

Bulletin of

Arizona State Teachers College

GENERAL SERIES

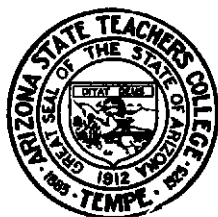
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FOR THE YEAR

1944-1945



TEMPE, ARIZONA

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EDUCATION, A WAR-TIME NECESSITY

"Self-government and universal education are inseparable. The one can be exercised only as the other is enjoyed."

These inspired sentences are just as appropriate today as on the day they were spoken by Governor John M. Goodwin in addressing the First Legislative Assembly, Territory of Arizona, September 30, 1864.

Today, self-government is fighting for its life, and education in Europe, Asia and elsewhere will be retarded many, many years by this holocaust of war. Education is always retarded in time of war, but "total war" increases such retardation. By its very nature "total war" compels all men, women, and children to become combatants.

If universal education is basic to self-government, then participation in educational work becomes the patriotic duty of those on the home-front, just as shouldering arms is the duty of those on the battle-front.

Thousands of schools will not open next September, or will be taught by persons not properly prepared. There is a great shortage both in the professions and the skilled trades. Higher education is required for all of them. Yes, preparation for any of them is a patriotic service. Each patriotic citizen must answer this question, "Where can I serve best in this total war?"

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COLLEGE CALENDAR

1944 - 45

FALL SEMESTER

Calendar

Residence Halls Open.....	Sept. 9, Sat.
First Faculty Meeting.....	Sept. 11, Mon. 7:30 P.M.
Freshmen Week Events.....	Sept. 12, 13, 14, 15, 16
First Freshmen Assembly.....	Sept. 12, Tues. 9:00 A.M.
Registration.....	Sept. 15, 16, Fri., Sat.
Instruction Begins.....	Sept. 18, Mon.
Last Day of Registration for Credit.....	Oct. 2, Mon.
Mid-semester Scholarship Reports Due.....	Nov. 10, Fri.
Armistice Day—Holiday.....	Nov. 11, Sat.
Thanksgiving Recess.....	Nov. 23, 24, 25, 26, Sun.
Christmas Vacation.....	Dec. 21, Thurs., to Jan. 2, Tues.
Final Examinations.....	Jan. 15, 16, 17, 18, M., T., W., Th.

SPRING SEMESTER

Residence Halls Open to New Students.....	Jan. 19, Fri.
Registration.....	Jan. 22, Mon.
Instruction Begins, Second Semester.....	Jan. 23, Tues.
Last Day of Registration for Credit.....	Feb. 5, Mon.
Mid-semester Scholarship Reports Due.....	March 16, Fri.
Easter Vacation.....	March 30, Fri. to April 1, Sun.
Last Day for Filing Senior Scholarship Reports.....	May 5, Sat.
Last Day for Scholarship Reports, M.A. Candidates.....	May 5, Sat.
Last Meeting of Graduate Classes.....	May 12, Sat.
Baccalaureate Service.....	May 13, Sun.
Commencement Exercises.....	May 16, Wed.
Final Examinations.....	May 15, 16, 17, 18, Tues. P.M., Wed., Th., Fri.

SUMMER SESSION

Summer Session Begins, Registration.....	May 28, Mon.
First Summer Term Ends.....	June 30, Sat.
Second Summer Term Opens, Registration.....	July 2, Mon.
Summer Session Ends.....	August 4, Sat.

Note: Dates for vacations are both inclusive.

OFFICIAL DIRECTORY

BOARD OF EDUCATION

E. D. RING - - - - - PHOENIX
Superintendent of Public Instruction

LYNN M. LANEY - - - - - PHOENIX

MRS. GARFIELD A. GOODWIN - - - - - TEMPE
Secretary of the Board

BOARD OF VISITORS

CHARLES A. STAUFFER - - - - - PHOENIX

MRS. B. B. MOEUR - - - - - TEMPE

OFFICERS OF THE ALUMNI ASSOCIATION

JOHN SANDIGE, SR., '14 - - - - - PHOENIX
President

WALTER MAXWELL, '38 - - - - - PHOENIX
Vice-President

MARY L. BUNTE, '40 - - - - - TEMPE
Secretary-Treasurer

OFFICERS OF ADMINISTRATION

GRADY GAMMAGE, M.A., Ed.D., LL.D., President of the College
J. O. GRIMES, M.A., Ph.D. - Dean of the College and Director
of Summer Session and Extension
HAROLD D. RICHARDSON, Ph.M., Ph.D., Registrar and Director
of Graduate Division
IRA D. PAYNE, M.A. - - - - Director of Teacher Training
and Placement
MILDRED B. SAYRE, Ph.M. - - - - - Dean of Women
H. W. BATCHELOR, M.S. - - - - - Librarian
*GILBERT L. CADY, B.A. - - - - - Business Secretary
SIBYL MAY - - - - - Acting Business Secretary
JOSEPHINE DURHAM, R.N. - - - - - Health Service
DORIS AULT, B.S. - - - - - Director of Dining Hall

ADMINISTRATIVE ASSISTANTS

THOMAS JEROME COOKSON, B.A. - - - Assistant Librarian
MRS. T. J. COOKSON - - - - - Assistant Librarian
MARY L. BUNTE, M.A. - - - - Secretary to the President
AMELIA KUDOBE - - - - - Recorder, Registrar's Office
E. J. HILKERT, C.P.A. - - - - - Comptroller
OSCAR D. BEVERLY, M.A. - Chief Accountant, Business Office
*THOMAS B. LILICO, B.A. - - - - - Alumni Secretary,
Graduate Manager
FENN HARRIS - - - - - Supt. of Buildings and Grounds
SALLIE DAVIS HAYDEN, B.A.. - - - - -Head Resident,
Dixie Gammage Hall
MARGARET M. WALSH, B.A. - - - Head Resident, West Hall
WILLIMINA SCHULTZ, M.A., Asst. Recorder, Registrar's Office

OFFICERS OF INSTRUCTION

1944 - 1945

- GRADY GAMMAGE, Ed.D., LL.D. - - - President of the College
B.A., M.A., LL.D., University of Arizona; Ed.D., New York University
- SYLVIA THERESA ANDERSON, M.A. - - - Teacher Training
Fifth Grade
B.S., Teachers College, Columbia University; M.A. University of Michigan
- BESS BARKLEY, B.A. - - - Assistant Professor of Music
B.A., University of Arizona
- H. W. BATCHELOR, M.S. - Assistant Professor of Library Science
B.A., University of Oregon; B.S., M.S. in L. S., University of Illinois
- GEORGE M. BATEMAN, Ph.D. - - - Professor of Chemistry
Head of the Science Department
B.A., Utah State Agricultural College; M.S., Ph.D., Cornell University
- RONALD BRIDGES, M.A. - - - Associate Professor of English
B.A., Bowdoin; M.A., Harvard University
- ARNOLD BULLOCK, M.A. - - - Instructor in Music
Mus. B., Yale University; M.A., Arizona State Teachers College at Tempe
- MARY L. BUNTE, M.A. - - - Instructor in Commerce
B.A., Arizona State Teachers College at Flagstaff; M.A., Arizona State Teachers College at Tempe
- SAMUEL BURKHARD, Ph.D. - - - Professor of Education
Head of the Department
B.A., Goshen College; M.A., Columbia University; Ph.D., New York University
- A. R. BURTON, Ph.D., C.P.A. - Associate Professor of Commerce
B.S., M.S., Kansas State Teachers College; Ph.D., University of Nebraska; C.P.A., Arizona.
- ESTHER A. CALLOWAY, M.A. - Teacher Training, Seventh Grade
B.A., Colorado State Teachers College; M.A., University of Arizona
- FERNAND CATTELAINE, Docteur de l'Université - - -
Professor of French Language, Head of the Department
M.A., Baylor University; Doctorate, Besancon, France
- VERA A. CHASE, M.A. - - - Teacher Training
Third and Fourth Grades
B.A., M.A., University of Southern California
- DWIGHT W. COOL, M.A. - - - Teacher Training, Sixth Grade
B.A., University of Colorado; M.A., Colorado State College of Education
- BYRN L. DARDEN, M.A. - - - Teacher Training, Industrial Arts
B.A., M.A., Arizona State Teachers College at Tempe
- L. A. EASTBURN, Ed.D. - - - Supervisor, High School Teaching
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A.B., M.A., Drury College; Ed.D., Stanford University
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B.A., M.A., Arizona State Teachers College at Tempe
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B.A., Stanford University; Ph.D., Teachers College, Columbia University
- LOLA ELLSWORTH, M.A. - Assistant Professor of Home Economics
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OFFICERS OF INSTRUCTION

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- MARIAN GALLAWAY, Ph.D. - - - - - Assistant Professor
of English and Dramatics
B.A., M.A., University of Michigan; Ph.D., University of Iowa
- JOHN ODUS GRIMES Ph.D. - - - - - Professor of Psychology
B.S., Ohio University; M.A., Ph.D., University of Michigan
- HERBERT GURNEE - - - - - Associate Professor of Psychology
B.A., M.A., Wesleyan University; Ph.D., Harvard University
- HARRY B. HARELSON, M.Mus. - - - - - Associate Professor of Music
Head of the Department
B.Pub.Sch.Mus., M.Mus., Columbia School of Music
- GENEVIEVE HARGISS, M.M.E. - - - - - Assistant Professor of Music
B.M.E., B.Mus., M.M.E., University of Kansas
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B.A., Arizona State Teachers College at Tempe; M.F.A., University of Oregon
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B.S. in B.A., M.A., University of Southern California; LL.B., University of Notre
Dame; C.P.A., Arizona and California
- *ARNO JEWETT, Ph.D. - - - - - Assistant Professor of English
B.S., M.S., Ph.D., University of Minnesota
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Head of the Department
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B.S., B.Mus., University of Illinois; M.S., University of Idaho
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B.A., University of Arizona; M.S., University of Southern California
- **THERESA MORAN, M.D. - - - - - Special Lecturer
in Health and Medical Technology
M.D., Loyola University, Chicago
- MARTIN MORTENSEN, M.A. - - - - - Assistant Professor
of Botany and Agriculture
B.A., Brigham Young University; M.A., University of Arizona
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of Physical Education
B.A., University of Arizona; M.A., University of Southern California

- *LOUIS M. MYERS, Ph.D. - - - - Professor of English
Head of the Department
B.A., St. Stephens College; M.A., Columbia University; Ph.D., University of California
- LEWIS S. NEEB, M.A. - - - Associate Professor of Industrial Arts
Head of the Department
B.A., M.A., University of Arizona
- FOREST E. OSTRANDER, M.A. - - Associate Professor of Biology
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B.A., B.S., Washington State College; M.S., University of Wisconsin
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B.A., M.A., Stanford University
- FRANCES PERRY, B.A. - - - Teacher Training, Kindergarten
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B.A., Arizona State Teachers College at Tempe; M.A. in Mus. Ed., Northwestern University
- JESSIE M. RANNELLS, Ph.D. - - - - Associate Professor
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B.S., Iowa State College; M.S., Cornell University; Ph.D., University of Wisconsin
- HAROLD D. RICHARDSON, Ph.D. - - - Professor of Education
Ph.B., Ph.M., University of Wisconsin; Ph.D., Northwestern University
- HELEN C. ROBERTS - - - - Principal, Eighth Street School
Graduate, Tempe Normal School
- DOROTHY F. ROBINSON, M.A. - Teacher Training, Fourth Grade
B.A., M.A., University of Southern California
- ELLA L. ROLL, M.A. - - - Assistant Professor of Education
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B.S., Ph.M., University of Wisconsin
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Head of the Department
B.S., M.S., Ph.D., Harvard University
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Campus Training School
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- RUFUS KAY WYLLYS, Ph.D., Litt.D.** Professor of Social Studies
Head of the Department
B.A., M.A., University of Michigan; Ph.D., University of California; Litt.D.,
Hillsdale College

* On leave.

**Medical Technology at St. Joseph's Hospital.

THE INSTITUTION

PURPOSES OF THE COLLEGE

The College aims to serve the people of Arizona by providing an educational program that appropriately reflects the community interests of the people of the State as a whole as well as the needs and desires of the individual students who enroll. Institutional objectives that define and give direction to the educational program of the College are the result of the growth and evolution of the institution over a period of more than fifty years.

The Act of the Territorial Legislature, passed March 12, 1885, creating the Territorial Normal School, set forth its objectives as follows:

“the instruction of persons, both male and female, in the art of teaching, and in all the various branches that pertain to a good common school education (the term, “common schools,” is now quite generally used as an expression implying a general reference to both elementary and secondary schools); also, to give instruction in the mechanical arts and in husbandry and agricultural chemistry, in the fundamental law of the United States, and in what regards the rights and duties of citizens . . .”

The Act also set forth in the requirements for admission and elsewhere other important objectives as follows:

“Every applicant for admission shall undergo an examination in such manner as shall be prescribed by the Board, and if it shall appear that the applicant is not a person of good moral character, and will not make an apt and good teacher, such applicant shall be rejected. The Board of Education may, in their discretion, require any applicant for admission, to sign . . . a declaration of intention to follow the business of teaching . . . and provided further, that the pupil may be admitted without signing such declaration of intention on such terms as the Normal School Board may require or prescribe . . . shall exercise a watchful guardianship over the morals of the pupils . . ., but no religious or sectarian tests shall be applied . . .”

Thus, it may be observed, the founders of the institution set forth the following five objectives: (1) preparation of teachers, the chief purpose; (2) provision for a broad curriculum; (3) development of ethical character; (4) obligatory instruction in fields other than teaching; (5) training for good citizenship.

It is this set of broad purposes, so wisely stated by the founders of the institution, that has served to project the growth and development of the College. Of course, during the more than fifty years of progress, there have been certain changes in emphasis placed on the various objectives. At the present time, institutional purposes and objectives may be set forth as follows:

Traditionally, and by legal definition, the College has for its first purpose the selection and preparation of teachers for the elementary and secondary schools of Arizona. The people of the State have a right to expect that their children in the public schools will be taught by teachers possessing high mentality, broad social-cultural background of general education, high ideals of citizenship, thorough knowledge of subject matter, high scholarship, objective and scientific point of view, professional training and spirit, proven skill in the art of teaching, culture and efficiency in social relations, wholesome personality, vigorous health, and sound character. The College aims to serve in the selection, development, and preparation of teachers of this type.

It is the purpose of the College to provide a basic program of general education. Provision for a broad social-cultural base is not only highly essential in teacher education, but also in educational programs for other professions. Objectives related to good citizenship, personal efficiency, aesthetic appreciation, general knowledge, and vigorous health are, after all, fundamental and basic in higher education. And since the College must provide a basic offering of general background courses as an inherent part of its teacher education program, it is able to serve efficiently and well students desiring basic preprofessional work in certain other fields. In fact, the College, through its regular program of general education, serves many other students whose expressed needs and desires are for preparation in fields other than teaching. The fields of agriculture, science, industrial arts, commerce, music, and home economics are representative examples.

The College accepts its responsibility for providing in-service help, guidance, and instruction for teachers. It also accepts its responsibility for cultural and educational leadership and service in the community. These professional and community services are provided through special evening courses, correspondence courses, summer sessions, educational conferences, dramatic performances, musical concerts, speech clinic services, published bulletins, radio services, placement services, alumni organizations, school visitation, and speaker and consultant service.

Through its carefully organized program of higher education—both general and specialized—and through its provision for these related extension services, Arizona State Teachers College at Tempe takes its place along with the other state institutions of higher learning in serving the people of Arizona.

HISTORY

An act of the Thirteenth Legislative Assembly of the Territory of Arizona, approved March 12, 1885, made provision for the establishment at Tempe of a Normal School. The Normal began on February 8, 1886, with thirty-one in attendance. The first class of five members graduated in June, 1887. At that time the entire institution was housed in the northwest room of a single four-room, one-story building. During the years which followed, the attendance gradually increased, and with the growing public interest, the course of instruction was expanded year by year, new buildings replaced the historical structure, and from time to time additions were made to the faculty personnel.

For many years it was found necessary to provide facilities for high school training preparatory to the two-year normal school course, but, by the year 1919, the growth of the high schools throughout the state had made it possible to eliminate the high school curriculum from the program of studies offered by the Normal School, and the entire attention of the faculty was devoted to the two-year normal school curriculum offered to high school graduates and leading to a diploma entitling the holder to teach in the elementary schools and the junior high schools of the state.

In 1922 the Tempe Normal School Alumni Association sponsored a movement to raise the grade of their Alma Mater to that of a standard Teachers College. After three years of public discussion, in January, 1925, a bill was presented to the Seventh State Legislature which was passed unanimously by that body and signed by Governor Geo. W. P. Hunt on March 7, 1925. By the provisions of this bill, the Tempe Normal School became Tempe State Teachers College, with the power to establish a four-year college curriculum, and the authority to confer upon its graduates the degree of Bachelor of Education.

An act of the Ninth Legislature changed the name of the college to read, ARIZONA STATE TEACHERS COLLEGE AT TEMPE, and at the same time authorized the Teachers College to grant the degree of Bachelor of Arts in Education. This is the degree now conferred upon those who complete a four-year curriculum.

In March, 1937, an Act of the Thirteenth Legislature authorized the College to grant the advanced degree of Master of Arts in Education. This degree was conferred for the first time on May 31, 1938.

The College has had a gradual evolution from the narrow, limited curriculum of a Normal School to a college composed of fourteen strong departments each offering a major and minor. From the

granting of a Normal School diploma, the college has progressed to where it now grants both the Bachelor of Arts and the Master of Arts degrees. From a single building there has evolved a campus containing twenty-eight fine buildings, and the original attendance of thirty-one has grown to a maximum of 1500 students.

RECOGNITION BY ACCREDITING AGENCIES

Arizona State Teachers College is fully accredited by all the recognized agencies of evaluation in its field. The College ranks Class A in the American Association of Teachers Colleges, and in the North Central Association. It also has institutional membership in the American Council of Education. Students transferring from the College to other colleges and universities are given the same recognition in respect to transfer of credits, graduate study, and other privileges as are enjoyed by the largest universities and colleges of the country.

THE COLLEGE SETTING

THE ENVIRONMENT

Location. Arizona State Teachers College is located in the City of Tempe at the very center of the Salt River Valley probably the finest irrigated district in the United States. Tempe is located on the Southern Pacific main line, which makes connections at Phoenix, the capital of the State, with the Santa Fe Railway. Four trans-continental highway systems, 60, 70, 80, 89, make the College easily accessible to all parts of the country, and there is regular bus service between Tempe and Phoenix, nine miles distant.

Climate. The climate is ideal during practically all of the college year. Snow is a novelty. Rain seldom mars plans for picnics or other outdoor activities, and high winds are infrequent. Cloudless skies and bright sunshine permit the work of physical education and athletics to be conducted outdoors throughout the entire year.

Historical and Scenic Features. Within easy reach by automobile are found Superstition Mountains, Apache Trail, Casa Grande Pre-historic Ruins, Pueblo Grande, Boyce Thompson Arboretum, Roosevelt and Coolidge dams, Canyon Lake, Hieroglyphic Canyon and other places of historical and scenic interest. Papago Park, a national monument, lies just north of the city. A large natural amphitheater, a chain of lakes, Hole-in-the-Rock, and the Elfin Hills make this 2000-acre park an ideal spot for hiking and picnicing.

THE COLLEGE GROUNDS

The Campus. There are 120 acres in the college grounds. The campus proper comprises 85 acres of fine, level land, and is ar-

ranged in a most attractive manner with its broad shady lawns, and a profusion of trees, shrubs, and flowers.

The twenty-eight modern buildings are distributed over the grounds in two groups, between which College Avenue runs the full length of the campus. In the distance one looks toward the mountains with their ever-changing lights, shadows, and wonderful coloring. Portions of the lawn are arranged for flood lighting, and are used by students for parties, receptions, and other social functions.

Men's Athletic Field. The men's athletic field is located just south of the men's gymnasium. The football field, the baseball diamond, and the track are maintained in excellent condition. Goodwin Stadium seats about 10,000 spectators. A modern lighting system permits the use of the field for games and pageants.

Women's Athletic Field. This field is located just south of the Moeur Activity Building. The field is well equipped for the various activities carried on by a modern physical education department.

Recreational Areas. In various parts of the campus are found areas and equipment for outdoor recreation. In these areas are found tennis courts of concrete, screened basketball courts, and fields for speedball, volleyball, women's baseball, archery, and golf.

Model Farm. The model farm of thirty-five acres is located one mile south of the campus. It is used for experimental and practical work in various phases of agriculture, including the preparation of teachers for 4-H and other club work.

COLLEGE BUILDINGS

Old Main. The early traditions of the Territorial Normal School cluster about Old Main with its three stories of ivy-covered brick. It was erected in 1894, and is the oldest of the college buildings. For years it was the scene of all student activities. Now, it is devoted chiefly to classrooms for academic work. It is located on the south side of the old quadrangle.

Science Hall. This building is located on the east side of the old quadrangle. The lecture rooms and laboratories for Chemistry and Physics are located on the first floor, and those for Biology and Agriculture occupy the second floor.

The College Auditorium. The Auditorium is located on the west side of the old quadrangle. It seats 1,000 persons. Its forty-foot stage and modern equipment permit the staging of dramatic work of high order.

Arts Building. This is a modern, fire-proof building of concrete construction faced with cream brick. It houses the departments of

Art, Commerce, Home Economics, and Music. The College Book Store, the State Press, and student offices are located in the building.

Ira D. Payne Training School. This is a one-story structure of brick in the Spanish-Colonial style with open corridors or colonnades enclosing an attractive patio. The classrooms, furniture, apparatus, and equipment are in keeping with a modern, progressive school system.

Matthews Library and Administration Building. This is a modern, fire-proof, air-conditioned, brick building. The main floor and basement contain the offices of administration and several classrooms.

The Dining Hall. The dining hall is centrally located, and is conveniently reached from all dormitories. The building and its equipment are thoroughly modern and meet the highest sanitary and health standards. The dining hall is under the supervision of a graduate dietitian.

Home Management House And Nursery School. A fine, new building in which students majoring in Home Economics live for a part of a year.

The Infirmary. The infirmary is located in a quiet section on the east side of the campus. It is fully equipped to care for the needs of college students.

The President's Residence. This is a substantial, two-story, brick structure located on the east side of the campus.

The Lyceum. This is one of the attractive new buildings. It contains an auditorium, a stage, a lovely reception room, a kitchen, and a fine large basement room. It is used for meetings of small groups, receptions, and many other purposes.

Men's Gymnasium. The men's gymnasium is located on the north side of the athletic field. The floor space is ample for the regular gymnasium work, basketball, and other public events. A gallery is provided for spectators.

B. B. Moeur Activity Building. This is the center for the women's physical activities, and for the social life of the student body. The building is modernistic in structure. It was named in honor of the late Governor Moeur who served longer than any other man on our Board of Education.

Alpha Hall. This dormitory has a capacity of about sixty students. It is located on the east side of the campus.

East Hall. This dormitory houses 125 students. It is located at the center of the campus.

