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## HOURS AND ACCESS:

Archives is open from 9:00 - 4:00  
Monday - Friday

All visiting scholars and researchers **must** make an appointment to use the archival materials or special collections to ensure maximum assistance with their research.

To make an appointment call  
(913) 758-3161/3138  
or write to:

ATTN: SPECIAL COLLECTIONS  
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## SPECIAL COLLECTIONS AND ARCHIVES



The Ike Skelton Combined Arms Research Library Special Collections and Archives exists to preserve and make available to researchers Command and General Staff College, Fort Leavenworth and other historical materials.

<http://usacac.army.mil/organizations/cace/carl/archival>

# MAJOR HOLDINGS IN ARCHIVES AND SPECIAL COLLECTIONS

## PREPARING FOR YOUR VISIT



### Rare Books -

Approximately 625 titles. The collection dates from 1600 forward and includes works on all aspects of military art and science.

**Special Collections Monographs** - Approximately 415 linear feet, representing about 6,800 titles. Most of these works are out-of-print and in fragile condition and were published during the nineteenth or early twentieth centuries. Other items in the collection are autographed by the authors or are record copies of Fort Leavenworth publications.

**The CGSC Curriculum Archives** - Approximately 1,500 linear feet. This collection dates from the Infantry and Cavalry School of the late 1880s to the present. The organization is by academic year and then by department of instruction/course numbers.

**World War I Pamphlet Collection**—A collection of over 200 pamphlets covering various aspects of the U.S. Army's participation in World War I. These pamphlets date mainly from 1917-1918 and were issued as informational/instructional material during the war. Many have been digitized and are in CARL's digital library at <http://cgsc.contentdm.oclc.org/cdm/>

**Secretary of War Annual Reports** - Removed from the regular collection for preservation purposes, this set of volumes is in fragile condition due to paper deterioration. The incomplete set covers the years from the Civil War period to the later 1930s. Only a few of the many volumes are missing

### The Combined Arms and Fort Leavenworth

**Archives (CAFLA) Collection** - This collection has non-record copies of documents (reports, correspondence, etc.) that detail the operations and activities of the Combined Arms Center (CAC) and its subordinate organizations and other agencies and organizations located at or reporting to Fort Leavenworth. There are some materials from the 1970s but the strength of the collection begins in 1980.

**Obsolete Military Manuals** - This collection is exactly as it sounds. Historic field manuals, Army regulations, DA Pamphlets, TOs and TO&Es date back to the first World War. These collections are not complete, but is one of the most complete in the Army.

### General Orders, Circulars, Bulletins and Special Orders

— This collection consists of orders for the Army, Fort Leavenworth, Department of the Missouri and others dating back to the mid 1800s

### Photograph Collection -

The Archives has faculty, staff, and class photographs and some negatives from the first Infantry and Cavalry School class in 1883 to 1964 when yearbook photos replaced the old system. There are a few historical photos of buildings/scenes at Fort Leavenworth though most photos of this type are held by the Frontier Army Museum.



### Finding aids for more collections are online at:

<http://usacac.army.mil/organizations/cace/carl/findingaids>

Prospective patrons should be aware the Archives is a closed stack and in a restricted area. Browsing in the stacks is not permitted, and all of our materials are non-circulating.

International officers assigned to Fort Leavenworth please consult with the 1<sup>st</sup> floor reference staff for use of any of the archival or special collections materials.

Foreign visitors must contact their embassy in Washington, DC to submit the Request for Visit Authorization to HQDA G2. Visit requests must be submitted 30 days prior to the date of visit.

## USAGE GUIDELINES

- There are study rooms available outside the restricted area in which patrons can use the archival collection.
- Use of ink is prohibited; please take notes in pencil.
- Materials may not leave the area.
- You may bring a scanner, camera or laptop to use in the outside access area. Archivists will advise if materials may be scanned or photocopied.
- Materials must remain flat on the table and be handled carefully during use. Only one folder of manuscript materials may be used at a time.
- All records must be kept in their present arrangement; loose pages will stay in order if turned like the pages of a book.
- Do not make any marks, erasures, or any other changes in the documents.
- Nothing may be placed on the materials being used.
- Do not write on top of materials.
- No food or drink allowed when viewing documents.