library and Computer Staff, 52pp
K/HAN3/92	2001-2002	King's College London Department of War Studies Staff Handbook 2001-2002, 110pp
K/HAN3/93	2008-2009	King's College London Staff Development and Training Unit booklet titled <i>Organisational and Staff Development 2008-9</i> (2008) 30pp
K/HAN3/94	[2006]	King's College London booklet titled Information for new staff. ISS (Information Services and Systems) (2006) 16pp. Containing 2 loose pages of staff structure diagrams. 16pp
K/HAN3/95	2000	King's College London Guidelines for staff recruitment advertisements, including price guide
K/HAN3/96	[2004]	Leaflet titled <i>A new www.kcl.ac.uk</i> about the new King's College London website. 2 copies
K/HAN3/97	2009 Sep	King's College London booklet titled <i>Working safely at King's: A safety guide for staff</i> , September 2009. 24 pp. 2 copies.
K/HAN3/98	1998	King's College London Booklet titled <i>Managing new teaching staff: A code of conduct for departments</i> . (1998) 12pp
K/HAN3/99	2004	King's College London Booklet titled <i>A guide to being a personal tutor 2004-2005</i> . 34pp 2 copies.
K/HAN3/100	[2001]	King's College London leaflet entitled <i>'The Freedom of Information act: Your right to know'</i> . 6pp. 2 copies.
K/HAN3/101	2004-2005	King's College London booklet titled <i>Core Code of Practice for Postgraduate Research Degrees, Published by the Quality Assurance and Academic Audit Section, Office of the Deputy College Secretary and Academic Registrar, Academic Year 2004-2005</i> . (2004) 12pp
K/HAN3/102	2007	King's College London booklet entitled <i>Guide to being a Personal Tutor 2007-8</i> . (July 2007) 44pp. 2 copies.

K/HAN3/103		King's College London leaflet entitled <i>Effective file management</i> .
K/HAN3/104	2003	King's College London booklet published by the Corporate Services Section, titled <i>Assessment handbook for Programme & School Board Chairs</i> , November 2003
K/HAN3/105	2006	King's College London booklet published by the Corporate Services Section, titled <i>Assessment handbook</i> , January 2006, 2 copies.
K/HAN3/106	1999-2000	King's College London booklet published by the Academic Secretariat, titled <i>Guidelines for Chairmen of School Boards of Examiners</i> , April 1999, December 1999, November 2000.
K/HAN3/107	2002-03	King's College London booklet published by the Office of the College Secretary and Registrar, titled <i>Guidance on viva voce examinations for undergraduate degrees</i> , February 2002 and re-issued November 2003.
K/HAN3/108	2002-2003	King's College London booklet published by the Office of the College Secretary and Registrar, titled <i>Guidance on viva voce examinations for taught postgraduate degrees</i> , January 2002 and re-issued November 2003.
K/HAN3/109	2012	Leaflet by King's College London titled <i>Moving to Keats: King's e-learning and teaching system, guidance for staff</i> . Leaflet details migration process for staff from Blackboard Vista to KEATS.
K/HAN3/110	2007/08	King's College London booklet titled <i>2007/8 Budget Manual</i> and <i>2007/8 Budget Manual section 4: Salary Budgets</i> .
K/HAN3/111	1997	King's College London Computing Centre, Bulletin H3.2 titled <i>A Guide to the Humanities Computing Room</i> , Authors: Martyn Jessop, Susan Kruse and Gordon Gallacher, Date: September 1997, Version Number: 6.
K/HAN3/112	2000	King's College London booklet titled <i>Welcome to the School of Humanities October 2000</i> , aimed at staff joining the school.
K/HAN3/113	2001	King's College London <i>Notes of Guidance for External and Intercollegiate Examiners 2001/2002</i> . 6pp.
K/HAN3/114	2002	King's College London <i>Notes of Guidance for External and Intercollegiate Examiners 2002/2003</i> . 9pp.