Matthews Hall. This hall was named after Carrie J. Matthews,

the wife of the late president, Arthur J. Matthews. It accommodates about seventy-five students.

North Hall. This hall is located on the north side of the dormitory quadrangle. It accommodates about seventy students.

South Hall. South Hall accommodates about seventy students. It is located on the south side of the dormitory quadrangle.

West Hall. This is a large dormitory located on the west side of the dormitory quadrangle. It houses over 100 girls.

Dixie Dees Gammage Hall. This is a recently constructed, modern structure housing about ninety girls. The hall was named in honor of Dixie Dees Gammage, the wife of President Gammage.

Goodwin Stadium. The Stadium was named after the late Garfield Goodwin, an early graduate of the Territorial Normal School, and a member of the Board of Education for many years. The west unit has a seating capacity of over 4,000. A new unit located on the east side of the field increases the total seating capacity to about 10,000.

Industrial Arts Building. The Industrial Arts Building is the west wing of Goodwin Stadium. The building houses probably the best equipped shops in the Southwest for woodwork, metal work, and aviation.

Heating Plant. The plant is located centrally just south of the dining hall. It furnishes steam heat and hot water to all college buildings.

New Men's Dormitories. There are two, new, modern dormitories for men located just west of the Stadium and Industrial Arts Building.

North Campus Cottage. A brick home formerly occupied by President Emeritus Matthews. It is now used as a residence for a faculty member.

South Campus Cottage. A brick cottage now used as a residence for a faculty member.

Farm Buildings. A home and barns are located on the farm one mile south of the campus.

ENTRANCE AND GRADUATION INFORMATION

ADMISSION TO COLLEGE

GENERAL REQUIREMENTS

Personal Qualities. Arizona State Teachers College desires to admit only persons possessing good character, and serious purpose. They should possess such degree of health that success in the vocation selected may be expected. In addition candidates for the professions should rank high in personality traits including native ability.

Transcripts. Before any student may register for work in the regular sessions of the college, his transcripts of high-school and college work done must be on file in the Registrar's Office. Students should request the high school principal or college registrar to mail the transcript directly to the Registrar. Transcripts should be in the hands of the Registrar well in advance of the registration date. Transcripts are not required at the time of admission of those taking work in the summer session, in extension, or by correspondence.

Physical Examination and X-ray. A physical examination and an X-ray of the chest are required at entrance, and each year thereafter, of all students attending regular day classes of the regular session. They are not required of summer session students, extension students, nor of students taking night and Saturday classes only.

Aptitude Tests. With the exception of graduate students and students taking work only at night or on Saturday, all students enrolled in the regular sessions of the college are required to take at entrance all aptitude tests. These tests are used for guidance purposes only.

ADMISSION OF HIGH SCHOOL GRADUATES

Graduates of an approved high school may be admitted to freshman standing in any of the curriculums offered by the college.

The units listed below are specified for admission. To meet these specifications, credits will be accepted for any subjects in these fields usually given in high schools. In addition credits will be accepted for general or unified courses, irrespective of the names or organization of the courses, provided the subject matter covered falls within the fields specified.

English	3 units
Social Studies	2 units
Mathematics (Arithmetic is accepted)	1 unit
Science	1 unit

CONDITIONAL ADMISSION

Graduates of Unapproved High Schools. Graduates of unapproved high schools may be admitted provisionally upon passing satisfactorily the regular aptitude tests. Provisional admission will be removed on the successful completion of the first thirty semester hours of college work.

Non-Graduates Under 21 Years of Age. High-school seniors under 21 years of age with only a limited amount of work to complete in order to meet the requirements for the high-school diploma may be admitted under the following conditions:

1. The written recommendation of the high-school principal, and an affirmative vote of the Admissions and Standards Committee.
2. A plan for completing high-school work with the written approval of the high-school principal, and an affirmative vote of the Admissions and Standards Committee.
3. The completion of high-school graduation requirements prior to the admission to sophomore standing.

Admission of Adults, Non-Graduates of High Schools. Persons over 21 years of age who are not graduates of approved high schools may be admitted to undergraduate standing as unclassified students. Such students may be required to present transcripts of any and all previous high-school and college credits. Such students may become candidates for degrees after deficiencies in entrance requirements have been satisfactorily removed, as determined by the Admissions and Standards Committee.

ADMISSION WITH ADVANCED STANDING

1. Students from approved institutions of higher education ordinarily will be given credit, hour for hour, for work done in these institutions in so far as it applies to the requirements of the curriculum pursued at Arizona State Teachers College.

2. Failure to report previous college attendance at the time of registration is sufficient cause for cancellation of the student's enrollment, of any credits earned, or both.

3. Students who are disqualified in another college because of scholarship, conduct, or any other reason will not be admitted until such disqualification is removed.

4. Experienced teachers who become candidates for the bachelor's degree may be permitted to substitute academic credits for a part, or, in some cases, all of the required directed teaching, but no academic credit is allowed for teaching experience.

5. Junior-college students planning to transfer to Arizona State Teachers College at the end of their first or second year should plan their junior-college courses to meet the requirements of the curriculum selected. Loss of time often results from failure to do this.

The maximum credit that can be accepted from a junior college is sixty-four semester hours or ninety-six quarter hours. In general, required upper division professional courses cannot be taken in junior colleges for credit. Ordinarily, courses transferred from junior colleges cannot be accepted as upper division credit at A. S. T. C.

ADMISSION TO SUMMER SESSION

Excepting those who plan to complete the degree requirements in summer sessions only, students will be admitted to the summer session without presentation of transcripts.

ADMISSION OF GRADUATE STUDENTS

See the section of the catalog headed, "The Graduate Division."

REGISTRATION

Registration Dates. Students should register on the registration dates announced in the College calendar. Students registering late will be charged a late registration fee. Residence halls will be open to students on the dates given in the College calendar.

Prerequisites To Registration. Before registering in the regular sessions, all students must present transcripts of high school or college work, or both, and take all required aptitude and physical examinations described under the heading, "Admission to College." In addition certain groups of students must meet special requirements given hereafter.

Classification of Students. Freshmen are those students who have acquired less than 30 semester hours of credit; sophomores, those with 30 or more semester hours, but less than 62; juniors, those with 62 or more, but less than 94; seniors, those with 94 or more; graduate students, those holding a bachelor's degree from Arizona State Teachers College at Tempe, or other recognized institutions.

Curriculum Advisers. Upon entering college each student must select, tentatively at least, a curriculum. Curriculum advisers are designated for each curriculum. The student's registration card must bear the signature of his curriculum adviser.

Course Loads. Students carrying twelve or more semester hours of work are classified as full-time students. The normal course loads of students vary from 15 to 17 semester hours. Students who wish to carry more than 17½ semester hours must petition the Ad-

missions and Standards Committee. Students having a low scholarship record may be required to carry a light load. Students carrying a full-time school job will be asked to carry a light load unless their previous records in scholarship and on aptitude tests are high. During the semester in which a student is registered for student teaching, the load should not exceed 16 semester hours.

Course Restrictions. Freshmen may not register for courses numbered 200-299 without the recommendation of their advisers and the approval of the heads of the departments concerned and the Registrar. Courses numbered 300 and above are open to graduate students only.

Freshmen Registration. Freshmen registering for the first semester are expected to be present at all events scheduled for Freshman Week beginning at 9:00 A. M., Tuesday, on the date shown in the college calendar. Failure to attend any of these events may delay the student's registration, and will require the payment of the late fee for any examinations missed.

Each freshman is assigned a curriculum adviser who counsels the student throughout the week, and signs his registration card. This adviser continues to counsel the student throughout his freshman year.

Freshmen entering college the second semester should report to the Registrar's Office not later than noon on the Friday preceding the date scheduled for the beginning of classes. Those who do not arrive in time to complete their registration and examinations as scheduled will be charged the late fees. No physical examinations are given on Saturday afternoon.

Registration of Sophomores, Juniors, Seniors, and Graduates. Sophomores, juniors, seniors, and graduate students will register on the dates indicated in the College calendar. All students attending regular, day classes are required to take annually the X-ray and physical examinations before registering. In addition all undergraduate students entering the college for the first time are required to take the aptitude tests before registering. New students should report to the Registrar's Office not later than noon on the Friday preceding the date set for the beginning of classes. A student who fails to complete his registration or examinations as scheduled during registration week will be charged the late fees.

Auditors. Students may register as auditors in one or more courses without credit with the approval of the Registrar and with the consent of the instructor involved. Courses audited count toward the student's load. Persons who wish to register as auditors

only, will register in the same manner as regular students and pay the same fees. Those who wish to audit classes for short periods of time may obtain a visitor's permit from the Registrar. Usually visitors will pay a nominal fee after the first day of visitation.

Late Registration. Late registration fees are charged beginning the day class instruction begins. Ordinarily, students registering during the second week of a semester are required to take less than the normal load. Registration for a given semester is closed on Monday of the third week. A student may not register for credit after this date.

Incomplete Registration. Registration is not complete until all fees have been paid and all required examinations have been taken. Failure to satisfy any of the admission or registration requirements is sufficient cause for dropping a student from all classes.

Changes In Registration. After a student's registration program card has been signed by his curriculum adviser, it cannot be changed. Programs should be carefully planned under the guidance of the curriculum adviser so that changes in registration will not be necessary. They may be made **during the first week** of the semester by means of a Drop-Add card. **After the first week of a semester, courses may not be added.** Drop-Add cards for changes in registration may be obtained at the Registrar's Office.

Dropping Courses After the First Week. The courses for which a student is registered at the close of the first week of a semester constitute his official registration and semester load. A student may drop a course from his official registration any time prior to the beginning of the final examination period. To drop a course after the first week the student must obtain the permission of the Dean of the College, pay the fee of fifty cents at the Business Office, and present the receipt and the permit at the Registrar's Office. An official drop notice is sent to instructors from the Registrar's office after the permit has been filed. A final semester grade of Wp or We will be reported by the instructor for a course dropped after the first week of a semester.

Withdrawal From College. Students who find it necessary to withdraw from college should withdraw officially as follows: (1) Obtain a withdrawal card at the Business Office. (2) Secure the signatures of the Dean of the College, the Dean of Women (women students), the Head Resident of the dormitory, the Librarian and the Registrar. (3) Obtain refund of breakage deposit or other fees from the Business Office.

Unless the student withdraws officially, he is regarded as regis-

tered in all courses and runs the risk of receiving E grades in all subjects at the end of the semester. If a student is unable personally to withdraw officially as prescribed above because of illness or other reason, he should notify the Registrar in writing without delay and request that he be officially dropped and that his instructors be notified.

GRADUATION REQUIREMENTS AND DEGREES

Degrees. The College grants the degree of Bachelor of Arts in Education and the degree of Master of Arts in Education. The degree of Bachelor of Arts in Education is granted to students who complete satisfactorily the requirements of any one of the four-year curriculums offered by the College. The degree of Master of Arts in Education is granted to those who complete satisfactorily the fifth year of the secondary curriculum or a minimum of thirty semester hours of approved graduate work.

REQUIREMENTS FOR THE B.A. DEGREE

The Unit of Credit. The semester-hour is the unit of credit. It represents one fifty-minute class exercise per week with two hours of outside preparation or the equivalent in laboratory work. For graduation 126 semester hours of work are required.

Credit Requirements. A total of 126 semester hours is required for graduation with the degree of Bachelor of Arts in Education.

Curriculum and Course Requirements. In addition to the semester-hour requirements, the candidate must meet all the course requirements of the particular curriculum selected. Alternative courses may not be substituted for required courses, nor may curriculum or course requirements for graduation under a particular curriculum be waived without the approval of the Admissions and Standards Committee.

Scholarship Requirements. In order that a student may be eligible for graduation, his cumulative scholarship index must be 1.75 or better for all work taken after September 1, 1941, or for all work taken while a student at this college.

Residence Requirements. A minimum of one year in residence as a regular student is required of every candidate for the bachelor's degree, and the final 12 semester hours immediately preceding graduation must be taken in residence. For purposes of record, a year in residence is defined as 30 semester hours of credit earned in on-campus courses offered by regular members of the teaching staff. The term, **in residence**, means in regular classes held on the campus. It has no reference to living in dormitories or in Tempe. Credit

earned in extension or correspondence courses cannot be used to meet residence requirements. The 12 semester hours of final residence may be taken during a semester of the regular academic year or during the summer terms. Exception to the residence regulation may be made by the Admission and Standards Committee. Petitions for an exception must be made in writing and addressed to the Registrar.

Application For Graduation and Teaching Certificates. Students planning to graduate in January should pay the graduation fee and file their applications for graduation with the Registrar before registering for their final semester's work. Those planning to graduate in May or August should pay the graduation fee and file their applications for graduation with the Registrar before November 15. Application blanks are obtained in the Registrar's office. Candidates who fail to pay the graduation fee and file applications at the times specified are required to pay the late fee, and may be scheduled for graduation at a later date. Upon filing an application for graduation, a final check on graduation requirements is made for each student by the Registrar's office. A check sheet showing the remaining requirements for graduation under the curriculum designated in the application is furnished the student as a guide to his final semester's registration.

Applications for teaching certificates should be filed in the Registrar's office at the time of filing applications for graduation. Blanks for this purpose may be obtained at the Registrar's office.

Graduation Fees. The graduation fee is \$10.00 if paid on or before the dates specified in the preceding paragraph. After that date the fee is \$15.00. Five dollars of the regular graduation fee is for membership in the Alumni Association. If a student is granted permission to receive a degree in absentia, he shall pay an additional fee of \$7.50.

Attendance At Commencement Exercises. Candidates for degrees are required to be present at the commencement exercises in the prescribed academic costume. Exceptions to this rule will be made only in extreme cases, and upon petition to the President of the College. If the petition is granted, a fee of \$7.50 is charged for a degree taken in absentia.

Financial Clearance. Before a student may participate in the commencement exercises or receive his diploma he must obtain financial clearance at the Business Office. Financial clearance indicates that the regular fees, library, dining hall, and all other fees have been paid.

REQUIREMENTS FOR THE MASTER'S DEGREE

See the section of the catalog headed "The Graduate Division."

LIVING ARRANGEMENTS

Dormitories. There are five dormitories usually occupied by women. These are Matthews Hall, North Hall, South Hall, West Hall, and Dixie Dees Gammage Hall. There are four halls ordinarily occupied by men. These are Alpha Hall, East Hall, and the two new halls located just west of Goodwin Stadium. Alpha Hall is now occupied by women.

Dormitory Facilities. All student rooms are provided with electric light, steam heat, city water, and are furnished with a study table, a dressing table, book rack, and chairs. Sleeping porches are used the year round. No student may sleep in his room without the permission of the college nurse. There is a laundry room in each dormitory furnished with ironing boards for the laundering of personal belongings.

General Regulations. No single college influence may contribute more to the development of the personality and character of a student than that of dormitory life. The dormitories are so equipped and managed as to secure the maximum values at a minimum cost. For this reason women are asked to live in dormitories. A parent who desires to have a daughter room outside the dormitories must make written request to the Dean of Women. Such permission is granted only under special circumstances. No cooking of any kind is permitted in students' rooms. Vocal or instrumental music may not be practiced in any of the dormitories. Arrangement for such practice may be made through the music department. If radios are used, they must be adjusted so as not to interfere with the rights of others. Young women may be absent from the dormitories overnight only with the written consent of their parents, which must be on file with the Dean of Women.

Personal Equipment. The following list is the minimum with which students should be equipped when entering a dormitory: blankets and comforts for a single bed, one white bedspread, six sheets, four pillow slips, four bath towels, four hand towels, dresser scarf, washable laundry bag, and a study lamp. All linens should be clearly marked with the name of the student.

Room Reservations. A room will be reserved when the room and breakage deposit of \$5.00 is received by the Office of the Dean of Women. Refunds for cancellation of room reservation fee are not made after September first. Students may state their preference for dormitories, however it is necessary for the Dean of Women to make all assignments for the women. Each hall collects a social fee of \$3.00

from each resident at the beginning of the year. This fee may not be refunded.

Care of Dormitories. The College attempts to furnish comfortable and artistic living conditions for dormitory students. Students are expected to cooperate by keeping them so. Should any injury, beyond the usual wear, occur to the decorations and furniture of a room, the cost of redecoration or repair will be charged to the occupants of the room.

Off-Campus Housing. Women students may room outside of dormitories only if approved by the Dean of Women. Men must obtain the approval of the Director of Men. All such rooms must be approved by the College, and both the student and the home owner must agree to cooperate in observing the College regulations.

FEES, DEPOSITS, AND EXPENSES

Definitions. **Regular fees** are those paid by all students. **Special fees** are those paid by certain students only, and under the conditions indicated. **Deposits** are made to cover certain contingencies. All or part of the deposit may be returned depending upon the charges incurred by the student.

REGULAR FEES

The following fees are paid by each student entering the college:

Activities Fee (per semester).....	\$24.00
<small>No tuition fee is charged residents of Arizona. The activities fee is used in part to pay the costs due to registration and student activities.</small>	
<small>Students carrying not more than five semester hours of work may pay the regular fee, or a fee of \$13.00 which gives no student activities' benefits.</small>	
Library Fee (per semester).....	\$2.00
<small>This fee pays only a small part of the replacements incidental to student use of the library.</small>	
Room and Breakage Deposit.....	\$5.00
<small>This deposit reserves a room for those wishing to live in a dormitory. It also serves as security for charges which may be incurred by the student while in college. Any unused part of the deposit is returned to the student at the close of the year. Graduate students are exempt from this deposit.</small>	
Test Fee (first semester only).....	\$0.50
<small>This fee is paid on entering college by all except graduate students.</small>	
X-ray Fee	\$1.00
<small>The X-ray examination is required each year of all students attending the regular day classes.</small>	
Infirmary Fee (\$1.00 per semester).....	\$2.00
<small>This fee pays a small part of the upkeep of the infirmary.</small>	
Gymnasium Fee (75 cents per semester).....	\$1.50
<small>Takes care of travel, locker, and other fees.</small>	

SPECIAL FEES

Special fees are paid by certain students under the conditions given below.

Non-resident Tuition Fee (per semester).....	\$50.00
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Students will be exempted from this fee only when satisfactory evidence is presented to show that they have met the requirements given below.

STATE TEACHERS COLLEGE

- (1) **Minors** must show that the supporting parents or guardians have been residents of Arizona for the preceding year at least. Arizona guardians cannot be appointed for the purpose of avoiding the fee. Residence does not begin until one year after the appointment of guardians.
- (2) **Students over 21 years of age** must show that they have been emancipated from their parents, and since emancipation have resided without change of residence for the preceding year at least in Arizona with the intent of making the state their home. Attendance at the college is not accepted as proof of residence.
- (3) **Aliens** who have their first naturalization papers must show residence for the preceding year at least.

Sworn statements are required. The making of false or misleading statements is sufficient cause for dismissal from the college. Students whose residence is in question will pay the fee, and petition the Admissions and Standards Committee for refunds.

Vocational Rehabilitation Fees

Such fees will be charged as are approved jointly by the College and the Veterans' Administration.

Transcript Fee

There is no charge for the first transcript. For each additional transcript there is a fee of \$1.00. Request for transcripts should be in the hands of the registrar one week in advance of the time needed.

Auditor's Fees.....Same as regular students

A student registered as an auditor in any course will not receive credit under any circumstances. Students carrying a full load will not be permitted to audit additional courses, unless the overload is approved.

Laboratory FeesSee course descriptions

With few exceptions such fees are not returnable.

Special Examination Fee.....\$1.00

When, because of absence, or for any reason, it becomes necessary for a student to request a special examination in any course, a fee of \$1.00 may be required for this special privilege.

Graduation Fee\$10.00

See description under another section of the bulletin headed Graduation Requirements and Degrees.

Cap and Gown Rental Fee.....\$1.75 to \$4.50

Bachelor's cap and gown for baccalaureate and commencement exercises, \$1.75. Master's cap and gown, \$2.25. Master's hood, \$2.25.

LATE FEES

Late Registration\$5.00

All students registering on the date specified for the beginning of classes, or thereafter, pay this fee.

Late Aptitude Tests\$0.50-\$2.00

Students taking the aptitude tests on the date specified for the beginning of classes, or thereafter, will be charged fifty cents for each test required.

Late Physical Examination\$3.00

This fee is charged beginning at noon of the last day scheduled for registration.

Late X-ray\$1.00 up

This fee is charged all students who take the X-ray on the date specified for the beginning of classes, making the total cost from \$2.00 up.

DEPOSITS

Deposits are required of those students wishing certain privileges or services. The deposits are returnable less any charges which may have been incurred during the term of the service being rendered.

Locker Key Deposit\$1.00

Students pay the fee at the Business Office and present the receipt to the Superintendent of Buildings and Grounds to obtain locker keys.

Laboratory DepositsNone
 Deductions for materials destroyed or lost will be taken from the breakage deposit.

GENERAL EXPENSES

Board and Room\$35.00

The fee for a room in a dormitory and board at the dining hall is for a four-week month. The fee is payable monthly, in advance, on a date set by the Business Office. No refund will be made for vacations, absences over week ends, or absences due to disciplinary action. No student will be permitted to room in a dormitory unless he is carrying twelve semester hours of work, and boarding in the college dining hall.

Board\$29.00

Students rooming outside of dormitories may obtain board only, at this rate for a four-week month, payable in advance on a date set by the Business Office. Refunds are made on the same basis as for room and board.

Room Charge, One in Room.....(extra per month) \$6.00

This extra charge per month is made when one person is given the exclusive use of a double room. Ordinarily, two students share a room.

Meal Tickets\$5.00

This is for the accommodation of students not living in dormitories who wish to eat only one or two meals a day at the college dining hall.

Meals for Guestsregular rates per single meal

Textbooks\$20.00 up

The outlay for books and stationery will probably vary from \$20.00 to \$30.00 per year. All books and supplies can be obtained at the College Book Store.

General Summary. The following summary includes the fees and minimum expenses incurred by a student living in a dormitory for one college year:

Activities Fee (\$24.00 per semester).....	\$48.00
Library, Infirmary, X-ray, etc.	12.00
Tuition (free to Arizona students).....	0.00
Books and stationery (approximately)	25.00
Laboratory fees (approximately)	5.00
Board and room (9 months)	315.00
	<hr/>
	\$405.00

PAYMENT AND REFUND OF FEES

Payment of Fees

The payment of fees cannot be deferred. By regulation of the Board of Education based on a ruling of the Attorney General, registration and other college fees are payable on the day of registration.

Method of Payment

Checks, drafts, and post office or express money orders should be made payable to the Arizona State Teachers College.

Refunds

One-half of the activities fee and one-half of the non-resident tuition fee may be refunded within the first three weeks after the first day of instruction, if withdrawal is caused by conditions beyond control of the student. One-fourth of the activities fee and one-fourth of the non-resident tuition fee may be refunded within the second three weeks after the first day of instruction, if withdrawal is caused by conditions beyond control of the student. The Associated Student activity ticket must be surrendered to obtain any refund of activities fee.

