



Archives and Collections: Access Policy

- The Glasgow School of Art Archives and Collections are open to all researchers including the School's staff and students, and external researchers including members of the general public, subject to proof of identification and acceptance of the Searchroom Rules.
- The Archives and Collections are open Monday to Friday 9.30 – 12.30 and 13.30 – 16.30.
- Users are advised to make an appointment in advance.
- Access to some material may be restricted for reasons of data protection or because of conservation considerations.
- Most records which are over 30 years old are available for public consultation. Records which are less than 30 years old can be accessed with the permission of the Head of the relevant department of the School. There is restricted access to some series of student records until they are 75 years old in order to maintain personal confidentiality.

November 2015

Supersedes: Archives and Collections Centre Archives Access Policy January 2015