K/HAN3/115	2000 Oct	Booklet titled <i>King's College London Information Services and Systems. Staff Development and Training Policy</i> (October 2000) 4pp
K/HAN3/116	2007 Sept	King's College London Booklet titled <i>Staff Development and Training Programme 2007-2008, Staff development and training unit</i> . 25pp.
K/HAN3/117	[1988]	King's College London booklet titled <i>Staff Handbook for Secretarial, Clerical and related Administrative Staff (including Library and Computer Staff)</i> . 60pp.
K/HAN3/118	2012	King's College London booklet titled <i>Guide to being a Personal Tutor</i> , November 2012, 36pp.
K/HAN3/119	2003	King's College London handbook titled <i>Handbook for Academic Staff (Lecturers, Senior Lecturers, Readers & Professors)</i>
K/HAN3/120	2004	Collection of documents from ISS from 2004 including internet regulations, memo, business team meeting, Christmas cover email, management group meeting
K/HAN3/121	2010	Fold out leaflet by King's College London, King's Professional & Executive Development, titled <i>King's Short Course Approval form SCAF: develop high-quality short courses with King's new online portal</i> . 8pp, 2 copies.
K/HAN3/122	2012	Booklet by King's College London titled <i>Budget Manual 2012/2013</i> , published August 2012.
K/HAN3/123	2000	King's College London printout of the online School of Humanities Administrative Handbook, detailing administrative procedures. 54pp.
K/HAN3/124	1999	King's College London MBBS Course Staff Handbook 1999/2000, Library & Information Services, an overview for teaching staff
K/HAN3/125	1999-2000	King's College London <i>Board of Examiners in German for BA</i> . Examiners' Handbook 1999-2000 21pp.
K/HAN3/126	1999-2000	King's College Booklet titled <i>School of Humanities Administrative Handbook 1999-2000</i> . (UGOOH1.6, UGOOH1.7, UGOOH1.8, UGOOH1.11)
K/HAN3/127	1999-2000	King's College London Booklet titled <i>Staff Development and Training Programme 1999-2000, Staff development and training unit</i> . 63pp.

K/HAN3/128	1999-2000	King's College London Booklet titled <i>Staff Development and Training Programme 1999-2000, Staff development and training unit</i> . 20pp.
K/HAN3/129	1999-2000	King's College London booklet titled <i>School of Humanities Administrative Handbook 1999-2000</i> (1999) 40pp.
K/HAN3/130	2008-2009	King's College London booklet titled <i>Budget Manual 2008/9 August 2008</i> . (2008).

K/HAN4 Accommodation

K/HAN4/1	1974 Apr	Leaflet titled <i>University of London Accommodation Office</i> (1974) 14pp
K/HAN4/2	1975 Jan	King's College London Leaflet titled <i>Notes on Accommodation for those Interviewing Candidates</i> (1974) 4pp
K/HAN4/3	1980-1981	King's College London information sheet relating to Halliday Hall and King's College Hall, including map. 3 copies
K/HAN4/4	1983-1984	King's College London booklet titled <i>Halliday Hall</i> (1983) 12pp
K/HAN4/5	1984-1985	King's College London booklet titled <i>Halliday Hall</i> (1984) 12pp. 3 copies
K/HAN4/6	1985-1986	King's College London booklet titled <i>Accommodation Notes for Intending Students 1985/86 Entry</i> (1985) 14pp. 2 copies
K/HAN4/7	[1986]	King's College London leaflet produced by the Halliday Hall House Committee. Containing general information for new students. 11pp
K/HAN4/8	1986-1987	King's College London booklet titled <i>Halliday Hall</i> (1986) 15pp
K/HAN4/9	1988-1989	King's College London booklet titled <i>Accommodation Information for Intending Postgraduate Students 1988/89 Entry (Home)</i> (1988) 12pp. 3 copies
K/HAN4/10	1988-1989	King's College London booklet titled <i>Accommodation Information for Intending Postgraduate Students 1988/89 Entry (Overseas)</i> (1988) 12pp. 3 copies