Certain laboratory fees may be refunded in full up to fifteen days after the first day of instruction, and one-half refunded between fifteen and thirty days after the first day of instruction. Request for such refunds must be signed by the instructors concerned.

ASSISTANCE TO STUDENTS

LOAN FUNDS AND FOUNDATIONS

The College is anxious to be of service in assisting worthy students in every way possible. A number of organizations have loan funds for this purpose. The college keeps a list of these in the office of the Dean of the College and will lend all aid possible to students who desire loans.

Alumni Endowment Fund. Loans are made to second semester seniors based on need, scholarship and character. The maximum size of the loan is \$50.00. The loan note bears 4% interest until the date of maturity; thereafter, the rate is 8%.

D. A. R. Loan Fund. The Charles Trumbull Hayden chapter of the Daughters of the American Revolution has established a fund which is available for the use of responsible and worthy students during the entire year immediately preceding their graduation.

Arizona Federation of Women's Clubs Loan Fund. Juniors and seniors may borrow \$100.00 or more from this fund at a low rate of interest.

Methodist Loan Fund. Methodist students attending Arizona State Teachers College may borrow limited sums of money in their sophomore, junior, or senior year.

Harold V. Smith Educational Fund, Inc. Loans are made to deserving students, between the ages of 18 to 25, based on integrity, intelligence, character, competency, and aptitude. Loans are made only to students whose support depends on their own labor in whole or in part. The maximum loan for the school year is \$300.00. The rate of interest is 4%.

W. K. Kellogg Foundation Loan Fund. Loans are made in unlimited amounts to students in medical technology, either in their clinical or the pre-clinical years of their courses. The interest rate is not to exceed 2½%.

Applications. From year to year other loan funds are available. Students interested in loans should make application at the office of the Dean of the College.

HONORS, SCHOLARSHIPS, AWARDS

The Moeur Medal. The Moeur medal and pin are awarded each year by Mrs. B. B. Moeur, of Tempe, in memory of her husband, the late Dr. B. B. Moeur. The medal is awarded to the graduate of one of the teacher-education curriculums who attains the highest stand-

ing in academic work during the four years immediately preceding graduation.

The Moeur Pin. The Moeur pin is awarded to the graduate ranking second under the conditions prescribed for awarding the Moeur medal.

Kappa Delta Pi Award. An award of twenty-five dollars is made annually by Kappa Delta Pi, a national honor society in education, to the student obtaining the highest cumulative index for all courses taken in the freshman and sophomore years at Tempe. The minimum number of hours is sixty.

Kappa Delta Pi Pin. This award is made to a graduating senior who attains the highest cumulative index for the junior and senior years under the same conditions prescribed for the Kappa Delta Pi award.

The Will H. Robinson Award. An award of twenty-five dollars, in honor of Will H. Robinson, is given, at the beginning of the second semester annually to a freshman student. The award is based on high scholarship for the first semester taking into consideration the number of hours the student gives to self-support.

Alumni Scholarships. Four fifty-dollar scholarships are awarded annually at the beginning of the senior year to students who are outstanding in ability and service to the college.

The C. M. Paddock Fellowship is awarded each year to a graduate selected under conditions to be determined by the administration of the College.

The Pleiades Plaque. This plaque is awarded at the end of each semester by Pleiades to the hall having the highest, collective undergraduate scholarship index. Off-campus men and off-campus women are considered as two of the groups. The group winning it three times in succession retains the plaque.

The Pleiades Freshman Award is presented at the close of each year to the most outstanding woman in the freshman class.

Freshman Scholarships. Several scholarships are awarded by the College each year to outstanding high-school seniors. These scholarships pay the registration, and all other regular fees for the freshman year excepting fees for private lessons. These scholarships are valued from \$55.00 to \$70.00 per year. Write to the Dean of the College for information.

W. K. Kellogg Foundation Scholarship. Students in the last or clinical year (within one year of active service) of the medical technology course may be awarded scholarships after they have completed at least 10 weeks of the work of this year. The scholarships

vary in amount. At present the amount is \$75.00. A given student is eligible both for a scholarship and for a Kellogg loan.

The Gibbons Leadership Awards. Each year, Mr. M. L. Gibbons of Mesa offers two cash prizes of twenty-five dollars each. These are awarded to a man and a woman who stand highest on a scale, as rated by a selected committee of faculty members, on the bases of character, leadership, scholarship, and promise of future contributions to society.

Arthur Emery Harvey Scholarship In Applied Music. A scholarship in applied piano is given each year by Hazel Harvey Quaid to the freshman who stands highest in piano sight-reading, repertoire and general musicianship. Examinations are given during freshman week.

Commerce Award. The Commerce Department presents annually a trophy to a graduating senior for high scholarship, personality, and service.

The Robert R. Krause Award. An award of twenty-five dollars is given to the student ranking highest in a comprehensive examination in the Biological and Chemical Sciences. The examination is held on the last Saturday of April annually.

Graduation Honors. Two types of honors are awarded at commencement time to students ranking high in scholarship. The honor, "With Distinction," is given to those whose index of scholarship, for all work taken at the College, is from 3.00 to 3.49 points. "With High Distinction" is given those whose index is from 3.50 to 4.00.

The Dunbar Award. A gold key is awarded the colored graduating senior with the highest cumulative index for at least sixty semester hours of work taken at Tempe.

Delta Sigma Theta Scholarship. Beta Theta Chapter of Delta Sigma Theta Sorority presents each year to the girl student of Carver High School who ranks highest in scholarship an award of \$50.00.

Alpha Kappa Alpha Scholarship. Alpha Sigma Chapter of Alpha Kappa Alpha Sorority presents annually a scholarship of \$50.00 to an outstanding student of the Carver High School.

Accounting Award. A recognition award given in the commerce department to the graduating senior who has the best scholarship record in accounting courses.

Association of Childhood Education Award. An award of a significant contemporary book to the outstanding junior student in the field of education for young children.

A. W. S. Scholarship. Associated Women Students offer a one hundred dollar scholarship to a high school senior girl. Outstanding

scholarship, personality, and participation in extra-curricular activities are the essential qualifications.

Harvard Club Award. A book or set of books given each year by the Arizona Harvard Club for excellence in some field of study designated by the donor.

The Fred M. Jahn Award. An award of fifteen dollars presented annually to a student doing outstanding work in journalism.

Home Economics Awards. Two awards, usually books, are given annually by the Home Economics department and Beta Chi to an outstanding senior and an outstanding sophomore for achievement in Home Economics and high general scholarship.

Pasteur Scientific Award. An award of the Handbook in Chemistry is given to a freshman outstanding for achievement in general scholarship and in freshman chemistry.

Pi Omega Pi Award. Alpha Iota Chapter of Pi Omega Pi presents a recognition award to the graduating senior selected as the most outstanding prospective commercial teacher.

Secretarial Award. A recognition award given in the commerce department to the outstanding student of the year in secretarial courses.

Theta Chi Epsilon Award. This award, usually a book on fine arts, is given annually to a senior student for excellence in scholarship and Art achievement.

West Hall Award. A book is awarded to the resident of West Hall for outstanding achievement in scholarship, and service to the hall and to the College for four years.

PLACEMENT SERVICE

PLACEMENT OF TEACHERS

Purpose. The Placement Bureau of the College is maintained to assist graduating students in securing suitable teaching positions, and to help promote successful Tempe teachers in the field. It seeks at the same time to serve the best interests of the superintendents, principals, and school trustees of the state who desire to secure teachers adapted to the peculiar needs of their particular schools. Every effort is made to place all graduates in positions suitable to their preparation and ability, but the Placement Bureau does not guarantee the placement of graduates.

Enrollment. All graduating students enroll with the Placement Bureau, filling out the appropriate blanks and receiving full information and instructions relative to securing a position. Complete records are kept on file in the Placement Office. Enrollment must be

renewed each year if help is desired after graduation. These records consist of recommendations from faculty members who are familiar with the student's academic work, reports of supervisors and critics on the quality of work done in directed teaching, and scholarship ratings. The record also includes personality ratings and a photograph. Copies of these records are sent out upon application to superintendents, principals, or trustees, or they can be examined and reviewed by them when they visit the Placement Office.

Interviews. Superintendents usually prefer to select their teachers after personal interviews, and by actually seeing them at work in their classrooms. Many take advantage of the opportunity to visit the training schools and observe the performance of prospective teachers.

Write For Information. Requests for teachers to fill positions, reports of vacancies, and all other correspondence relative to placement should be addressed to I. D. Payne, Director of Placement.

PLACEMENT IN BUSINESS

The Department of Commerce maintains a bureau of employment for non-teaching positions, under the direction of Mr. E. J. Hilkert. Students who desire the assistance of the bureau must make both written and personal applications. References and recommendations for all enrollees are collected. Qualified students are introduced to prospective employers. The bureau offers advice with information about vocations. The office of the bureau is in the Department of Commerce located on the third floor of the Arts Building. In Phoenix, call or see E. J. Hilkert, 401 Title & Trust Building.

STUDENT EMPLOYMENT

A number of positions on the campus are assigned each year to students who by this means are enabled to earn part or all of their expenses for board and room. This work includes care of buildings, hall work, care of linen, library and dining hall service, shorthand, typing, filing, and general office duties. It is customary for a student accepting such employment to pay the dormitory fee for the first month in advance. The student employec is then paid by check at the end of each month. Students desiring employment will apply to the Registrar's Office for blank forms on which to make application.

Some criteria used for the selection of applicants for student employment are as follows:

1. Evidence of all-round worthy citizenship and character.
2. Ability to do college work of average grade or better.
3. Special ability in some particular field.

4. Evidence of leadership and vocational success.
5. Ability to do well such work as may be assigned.
6. Evidence of genuine economic need.
7. Preference is given to residents of Arizona.

Students carrying a full-time job will be asked to carry less than the regular load of 16 hours of college work unless their previous scholastic records and their aptitude tests are sufficiently high to warrant it.

MEDICAL SERVICES

Physical Examination. Before registering for the first semester attended each year, a physical examination by a college physician is required of all students excepting part-time students taking classes only on Saturdays or in night classes. This includes the general physical examination, tuberculosis, and other special examinations. A physical examination followed by conferences with the health counselor may be required prior to beginning directed teaching, just before graduation or at any other time necessary. Students who fail to meet reasonable health standards may be denied admission to the College, directed teaching, or a teaching credential.

Medical Care. The activities fee includes medical attention in all ordinary cases of minor illness which require a physician's advice. In such cases, students will be cared for in the college infirmary, and the services of a competent physician will be furnished free of charge upon the order of the college nurse. In case of serious or protracted illness, free medical attention will be furnished for the first week only of such illness, after which period the college will no longer assume financial responsibility for the services of physician or nurse. The College will not assume financial responsibility for any surgical operation nor for any case of illness beyond the first week, nor for any cases cared for in hospitals or premises other than on the campus, nor for the services of any physician unless authorized in advance by the college nurse.

Absence Due To Illness. A student who has been absent from classes because of illness must receive written permission from the Director of Health Service at the infirmary before being readmitted to classes. This requirement is designed as a precaution for the protection of the student body against possible infection, and will be rigidly enforced.

Illness In Dormitories. Staying in dormitories when ill instead of reporting to the infirmary will be considered sufficient reason for denying such students the privilege of living in the dormitories.

Contagious Diseases. Contagious diseases cannot be cared for in

the College Infirmary. Such cases will be diagnosed by a college physician without cost to the student. The College will see that the student is cared for in a local hospital or in the student's own home, but will not be responsible for any such hospital bills.

STUDENT GROUP ACTIVITIES

STUDENT GOVERNMENT

Associated Students. Every student of the campus is automatically a member of the Associated Student Body. By encouraging student participation in the government of the college, the Board of Education, the President, and the faculty challenge every student to accept his responsibility for stimulating and regulating student activities, and customs, and for promoting the intellectual, moral, and social welfare of all students in a truly democratic manner. A Council selected from the student organization and elected by the student body functions as the executive body of the Associated Students.

Associated Women Students. Every girl registered in the college is a member of the Associated Women Students. The object of this organization is to promote the special activities of interest to the women students. A governing body called the Activities Council is composed of duly elected officers, the vice-presidents of the women's dormitories, and a representative from each women's society on campus.

Residence Council. Residence Council of Women's Halls is made up of the president of each hall and one elected representative with the Dean of Women as an ex-officio member.

STUDENT ORGANIZATIONS

Types of Organizations. The professional and social inclinations of the students find expression in a number of organizations of widely varying composition and objectives. Among these are scientific societies, honorary fraternities and sororities, departmental organizations, service organizations, and organizations whose purpose are purely social or recreational. A number of these organizations are national while others are local.

Scholastic Requirements. In order to be eligible for admission to membership in any student organization, the student must have a scholarship index of 2.00 or better in all courses carried for the quarter or semester immediately preceding. Any member of such an organization whose quarterly semester report shows a scholarship index of less than 2.00 shall be suspended from active work in the organization for one-half of a semester.

SERVICE ORGANIZATIONS

There are two service organizations which recognize achievement in all-round campus life.

The Blue Key. This is a national honorary fraternity composed of men students of the junior and senior class who rank high in leadership in various fields of college activity.

The Pleiades. An honorary women's service organization composed of twelve women selected from the junior and senior classes on the basis of leadership, achievement, integrity, dependability, personality, and scholarship.

DEPARTMENTAL AND INTEREST ORGANIZATIONS

The "A" Club. An honorary group through which the W.A.A. gives recognition to all college women who have earned 1000 points in dance and sports and who have desirable standards of sportmanship, leadership, and service.

The Aggie Club. Open to all majors and minors in agriculture, promotes the interest of agricultural education.

Alpha Mu Gamma. A national honorary fraternity for students of foreign languages.

Alpha Psi Omega. A national honorary dramatic society open to those who acquire twenty points in dramatics.

The Association of Childhood Education. The student branch of the international organization, promotes the interests of kindergarten-primary education.

Beta Chi. Composed of girls whose major interest is in home economics. This organization is affiliated with the National Home Economics Association, and with the state organizations.

Collegiate 4-H Leaders Club. Open to students preparing for leadership in 4-H clubs. This is said to be the only club of its kind in the United States.

The Commerce Club. An organization of students majoring in Commerce. The club serves those who plan to teach and those who intend to enter business.

The Geographic Society. An organization of students who excel in geography, general scholarship, and character.

Gamma Theta Upsilon. A national honorary professional geographic fraternity.

The International Relations Club. An organization of students majoring in the social studies. Its purpose is to create an interest in national and international affairs.

Kappa Delta Pi. A national honor society fostering high professional and scholastic standards, and recognizing outstanding service in the field of education.

La Liga Panamericana. A club which promotes friendly relations among those interested in things Spanish.

Lambda Delta Lambda. A national honor society for those interested in the teaching of science. Its aim is to promote interest in the study of chemistry and physics in teacher's colleges.

Los Conquistadores. Has as its purpose the promotion of the welfare of the Spanish-speaking students on the campus. Membership is open only to those of Spanish lineage.

Mu Rho Alpha. A professional music fraternity, aims to recognize and develop musical ability, to encourage an appreciation of good music, and to maintain high scholarship.

The Pasteur Scientific Society. Affords opportunities for student activity in the biological and physical sciences.

Pi Gamma Mu. A national honorary social science fraternity recognizing scholastic attainment in the social sciences.

Pi Kappa Delta. National honorary forensic society, is open to those who make outstanding records in inter-collegiate debate and oratory.

Pi Omega Pi. A national honor society for commerce majors interested in becoming teachers of commercial subjects. It aims to create and promote interest and scholarship in commerce.

Sigma Pi Sigma. A local honorary accounting society, stressing originality, scholarship, and sociability.

Sigma Tau Delta. A national honorary society restricted to English majors of high scholastic rating. Every member is expected to contribute original work in some field of creative writing.

Theta Chi Epsilon. An honorary art fraternity, aims to develop a genuine appreciation for art and enrich the esthetic experiences of the members.

The Women's Athletic Association. An organization under the sponsorship of the Department of Physical Education for Women. It cooperates in furthering opportunities for participation in sports and dance activities.

SORORITIES AND FRATERNITIES

These organizations aim to promote high standards of manhood and womanhood on the campus, to foster a spirit of fellowship and cooperation, and to further opportunities for the development of social competence. They seek to maintain a spirit of loyalty to the various traditions of the college. In order to be invited to membership, a student must have a scholarship index of 2.00 or better at the close of the quarter preceding the date of invitation.

Sororities. The following local Greek letter societies carry on the traditional objectives of each group:

Chi Sigma	Phi Beta Epsilon	Pi Alpha Gamma
Kappa Theta	Phi Lambda Nu	Zeta Sigma
Kappa Kappa Alpha	Philomathian	

Fraternities. The following local Greek letter fraternities carry on the traditional objectives of each group:

Delta Kappa	Mu Sigma Chi	Tau Sigma Phi
Lambda Phi Sigma	Pi Delta Sigma	

Inter-Sorority Council. The Inter-Sorority Council, composed of the president and a sponsor of each sorority with the Dean of Women, operates for the mutual benefit of all societies.

Inter-Fraternity Council. This council is composed of the presidents of all fraternities and the Dean of the College. Fraternity sponsors meet with the student organization as advisers.

RELIGIOUS ORGANIZATIONS

The Religious Council. The Religious Council is composed of representative students from all denominations. This body acts as sponsor and promoter of various religious programs, and seeks to foster religious living on the campus.

Denominational Organizations. Opportunity for participation in religious activities is offered through the various organizations for college students in various local churches, such as the Newman Club, Catholic; Wesley Foundation, Methodist; the Pilgrim Fellowship, Congregational; the Deseret Club, Latter Day Saints; and similar groups in the Baptist Church, Christian Church, Church of God, and Episcopal Church.

SPECIAL GROUP ACTIVITIES

PHYSICAL ACTIVITIES

The College will conduct no intercollegiate athletic events for the duration of the war. In peace time the College participates in intercollegiate events in football, baseball, track, and field. Much emphasis is placed upon interclass and intergroup contests, tennis, and other group activities.

Both the men's athletic field and the women's field afford excellent facilities for the various types of sports, games and athletic events conducted by the College. Goodwin Field is equipped with a system of flood lighting permitting football and track events to be held at night. The Men's Gymnasium cares for all men's indoor events, while the Women's Activity Building serves a double purpose. It is the center for the social activities of the College, and for all women's indoor physical activities.

SPEECH AND DRAMATICS

Debate. The College offers an extensive program of intramural and intercollegiate debating. The division of speech arts is affiliated with three forensic leagues—the Arizona Speech Arts League, which sponsors a tournament among five colleges in the state; the Western Association of Teachers of Speech, which sponsors a fall tournament for all western states; and the Pi Kappa Delta league which holds several tournaments, most of them in the coast states. Students who become members of winning teams are eligible for membership in Pi Kappa Delta, national honorary forensic society.

Oratory. Campus orators are given opportunity to compete in a number of contests, local, state, and interstate. In the state contest three cash prizes aggregating \$100, are offered for the best original orations on International Peace. Representatives of the college in oratory are sent to all state and interstate speech tournaments.

Dramatics. The work in dramatics is designed to accomplish the following objectives:

1. To develop talent through participation in plays, recitals, and production.
2. To fulfill the social and therapeutic functions of dramatics in cases of defective personality.
3. To improve audience standards of entertainment.

Active participation in dramatics may lead to membership in Alpha Psi Omega, national dramatic fraternity.

MUSIC ACTIVITIES

Opportunities are given for the expression of musical talent in recitals by the students of voice, piano, violin, brass and woodwind instruments; by the glee clubs; and by the orchestra. College credit is given for regular work in these organizations. During the year concerts are presented on the campus.

STUDENT PUBLICATIONS

The State Press. Under the auspices of the Associated Students, there is published, weekly throughout the year, a five-column, four-page newspaper. It serves as a record of current events of campus life and is used as a laboratory for students in classes in journalism. The journalism instructor serves as adviser. The editor and the business manager are appointed by the Publications Board. Subscription to the publication is included in the activities fee.

Life At Arizona State. Life at Arizona State, a pictorial magazine, has supplanted the traditional annual. It is a sixty page publication, profusely illustrated, and serves adequately to preserve the memories

and strengthen the traditions of the College from year to year. Financial security for the student project is assured by the inclusion of the subscription price in the activities fee. The book is published by student editors and staff under the supervision of the division of journalism.

REGULATIONS AFFECTING STUDENTS

MARKING SYSTEM

Undergraduate Scholarship Ratings. Scholarship grades on the student's report card and on his permanent record card are indicated by the letters and explanations given below.

- A, Highest.
- B, Above average.
- C, Average.
- D, Lowest passing.
- E, Failure.

Inc., Incomplete, given and removed under conditions specified below.

Wp., Withdrew, work passing.

We., Withdrew, work failing.

Incomplete. A mark of Inc. is given only when a course is unfinished because of sickness or other conditions beyond the control of the student. Negligence or indifference are never accepted as reasons for giving an Inc. Incompletes must be removed in a manner prescribed by the instructor, not later than the middle of the following semester, unless an extension of time is granted by the instructor. If the Inc. is not removed, the instructor will report a mark of Wp or We.

Marks of E. Students receiving marks of E must repeat the course in the regular class if they desire credit. Both the E and the new mark remain as a part of the student's permanent record.

Mark of Wp. The mark of Wp is given whenever a course is dropped and the instructor rates the student's work as passing.

Mark of We. The mark, We, is given if the instructor rates the student's work as failing at the time of withdrawal.

Change of Grade. A grade once reported to the registrar's office may be changed only if the faculty member certifies in writing that a clerical error has been made.

Grade Points. For the purpose of computing the scholarship index, grade points are assigned to each of the grades as follows: A, 4 points for each semester hour; B, 3 points; C, 2 points; D, 1 point; and E, 0 point.

Scholarship Index. The scholarship index is obtained by dividing the total number of grade points earned by the number of semester hours in the student's course load. Courses in which marks of Wp and Inc. are given are not included in determining the num-

ber of semester hours in the course load, but courses in which the mark, Wc, is given are included in determining the number of semester hours in the course load.

Low Scholarship List. All students, who, at any grading period, have scholarship indices so low as to indicate possible inability to meet the college standard of 1.75 for all work done in college, are placed on the Low Scholarship List. Conferences with these students are held, and letters may be written to their parents in order to enlist their cooperation in improving the work.

Probation List. All students, who, at the mid-semester or at the close of any semester, fail to receive passing marks in fifty percent of the semester hours for which they are registered on the second Monday of a given semester are placed on the probation list. In addition, all students, even though passing in more than fifty percent of their work, who fail to receive an average scholarship index of 1.00, are placed on the probation list.

Disqualification. All students whose names are on the probation list at the close of any semester are disqualified for the next succeeding semester. Students disqualified at the close of the second semester are not eligible to attend summer session or the following semester. Where mitigating circumstances are deemed sufficient, a student may be reinstated by a vote of the Reinstatement Committee. Any disqualified student has a right to be heard by this committee after making written application to the Dean of the College.

Reports To Students. Each student receives a report at the mid-semester and at the close of each semester showing his standing in each course taken. These reports are handed to the student by his adviser during a conference held for the purpose of giving guidance to the student. The mid-semester report is given in order that the student may be advised of his progress, but only the final mark for the semester is entered on the student's permanent record card.

Reports To Parents. A duplicate of the student's report card showing his standing in each class is mailed to the parent at the close of each semester. A copy of the mid-semester report will be mailed to any parent who sends a self-addressed envelope to the Registrar's Office.

ATTENDANCE

The only penalties for absence from classes are those the student brings upon himself because of the instruction missed. The instructor will drop a student from class, and will send a drop card to the registrar's office whenever, in his opinion, the student has missed sufficient work that continuation in the course seems to be of questionable value to the student or to the class.

No excuses for absence from class are granted either by the administration or by instructors. The student alone assumes full responsibility for all absences. Instructors will permit students to make up tests and other work missed only when the absence was from a cause beyond the control of the student or on account of activities assigned by the college. The instructor is the sole judge of the validity of the reasons given for absence.

CONDUCT OF STUDENTS

It is the policy of the College to give students the largest degree of liberty consistent with good work and orderly conduct. Both within and without the College, students are expected to show such respect for good order, morality, personal honor, and the rights of others as good citizenship demands. Failure in these matters or neglect of academic duties will be considered sufficient cause for removal from the College.

The authority of the College is exercised over all students individually and over all student groups or organizations bearing the name of the College, or representing or purporting to represent the College in any student enterprises, to the extent necessary to safeguard the good name and well-being of the College. Any proposed enterprises by such students or organizations must receive the official sanction of the College before announcements are made of such enterprises.

The use or possession of intoxicating liquors of any kind whatsoever is prohibited on the campus, at all social events wherever held, or at any other event where such use may reflect on the good name and reputation of the College.

The College assumes that the act of registering as a student implies full acceptance of these standards of conduct.

GENERAL INFORMATION

ALUMNI ASSOCIATION

Membership. The Alumni Association was organized under the leadership of President E. L. Stormont, in June, 1894. There are now 5,898 active members including the class of 1943. All students become active members when they pay their graduation fee. All students who have attended the college at least one semester are listed as associate members.

Endowment Fund. Under the leadership of the late Clarence M. Paddock, '03, and Leona M. Haulot, '02, the Association raised an endowment fund of \$10,000.00 for the assistance of worthy students. The fund has now increased to more than \$20,000.00, and more than 400 students have received aid from the fund. Loans are made only to seniors in the second semester.

Alumni Scholarships. The Association offers four scholarships each year to outstanding students. See the description under "Awards and Prizes".

Alumni Induction Ceremony. This ceremony is held annually on the Monday night preceding the Commencement exercises. Its purpose is to get the seniors acquainted with some of the alumni, and to get them interested in the work of the Alumni Association.

Alumni Register. The College attempts to keep a card file giving the names and addresses of all active members of the Association. This is a difficult task especially in time of war. Friends can be of real service by sending a post card to the Alumni Secretary giving changes in names or addresses.

EXTENSION DIVISION

Many teachers who desire to continue their studies while actively engaged in teaching find it impossible to attend the regular sessions of the College. In response to this demand, the Extension Division has been established and offers two special types of service: extension classes and correspondence courses. By these two methods, the regular College courses are made available to the teacher in service at a moderate cost.

In addition, the college offers its services to teachers and communities through radio service, speaker and consultant service, visual aids bureau, school visitations, published bulletins, and other means.

EXTENSION CLASSES

Extension classes are those given by regular members of the college faculty in the cities or towns within easy reach of the College.

By taking advantage of courses thus offered, teachers are enabled to accumulate the credits needed for the renewal of certificates or for the completion of requirements for the degree. These courses carry either two or three hours of credit, and are identical in content with the corresponding courses offered in the regular session. Work done in extension classes or by correspondence does not meet the residence requirements.

Courses in any department of the college will be offered if there is sufficient demand for them. For the organization of a class, a minimum of twelve students must be registered. Classes are organized in September of each year. Since the selection of courses to be offered is determined largely by the number of applications received, it is important that applications for specific courses be filed with the Director as soon after September first as possible.

The fee for all extension courses is \$6.50 per semester hour, and is payable at the time of registration. For further information concerning extension courses, write **J. O. Grimes, Director of Extension.**

CORRESPONDENCE COURSES

Through the use of the mails, the privileges of the college campus and services of the teaching faculty are extended to the student whose daily occupation prevents enrollment in the regular sessions.

Persons desiring to enroll for correspondence courses will write to the Correspondence Division for an enrollment blank and a copy of the Bulletin which gives a list of the courses offered. When this enrollment blank, properly filled out and accompanied by remittance to cover the fee, is received, the first lesson assignments will be mailed to the student.

The fee for correspondence courses is \$6.50 per semester hour of credit carried. Enrollment between May 15 and September 15 carries an additional fee of \$2.00 per course.

Credit earned in extension classes and in correspondence courses may be applied toward the bachelor's degree, however not more than one-fourth of any curriculum leading to the degree shall be taken in extension classes or by correspondence, and not more than half of this shall be done by correspondence. Correspondence courses are not accepted for credit toward the degree of Master of Arts in Education.

No student doing work in residence may register for a course in extension or by correspondence without obtaining the approval of the Admissions and Standards Committee. All inquiries concerning extension classes or correspondence courses should be addressed to the Director of Extension.

VISUAL AID SERVICE

The College maintains a visual aids library of over 2000 glass slides and a fair supply of films. These are circulated to the schools of the state. Each school using this service pays a fixed annual fee. For further information concerning the library write to the Director of Visual Aids Library.

THE SUMMER SESSION

Two Terms. The summer session consists of two terms of five weeks each. It meets the needs of superintendents, principals, supervisors, regular college students, and recent graduates of high schools who wish to earn credits to meet the requirements for the degree of Bachelor of Arts, or the degree of Master of Arts in Education, or for the renewal of certificates.

Air Cooling. The Matthews library is air-cooled by the latest refrigeration system. Students can study in comfort and attend classes in comfort in any of the classrooms in the library.

Forenoon Classes. Classes meet in the forenoon only, leaving the afternoons open for study, reference reading, laboratory work or recreation. This gives students a fine opportunity to have individual conferences with faculty members as desired.

College Credit. Since the class periods are extended from fifty to sixty minutes, students can earn six semester hours for each term, or twelve hours for the entire summer session. No student will be permitted to register for more than six semester hours per term. Full residence credit is given. In three full summer sessions, the residence requirements of the college can be met. By attending summer sessions, students can graduate in three years or less.

Admission to the Summer Session. In general, applicants for admission are expected to present evidence of graduation from an approved four year high school, or evidence of good standing in an accredited college. Mature students, over 21 years of age, are admitted without the above qualifications, but with the understanding that all admission requirements must be satisfied before they can become candidates for the bachelor's degree.

Graduate Study. The summer session offers an excellent opportunity for superintendents, principals, supervisors, and other teachers, who have already acquired the bachelor's degree, to do graduate work leading to the degree of Master of Arts in Education, without loss of time in their professional capacity or sacrifice of salary.

Fees and Expenses. The tuition fee is \$20 per term, both for residents and non-residents of Arizona. A library fee of \$1.00 per term is required of all summer students. Textbooks and stationery may

be purchased at the college book store on the campus. Board and room for the summer may be obtained at moderate rates.

Write For Bulletin. Those teaching in Arizona schools will receive the summer session bulletin in March. Others should send their requests for bulletins or for other information to J. O. Grimes, Director of Summer Session.

DIRECTED TEACHING

Under direction of Mr. Payne

Admission To Directed Teaching. In order to be admitted to directed teaching, students must pass a test covering the subjects taught in the elementary schools, and have a cumulative scholarship index of 1.75.

Requirements. All students who are candidates for the bachelor's degree and elementary certification teach in the training schools for one-half day for one semester in the last half of the third or first half of the fourth year. Students who are preparing for secondary certification teach for one-quarter day for one full semester in the last half of the third or first half of the fourth year. Regular class work in school law and techniques of school management parallels the directed teaching. The student's load is limited to sixteen semester hours during the semester in which he is teaching. Student teachers are not permitted to take part in any activities that interfere with their directed teaching, conferences, or other duties in the training school.

Training Schools. The College has available four distinct schools for the training of student teachers. In addition, many students do directed teaching in the Phoenix schools. Each of these presents its own particular type of problems, so that the institution is enabled to provide special training for all the different types of teaching, from the nursery to the twelfth grade, inclusive. All these schools are organized and maintained as regular public schools, and class conditions parallel as nearly as possible those in the other public schools of the state.

Ira D. Payne Training School. This modern building is located on the college campus. It houses a kindergarten, the elementary school composed of grades one to five, inclusive, and the junior high school composed of grades six to eight, inclusive. A well-designed activity and reading readiness program is carried on in the kindergarten. Special attention is given in the elementary school to the social development of children, activity units, auditorium work, music, and play activities. The junior high school is administered as a separate unit. Its distinguishing characteristics are a flexible program, de-

partmentalized work, limited electives, work adjusted to individual differences, and emphasis on the practical arts and activity work in addition to the regular subjects.

Eighth Street School. This school is conducted for the purpose of giving prospective teachers experience with Spanish-American children. The school comprises grades one to eight, inclusive. The younger children have their own manual training shop and domestic science room. The older children have access to the shops and laboratories of the College. The music and art work is under the supervision of members of the college faculty. Opportunity is offered for glee club, orchestra, and Boy Scout work.

Nursery School. A modern, well equipped nursery school is located in one wing of the Home Management House. This school provides experience, through directed teaching in this field, for students who are preparing for vocational certification in home making.

Rural School. Located two miles south of Tempe, this school is operated by the College in cooperation with the district board for the preparation of teachers for the rural schools of Arizona. This six-room school is under the direction of a trained supervisor. Student teachers are furnished transportation on the college buses. Every effort is made to keep the conditions typical of rural situations elsewhere, so the student teacher may learn to meet actual rural problems.

Tempe Grammar School. A limited number of students do directed teaching in the city schools under the supervision of the director of training schools and the regular teachers. The equipment and the program are similar to those of the other schools.

Phoenix City Schools. Directed teaching may be done in some of the elementary schools by students interested in certain special types of teaching.

Phoenix High Schools. Students preparing to teach in secondary schools may do their directed teaching in Phoenix Union High School, under the guidance of the supervisor of high school teaching, the director of teacher training of the College, and the head of the department in which the teaching is done.

THE COLLEGE LIBRARY

Matthews Library. The library occupies the entire upper floor of the Matthews Library and Administration Building. The reading rooms have a seating capacity of approximately three hundred students. The book collection contains 40,000 volumes, including an excellent reference collection, the Arizona collection, as well as other special collections. Over 5,000 bound periodicals are available. The

library is a recent United States government depository for federal documents. The periodical subscription list includes the outstanding general and professional magazines and journals, as well as leading newspapers of the nation and the state. The Carnegie Endowment for International Peace maintains a collection of books in the library for the International Relations Club.

Training School Library. In addition to the general library, there is a children's library in the Training School. This collection contains about 5,000 carefully selected juvenile books covering all types of literature. The book collection is supplemented by a large collection of pictures, by a selection of outstanding juvenile periodicals, and by a textbook exhibit for enrichment of directed teaching.

THE GRADUATE DIVISION

THE GRADUATE PROGRAM

Organization. In March, 1937, an Act of the Thirteenth Legislature authorized the Arizona State Teachers Colleges to grant the advanced degree of Master of Arts in Education. A program of graduate work has been offered at the Arizona State Teachers College, Tempe, since the 1937 summer session.

The Graduate Council is responsible for the development and formulation of general policies and for the approval of procedures essential to the organization and administration of the graduate program. The members of the Council are appointed by the President of the College. The Director of Graduate Study acts as chairman of the Graduate Council and is directly responsible for the administration of its policies and program. The Committee on the Graduate Offering is responsible to the Graduate Council for the development, supervision, appraisal, and approval of courses that shall constitute the graduate offering. This Committee includes the Heads of the Departments of the College and the Director of Graduate Study as chairman.

Purpose. The program of graduate work at the Arizona State Teachers College, Tempe, has for its primary purpose the preparation of professionally competent teachers and other educational workers.

The interests, needs, abilities, and purposes of each student are utilized in organizing a unified and balanced program of work directed toward the realization of a definite and worthy educational objective. Programs of graduate work leading to the degree of Master of Arts in Education are provided for students who have as a central purpose preparation for (1) primary, elementary, or secondary teaching, (2) administration and supervision of elementary or secondary schools, (3) special educational services such as remedial reading and student personnel and guidance work, or (4) educational pursuits other than public school work.

High scholarship and professional competency are required in one or more of these areas. Students whose major purpose is preparation for teaching, particularly at the secondary school level, will be expected to include in their programs such courses in fields other than education as may be essential for the development of competency in a major teaching field.

The degree of Master of Arts in Education is conferred upon the satisfactory completion of the five-year secondary curriculum or

upon the completion of an appropriately chosen program of at least thirty semester hours of graduate work following graduation from any other curriculum.

The graduate program is designed to serve not only the needs of students who desire the degree of Master of Arts in Education, but to meet the needs of students who may wish to continue their professional preparation, meet certification requirements, or broaden their education without reference to the requirements for a degree.

ADMISSION TO GRADUATE WORK

A student who has received the bachelor's degree, or its equivalent, from an approved college or university, may be admitted to graduate study at the Arizona State Teachers College at Tempe.

Graduate students are admitted to Regular or Special Standing.

Regular Standing. Graduate students who file with the Director of Graduate Study an Application for Admission to Graduate Study in which they declare their intention of entering upon a program of graduate study with a view to meeting the requirements for the master's degree, and who file with the Registrar official transcripts of all college work done elsewhere are admitted to regular standing upon acceptance of the Application and approval of transcripts. More specifically, the following criteria may be employed in determining an applicant's eligibility for admission to Regular Standing:

1. A bachelor's degree from an approved institution.
2. An acceptable scholastic average in undergraduate work.
3. High scholarship in any graduate work done elsewhere.
4. An undergraduate program showing breadth of content as a whole, and a satisfactory concentration in special fields.

Special Standing. Graduate students who file with the Director of Graduate Study an Application for Admission to Graduate Study in which they declare their intention of entering upon a program of graduate study for purposes other than meeting requirements for the master's degree are admitted to special standing. Ordinarily students admitted to special standing need not file transcripts of undergraduate and graduate work done elsewhere. A graduate student may have his standing changed from special to regular by satisfying the above condition, viz., by making application, filing transcripts, and being accepted. Credit earned as a special graduate student may be applied toward the requirements for the master's degree only upon the approval of the Director of Graduate Study.

Transcripts of undergraduate and of graduate work done elsewhere should be sent to the office of the Registrar well in advance of initial registration. Graduate students who expect to qualify for

an Arizona teaching certificate must file two copies of transcripts of undergraduate and of graduate work done elsewhere. The second copy will be forwarded to the State Department with the application for the teaching certificate.

Admission to graduate study does not imply admission to candidacy for the master's degree.

Registration. Graduate students register on the regular registration days at the beginning of each semester or summer term. Registration dates are shown in the calendar.

Course Load. Graduate students may not register for more than sixteen semester hours of course work, inclusive of thesis, in any one semester, nor for more than six semester hours, inclusive of thesis, in a single summer term. Students employed part time may not register for a full course load. In-service teachers, employed full time, are permitted a maximum course load, inclusive of thesis, of five semester hours of work in any one semester. Exceptions to these regulations must have the approval of the Director of Graduate Study.

Advisement. The Director of Graduate Study is general adviser to all graduate students until a graduate advisory committee has been appointed. Students who enter upon a program of graduate study at the beginning of either semester of the regular academic year shall request the appointment of a special advisory committee before the middle of the first semester of residence. Students who enter upon a program of study at the beginning of either term of the summer session shall request the appointment of a special advisory committee before the end of the first summer term of residence.

ADMISSION TO CANDIDACY

Admission to graduate study does not imply admission to candidacy for a master's degree. Admission to candidacy for the degree of Master of Arts in Education is contingent upon the recommendation of the student's advisory committee and the approval of the Graduate Council.

Before being accepted as a candidate for the degree of Master of Arts in Education, a student will be expected to have:

1. Given evidence of personal and professional fitness to become a candidate for a professional degree in Education.
2. Attained a satisfactory level of competence as a teacher through pre-service or in-service teaching experience.
3. Selected a balanced program of graduate work directed toward the realization of a definite and worthy objective.

4. Demonstrated ability to do satisfactory and creditable work at the graduate level.
5. Selected a suitable thesis problem.
6. Shown promise of ability to do critical thinking and of ability to carry forward an original and independent study or investigation.

Before filing an Application for Admission to Candidacy, students may be required to take certain general qualifying examinations. Advisers may arrange with the Director of Graduate Study for the administration of special qualifying examinations, oral or written, to individual students before recommending them for admission to candidacy.

Each student shall file with the Director of Graduate Study an Application for Admission to Candidacy for the master's degree not later than four calendar months prior to the end of the semester or summer term in which he expects to complete the requirements for the degree, but not until he has completed at least twelve semester hours of graduate credit, inclusive of current registration, at the Arizona State Teachers College, Tempe.

REQUIREMENTS FOR THE MASTER'S DEGREE

Program of Course Work. The degree of Master of Arts in Education may be conferred upon a student who, having been accepted as a candidate for the degree, completes with high credit the program of work which accompanied his application for admission to candidacy. This program shall include a minimum of thirty semester hours of advanced work inclusive of course work, individual problems, and thesis so planned as to meet with the approval of the student's advisory committee and the Graduate Council.

Prerequisites. Graduate students who intend to become candidates for the degree of Master of Arts in Education are required to present a minimum of twenty-four semester hours of undergraduate credit in Education and related courses.

Graduate work in both education and academic courses presupposes certain undergraduate course prerequisites or an equivalent **background acquired through** experience. In general the student will be expected to have completed twenty-four semester hours of credit, or the equivalent, in a given field before enrolling in graduate courses in the same or closely related field. **Fifteen semester hours of credit, or the equivalent, in a given field is the usual prerequisite for graduate credit in approved upper division courses in the same or closely related fields.**

Residence. Candidates for the master's degree are required to

complete a full program of twenty-six hours of graduate course work (four semester hours for thesis excepted) in residence at this institution. This requirement is designed to assure for most students a minimum of residence study of two semesters or five summer terms.

Graduate Credit Earned During Senior Year. A senior student, regularly enrolled at Arizona State Teachers College, Tempe, who is within twelve semester hours of completing the requirements for the bachelor's degree, may register for a sufficient number of hours in approved upper division courses to complete his semester or term program.

Transfer of Graduate Credit Earned Elsewhere. Under certain circumstances, a student who holds a bachelor's degree from the Arizona State Teachers College, Tempe, and who has taken graduate work at some other approved institution, may arrange to transfer as many as six semester hours of credit to be applied toward the requirements for the degree of Master of Arts in Education.

Graduate Credit in Extension Courses. A maximum of six semester hours of credit earned in approved graduate extension courses may be applied toward the requirements for the master's degree.

Graduate Credit for Summer Work. Graduate courses are offered during both terms of the summer session. All of the course requirements for the master's degree may be completed in summer residence. A maximum of six semester hours of graduate credit may be earned in a single summer term.

Time Limit. Graduate work, to be acceptable for credit toward the requirements for the master's degree, must be completed within a period of five years preceding the date on which the degree is conferred.

Course Grades and Credit. The college grading system—A, B, C, D, E, and Inc. is used to report quality of credit in graduate course work. The twenty-six semester hours of graduate credit (exclusive of thesis) accepted in fulfillment of the requirements for the master's degree shall average not lower than "B" grade. Course work, other than thesis, reported "Incomplete" must be completed within a year of the official ending of the course.

Thesis. A thesis is required in partial fulfillment of the requirements for the degree of Master of Arts in Education. The thesis may count for not more than four semester hours of graduate credit.

In the selection of a suitable thesis problem, the student shall be guided by his adviser. The student's adviser shall assist the student in the selection of a problem, inspect and approve the preliminary and final drafts of the thesis, and exercise general supervision over

matters pertaining to the organization, development, and preparation of the study in final form.

On or before April 15, the student shall deliver to the office of the Director of Graduate Study:

1. Two typed copies (the original and first carbon) of his complete thesis, approved and signed by his adviser.
2. Two typed copies of an abstract of his thesis approved and signed by his adviser.
3. A receipt from the Business Office for a \$5.00 deposit covering the cost of binding the two copies of his thesis.

The Director of Graduate Study will countersign the receipt covering the cost of binding to indicate that the two copies of the thesis have been accepted for binding. The two bound copies of the student's thesis shall be deposited in the college library.

Final Examination. Candidates for the degree of Master of Arts in Education are required to pass final written and oral examinations. Upon final approval and signature of the student's thesis, the adviser will arrange with the student dates for the examinations.

The written examination is prepared, administered, and evaluated by the student's adviser. The written examination, after being evaluated by the adviser, is filed in the office of the Director of Graduate Study.

The oral examination is conducted by a committee of three consisting of the student's adviser, his committeeman, and a member appointed by the Director of Graduate Study.

Application for Graduation. Following admission to candidacy for the master's degree, and not later than March 1, the student shall pay a graduation fee of \$10.00 at the Business Office of the College and shall file an application for graduation at the office of the Registrar. Blanks for this purpose may be obtained at the office of the Registrar.

Conferring the Master's Degree. Candidates for the degree of Master of Arts in Education are required to be present at the commencement exercises in the prescribed academic costume. Exceptions to this regulation shall be granted only upon petition to the Director of Graduate Study and the President of the College.

THE GRADUATE OFFERING

Approved Graduate Courses. Courses which have been approved for graduate credit by the Committee on the Graduate Offering and the Graduate Council constitute the graduate offering. Descriptions of these courses will be found in the departmental offerings in this catalog.

Courses open only to graduate students are numbered 300 and above. Candidates for the degree of Master of Arts in Education are required to present at least fifteen semester hours of credit, inclusive of thesis, in graduate courses numbered 300 and above. Courses numbered 200-299 followed by "g" are approved upper division courses which may be taken for graduate credit. Not to exceed fifteen semester hours of graduate credit in approved upper division courses will be accepted toward the requirements for the master's degree.

A special type of graduate work is provided through Individual Problem courses in the several departments of the college. Individual Problem courses carry the number 390 in each department. Ordinarily registration for an Individual Problem course is limited to those graduate students who have been admitted to regular standing and who have completed, or are currently registered for, five or more semester hours of graduate course work. Ordinarily not more than six semester hours of credit in Individual Problem courses will be accepted in partial fulfillment of the requirements for the master's degree.

THE CURRICULUMS

Grouping of Curriculums. The curriculums offered by the college are listed under three headings: (1) Teacher-Education, (2) Preprofessional and Professional, (3) Technical and Semi-Professional. Several curriculums are found under each heading.

Selecting a Curriculum. Each student must designate at the time of registration the curriculum he proposes to follow. Selection of curriculums should be made with great care since a change of curriculum may retard the student's progress toward graduation. Students who have their goals well fixed on entering college have a distinct advantage over others who do not.