K/HAN4/11	1988-1989	King's College London booklet titled <i>Accommodation Information for Intending Undergraduate Students 1988/89 Entry (Overseas)</i> (1988) 12pp. 3 copies
K/HAN4/12	1988-1989	King's College London booklet titled <i>Accommodation Information for Intending Undergraduate Students 1988/89 Entry (Home)</i> (1988) 12pp. 3 copies
K/HAN4/13	1988 Oct	King's College London booklet titled <i>Lightfoot Hall</i> (1988) 27pp. 3 copies
K/HAN4/14	1988 Oct	King's College London booklet titled <i>Queen Elizabeth Hall</i> (1988) 27pp. 3 copies
K/HAN4/15	1988 Oct	King's College London booklet titled <i>Wellington Hall</i> (1988) 30pp. 3 copies
K/HAN4/16	1988 Oct	King's College London booklet titled <i>Ingram Court</i> (1988) 27pp. 3 copies
K/HAN4/17	1988 Oct	King's College London booklet titled <i>King's College Hall</i> (1988) 32pp. 3 copies
K/HAN4/18	1989	King's College London booklet titled <i>Undergraduate Accommodation Entry 1989</i> (1989) 12pp. 3 copies
K/HAN4/19	1989	King's College London booklet titled <i>Postgraduate Accommodation Entry 1989</i> (1989) 8pp. 3 copies
K/HAN4/20	1988-1989	King's College London booklet titled <i>Student Accommodation</i> (1988) 6 pp. 3 copies
K/HAN4/21	1990	King's College London booklet titled <i>Undergraduate Accommodation Entry 1990</i> (1990) 12pp. 3 copies, 1 copy containing a cover letter from Julia Arnold, Deputy Accommodation Officer, and a form for Overseas/EEC Undergraduate students
K/HAN4/22	1990	King's College London booklet titled <i>Student Accommodation Entry 1990</i> (1990) 6pp. 3 copies
K/HAN4/23	1992	King's College London booklet titled <i>Student Accommodation Entry 1992</i> (1992) 6pp. 3 copies
K/HAN4/24	1992	King's College London booklet titled <i>Postgraduate Accommodation Entry 1992</i> (1992) 12pp. 2 copies
K/HAN4/25	1991	King's College London booklet titled <i>Student Accommodation Entry 1991</i> (1991) 6pp. 2 copies

K/HAN4/26	1991	King's College London booklet titled <i>Undergraduate Accommodation Entry 1991</i> (1991) 12pp
K/HAN4/27	1993	King's College London booklet titled <i>Student Accommodation Entry 1993</i> (1993) 7pp. 2 copies
K/HAN4/28	1994	King's College London booklet titled <i>Student Accommodation Entry 1994</i> (1994) 7pp
K/HAN4/29	1999	King's College London booklet titled <i>Notes for King's Students Seeking Accommodation in the Private Sector Summer 1999</i> (1999) 29pp. 2 copies
K/HAN4/30	1986-1987	King's College London booklet titled <i>Accommodation Notes for Intending Students 1986/87 Entry</i> (1986) 13pp.
K/HAN4/31	2001	King's College London booklet titled <i>Notes for King's Students Seeking Accommodation in the Private Sector Summer 2001</i> (2001) 29pp. 2 copies
K/HAN4/32	1997	King's College London booklet titled <i>My digs, pad, gaff... Student Accommodation for Entry 1997</i> (1997) 18pp
K/HAN4/33	1996	King's College London booklet titled <i>My digs, pad, gaff... Student Accommodation for Entry 1996</i> (1996) 20pp. 2 copies
K/HAN4/34	1993	King's College London booklet titled <i>Undergraduate Accommodation Entry 1993</i> (1993) 16pp
K/HAN4/35	[1990]	University of London booklet titled <i>Living in London. Notes for First Degree Applicants</i> [1990] 6pp
K/HAN4/36	1992-1993	University of London booklet titled <i>Living in London. Notes for University Applicants 1992/1993</i> (1992) 7pp
K/HAN4/37	[1992]	University of London booklet titled <i>Living in London. Everything the International Student needs to know about London Life</i> [1992] 7pp
K/HAN4/38	1994	King's College London booklet titled <i>Undergraduate Accommodation Entry 1994</i> (1994) 12pp
K/HAN4/39	1996	King's College London booklet titled <i>Your Home at King's Entry 1996</i> (1995) 7pp
K/HAN4/40	1984	King's College London folder containing booklet titled <i>King's College London. We offer facilities and</i>

accommodation for business and vacations in the very centre of London (1984) 6pp. 3 copies, 1 copy containing 2 price lists, a brochure for Halliday Hall and information about BUAC (British Universities Accommodation Consortium)