Meeting New Requirements. When new curriculum requirements are made, students are asked to conform to them in so far as this is possible without working a hardship upon the students concerned.

Withdrawal of Courses. The College does not offer each year all of the courses listed in the catalog. The right is reserved to cancel any offerings if conditions justify it.

TEACHER - EDUCATION CURRICULUMS

Curriculums and Degrees. There are three teacher-education curriculums: the Kindergarten-Primary, the Elementary, and the Secondary. Each of these curriculums leads to the degree of Bachelor of Arts in Education requiring 126 semester hours of work. The Secondary curriculum provides a five-year program requiring thirty additional semester hours of work, including at least six hours in Education. It gives the degree of Master of Arts in Education. Students who complete the Kindergarten-Primary, or the Elementary curriculum may also arrange a program of graduate work leading to the master's degree. Students must have a scholarship index of 1.75 or better in order to receive the bachelor's degree.

Arizona Certification. The State Board of Education issues the following types of certificates: (1) Kindergarten-Primary, (2) Kindergarten-Elementary, (3) Elementary, (4) Pre-Secondary, (5) Secondary, (6) Administrator's, (7) Special in Art, Commerce, Home Economics, Industrial Art, Music, and Physical and Health Education. For elementary certification candidates must hold a bachelor's degree with certain prescribed work in Education and Psychology. For the secondary certificate candidates must have a master's degree or thirty semester hours of graduate work including certain prescribed courses. From five to ten semester hours of directed teaching are required for certification depending upon the type of certificate.

Those desiring special certificates must take at least thirty semester hours of work in the fields chosen. Students who satisfy the requirements for the bachelor's degree under the Secondary curriculum may obtain the elementary certificate with an additional three semester hours in Ed. 230, and five hours of directed teaching in grades one to eight inclusive. They may obtain the pre-secondary certificate with six hours of properly selected graduate courses.

General Education. It is assumed that all teachers should have a background of general knowledge and culture. Therefore, the required courses in the first two years in each teacher-education curriculum are identical. A liberal allowance has been made for electives to meet the individual student's desires and needs for services in public education.

Majors and Minors. No major or minor is required in the Kindergarten-Primary, or the Elementary curriculum. At least one major of twenty-four semester hours and one minor of fifteen hours in subject matter fields taught in high schools are required in the five-year Secondary curriculum. It is recommended that students seeking the secondary certificate should complete at least one major and two minors, and thus be prepared to teach in three or more fields. This will increase their opportunities for employment. The required subjects count toward the major or minor in all curriculums. In selecting majors and minors, such students should keep in mind the requirements of the North Central Association, the Arizona State Board of Education, and the combinations usually assigned beginning teachers in Arizona high schools. Information concerning these matters can be obtained at the office of the Director of Teacher Training.

Directed Teaching. Directed teaching should be taken not earlier than the second semester of the junior year, and not later than the second semester of the senior year. For admission to directed teaching the student must pass a teaching entrance test, and have a scholarship index of at least 1.75.

KINDERGARTEN-PRIMARY CURRICULUM

Leading to the degree of Bachelor of Arts in Education and to Kindergarten-Primary or Kindergarten-Elementary Certification.

FRESHMAN YEAR					
First Semester		Hours	Second Semester		Hours
Eng. 101 First Year English.....	3		Eng. 102 First Year English.....	3	
*G. S. 100 Intro. to the Physical Sciences	4		*G. S. 110 Intro. to the Biological Sciences	4	
*Hist. 110 Growth of American Institutions	3		*Geo. 100 Elements of Geography..	3	
*Psych. 100 Elementary Psychology	3		*Ed. 120 Sociology.....	3	
Physical Education activity.....	0.5		Physical Education activity.....	0.5	
Electives	3		Electives	3	
	16.5			16.5	

TEACHER-EDUCATION CURRICULUMS

SOPHOMORE YEAR

*Speech 110 Elements of Speech.....	2	*P. E. 100 Hygiene	2
*Eng. 153 World Literature.....	3	*Hist. 120 World History	3
*Econ. 130 Introduction to Econ.....	3	*Math. 105 Basic Mathematics.....	3
*Art 101 Introduction to Art.....	2	*Mus. 130 Introduction to Music.....	2
Physical Education activity	0.5	Physical Education activity	0.5
Electives	5	Electives	5
	15.5		15.5

JUNIOR YEAR

Ed. 207 Lit. for the K.P. Grades..	3	Ed. 212 Play Education and Ma-	
Ed. 204 Language Arts for the		terials	3
Lower Elementary School	2	Mus. 250 K. P. Music	2
Ed. 201 Art in K. P. School.....	2	Ed. 202 Crafts for K. P.....	3
*Psych. 200 Educational Measure-		G. S. 231 Science for the Ele-	
ments	3	mentary School	3
Electives	6	Electives	5
	16		16

SENIOR YEAR

Ed. 260 Directed Teaching.....	10	Psych. 234 Child Psychology	3
Ed. 209 K. P. Curriculum and		P. S. 200 Constitutional Govern-	
Teaching Problems	3	ment	3
Electives	2	Ed. 250g Philosophy of Ed. or	
	15	Ed. 211g History of Education... 3	
		Electives	6
			15

Note: Students desiring the kindergarten-primary certificate must follow the Kindergarten-Primary Curriculum with directed teaching in the kindergarten and grades 1, 2, or 3. Students desiring the kindergarten-elementary certificate must follow the Kindergarten-Primary Curriculum with directed teaching in the kindergarten and in grades 4 to 8, plus Ed. 214, 239, and Psych. 213.

Students qualifying for the kindergarten-primary and the kindergarten-elementary certificates must show proficiency in piano accompaniment and pass the piano tests. They must also show sufficient proficiency in sight-reading and singing to meet the needs of young children. It is recommended that students needing piano lessons begin them in the freshman year. Music 125, 126, 127, and 128 are offered to help the student meet the requirements of the piano test.

Those who are interested in Kindergarten-Primary Education but who do not desire certification may well choose from the following: Ed. 201, 202, 204, 212.

ELEMENTARY CURRICULUM

Leading to the degree of Bachelor of Arts in Education and to certification for teaching in Elementary Schools of Arizona.

FRESHMAN YEAR

First Semester	Hours	Second Semester	Hours
Eng. 101 First Year English.....	3	Eng. 102 First Year English.....	3
*G. S. 100 Introduction to the		*G. S. 110 Introduction to the Bio-	
Physical Sciences	4	logical Sciences	4
*Hist. 110 Growth of American In-		*Geog. 100 Elements of Geography 3	
stitutions	3	*Ed. 120 Sociology	3
*Psych. 100 Elementary Psychology 3		Physical Education activity	0.5
Physical Education activity.....	0.5	Electives	3
Electives	3		
	16.5		16.5

SOPHOMORE YEAR

*Speech 110 Elements of Speech... 2	*P.E. 100 Hygiene 2
*Eng. 153 World Literature..... 3	*Hist. 120 World History 3
*Econ. 130 Introduction to Econ... 3	*Math. 105 Basic Mathematics... 3
*Art 130 Introduction to Art..... 2	*Mus. 130 Introduction to Music.. 2
Physical Education activity..... 0.5	Physical Education activity 0.5
Electives 5	Electives 5
15.5	15.5

JUNIOR YEAR

*Psych. 200 Ed. Measurements... 3	*Psych 213 Ed. Psychology..... 3
*Ed. 214 Language Arts for Upper Elementary School 2	*P.E. 220 Playground Leadership... 2
*Ed. 204 Language Arts for Lower Elementary School 2	*Ed. 260 Directed Teaching 10
Electives 8	
15	15

SENIOR YEAR

*Ed. 211g History of Education or *Ed. 250g Philosophy of Ed..... 3	*P.S. 200 Constitutional Govern- ment 3
*Ed. 230 Elementary Curriculum and Teaching Techniques.... 3	*Art 210 Public School Art..... 2
Electives 9	Electives 10
15	15

SECONDARY CURRICULUM

Leading to the degree of Bachelor of Arts and Master of Arts in Education and to certification for teaching in Secondary Schools of Arizona.

FRESHMAN YEAR

First Semester Hours	Second Semester	Hours
Eng. 101 First Year English..... 3	Eng. 102 First Year English..... 3	
*G.S. 100 Introduction to the Phy- sical Sciences 4	*G.S. 110 Introduction to the Bio- logical Sciences 4	
*Hist. 110 Growth of American In- stitutions 3	*Geog. 100 Elements of Geography 3	
*Psych. 100 Elementary Psychology 3	*Ed. 120 Sociology 3	
Physical Education activity 0.5	Physical Education activity 0.5	
Major, minor or elective..... 3	Major, minor or elective..... 3	
16.5	16.5	

SOPHOMORE YEAR

*Speech 110 Elements of Speech... 2	*P.E. 100 Hygiene 2
*Eng. 153 World Literature 3	*Hist. 120 World History 3
*Econ. 130 Introduction to Econ... 3	*Math. 105 Basic Mathematics... 3
*Art 130 Introduction to Art..... 2	*Mus. 130 Introduction to Music.. 2
Physical Education activity 0.5	Physical Education activity 0.5
Major, minor or elective..... 5	Major, minor or elective..... 5
15.5	15.5

JUNIOR YEAR

*Psych. 213 Educational Psychology 3	*Psych. 200 Ed. Measurements... 3
Ed. 215 Secondary School 3	†Ed. 228 Methods of Teaching in Secondary Schools 3
Education elective 2	Education elective 2
Major, minor, or electives..... 8	Major, minor, or electives..... 8
16	16

SENIOR YEAR

*Ed. 260 Directed Teaching 5	*Ed. 250g Philosophy of Ed. or *Ed. 211g Hist. of Education..... 3
Major, minor, or electives..... 10	*P.S. 200 Constitutional Govern- ment 3
15	Major, minor, or electives..... 9
	15

GRADUATE YEAR			
Ed. 300 Thesis Preparation.....	2	*Thesis	4
Electives	13	Electives	11
<hr style="width: 50%; margin-left: auto; margin-right: 0;"/>		<hr style="width: 50%; margin-left: auto; margin-right: 0;"/>	
15		15	

† Students majoring in Art, Physical Education, Commerce, Home Economics, Industrial Arts, and Music may substitute the special methods course given in their departments for this requirement.

* Courses marked with an asterisk may be taken either semester.

PREPROFESSIONAL AND PROFESSIONAL CURRICULUMS

The curriculums outlined below meet the needs of two classes of students: those who desire one, two, or more years of work before transferring to a professional school such as Law, Dentistry, or Medicine, and those who wish to obtain a degree without certification as a teacher.

The basic college courses necessary for entering professional schools are given as a part of the regular program of the education of teachers, and do not involve additional cost to the state. Credits earned in these courses, if properly selected, can be transferred without loss to schools of Agriculture, Engineering, Law, Medicine, and other fields in which students plan to complete their work. Thus many students find it both economical and convenient to take one, two, three, and in some cases four years of work.

The following curriculums are arranged so that the general requirements of most of the schools are met. It is important that each student obtain a catalog of the institution to which he plans to transfer, and consult his adviser so that his course of study may be planned most wisely.

PRE-AGRICULTURE

The requirements for the first and second years vary considerably in the field of Agriculture. The following course of study will meet most of the requirements if the student carefully selects electives to meet the requirements of the college to which he plans to transfer.

FIRST YEAR			
First Semester	Hours	Second Semester	Hours
Eng. 101 First Year English.....	3	Eng. 102 First Year English.....	3
Biol. 140 General Zoology.....	4	Biol. 130 General College Botany..	4
Chem. 111 Gen. College Chemistry	4	Chem. 112 Gen. College Chemistry	4
Ag. 107 Animal Industry.....	4	Ag. 108 Plant Industry.....	4
Physical Education activity.....	0.5	Physical Education activity.....	0.5
<hr style="width: 50%; margin-left: auto; margin-right: 0;"/>		<hr style="width: 50%; margin-left: auto; margin-right: 0;"/>	
15.5		15.5	
SECOND YEAR			
Biol. 133 Plant Anatomy.....	4	Biol. 134 Plant Physiology.....	4
Biol. 183 Gen. Bacteriology.....	4	Chem. 180 El. Organic Chemistry..	4
Econ. 130 Introduction to Econ... 3	3	Physical Education activity.....	0.5
Phys. 111 Gen. College Physics... 4	4	Electives chosen from Ag. 114, 116,	
Ag. 125 Principles of Horticulture.. 2	2	123, 126, 143 and Phys. 112.....	9
Physical Education activity.....	0.5	<hr style="width: 50%; margin-left: auto; margin-right: 0;"/>	
<hr style="width: 50%; margin-left: auto; margin-right: 0;"/>		<hr style="width: 50%; margin-left: auto; margin-right: 0;"/>	
17.5		17.5	

PRE-DENTAL

The following two-year curriculum will satisfy the general requirements for entrance to most dental schools. The selection of electives should be based on the requirements of the catalog of the school at which the student plans to complete his dental training.

FIRST YEAR			
First Semester	Hours	Second Semester	Hours
Eng. 101 First Year English.....	3	Eng. 102 First Year English.....	3
Chem. 111 General College Chemistry	4	Chem. 112 General College Chemistry	4
Biol. 140 General Zoology.....	4	Biol. 163 Comparative Anatomy....	4
Foreign Language or elective.....	4	Foreign Language or elective.....	4
Physical Education activity.....	0.5	Physical Education activity.....	0.5
	15.5		15.5
SECOND YEAR			
Biol. 183 General Bacteriology....	4	Chem. 180 El. Organic Chemistry..	4
Phys. 111 General College Physics..	4	Phys. 112 General College Physics..	4
Ed. 120 Sociology.....	3	Psych. 100 Elementary Psychology..	3
Foreign Language or elective.....	4	Foreign Language or elective.....	4
Physical Education activity.....	0.5	Physical Education activity.....	0.5
	15.5		15.5

PRE-ENGINEERING

Completion of the following curriculum will fulfill the lower division requirements for a degree in general engineering. The pre-engineering student is urged to obtain a catalog of the engineering school that he plans to attend, and alter the following curriculum to meet the lower division requirements of that school. The student's choice of courses for electives depends on whether he plans to specialize in civil, mechanical, chemical or electrical engineering.

FIRST YEAR			
First Semester	Hours	Second Semester	Hours
Eng. 101 First Year English.....	3	Eng. 102 First Year English.....	3
Chem. 111 General College Chemistry	4	Chem. 112 General College Chemistry	4
Math. 111 First Year Mathematics	4	Math. 112 First Year Mathematics	4
I. A. 113 Mechanical Drawing....	3	I. A. 114 Descriptive Geometry....	3
Econ. 130 Introduction to Econ....	3	I. A. 109 Calculations	1
Physical Education activity.....	0.5	Elective	2
	17.5	Physical Education activity.....	0.5
			17.5
SECOND YEAR			
I. A. 155 Mechanisms.....	3	I. A. 156 Machine Design.....	3
Math. 113 Calculus.....	4	Math. 114 Calculus.....	4
Phys. 111 General College Physics	4	Phys. 112 General College Physics	4
Physical Education activity.....	0.5	Physical Education activity.....	0.5
Electives chosen from I. A. 145, Chem. 131, Com. 101, 205, Geol. 151	6	Electives chosen from I. A. 100, Com. 101, 206	6
	17.5		17.5

PRE-LAW

The requirements for admission to law schools vary from a minimum of two years of pre-legal college work to a college degree. The American Bar Association has prescribed a minimum of two years. However, higher standards are required by many of the leading

law schools. The pre-law student should obtain a copy of the catalog of the law school that he plans to attend and he should plan his course of study under the guidance of the pre-legal adviser at this College.

Most law schools now recommend courses in accounting, taxes, finance, and other business administration courses. Many universities now offer a six-year program leading to a bachelor's degree in business administration at the end of the fourth year and the degree of Bachelor of Law at the end of the sixth year. Because of the ever-increasing importance of training in the field of business for present-day law practice, the student is urged to give serious consideration to the combined program of Business Administration and Law.

The following two-year, pre-legal curriculum is presented merely as an aid to the student in planning his course of study in accordance with the foregoing suggestions.

FIRST YEAR			
First Semester	Hours	Second Semester	Hours
Eng. 101 First Year English.....	3	Eng. 102 First Year English.....	3
Com. 101 Elementary Accounting..	4	Com. 102 Elementary Accounting...	4
Psych. 100 Elementary Psychology.	3	Ed. 120 Sociology.....	3
Social Science elective.....	3	Hist. 110 Growth of American In-	3
Elective	3	stitutions	3
Physical Education activity.....	0.5	Elective	3
		Physical Education activity.....	0.5
	16.5		16.5
SECOND YEAR			
Com. 205 Business Law	3	Com. 206 Business Law	3
Econ. 131 Principles of Economics.	3	Econ. 132 Principles of Economics..	3
Science elective	4	Science elective	4
Electives	6	Speech 220 Public Speaking.....	2
Physical Education activity.....	0.5	Electives	4
		Physical Education activity.....	0.5
	16.5		16.5

MEDICAL TECHNOLOGY

The following curriculum meets the needs of those specializing in Medical Technology. It is ranked Class A by the American Medical Association. The work of the senior year is given at St. Joseph's Hospital, Phoenix. At the conclusion of the fourth year, the student will take an examination formulated by the Board of Registry of the American Society of Clinical Pathologists. Upon the successful completion of this four-year curriculum the student will be granted the degree of Bachelor of Arts in Education without the teaching certificate. Through the W. K. Kellogg Foundation worthy students in Medical Technology may obtain loans of money and scholarships.

STATE TEACHERS COLLEGE

FIRST YEAR					
First Semester		Hours	Second Semester		Hours
Eng. 101 First Year English.....	3		Eng. 102 First Year English.....	3	
Chem. 111 General College Chemis- try	4		Chem. 112 General College Chemis- try	4	
Biol. 140 General Zoology	4		Biol. 130 General College Botany..	4	
Ed. 120 Sociology	3		Psych. 100 Elementary Psychology..	3	
Elective	2		Elective	2	
Physical Education activity.....	0.5		Physical Education activity.....	0.5	
		16.5			16.5
SECOND YEAR					
Chem. 131 Qualitative Analysis... 4			Chem. 142 Quantitative Analysis.. 4		
Social Science elective..... 3			Biol. 172 Human Physiology..... 3		
Econ. 130 Introduction to Econ... 3			Chem. 180 El. Organic Chemistry.. 4		
Electives	6		Biol. 163 Comparative Anatomy... 4		
Physical Education activity.....	0.5		Physical Education activity.....	0.5	
		16.5			15.5
THIRD YEAR					
Phys. 111 Gen. College Physics... 4			Phys. 112 Gen. College Physics... 4		
Biol. 183 General Bacteriology... 4			Chem. 280 Biochemistry..... 4		
Psychology or Education elective.. 3			Psychology or Education electives.. 6		
Electives	4		Elective	2	
		15			16
FOURTH YEAR					
Biol. 240 Laboratory Techniques... 4			Biol. 250 Histology	4	
Biol. 225 Pathogenic Bacteriology.. 4			Chem. 282a Biochemistry..... 4		
Biol. 265 Serology	2		Chem. 284 Blood Chemistry..... 4		
Biol. 271 Parasitology	2		Chem. 286 Urinalysis	2	
Biol. 273 Hematology	4		Chem. 288 Chemistry of Digestion. 2		
		16			16

MEDICINE (Pre-Medical.)

The minimum requirement for admission to accredited medical schools is a four-year high school education and two, three, and in some cases four years of work in general education leading to a Bachelor of Arts degree. A three-year curriculum is offered for the guidance of the pre-medical student, but he may complete two or three years of the following program to meet the specific requirements of the medical school that he plans to attend. A student who plans to take this curriculum should bring a catalog of the medical school selected and consult with the pre-medical adviser.

FIRST YEAR					
First Semester		Hours	Second Semester		Hours
Eng. 101 First Year English.....	3		Eng. 102 First Year English.....	3	
Biol. 140 General Zoology.....	4		Biol. 130 Gen. College Botany.....	4	
Chem. 111 Gen. College Chemistry. 4			Chem. 112 Gen. College Chemistry. 4		
Foreign language or elective.....	4		Foreign language or elective.....	4	
Physical Education activity.....	0.5		Physical Education activity.....	0.5	
		15.5			15.5
SECOND YEAR					
Math. 111 First Year Mathematics. or elective	4		Math. 112 First Year Mathematics. or elective	4	
Chem. 131 Qualitative Analysis... 4			Chem. 142 Quantitative Analysis.. 4		
Ed. 120 Sociology	3		Psych. 100 Elementary Psychology. 3		
Foreign language or elective.....	4		Foreign language or elective.....	4	
Physical Education activity.....	0.5		Physical Education activity.....	0.5	
		15.5			15.5

THIRD YEAR

Phys. 111 General College Physics..	4	Phys. 112 General College Physics..	4
Chem. 211 Gen. Organic Chemistry	4	Chem. 212 Gen. Organic Chemistry	4
Biol. 183 General Bacteriology....	4	Biol. 234 Embryology.....	4
Electives	4	Biol. 163 Comparative Anatomy....	4
	16		16

FOURTH YEAR

Students who wish the bachelor's degree must meet all graduation requirements including fifteen hours in Psychology and Education.

NURSING AND PRE-NURSING CURRICULUMS

The college offers a one-year and a two-year curriculum for students planning to go into nursing.

ONE YEAR PRE-NURSING CURRICULUM

Some schools of nursing require one year of college and three years of nursing school.

First Semester		Hours	Second Semester		Hours
Eng. 101 First Year English.....	3		Eng. 102 First Year English.....	3	
Ed. 120 Sociology	3		Psych. 100 Elementary Psychology..	3	
H. Ec. 100 Elementary Nutrition..	3		Zoology or Bacteriology	4	
Chem. 110 Introduction to College Chemistry	4		Elective	3	
Biol. 171 Human Anatomy.....	3		Biol. 172 Human Physiology	3	
Physical Education activity.....	0.5		Physical Education activity.....	0.5	
	16.5			16.5	

TWO YEAR PRE-NURSING CURRICULUM

This curriculum is designed for nursing schools that require two years of general college education. The selection of electives should be made after consulting the catalog of the nursing school that the student plans to attend, and the pre-nursing adviser.

FIRST YEAR					
First Semester		Hours	Second Semester		Hours
Eng. 101 First Year English.....	3		Eng. 102 First Year English.....	3	
Ed. 120 Sociology	3		Psych. 100 Elementary Psychology..	3	
Chem. 100 Introduction to College Chemistry	4		Chem. 180 Organic Chemistry.....	4	
H. Ec. 100 Elementary Nutrition..	3		Biol. 140 General Zoology.....	4	
Elective	3		Elective	3	
Physical Education activity.....	0.5		Physical Education activity.....	0.5	
	16.5			17.5	
SECOND YEAR					
Eng. 153 World Literature.....	3		Speech 120 Elements of Speech....	2	
Biol. 171 Human Anatomy.....	3		Biol. 172 Human Physiology.....	3	
Social Science elective.....	3		Social Science elective.....	3	
H. Ec. 105 Applied Food Principles	3		Electives	7	
Biol. 183 General Bacteriology....	4		Physical Education activity.....	0.5	
Physical Education activity.....	0.5				
	16.5			16.5	

DEGREE CURRICULUM IN NURSING

A five-year curriculum in nursing is offered which combines a general college program and a basic professional course in nursing. There are unlimited opportunities in public health and school nursing. Such combined training will increase a nurse's opportunities for placement in hospitals and elsewhere in administrative, super-

visory, and teaching positions. This curriculum has been approved by the Arizona State Board of Nurses.

General college courses are given at the College during the first three semesters. The basic training in professional nursing is given during the next five semesters at the Good Samaritan Hospital in Phoenix. The fifth year is spent at the College. As a prerequisite for admission to this final year in residence at the College, the student must pass the Arizona State Board examinations in nursing. Upon the satisfactory completion of the college and nursing school requirements for this curriculum, the student is eligible for graduation with the bachelor's degree.

FIRST YEAR

First Semester		Hours	Second Semester		Hours
Chem. 100	Introduction to Chem.	4	Chem. 180	Elem. Organic Chem.	4
Psych. 100	Elem. Psychology	3	Educ. 120	Sociology	3
Eng. 101	Freshman English	3	Eng. 102	Freshman English	3
Biol. 171	Human Anatomy	3	Biol. 172	Human Physiology	3
H. Ec. 101	Nutrition	2	Biol. 140	General Zoology	4
P. E.	Activities	0.5	P. E.	Activities	0.5
		15.5			17.5

SECOND YEAR

Biol. 183	Gen. Bacteriology	4			
H. Ec. 105	Applied Food Principles	3			
Math. 105	Basic Mathematics	3			
Econ. 130	Introduction to Econ.	3	Hospital (In professional nurses'		
Social Science	Elective	3	training course)		
P. E.	Activities	0.5			
		16.5			

THIRD YEAR

Hospital (In professional nurses' training course)

FOURTH YEAR

Hospital (In professional nurses' training course)

FIFTH YEAR

Psych. 208	Mental Hygiene	3	Biol. 163	Comparative Anatomy	4
Psych. or Ed.	Elective	3	Chem. 280	Biochemistry	4
Electives (choose 9 hours)		9	Psych. or Ed.	Elective	3
		15	Electives (choose 5 hours)		5
					16

Electives are to be chosen under the guidance of the advisers in the following fields: English, Education, Psychology, Home Economics, Physical Education and Science.

SOCIAL WELFARE

The following two-year curriculum is designed for students who plan to specialize in social or religious service. It may be expanded to three or four years by selecting the proper sequence of required and elective courses. The student should analyze the bulletin of the institution which he plans to attend so as to be able to alter the following program to meet his individual needs.

GENERAL CURRICULUM

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FIRST YEAR			
First Semester	Hours	Second Semester	Hours
Eng. 101 First Year English.....	3	Eng. 102 First Year English.....	3
Spanish or elective	4	Spanish or elective.....	4
G. S. 100 Intro. to Physical Science	4	G. S. 110 Intro. to Biol. Science....	4
Ed. 120 Sociology	3	Psych. 100 Elementary Psychology..	3
P. E. 100 Hygiene	2	Elective	3
Physical Education activity.....	0.5	Physical Education activity.....	0.5
	16.5		17.5
SECOND YEAR			
Eng. 153 World Literature.....	3	Eng. 154 World Literature.....	3
Social Science elective	3	Social Science elective	3
Spanish or elective	4	Spanish or elective.....	4
Physical Education activity.....	0.5	Physical Education activity.....	0.5
Electives chosen from Eng., Econ., Psych., Ed., Soc. Sci.	6	Electives chosen from Eng., Econ., Psych., Ed., Soc. Sci.	6
	16.5		16.5

GENERAL CURRICULUM

This curriculum is planned for students who wish a good general education, or to specialize in certain fields, and yet are not interested in obtaining a teacher's certificate.

Not later than the beginning of the sophomore year, the student should select a major and two minors in the respective departments of the College. These departments include the following fields: Agriculture, Art, Commerce, English and Speech, Education, Foreign Languages, Home Economics, Industrial Arts, Mathematics, Music, Physical Education, Psychology, The Sciences, The Social Sciences.

The major consists of not less than twenty-four semester hours of work, and each minor consists of at least fifteen hours. Students will plan their programs under the direction of the department head and the special advisers representing their major and minor fields of concentration. Suggestions concerning majors and minors are found immediately preceding the description of courses for each department.

FIRST YEAR			
First Semester	Hours	Second Semester	Hours
Eng. 101 First Year English.....	3	Eng. 102 First Year English.....	3
*G.S. 100 Introduction to the Physical Sciences	4	*G.S. 110 Introduction to the Biological Sciences	4
*Ed. 120 Sociology	3	*Psych. 100 Elementary Psychology	3
P.E. 100 Hygiene	2	Major, minor, or elective.....	6
Major or elective.....	4	Physical Education activity.....	0.5
Physical Education activity.....	0.5		
	16.5		16.5
SECOND YEAR			
Eng. 153 World Literature.....	3	Social Science elective.....	3
Social Science elective	3	Foreign language or elective.....	4
Foreign language or elective.....	4	Major, minor or elective.....	9
Major, minor or elective.....	6	Physical Education activity.....	0.5
Physical Education activity.....	0.5		
	16.5		16.5
THIRD YEAR			
Foreign language or elective.....	4	Foreign language or elective.....	4
Econ. 130 Introduction to Econ.	3	Psych. or Ed. elective.....	3
Major or minor.....	9	Major or minor.....	9
	16		16

FOURTH YEAR

Psych. or Ed. elective.....	3	Psych. or Ed. elective.....	3
Major or minor.....	12	Major or minor.....	12
	<hr/>		<hr/>
	15		15

TECHNICAL AND SEMI-PROFESSIONAL CURRICULUMS

There is a growing demand for practical curriculums which do not lead to graduation, but are designed to give the student the background of skills needed for entrance into his chosen vocation. These curriculums appeal to returning veterans and many others. They may consist of very few or many courses requiring one or more semesters to complete them. The courses composing these short curriculums vary to fit the background and needs of the student concerned. For such mature students there are no scholastic entrance requirements. In some cases such students may register under the extension division.

The following types of curriculums are being offered. In all curriculums the series of courses composing them will be planned under the direction of the head of the department concerned.

Agriculture. Courses will be planned to give students proficiency in Dairy Husbandry, Swine Production, Poultry Husbandry, Agricultural Mechanics, Agronomy, Irrigation, Vegetable Crops, and in other subjects if there is sufficient demand. Certain courses like milk processing, grain milling, and meat packing may be offered through the cooperation of established business concerns.

Courses In Art. A series of courses will be offered in each of the following types of Art: Crafts, Vocational Arts, and Fine Arts.

Business Courses. Individual courses or a sequence of courses will be offered to fit the needs of the individual in Bookkeeping, Accounting, Office Machines, Stenography, and Secretarial Office Practice.

Industrial Arts. Individual courses and courses in series are offered in each of the following: Electricity, Drawing, Building and Construction, and Mechanics.

Foreign Languages. Single courses or a sequence of courses may be offered in Spanish, French, and German.

Home Economics. For practical work in various phases of Home Economics a sequence of courses is offered making short curriculums of one or more semesters.

DEPARTMENT OF AGRICULTURE

Judd (Head of the Department), Ostrander, Mortensen

Purposes. The Department of Agriculture is organized to give students who plan to teach in rural communities a knowledge of agricultural problems. It also provides a broad foundation for those students who, later, wish to study in specialized fields of agriculture in other institutions. The courses offered include the generally accepted standard prerequisites for advanced study and research in all phases of agriculture. Many of these courses are prerequisites for appointment in various biological surveys, soil and game conservation, and other Federal projects. They also meet the needs of students who plan to go directly into the various fields of productive and applied agriculture.

The department offers courses in applied agriculture to meet the needs of those expecting to enter the production and industrial fields of agriculture as a life work. This program meets the needs of veterans seeking vocational rehabilitation in agriculture. The Veterans' Administration and the State Department of Vocational Education are cooperating in the program. Classes in the following courses will be organized first: Agricultural Mechanics, Agronomy, Dairy Husbandry, Irrigation, Poultry Husbandry, Sheep Husbandry, Swine Production, and Vegetable Crops. Classes in Farm Management, Farm Records, Feeds and Feeding, Range Management, and other classes will be organized when needed. Through the cooperation of large business concerns instructions in processing milk products, grain milling, ginning of cotton, and meat packing may be offered. In this work formal class instruction is reduced to a minimum. Instruction will be largely through consultations and on-the-job visits. The enterprises of the College farm will serve as training centers. In general, a minimum of one year should be devoted to most of the courses. However, the length of courses may need to be modified to fit the backgrounds and the abilities of the students.

4-H Club Leaders. Students majoring in another department may qualify also as teachers of elementary science and agriculture and as 4-H club leaders in the elementary schools by completing a minor in this department.

The Livestock Farm. The farm is located a mile south of the campus, on a thirty-five acre tract with a modern farm home, new dairy buildings and equipment, and a modern hog unit. A selected herd of registered dairy cows supplies milk for the college dining hall. This herd, with the registered sheep and swine herds, provide

excellent opportunities for students to gain first hand information and experience in livestock problems.

Sequences First and Second Year. First Semester: *Biol. 130, 140, *Ag. 107, 123, *Chem. 111, Biol. 203, Ag. 125, I. A. 108. Second Semester: *Biol. 140, or 130, *Ag. 108, *Chem. 112, 180, Ag. 116, 114, 126.

Sequences Third and Fourth Year. First Semester: Biol. 133, Ag. 185, 143, 213, 219. Second Semester: Biol. 134, Ag. 186, 246, Biol. 204, Ag. 144, 222, 224, 216.

*Courses starred are foundation courses. Students not wishing the regular curriculum in agriculture, yet desiring a major or a minor in it may select courses under the guidance of the head of the department. The major consists of a minimum of twenty-four hours.

COURSES IN AGRICULTURE

Ag. 107 Animal Industry. A study of farm animals, their breed history, management, feeding, judging, and marketing. Emphasis is laid on sheep, beef cattle, dairying, swine, and poultry culture. Fee, \$1.00. Four hours lecture, or its equivalent in laboratory and field work. Credit, 4 hours.

108 Plant Industry. Topics studied are: the development of permanent agriculture; basic principles of plant growth and improvement; factors involved in profitable crop production; leading crop plants and producing areas; cultural methods; harvesting, storing, and marketing of field crops. Fee, \$2.00. Three lectures and three hours of laboratory or field work per week. Credit, 4 hours.

I. A. 108 Agricultural Mechanics. Designed to meet the needs of students of agriculture and farm management. See description under Industrial Arts. Fee, \$3.00. Nine hours laboratory. Credit, 3 hours.

114 Dairy Husbandry. A study of dairy farm management; methods of feeding, breeding and herd improvement; pedigree and other methods of animal selection; calf raising and dairy equipment; and the more common dairy cow diseases. Fee, \$1.00. Three hours of lecture or its equivalent in dairy survey and field work. Credit, 3 hours.

116 Poultry Husbandry. Includes the general principles of poultry management in large and small units, and the application of these principles to local and regional conditions. Alternates with Ag. 114. Three hours of lecture or its equivalent in field work. Credit, 3 hours.

124 Vegetable Crops. Areas of production and cultural practices of the leading vegetable crops of the U. S. Special emphasis on the year-round home vegetable garden. Prerequisites: Ag. 108 and Biol. 130. One lecture, and three hours field work. Credit, 3 hours.

125 Principles of Horticulture. The general principles of plant propagation. Nursery practices in the production of fruit and ornamental stock. Planting and care of orchards and home grounds. Prerequisite: Biol. 130. Fee, \$1.00. One lecture and three hours of laboratory or field work per week. Credit, 2 hours.

126 Practical Horticulture. A continuation of Ag. 125 with emphasis upon ornamental trees and shrubs, flowering plants, and landscaping. Prerequisite: Ag. 125. Fee, \$1.00. One lecture and three hours of laboratory or field work per week. Credit, 2 hours.

Biol. 130 General College Botany. See description under Biology.

Biol. 133 Plant Anatomy. See description under Biology.

Biol. 134 Plant Physiology. See description under Biology.

Biol. 140 General Zoology. See description under Biology.

143 Soils. The formation, classification, and properties of soils; the relation of the properties of soils to crop production; cultural practices in soil conservation. Prerequisite: one course in college chemistry. Fee, \$2.00. Two lectures and three hours laboratory work per week. Credit, 3 hours.

144 Irrigation Principles and Practices. A continuation of Ag. 143. Brief history of irrigation; present extent and importance; water relations of crop plants; water measurements; and methods of application, conservation and use of irrigation water. Prerequisite: Ag. 143. Fee, \$2.00. Three lectures per week. Credit, 3 hours.

185 Animal Nutrition and Applied Feeding. Includes the principles of feeding, composition of feeds, physiology of nutrition, and practice in formulating rations for various classes of livestock. Evaluation of feeds and feeding practices current in Arizona. Prerequisite: Ag. 107 and one year of college chemistry. Fee, \$2.00. Three lectures per week. Credit, 3 hours.

186 Farm Organization and Management. Principles governing the economic and regional selection of the farm. Factors involved in profitable farm management; crop selection and acreage; diversification of effort; capital utilization; cost accounting; rural bookkeeping and analysis of labor income. Fee, \$2.00. Three lectures per week. Credit, 3 hours.

Biol. 183 General Bacteriology. See description under Biology.

Biol. 204g, 204ag Genetics. See description under Biology.

212 Commercial Vegetable Crops. Soil practices, cultural methods, harvesting and marketing of leading truck crops of the Southwest. Alternates with Ag. 123. Prerequisite: Ag. 130. One lecture and six hours field work. Credit, 3 hours.

213g Plant Ecology. Origin and development of vegetation and measurements in the field of the factors of environment with applications to agriculture, forestry, grazing, and general crop production. Prerequisite: Biol. 130. Fee, \$2.00. Three lectures and one laboratory period per week. Credit, 4 hours.

216g Plant Breeding. The principles and practices of plant breeding; technique and improvements by selection and hybridization. Prerequisites: Ag. 108, Biol. 130, 204. Fee, \$2.00. Three lectures a week. Credit, 3 hours.

219g Animal Breeding. The principles of genetics are applied to the problems and techniques of animal breeding. Includes the study of pedigrees, line-breeding, inbreeding, out-cross, hybridization, and breeding indices. Prerequisites: Biol. 140, 204. Three lectures per week.

Biol. 222 General Entomology. See description under Biology.

Biol. 224g Animal Ecology. See description under Biology.

Ag 246 Range Management. Development of the range industry; grazing regions; production and utilization of range forage; range improvement; range reconnaissance and management plans; the principal range plants of Arizona; and field trips in cooperation with the U. S. Forest Service. Prerequisites: Ag. 107, Biol. 130. Fee, \$5.00. Two lectures and one three-hour laboratory period per week. Credit, 3 hours.

290 Special Problems Or Advanced Laboratory. Students desiring to do advanced laboratory work, or to make a special study of any particular problem, will make a complete study of available literature on the problem, under the supervision of the instructor, and will write a report. Credit, 1 or more hours.

390 Individual Problems. Designed to meet the needs of those students wishing to investigate a problem of their own in Agriculture. Time and credit to be arranged.

DEPARTMENT OF ART

Kloster (Chairman), Harter

The work of this department is designed to meet the needs of four groups of students.

1. The major in Art Education is planned for those who wish to teach or supervise art in the public schools.

2. Students who wish to take a major in Art but who plan to enter some vocational art field rather than teaching may select either fine and decorative arts or commercial art.

3. Students who wish to take art courses for their own enjoyment or as an aid to classroom teaching and school club work will find several courses open to them.

4. Short term courses in art are also possible. Such a short term course may be completed in one of the vocational arts as follows: commercial art, industrial design, costume design, interior design, and crafts. Likewise, in the fine arts, painting, modeling, and sculpture, a short term course is offered. Time required to complete such a program varies from one to four semesters of work. Please see the description of short-term courses found in the section of the catalog entitled Technical and Semi-professional curriculums. Confer with the head of the Department of Art on the program of courses to be pursued.

MAJORS AND MINORS

Excepting the General Major, all majors in Art require thirty semester hours and at least twelve hours must be in upper division courses. All minors require fifteen semester hours; seven hours should be in upper division courses. All freshmen who elect an art major should enroll for Art 103 and 105 in the first semester and 106 in the second semester. These courses are considered basic for all art major curricula with the exception of commercial art.

In Art Education. The following courses are required for the major: Art 103, 105, 106, 112, 200, 215. The remaining hours may be selected according to the individual's interests. For the minor, it is suggested that courses be selected from the following: Art 103, 105, 106, 112, 114, 115, 120, 200, 214, 215, 217, 220, 228.

In Fine and Decorative Arts. For the major, the following courses are required: Art 103, 105, 106, 114, 215. For the minor, the following courses are suggested: Art 103, 105, 106, 215, in addition to electives to make a total of fifteen semester hours.

In Commercial Art. The following courses are required both for the major and the minor: Art 121, 122, 201. All other courses are electives.

In General Art. This major is planned for those desiring a general background in Art. It consists of twenty-four hours selected to fit the needs of the student. The minor consists of fifteen hours chosen to fit the student's needs.

Laboratory Requirements. All laboratory courses are planned to require three hours work per week for each semester hour earned.

DESCRIPTION OF COURSES IN ART

Art 101 Introduction To Art. A study, including analysis of painting, sculpture, and architecture, to develop comprehension and appreciation of the fine arts. Some laboratory experience will be given. Fee, \$1.00. Credit, 2 hours.

102 Drawing and Perspective. Principles in elliptical, parallel and angular perspective with relation to creative composition. Fee, 50 cents. First year, second semester, four hours a week. Credit, 2 hours.

103 Life Drawing. A study of the basic construction of the human figure with emphasis on solidity and proportion. Fee, \$2.00. First year, first semester. Credit, 3 hours.

105 Color and Design. The scientific basis of color, the properties of color and combinations producing harmony. Fee, \$1.00. First year, first semester, four times a week. Credit, 2 hours.

106 Creative Design. A modern approach to the field of design. Designing from the volume, surface enrichment of forms, a study of texture, creative pattern in rugs, drapery, wall paper, and dress prints. Fee, \$1.00. First year, second semester, four hours a week. Credit, 2 hours.

114 Water Color. Painting in opaque and transparent water color. Landscape, still life, and figure. Prerequisites for art majors: Art 102, 103. Fee, \$1.00. Each semester, six hours a week. Credit, 3 hours.

115 Clay Modeling. Modeling is an art medium which has universal appeal. Fun may be had in modeling amusing, serene, or grave figurines. An introduction to pottery using hand processes in building. Glazing and firing. Fee, \$4.00. Second year, first semester, four hours a week. Credit, 2 hours.

120 Allied Crafts. A laboratory course dealing with special problems in leather, metal, weaving, toy making, marionettes, book binding, and textile printing. Fee, \$4.00. Second year, either semester, six hours a week. Credit, 3 hours.

121 Lettering. Fundamentals of construction, spacing and arrange-

ment of basic Roman and Gothic letters. Modern uses of lettering. Required for commercial art majors. Fee, \$1.00. Each semester, two hours a week. Credit, 2 hours.

122 Commercial Art. An introductory course. Problems identical with those solved by professional commercial artists. Prerequisite: Art 121. Fee, 50 cents. Second semester, four hours a week. Credit, 2 hours.

201 Advertising Design. An analysis of design problems peculiar to the various types of advertising: labels, poster, direct mail, window and counter display, magazine, and newspaper advertising. Problems identical with those given the professional advertising designer. Fee, 50 cents. First semester, four hours a week. Credit, 2 hours.

202 Survey of Advertising Art. A thorough description of all phases of advertising production including advertising agency procedure, typography, reproduction processes, printing, lithography. Visits to local business concerns and studios. Fee, 50 cents. Second semester, four hours a week. Credit, 2 hours.

203-a Advanced Lettering. A continuation of Art 121 with emphasis on arrangement and spacing. Fee, \$1.00. Each semester, two hours a week. Credit, 2 hours.

203-b Advanced Lettering. Special problems. Recommended only to those having professional interest in lettering. Fee, \$1.00. Each semester, two hours per week. Credit, 2 hours.

204 Costume Design. Fashion rendering, historic and folk costume, sketching, fashion prediction and creation. A survey of manufacturers, retailers, designers and illustrators of fashion. Prerequisites: Art 103, 105. Fee, 50 cents. Third year, second semester, four hours a week. Credit, 2 hours.

206g Sculpture. Modeling in the round and in relief, casting and mold-making, carving, applying finish. Prerequisites: Art 103, 106. Fee, \$4.00. Second semester, four hours a week. Credit, 2 hours.

208 Industrial Design. Advanced design from present-day industrial and commercial angles. Includes modern packaging. Renderings and models. Prerequisites: Art 105, 106, 121. Fee, \$1.00. Second semester, four hours a week. Credit, 2 hours.

210 Public School Art. General art requirement. A course for teachers emphasizing tools and procedures, art principles and modern ways of directing art activities. Fee, \$1.00. Second year, either semester, six hours a week. Credit, 2 hours.

212 The Teaching of Art. Required of all art education majors. A continuation of Art 210 with emphasis on instructional methods, materials and procedures of importance to the teacher of art in Arizona

schools. Prerequisite: Art 210. Two hours a week. Credit, 2 hours.

214 Advanced Water Color. Continuation of Art 114, with more advanced problems. Fee, \$1.00. Each semester, four hours a week. Credit, 2 hours.

215 Art History. A comprehensive survey of art emphasizing the manner in which art reflects and interprets a people and a period. Fee, 50 cents. First semester, three hours a week. Credit, 3 hours.

217 Advanced Clay Modeling. Progressive problems in modeling. The student may elect work in pottery using the wheel or in ceramic sculpture. Special study in the preparation of glazes. Prerequisite: Art 115. Fee, \$4.00. First semester, four hours a week. Credit, 2 hours.

218 Advanced Commercial Art. The student may specialize in any field of commercial art which interests him. Prerequisites: Art 103, 105, 121, 201, or equivalents. Second semester, four hours a week. Credit, 2 hours.

220 Advanced Crafts. A continuation of Art 120 with opportunity to do advanced special problems in the crafts. Prerequisites: Art 120. Fee, \$4.00. Either semester, six hours. Credit, 3 hours.

221 Advanced Life Drawing. Emphasizing detailed structure of heads, hands, and feet, as well as full figure. Quick sketch and memory sketch as well as longer poses. Various mediums. Fee, \$2.00. First semester, six hours. Credit, 3 hours.

225 Art Curriculum and Supervision. Art problems and methods for elementary and high schools; the relationship of the art supervisor to principal, art teacher, and classroom teacher; analysis and planning of art courses of study. Prerequisites: Art 210, 212. Fee, 50 cents. Fourth year, one semester, two hours a week. Credit, 2 hours.