- K/HAN4/41 [1983] Fold-out booklet titled *King's College London Wellington Hall* [1983] 2pp. 3 copies
- K/HAN4/42 [1980] Brochure titled *King's Campus Vacation Bureau. Holidays and Conferences in the Heart of London* [1980] 6pp. Containing postcard of Halliday Hall, brochure for Halliday Hall, and a small leaflet titled *King's Campus Vacation Bureau. Holidays and Conferences in the Heart of London* [1980] 6pp. 3 copies
- K/HAN4/43 [1915] King's College London leaflet titled *The Platanes. Hall of Residence for Students* [1915] 8pp. Including 6 black and white photographic images
- K/HAN4/44 2002-2003 King's College London application form titled *Home Undergraduate Residence Application, Academic Session 2002-2003* (2002) 2pp. Including address labels. 2 copies
- K/HAN4/45 2002-2003 King's College London application form titled *Home Postgraduate Residence Application, Academic Session 2002-2003* (2002) 2pp. Including address labels
- K/HAN4/46 2002-2003 King's College London application form titled *Overseas/EU Undergraduate Residence Application, Academic Session 2002-2003* (2002) 2pp. Including address labels. 2 copies
- K/HAN4/47 2002-2003 King's College London application form titled *Overseas/EU Postgraduate Residence Application, Academic Session 2002-2003* (2002) 2pp. Including address labels
- K/HAN4/48 [2000] King's College London leaflet titled *Hampstead Campus. University residence information for guests* [2000] 6pp. 2 copies
- K/HAN4/49 [2000] King's College London leaflet titled *Great Dover Street Apartments. University residence information for guests* [2000] 6pp. 2 copies
- K/HAN4/50 [2000] King's College London leaflet titled *Wellington Campus. University residence information for guests* [2000] 6pp

- K/HAN4/51 [2000] King's College London leaflet titled *King's College Hall. University residence information for guests* [2000] 6pp. 2 copies
- K/HAN4/52 [2000] King's College London leaflet titled *Stamford Street Apartments. University residence information for guests* [2000] 6pp. 2 copies
- K/HAN4/53 2002 Apr King's College London leaflet titled *Your Accommodation at King's for Undergraduate Students* (2002) 12pp. Including details of the halls of residence available
- K/HAN4/54 1998 King's College London booklet titled *My digs, pad, gaff... Student Accommodation for Entry 1998* (1998) 21pp
- K/HAN4/55 2002 King's College London booklet titled *My digs, pad, gaff... Student Accommodation Entry 2002* (2001) 23pp. 3 copies
- K/HAN4/56 2003 King's College London booklet titled *My digs, pad, gaff... Student Accommodation Entry 2003* (2002) 23pp
- K/HAN4/57 1999 King's College London leaflet titled *Vacations in the heart of London. Holiday accommodation for individuals, families and groups* (1999) 12pp. Containing photographs of Great Dover Street apartments, Stamford Street apartments, Wellington Hall, Queen Elizabeth Hall, Wolfson House, St Thomas's House, King's College Hall and Hampstead Campus which can all be booked during the Summer. 3 copies, 1 copy including 2 loose sheets with pricelists
- K/HAN4/58 2002 Jan King's College London leaflet titled *Vacations in the heart of London* (2002) 17pp. Containing details of King's student accommodation to rent for holidays. 2 copies
- K/HAN4/59 [2006] King's College London booklet titled *My Campus. Guy's* [2006] 58pp. Containing information for new students. 3 copies
- K/HAN4/60 [2006] King's College London booklet titled *My Campus. Denmark Hill* [2006] 35pp. Containing information for new students. 3 copies
- K/HAN4/61 [2006] King's College London booklet titled *My Campus. Strand* [2006] 38pp. Containing information for new students. 3 copies

K/HAN4/62	2004	Booklet titled <i>My Campus. Starting at Guy's Campus</i> (2004) 48pp
K/HAN4/63	1989-1990	King's College London booklet titled 'Student Accommodation' relating to the 1989-1990 session
K/HAN4/64	[1980]	King's College London leaflet titled 'Holidays and Conferences in the Heart of London' produced by the King's Campus Vacation Bureau and aimed at visitors from Japan, with the text in Japanese. 3 copies
K/HAN4/65	1991	King's College London booklet titled <i>Postgraduate Accommodation Entry 1991</i> (1991) 8pp
K/HAN4/66	2008	King's College London booklet titled <i>My Digs Student Accommodation Entry 2008</i> (2007) 32pp
K/HAN4/67	2001	King's College London booklet titled Wolfson House General Information and regulations
K/HAN4/68	2005-6	King's College London booklet titled <i>Guide to living in King's residences 2005-2006</i>
K/HAN4/69	2007-8	King's College London booklet titled <i>Guide to living in King's residences 2007-8</i>
K/HAN4/70		King's College London booklet titled <i>Conferences in the Heart of London</i> . 3 copies
K/HAN4/71	2007	King's College London booklet titled <i>My Digs Student Accommodation Entry 2007</i> (2006) 32pp. 3 copies
K/HAN4/72	2001	King's College London booklet titled <i>My Digs Student Accommodation Entry 2001</i> . 2 copies
K/HAN4/73		King's College London Vacation Bureau leaflet "Don't Pay a King's ransom to sleep in a King's bed" advertising rooms from £18. 2 copies
K/HAN4/74		King's College London leaflet for Wellington Hall, university residence information for guests
K/HAN4/75	[2008]	King's College London leaflet titled <i>Private Sector accommodation-are you looking yet?</i> Information for new postgraduate students about finding accommodation. (2008) 6pp. 3 copies
K/HAN4/76		King's College London <i>Notes for King's students seeking accommodation in the private sector</i> booklet

K/HAN4/77		King's College London <i>my campus Waterloo</i> booklet
K/HAN4/78	2004	King's College London booklet titled <i>My digs, pad, gaff... Student Accommodation for Entry 2004</i> (2004) 20pp
K/HAN4/79	[2006]	King's College London booklet titled <i>My digs, pad, gaff... Student Accommodation for Entry 2006</i> (2006) 24pp. 3 copies
K/HAN4/80	2005	King's College London booklet titled <i>My digs, pad, gaff... Student Accommodation for Entry 2005</i> (2005) 20pp
K/HAN4/81		Leaflet titled <i>Transport information and directions for Stamford Street Apartments</i> . Map and written directions on how to reach Stamford Street apartments including parking and charge information.
K/HAN4/82	2008	Accommodation leaflet titled <i>Your Accommodation at King's (Undergraduate Students)</i> (2008) 8pp. 3 copies
K/HAN4/83		Booklet entitled <i>My Campus. Starting at Guy's Campus</i> . 45pp
K/HAN4/84	2008	Booklet entitled <i>My Digs: Student Accommodation, Entry 2009</i> for King's College London. (Autumn 2008) 36pp. 3 copies.
K/HAN4/85	[2007-2008]	Booklet entitled <i>My Campus: Waterloo</i> ; (a guide for students beginning in 2008). 40pp. 2 copies.
K/HAN4/86	[2007-2008]	Booklet entitled <i>My Campus: Guy's</i> ; (a guide for students beginning in 2008). 60pp. 2 copies.
K/HAN4/87	[2007-2008]	Booklet entitled <i>My Campus: Denmark Hill</i> ; (a guide for students beginning in 2008). 36pp. 3 copies.
K/HAN4/88	[2007-2008]	Booklet entitled <i>My Campus: Strand</i> ; (a guide for students beginning in 2008). 36pp. 3 copies.
K/HAN4/89	2005	King's College London booklet entitled <i>Strand: My Campus</i> . (2005). 40 pp.
K/HAN4/90	2006	King's College London booklet titled <i>My digs, pad, gaff... Student Accommodation Entry 2006</i> 24pp
K/HAN4/91	1987 Oct	Booklet titled <i>The King's College Hall - Fresher's Handout - A guide to the Hall and its communal life</i> ,

compiled by the King's College Hall Student Council.
October 1987.

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| K/HAN4/92 | 1992 Oct | Booklet titled <i>Hampstead Student Village, general information and regulations</i> . Includes practicalities about the student village, residence agreement form, personality sheet, emergency medical questionnaire. |
| K/HAN4/93 | [1994] | King's Campus Vacation Bureau booklet entitled <i>Holidays and Conferences in the Heart of London</i> 6pp. Containing papers regarding costs and prices and an accompanying leaflet. 16pp. |
| K/HAN4/93 | 1995 | Booklet titled <i>Student Accommodation Entry 1995</i> . 6pp. |

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