226g Contemporary Art. Surveys contemporary art in America and abroad emphasizing the aims and tendencies in expression with a study of the major artists and their accomplishments. Second semester, two hours a week. Credit, 1 hour.

228 Oil Painting. Sketching excursions as well as indoor painting. Landscape, still life, and figure. Emphasis on interpretations of the local scene. Prerequisite: consent of instructor. Fee, \$1.00. Either semester, six hours a week. Credit, 3 hours.

238 Advanced Oil Painting. Continuation of Art 228. Preparation of canvas and gesso grounds, and a study of techniques. Either semester, six hours a week. Credit, 3 hours.

240g Interior Design. A study of modern housing, coordinated planning in decorating the small house with emphasis upon modern

ways of achieving a feeling for space. Renderings of floor plans, elevations, and interior sketches. The construction of miniature models to scale. Fee, \$1.00. Six hours a week. Credit, 3 hours.

290 Special Problems. For upper division students who have completed most of their course work. Designed to encourage initiative and to develop the capacity to do independent work in fields of special interest. Credit and hours to be arranged.

390 Individual Problems. Open to graduates only. Meets the needs of students wishing to explore and experiment in various creative art fields, or to investigate special problems in art education. Credit and hours to be arranged.

DEPARTMENT OF COMMERCE

Swanson (Head of the Department), Burton, Hilkert

The Department of Commerce offers courses to meet the needs of four groups of students: (1) Those preparing for business as a career. (2) Those preparing to teach commerce or business subjects in public secondary schools. (3) Those preparing for elementary certification and desiring to take certain commerce courses as electives. (4) Those pursuing self-defined objectives and registered as special or irregular students.

Students preparing for business careers may choose courses for majors and minors to fit their special interests in Accounting, General Business and Economics, Merchandising, or Secretarial Science. If graduation and a degree is sought, they must meet general and core-curriculum requirements for graduation from the institution as well as the requirements of the particular curriculum selected.

Students preparing to teach commerce or business subjects in secondary schools will complete requirements for the Arizona pre-secondary or secondary certificate, or the special certificate in Commerce. Completion of these requirements will include the commerce courses that comprise the secondary commercial teacher-training major.

The Arizona secondary certificate calls for a fifth year of study. Students preparing for this certificate should plan a five-year program of study under the guidance of the head of the department, and with the joint-guidance of the head of the department, and the Director of Graduate Study if the Master's degree is desired. The Arizona special certificate in Commerce may be obtained in four years. It entitles the holder to teach commerce subjects only.

Some students preparing for regular elementary certification plan their programs so that by taking commerce they are able to complete regular majors or minors. These students should be particularly careful in their selection of courses. In most cases, the emphasis should be on general business and economics.

Special and irregular students, who for economic or other reasons wish to pursue personal and self-defined objectives through taking only a few courses or a specialized sequence of courses offered in the commerce department, will be given guidance and help in accordance with their interests and objectives. Of course, it should be understood that if such special or irregular students later decide to pursue graduation and a degree, they must be prepared to meet and satisfy

all general and core-curriculum requirements for graduation from the institution as well as the requirements of the particular curriculum selected.

MAJORS AND MINORS

A major in the commerce department consists of twenty-four to thirty semester hours, depending upon the curriculum selected. A minor consists of fifteen semester hours. Students pursuing a major in the commerce department are expected to complete a minimum of six semester hours in economics. All declared majors and minors must be approved by the individual student's adviser and cleared through the head of the department.

For Business Pursuits. Students primarily interested in training for business careers may major in Accounting, Secretarial Science, Merchandising (not offered in 1944-1945), or General Business and Economics. The first three named are technical and specialized curriculums, while the fourth is a general-type curriculum allowing considerable flexibility and designed to meet the needs of the students who simply desire general business training. A business student majoring in any one of these four fields may declare his minor in any of the others. It is possible, in other words, for a student not desiring teachers certification to major in Accounting and minor in Secretarial Science. Such students will select and follow the "General Curriculum" (described in the sections of the catalog given over to Curriculums.) No student teaching and only fifteen semester hours of education and psychology are required. This curriculum leads to the degree of Bachelor of Arts in Education, but not to any type of teacher certification. If a teacher's certificate is later desired, the student must be prepared to complete all requirements of the teacher training curriculum he selects. It is possible for a student who is interested in one of these specialized business curriculums to complete at the same time the requirements for the secondary commercial teacher training major. He can accomplish this two-fold objective through careful use of electives and through taking a few extra courses. The requirements for majors and minors are given below.

Accounting. The major requires a minimum of thirty-six semester hours in the commerce department, including a minimum of thirty semester hours in accounting courses. Required courses: Accounting, thirty hours, Com. 101, 102, 201, 202, 203, 204, and such other courses as the adviser in accounting may require; Business Law, six hours, Com. 205, 206. Accounting majors must also take Economics (Com. 131, 132); credit to be applied in the minor or as electives. Accounting majors are urged to take Psych. 211. The

minor requires a minimum of fifteen semester hours, including Com. 101, 102, 201, 202.

Secretarial Science. The major requires a minimum of thirty semester hours in the commerce department, including fifteen semester hours in secretarial science courses. Required courses: Secretarial Science, 15 hours, Com. 110 (or equivalent training), 113, 114 (or equivalent training), 120, 233, 235, 236, 241, 242 (2 hours only); Accounting, 8 hours, Com. 101, 102; General Business and Economics, 6 hours, Com. 130, 205. The minor requires a minimum of fifteen semester hours, including Com. 110 (or equivalent training), 113, 114 (or equivalent training), 120, 235, 236.

Merchandising. (Not offered in 1944-1945). The major requires a minimum of thirty semester hours in the commerce department, including twelve semester hours in merchandising courses. Required courses: Merchandising, 12 hours, Com. 105, 106, 226, 227; Accounting, 8 hours, Com. 101, 102; General Business and Economics, 9 hours, Com. 130, 131, 205. The minor requires a minimum of fifteen semester hours, including Com. 105, 106, 227.

General Business and Economics. The major requires a minimum of twenty-four semester hours in the commerce department, including twelve semester hours in general business and economics courses. Required courses: General Business and Economics, 12 hours, including Com. 131, 132, 205, 215; Accounting, 8 hours, Com. 101, 102. The minor requires a minimum of fifteen semester hours in the commerce department, including nine semester hours in general business and economics courses. Required courses: Com. 130, 131.

For Secondary Teaching. Students primarily interested in teaching commerce or business subjects in secondary schools will complete requirements for the Secondary Commercial Teacher Training Major. All commercial teacher training students—those pursuing the Arizona secondary certificate, those pursuing the pre-secondary certificate, and those pursuing the Arizona special certificate in Commerce—must meet these minimum requirements. Prospective Arizona commercial teachers, as well as their prospective employers, will find that their interests and needs have been given careful consideration in setting up the minimum requirements for this major. Attention has been given to factors of breadth of training, specific teaching power, and employability as related to Arizona public high schools. No student will be recommended for a commerce student teaching assignment who has not given satisfactory evidence of teaching skill and knowledge in bookkeeping, typewriting, shorthand, business law, and such other subjects as are usually taught in Arizona secondary schools. Completion of one semester's work in commer-

cial teaching methods is prerequisite to a commerce student teaching assignment.

Teacher Training Major and Minor. The secondary commercial teacher-training major requires a minimum of thirty-six semester hours in the commerce department and four semester hours in professional commercial teacher training courses. Required courses: Secondary Commercial Teacher Training, 4 hours, Com. 251, 252; Accounting, 14 hours, Com. 101, 102, 201, 202; Secretarial Science, 9 hours, Com. 113, 114 (or equivalent training), 120, 235, 236; Merchandising, 3 hours, Com. 105 or 106; General Business and Economics, 9 hours, Com. 130, 131, 205. The secondary commercial teacher-training minor requires a minimum of fifteen semester hours in the commerce department, including a carefully-selected sequence of courses (minimum of nine hours) in any one of the areas of emphasis: Accounting, Secretarial Science, Merchandising, or General Business and Economics.

TWO-YEAR CURRICULUMS AND SHORT COURSES

In addition to the four-year curriculums of preparation for business pursuits and the four-year and five-year curriculums of preparation for high school commercial teaching, two two-year curriculums are available allowing for emphasis either in bookkeeping and accounting or in stenography. Use is made of the same technical courses that are included in the basic commerce offering, but programs of study are planned for the advantageous use of two years of time. Usually these programs are strictly vocational and technical in nature, but there is opportunity for considerable flexibility in planning for individual students. Many students, especially those who have taken commercial work in high school, have found it impossible to register for one-year programs of specialized study that are valuable and advantageous to them.

REHABILITATION TRAINING FOR VETERANS

Since September 1939, the commerce department has offered special wartime training courses, including two intensive one-year programs, one in stenography and the other in bookkeeping and accounting. Now the commerce department stands ready to serve and is prepared to offer vocational rehabilitation training for returning war veterans. A sincere effort will be made to provide offerings consistent with the demand as it develops. Returning veterans are invited to investigate the offering and to consult with faculty members in the department.

ADVISERS AND GUIDANCE

A sincere effort is made to determine the interests, aptitudes, and

needs of all students who take course work in the commerce department. Standardized tests of various types, as well as interviews, are utilized in this effort. The classwork in certain courses, the programs of organization meetings, the bringing in of guest speakers, the regular office hours of faculty members—all contribute to the accomplishment of our vocational guidance and counseling objective. Department advisers are as follows: Accounting and pre-legal, Hilkert; Secretarial, Swanson; Merchandising, Swanson; General Business and Economics, Burton; Special and Irregular students, Swanson and Hilkert; Secondary Commercial Teacher Training, Swanson.

Certified Public Accountants. The courses in accountancy are designed to prepare students for the examination required under the laws of the State of Arizona for the issuance of a Certified Public Accountant's certificate. Examinations are given in May and November of each year by the Arizona State Board of Accountancy. Further information may be obtained by consulting Mr. Hilkert, who is the adviser in accounting.

DESCRIPTION OF COMMERCE COURSES

ACCOUNTING

Com. 101, 102 Elementary Accounting. A beginner's course in the field of bookkeeping, accounting, and business administration. Principles and theories of modern accounting procedure. Covers the entire bookkeeping cycle and preparation of the more common types of business reports. Required of all majors in the Commercial Department. Three lectures and two hours of laboratory a week. Credit, 4 hours each.

103 Social Security and Payroll Accounting. This course covers the entire social security and payroll accounting procedure of the average business. Both the legal and accounting requirements of social security legislation are studied with respect to taxes, benefits payable, merit ratings, personnel control, personnel and compensation records, unemployment insurance, time keeping, and payroll records. Prerequisite: Com. 101, 102 or equivalent. Three lectures a week and problems. Credit, 3 hours. Not offered in 1944-1945.

141 Business Mathematics. Instruction and practice in the fundamental operations—interest, discount, ratios, and related topics. Required of all majors in the Commerce Department who are deficient in the fundamentals of arithmetic. First semester twice a week. Credit, 2 hours.

142 Mathematics of Accounting. A study of annuities, debt amortization, bond price and valuation, and the algebraic equations used in income tax and in consolidated balance sheet problems. Pre-

requisite: Com. 141 or equivalent. Twice a week. Credit, 2 hours. Not offered in 1944-1945.

177 Bookkeeping and Accounting Machines and Clerical Practice. Operation of selected business machines and their adaptation to techniques and uses in various types of bookkeeping and accounting work, including special laboratory practice. Prerequisite: Com. 101, 102. Fee, \$4.00. Credit, 2 hours. Not offered in 1944-1945.

201, 202 Intermediate Accounting. An intensive study of corporations and corporation accounting, tangible and intangible assets, liabilities, funds and reserves, comparative statements, analysis of working capital, miscellaneous ratios, and statement of application of funds. Three lectures a week and problems. Credit, 3 hours each.

203, 204 Advanced Accounting. Partnership organization, dissolution and liquidation. Also venture accounts, statements of affairs, receiver's accounts, home office and branch accounts, parent and subsidiary companies, consolidated balance sheets and profit and loss statements, foreign branches and subsidiaries, estates, and trusts. Prerequisite: Com. 101, 102 or equivalent. Three lectures a week and problems. Credit, 3 hours each.

207 Auditing Theory and Practice. Fundamental principles of audit practice and procedure, verification of the balance sheet and the profit and loss items, preparation of working sheets, and the compilation of audit reports. Prerequisite: Com. 101, 102 or equivalent. Three lectures a week and case problems. Credit, 3 hours. Not offered in 1944-1945.

208 Cost Accounting. A study of the theory of cost accounting and the various cost find systems including specific order costs, process costs, standard costs, and estimate costs. The business routine, as well as the cost accounting procedure, is studied. Preparations of the various cost statements and reports. Prerequisite: Com. 101, 102 or equivalent. Three lectures a week, problems and practice sets. Credit, 3 hours. Not offered in 1944-1945.

209 Governmental and Institutional Accounting. Application of basic accounting principles and budgetary control to various governmental units—city, county, and state—and to public institutions. Includes a study of funds, revenues, expenditures, municipal balance sheets and annual financial reports. Prerequisite: Com. 101, 102 or equivalent. Second semester, three lectures a week and problems. Credit, 3 hours.

210 Income Tax—Federal and State. A study of the federal and state income tax laws and training in the preparation of various income tax returns including returns for corporations, partnerships, fiduciaries, and individuals. Prerequisite: Com. 101, 102 or equivalent.

lent. First semester, three lectures a week and cases. Credit, 3 hours.

211g, 212g Seminar In Accounting. The student is permitted to select a special field of accounting in which he is particularly interested such as chain-store accounting, automobile dealer's accounting, public accounting, etc., and to pursue individual study and/or research in that field. Open only to accounting majors. Prerequisite: approval of instructor. Conference hours arranged. Credit, 1 to 3 hours.

Note. A laboratory fee of 50 cents is charged for each accounting course excepting Com. 177, but the maximum laboratory fee in any semester, regardless of the number of accounting courses taken, is one dollar.

GENERAL BUSINESS AND ECONOMICS

Geog. 101 Economic Geography. See Department of Sciences for description.

Econ. 130 Introduction To Economics. Elementary survey of economic problems. Each semester, three times a week. Required course in the Teacher Education curriculums. Credit, 3 hours.

131 Economic Principles. Evolution of scientific principles of economic theory. Second semester, three times a week. Credit, 3 hours.

132 Current Economic Problems. Application of scientific principles underlying economic activity to present-day conditions. Prerequisite: Com. 131 or equivalent.

185 Personal Financial Management. Problems in personal finance related to earning, budgeting, saving, buying, investing, lending, borrowing, and use of credit services. Credit, 3 hours. Not offered in 1944-1945.

205, 206 Business Law. A study of the legal situations most frequently encountered in everyday life: contracts, sales, agency, partnerships, corporations, negotiable instruments, personal property, real property, and federal and state regulation of business. The practical application of the law is presented especially as it applies to Arizona. The origin and development of law and its social aspects are studied. Three times a week. Credit, 3 hours each.

Hist. 209 Economic History of the United States. See Department of Social Studies for description. May be included in meeting course requirements for majors in the commerce department.

214g Consumer Education. Practical study of the intelligent use of modern business services. Includes critical study of the economic and social effects of advertising, modern sales methods, insurance, investment practices, and both family and personal financial management. Survey is made of available literature related to consumer

education. Prerequisite: Com. 131, 132 or equivalent. Offered summers only. Credit, 2 hours.

215 Business Organization and Management. Practical study of basic forms of business organization and types of management. Prerequisite: Com. 131, 132, or equivalent. Credit, 3 hours.

217 Money and Credit. Study of the function of money, monetary systems, credit functions and facilities, banking policies and practices, and the relation of money, credit, and prices to the business cycle. Prerequisite: Com. 131, 132, or equivalent. Credit, 3 hours. Not offered in 1944-1945.

219g Labor Relations. Study of the strength and weaknesses of wage earners in modern society. Emphasis is on a factual background for a critical appraisal of problems confronting labor and capital as well as legislation and administrative regulations affecting employers and employees. Prerequisite: Com. 131, 132 or equivalent. Credit, 3 hours.

220 Investments. Analysis and evaluation of securities offered by national, state, and municipal governments, public utilities, railroads, industrial concerns, banks, insurance companies, and trusts. Consideration also of business cycles, currency problems, and governmental action in their relation to the position of the investor. Prerequisite: Com. 131, 132 or equivalent. Credit, 3 hours. Not offered in 1944-1945.

221 General Insurance. Survey of coverages available, efficient buying methods, procedures followed in settlement of claims, types of insurance companies, and vocational opportunities in the field. Prerequisite: Com. 131, 132 or equivalent. Second semester, twice a week. Credit, 2 hours.

225g Current Economic and Social Problems. Study of economic basis of present-day social problems, industrialization and its relation to family income and distribution, position of the government in alleviating and removing causes of social distress, and programs of social reform. Prerequisite: Com. 131, 132 or equivalent. Offered summers only. Credit, two hours.

239g Office Management. Basic principles and general practice in the organization and administration of the clerical function, including consideration of office management practices in government, business, and industry. Summer Session 1944. Credit, 2 hours.

262g Contemporary Economic Systems. Study of economic aspects of communism, fascism, Nazism, laissez-faire capitalism, and regulated capitalism. Advantages and disadvantages of the various systems considered with reference to the welfare of the peoples of all

nations. Prerequisite: Com. 131, 132 or equivalent. Credit, 2 hours. Not offered in 1944-1945.

MERCHANDISING

105 Marketing and Distribution. A general and critical survey of principles, trends, and practices related to present-day marketing and distribution. Prerequisite: Com. 131, 132 or equivalent. Credit, 3 hours. Not offered in 1944-1945.

106 Salesmanship. Principles of selling, including methods of approaching prospects and demonstrating goods, the selling of ideas and services, meeting objections, inducing decisions, closing the sale. Emphasis on those basic principles of salesmanship which are applicable both to selling of merchandise and the creation of a favorable personal impression in any field of endeavor. Three times a week. Credit, 3 hours.

226 Advertising. Principles of advertising in relation to marketing and general business management. Includes study of advertising organization and mediums, as well as advertising techniques related to copy, layout, typography, engraving and strategy. Prerequisite: Com. 106. Credit, 3 hours.

227g Retail Merchandising. Study of the organization and management of retail stores, with appropriate consideration of both principles and methods. Prerequisites: Com. 106, 131 or equivalent training and experience. Credit, 3 hours.

SECRETARIAL SCIENCE

110 Techniques In Typewriting. Fundamentals of touch typewriting with appropriate emphasis upon technique and elementary application. Fee, \$2.00. Both semesters, daily. Credit, 2 hours.

113, 114 Elementary Shorthand. Principles of Gregg Shorthand. Some dictation and transcription included in the work of the second semester. Prerequisite: Com. 110 or equivalent training. Fee, \$1.00. Daily. Credit, 3 hours each.

120, 121 Projects In Typewriting. Advanced instruction in applied typewriting with emphasis upon the attainment of speed and accuracy as well as other skill requirements appropriate to production work in a modern office. Students having college credit in elementary typewriting may take only Com. 120 for credit. Prerequisite: Com. 110 or equivalent training. Fee \$2.00. Daily. Credit, 2 hours each.

165 Secretarial Bookkeeping. Special short course in bookkeeping adapted to the needs of stenographic and secretarial office workers. Credit, 3 hours. Not offered in 1944-1945.

233 Business Correspondence. Study of business writing as effectively applied in various forms of business communication. Includes special consideration of form, layout, and other related mechanical aspects of business communication of particular importance to prospective office employees who have a secondary and supporting relationship to the communication function. Attention given to the planning and writing of application letters. Prerequisites: Eng. 101, 102, Com. 110 or equivalent. Second semester, three times a week. Credit, 3 hours.

235, 236 Advanced Shorthand. An advanced course in Gregg Shorthand, beginning with a very brief review of the principles of the system and continuing with graded dictation and transcription. Minimum objective: ability to perform as an efficient stenographer with dictation power of 120 words per minute and transcription power of 25 words per minute. Prerequisite: Com. 113, 114, 120 or equivalent. Fee, \$1.00. Three times a week. Credit, 3 hours each.

238 Secretarial Problems. Modern office requirements from the standpoint of secretarial efficiency. Includes special consideration of understandings, attitudes, and appreciations required of the personal or private secretary. Prerequisites: Com. 120, 235 or equivalent. Fee, \$1.00. Credit, 2 hours. Not offered in 1944-1945.

241, 242 Secretarial Office Practice. Clerical procedures and laboratory practice related to stenographic and secretarial work. Training in the operation of selected office machines and their adaptation to office needs and procedures, including Ediphone and dictaphone operation, mimeographing and other types of duplication, adding and calculating machine operation. Also includes organized instruction in filing. Prerequisites: Com. 120, 235 or equivalent. Fee, \$5.00. Daily. Credit, 1 to 2 hours each semester.

COMMERCIAL TEACHER TRAINING

251g, 252g Commercial Teaching Methods. First semester: comprehensive survey of instructional methods and materials related to business subjects usually taught in Arizona public secondary schools. Second semester: critical study of business offerings in public secondary schools, including thorough consideration of the objectives and basic principles of secondary business education. For commercial teacher training majors only. Prerequisites: Com. 102, 114, 120 or equivalent. First and second semester, twice a week. Credit, 2 hours each.

255g Distributive Education. Analytic study of the distributive occupations and critical evaluation of the need for distributive education. Includes also consideration of the George-Deen Act and its provisions for Federal aid. For commercial teacher training majors

and interested public school administrators only. Prerequisites: Com. 105, 106, 227 or equivalent training and experience. Not offered until Summer Session, 1945.

351 Practicum In Secondary Business Education. Problems in organization, administration, and instruction in the field of secondary business education. Attention given to the planning and development of practical or creative projects, either group or individual. Prerequisites: Com. 251, 252 and Education 215, or equivalent training and experience. Registration subject to approval of instructor. Not offered until Summer Session, 1945.

390 Individual Problems. Designed to meet the needs of individual students desiring to investigate and study a selected problem. Problems may be selected in Accounting, in General Business and Economics, or in Commercial Teacher Training. Open to graduate students only. Credit and time to be arranged.

DEPARTMENT OF EDUCATION

**Burkhard (Head of the Department), Payne, Skinner, Richardson,
Lynd, Worthy, Roll, Ebel, Johnson**

The purpose of the Department of Education is to provide candidates for the teaching profession with professional perspective and skill in the techniques of teaching and in the administration of public schools. To accomplish this end, the student is required to pursue courses dealing with the psychology of human nature, the nature of subject matter, and the problems of social reconstruction in the light of democratic social theories. Opportunities for doing student teaching under supervision are provided in the training schools. Students who wish to prepare for rural education are given opportunity to do their student teaching under rural conditions.

DESCRIPTION OF COURSES IN EDUCATION

Ed. 120 Sociology. An introductory course in the study of human relationships, human wants, and social institutions. The aim is to discover foundations on which to base both a stable and progressive civilization. Either semester. Credit, 3 hours.

201 Art In the Kindergarten-Primary School. Considers the philosophy, psychology, and place of art in the kindergarten-primary school. Laboratory work provides opportunity for becoming familiar with materials, developing techniques, and applying them in directed classroom situations. Fee, \$2.00. Third year, first semester. Credit, 2 hours.

202 Crafts In the Kindergarten-Primary School. A laboratory course in the creative use of everyday materials as a means of developing individual expression. Paper, clay, textiles, wood, and construction work are used and related to the integrated program. Directed observation and experience with children. Fee, \$2.00. Third year, second semester. Credit, 2 hours.

204 Language Arts For the Lower Elementary School. Considers the place of language arts in the contemporary school. A study of those areas dealing with oral and written expression (speech, reading, writing, spelling, literature, etc.) in the integrated program. Special emphasis on the development of techniques for guiding child growth in these fields. Opportunity for observing in the local schools. Third year, first semester. Credit, 2 hours.

207 Literature For the Kindergarten-Primary Grades. A broad survey of folk and modern literature for children of the lower elementary school; a study of characteristics and placement of different types;

wide reading to familiarize students with sources and to develop discrimination; opportunity for experience with children. Third year, first semester. Credit, 3 hours.

209 Kindergarten-Primary Curriculum and Teaching Problems. A study and evaluation of the principles and philosophy underlying teaching in this area. Well-known curriculums will be studied in addition to our state course of study. Curriculum activities will be discussed, developed, and evaluated in actual teaching situations. Equipment, time schedules, reports, and other teaching problems will be studied. To be taken concurrently with student teaching. Fee, 75 cents. Credit, 3 hours.

211g History of Education. A survey of the social life, ideas, and institutions that gave direction to western civilization. The purpose is to furnish background for a better understanding and evaluation of present educational and social problems. Three times a week. Credit, 3 hours.

212 Kindergarten-Primary Play Education and Materials. Study of spontaneous play, and play materials of young children with special emphasis on the utilization of these interests in plays, games, and rhythms to promote normal child development. Opportunity to work with children. Fee, 75 cents. Third year, second semester. Credit, 3 hours.

214 Language Arts For the Upper Elementary School. The student makes a study of the purposes, methods, and materials of the language arts, which include oral and written expression, reading, and spelling in the upper grades. Credit, 2 hours.

215 Secondary School. A study of the historical development of the American secondary school; its functions, objectives, problems, and trends. First semester, three times a week. Credit, 3 hours.

216g Educational Sociology. A study of education in relation to the social institutions in which individuals gain their experiences. The course will deal with methods of gathering data in social research; with the family as an educational agency; problems of educational reconstruction; social relationships and their educational significance; and techniques for measuring the social results of education. Credit, 3 hours.

218g Diagnostic and Corrective Reading Techniques. A study of reading difficulties which are encountered in teaching reading in the public schools. The difficulties from both the learning and teaching situations are investigated. The best known techniques of diagnosis and corrective procedure will be studied. Credit, 3 hours.

220g Arizona School System, Laws, and Records. The organization

and legal set-up of the Arizona school system is discussed with special reference to the work of the teacher and administrator. Consideration given to reports and records. Meets the requirement for the administrative certificate. Two times a week. Credit, 2 hours.

228g Methods of Teaching In Junior and Senior High School. Objectives of secondary education, methods of planning instruction, socialized procedures, individual differences, testing procedures, individual work in major field. Second semester, three times a week. Credit, 3 hours.

230 Elementary School Curriculum and Techniques. Provides the student with an understanding of those necessary curriculum factors such as: contemporary life, scope, concept, and principles of curriculum revision. It includes a study of the various areas of the program and their problems of instruction. Credit, 3 hours.

232 Introduction To Guidance. The need, objectives, prevailing practices, and the administration of guidance programs with special emphasis on the development of an adequate guidance program. Credit, 3 hours.

233g Visual Aids In Education. A discussion of the principles upon which visual education should be established. An examination and evaluation of the latest materials and methods with demonstrations of the actual use of visual aids in units of work. First semester, two times a week. Credit, 2 hours.

238g Extra-Curricular Activities. A study of the activities in the elementary and high schools that have grown up outside the regular curriculum. Different types of activities, their function, importance, and relationship to the regular school program. Consideration of the problem of adjusting these activities to the school program or of including them in the regular school curriculum. Credit, 2 hours.

250g Philosophy of Education. A critical study of social and educational theories. Designed to help the student acquire a perspective of life and its products which will enable teachers to move in the direction of giving excellent professional services to society through the school. Open to seniors and graduate students. Either semester, three times a week. Credit, 3 hours.

260 Observation and Directed Teaching. All students taking any curriculum leading to kindergarten-primary, kindergarten-elementary or elementary certification, observe and teach for a half-day session during the last half of their junior year or first half of their senior year. Students taking curriculums leading to secondary certification or special certification teach for one quarter day instead of a half-day. This teaching is done under trained supervisors in one of the college training schools or in neighboring high schools. Regular

class work in school management is included in the requirements for this course. Credit, 10 hours.

266g Youth Organizations and Leadership. A study of the special problems confronting American youth, particularly as they relate to adolescent and pre-adolescent youth. A study of the various character forming organizations, juvenile problems, and community leadership. An intensive study of one organization and participation in the leadership of such organization. Fee, 50 cents. Third or fourth year, first semester. Credit, 2 hours.

266g The School and Community Relationships. An analysis of the community; its responsibility towards its schools; its contacts with and contributions to them; and schools' community responsibilities. Individual and group study of racial and language problems; library services; service organizations and welfare agencies; parent-teacher associations; social and economic backgrounds; and the school's public relations program. Fee, 50 cents. Third or fourth year, second semester. Credit, 2 hours.

300 Seminar: Thesis Preparation and Research. The four principal objectives are: (1) to acquaint students with the nature of the thesis, (2) to develop a familiarity with the library resources and facilities, (3) to develop certain techniques and basic skills essential in preparing and reporting research studies, and (4) to provide an opportunity for preliminary consideration of suitable thesis problems. Required for the master's degree. Either semester. Credit, 2 hours.

305 Education and Social Control. A scientific study of human affairs with a view to giving a satisfactory direction to them. Social measurement and techniques for carrying on investigation will be considered. Credit, 4 hours.

306 Character Education. Problems of educating for citizenship are evaluated in the light of democratic ideals and conflicting social theories. The implications of environment as a means for educating for citizenship will receive attention. Credit, 2 hours.

312 Modern Elementary Curriculum Development. For teachers, supervisors, and administrators who wish to study the modern developments of the curriculum. An analysis will be made of the best educational thought, practices, and trends of the elementary program. Special attention given to those innovations of proven value. Credit, 2 hours.

313 Elementary School Administration. A course for prospective and in-service teachers and administrators interested in current best practices in organizing and administering the internal affairs of the elementary school. First semester. Credit, 2 hours.

314 Secondary School Administration. Stresses the activities and

responsibilities of secondary school principals as they relate to the major problems of educational leadership and internal school organization and management. Designed for the administrators and for teachers who wish to prepare for administrative positions. Second semester. Credit, 2 hours.

315 Public School Administration. The function of the national government in public school education; state, county and local organization of public schools; a comparison of administrative practices in different states. Second semester. Credit, 2 hours.

316 Supervision in the Elementary School. Considers the purposes of elementary education and such specific problems as the newer type organizations and procedures; grading and promotions; use of new type examinations; ratings of teachers; discipline. Whenever possible, the problems are worked out in the training school. Three times a week. Credit, 3 hours.

318 Guidance Methods and Techniques. Critical study of the nature and use of the interview, tests, inventories, records and reports, observation, rating scales, and the case study in student personnel and guidance work. Credit, 2 hours. Course should precede Ed. 320.

320 School Counseling. A course concerned with the understanding and application of principles, methods, and techniques of counseling individual students. Primary emphasis is placed on how to counsel students effectively. Ed. 318 should precede this course. Credit, 2 hours.

325 Vocational Guidance. A study of the origin, philosophy, principles, practices, and services of vocational guidance, its relationship to other types of guidance, to organized education, and to the total student personnel program. Primarily for secondary teachers, counselors, principals, and directors of guidance. Credit, 3 hours.

330 Contemporary Social Movements. A critical study of current social theories in relation to the work of social reconstruction. A sociological approach to the problem of education in relation to social control in a dynamic society. Credit, 2 hours.

333 Secondary School Curriculum Development. Deals with the meaning and scope of the secondary school curriculum, the resources for curriculum development, methods and techniques of revision, curriculum trends, recent experimental practices with integrated, functional, and core curriculums, and the organization and administration of curriculum development programs. First semester. Credit, 2 hours.

390 Individual Problems. Designed to meet the needs of those students wishing to investigate a problem of their own in any field of Education. Credits and hours to be arranged.

DEPARTMENT OF ENGLISH AND SPEECH

Schilling (Acting Head of Department), Bridges, Gallaway,
Pilcher, Plummer, Southern.

THE MAJOR AND MINOR IN ENGLISH

Major Requirements. (1) Thirty-four hours in English, fifteen of which must be in upper division courses. Included in the thirty-four hours are the eleven hours required in the first two years of the teacher-education curriculums, Eng. 101, 102, 110, 153. The English major requires in addition Eng. 105, 106, 151, 152.

(2) English 105, 106, directed reading courses to be taken during the first and second years, are adjusted to the needs of the individual student. English 151, 152, the second year survey of English literature, covers most of the types of literature and the development of literary movements. With these courses as a guide, the student is expected to plan his upper division electives to meet his own interests and needs. The textbook of 151, 152 is a combined anthology and history of English literature which the student should keep as a reference and a guide. In addition he should have a good dictionary, a grammar, and a short history of England.

(3) The student is advised to take History 105, 106, the History of England, and some courses in foreign language, either ancient or modern. Students registering for the secondary certificate should elect courses in journalism and stage production in preparation for extra-curricular activities.

(4) The student must maintain an average grade of C or better in all English courses. No student whose work in English falls below a C average for more than one semester will be allowed to continue as an English major.

The Minor. (1) Twenty-two hours in English, six of which must be in upper division courses. Included in the twenty-two hours are the eleven hours required in the first two years of the teacher-education curriculums, Eng. 101, 102, 110, 153. In addition to these courses, the English minor requires 103, 104, 152.

(2) English 103, 104, directed reading courses to be taken during the first two years, are adjusted to the needs of the individual student. English 152 covers the history of literature and the major writers of the nineteenth century. The six elective upper division hours should be chosen to fit the student's needs and interests as indicated in the preceding required courses.

THE MAJOR AND MINOR IN SPEECH

The Major. The required twenty-four hours may be taken with an emphasis on either dramatics or speech. The following courses must be included: Speech 110, 121, 123, 220, 257, 260. The remaining hours are to be selected with the approval of the student's adviser.

The Minor. Fifteen hours, selected in consultation with the speech adviser, are required. The courses required for the major are acceptable for the minor, but they may be modified for greater emphasis on either dramatics or speech. English majors who take a minor in speech must take a second minor in some other department.

DESCRIPTION OF COURSE IN ENGLISH

COMPOSITION AND GRAMMAR

Eng. 101, 102 First Year English. Mechanics and organization of compositions. Intensive and extensive reading. Elementary research methods. Fee, 50 cents. Three times a week. Credit, 3 hours.

128 Advanced Composition. Not primarily a course in creative writing. For students who wish further training in the organization and expression of ideas. Second semester, twice a week. Credit, 2 hours.

130 Introduction to Journalism. A general introduction to the field of journalism. Prerequisite to other courses in journalism. Fee, \$1.00. First semester, three times a week. Credit, 3 hours.

140 Journalism—News writing and Reporting. Prerequisite: Eng. 130. Fee, \$1.00. Second semester, three times a week. Credit, 3 hours.

150 Journalism—Staff Work. Admission only by consent of instructor. Laboratory work on the State Press. Assignments, hours, and hours of credit by arrangement. Hours and credit arranged.

155 Advanced English Grammar. A study of technical grammar based upon the prose structure and idiom of the best modern writers. Etymology, word and sentence formation, and terminology are discussed. Second semester, three times a week. Credit, 3 hours.

234 Creative Writing. Training in various forms of imaginative writing. Admission by approval of instructor. Eng. 128 is normally a prerequisite. Second semester, twice a week. Credit, 2 hours.

LITERATURE AND LANGUAGE

103, 104, 105, 106 Directed Reading. Four semesters of directed reading. Required of all English majors in the first two years. Once a week. Credit, 1 hour each.

Ed. 207 Literature for the Kindergarten-Primary Grades. Offered

by the department of education. May be counted toward the English major.

151, 152 Survey of English Literature. Required of all sophomore English majors. Open to others only by consent of instructor. Second year, three times a week. Credit, 3 hours each.

153, 154 World Literature. Selections from the great literature of the world in translation. Lectures on the cultural background out of which the writings grew. Three times a week. Credit, 3 hours each.

171, 172 Approach To Literature. An introduction to literature and literary types. Reading of short stories, essays, novels, biographies, plays, and poetry, mainly from modern writers. Not open to English majors. Three times a week. Credit, 3 hours each.

201, 202 History of the Novel. The origins of prose fiction, the novel in England and America, with some attention to significant examples of foreign literature. Analysis of typical examples and reading of outside assignments. Three times a week. Credit, 3 hours each.

203 History of the Drama. The English drama from the Middle Ages to the present, together with selective examples of foreign influences. Reading of representative plays of each period. First semester, three times a week. Credit, 3 hours.

205g, 206g Shakespeare. Critical study of ten plays. An introduction to various problems of Shakespearean scholarship. Three times a week. Credit, 3 hours each.

207, 208 Nineteenth Century Prose. A study of the prose writers of England, with readings of their most significant works. The first semester deals with the Romantic generation; the second semester, with the Victorian. Three times a week. Credit, 3 hours each.

211g, 212g Nineteenth Century Poetry. The first semester deals with the Romantic period, the second with the Victorian. Three times a week. Credit, 3 hours each.

213 Modern Fiction. A study of the modern novel beginning with Meredith. First semester, three times a week. Credit, 3 hours.

214 Contemporary Fiction. A study of important contemporary writers; their careers and distinctive traits, with particular attention to the relationship of their ideas with present day problems. Second semester, three times a week. Credit, 3 hours.

216 Contemporary Poetry. English and American poetry of the twentieth century; techniques, aims, and significance. Second semester, three times a week. Credit, 3 hours.

217 Modern Drama. The chief dramatic writers of the generation preceding the World War. Reading from representative plays. Study

of the theatre as influenced by the national school of the period. First semester, three times a week. Credit, 3 hours.

218 Contemporary American Drama. A study of the American Drama since the World War, with special attention to experimental techniques. Second semester, three times a week. Credit, 3 hours.

221, 222 American Literature. A review of the national period. A study of the New England movement, transcendentalism, and modern realism, with wide readings. Three times a week. Credit, 3 hours each.

223g Milton. The life of Milton, his relation to the literary and social background of his period, and textual study of his chief works. Second semester, three times a week. Credit, 3 hours.

224 Pope. The life of Pope, his relation to the literary and social backgrounds of his period, and textual study of his chief works. First semester, three times a week. Credit, 3 hours.

226 Short Story. The development of the short story as a literary form; analysis of its technique through study of examples from the work of representative authors. Second semester, three times a week. Credit, 3 hours.

231g Literature for Junior and Senior High School Students. A study of prose and poetry which meet the interests, desires and capabilities of the high school boy and girl. Recent literature for the adolescent will be stressed. First semester, three times a week. Credit, 3 hours.

232g Methods of Teaching English in the Junior and Senior High School. Preparation of units in high school literature and composition, methods of teaching which provide for individual differences, and construction of measurement devices will be included. Second semester, three times a week. Credit, 3 hours.

253g, 254g History of the English Language. English from Anglo-Saxon times to the present. Readings in Old and Middle English. The development of the English syntax and vocabulary. Required of all English majors. Fourth year, three times a week. Credit, 3 hours each.

390 Individual Problems. Designed to meet the needs of those students wishing to investigate a problem of their own in English, Speech or Dramatics. Time and credit to be arranged.

SPEECH AND DRAMATICS

Speech 110 Elements of Speech. An introductory course giving an understanding of the fundamentals of voice and speech. Such instruction as is essential for the establishment of good speech habits is given in the anatomy and physiology of normal speech, minor

defects of speech, and phonetics. Fee, 60 cents. First year, either semester, twice a week. Credit, 2 hours.

121 Dramatic Interpretation. A course designed to give the student skill in the use of his voice, and to aid him in interpreting literature. Prerequisite: Eng. 110. Fee, 50 cents. First semester, twice a week. Credit, 2 hours.

122 Acting. Credit will be given to students acting in college dramatic productions. Fee, 50 cents. Twice a week and laboratory hours. Credit, 3 hours.

123 Stage Production. A study of the fundamentals of stage design and construction, lighting, costuming, make-up and stage management. Fee, 50 cents. Twice a week and laboratory hours. Credit, 3 hours.

127 Argumentation and Debate. The principles of argumentation as illustrated in debate. Essential to students engaging in intercollegiate debate. First semester, twice a week. Credit, 2 hours.

220 Public Speaking. A course in the organization and delivery of various types of speeches, with emphasis on those types which occur most often in everyday life. Second semester, twice a week. Credit, 2 hours.

227 Intercollegiate Debating. Preparation for and participation in intercollegiate debates. Credit is given only to those who have completed Speech 127 and is awarded at the end of the second semester. Prerequisite: Speech 127. First semester, twice a week. Credit, 1, 2 hours.

230 Creative Dramatics. A study of the uses of dramatics in schools; the methods of making a play from a lesson or story; the methods of getting children to improvise their own roles. Two recitation hours, two hours of demonstration weekly. In cooperation with the Training School. First semester. Credit, 3 hours.

235 Stage Directing. Theory and practice in the directing of plays under faculty supervision. Prerequisites: Speech 110, 121, 122, 123, and consent of the instructor. Fee, 50 cents. Twice a week with laboratory. Credit, 3 hours.

240g Children's Dramatics. Theory and practice in dramatics for grade school children. Prerequisite: Speech 123. Fee, 50 cents. Second semester. Credit, 3 hours.

257g Speech Correction. Detailed study of the cause and correction of such minor defects of speech as lisping, nasality, dialects, and baby talk, and such major defects as cleft palate and paralytic speech, stuttering and stammering, tongue-tie speech, speech of the deaf, and abnormal voice qualities. Clinical practice in the College Speech

Correction Clinic. Three hours a week, and clinical practice. Credit, 3 hours.

258g Speech Correction. A clinical, laboratory course for intensive practice in the actual correction of speech defects. Seminar in conjunction for extensive acquaintanceship with literature in the field. Prerequisite: Speech 257. Hours to be arranged. Credit, 2, 4 hours.

259g Clinical Practice. Purely a laboratory course consisting of clinical practice in the College Speech Clinic. Open only to students of Speech Correction who have previously taken Speech 257 and 258. Both semesters, hours to be arranged. Credit, 1, 3 hours.

260g Phonetics. A practical study of phonetics, including the phonetic symbols, the production, the general characteristics and the application of the sounds of American speech in the acquisition and teaching of good pronunciation. Second semester, once a week. Credit, 1 hour.

DEPARTMENT OF FOREIGN LANGUAGES

Cattelain (Head of the Department), Wilson

In Arizona the foreign language given in most high schools is Spanish, therefore this department offers a major in the Spanish language and literature providing special training for students who wish to qualify as teachers of Spanish. For the year 1944-1945 the offerings in the department will be limited to Latin, German, French, and Spanish.

For students planning to teach foreign languages the following suggestions are made: (1) Those majoring in Spanish are strongly advised to select French as a minor. (2) English and the Social Sciences are also acceptable minors for foreign language majors. (3) A major in the Romance languages may be obtained, also, by taking a minor in French and a minor in Spanish. (4) Thirty semester hours are required for a teaching major in the foreign languages. (5) The teaching minor or fifteen hours must be taken in one language.

A non-teaching major of twenty-four hours may be composed of two or more different foreign languages of not less than eight semester hours each. The non-teaching minor may be composed of fifteen hours in one or two languages. Colleges generally do not accept transfer of credit for less than a full year of foreign language. To apply on the major or minor all courses must be approved by the head of the department.

DESCRIPTION OF COURSES

SPANISH LANGUAGE AND LITERATURE

Span. 101 Elementary Spanish. Designed to give the beginner a knowledge of the fundamentals of pronunciation and grammar. Open to beginners only. First semester, three times a week. Credit, 3 hours.

102 Elementary Spanish. A continuation of Span. 101 together with the reading of several elementary texts. Prerequisite: Span. 101 or one year of high school Spanish. Second semester, three times a week. Credit, 3 hours.

103 Intermediate Spanish. Along with a review of grammar, reading is given which stresses vocabulary-building and accuracy of expression. Prerequisite: Span. 102 or equivalent. Four times a week. Credit, 4 hours.

104 Advanced Spanish. The work is similar to Span. 103 with greater emphasis upon rapid reading and oral expression. Pre-

requisite: Span. 103 or equivalent. Four times a week. Credit, 4 hours.

201 Contemporary Writers. A study of present-day trends with special regard for the modern essay. Three times a week. Credit, 3 hours.

202 Spanish Classics. A study of Don Quixote for its intrinsic interest as a novel, and another masterpiece of the Golden Age. Three times a week. Credit, 3 hours.

203g Survey of Spanish Literature To 1700. A history of the literature through the Golden Age. Lectures, readings, and reports. Prerequisite: Span. 202. Three times a week. Credit, 3 hours.

205g Advanced Grammar and Composition. Designed to develop the student's power of thought and expression. Required for the department's recommendation to teach. Twice a week. Credit, 2 hours.

207g, 208g Nineteenth Century Literature. The first semester is devoted to the Romantic Movement and the works of the "costumbristas"; the second, to the important regional novels and the works of the Post-Romantic dramatists and poets. Three times a week. Credit, 3 hours each.

222g Modern Spanish Poetry. An interpretation of selections from the writings of Ruben Dario and subsequent poets. Three times a week. Credit, 3 hours.

224g Hispanic American Prose. A study of the outstanding novelists and essayists. Three times a week. Credit, 3 hours.

227g The Regional Novel. A study of the modern novels of manners in Spain. Three times a week. Credit, 3 hours.

390 Individual Problems. Open to graduates only who wish to work on problems in French, German, or Spanish. Credit and hours to be arranged.

FRENCH

Fr. 101 Elementary French. For beginners. Self expression and oral drill are practiced. The scientific method of pronunciation is emphasized. First semester, three times a week. Credit, 3 hours.

102 Elementary French. A continuation of French 101. Oral drill, dialogues, and conversations. Students express their thoughts in short French sentences. An easy French reader is used. Prerequisite: French 101 or one year of high school French. Second semester, three times a week. Credit, 3 hours.

103 Intermediate French. A grammar review, followed by a fast reading course of French plays or short stories. Prerequisite: French

102 or equivalent. Three times a week. Credit, 3 hours.

104 Nineteenth Century Writers. A condensed review of the French novel illustrated with readings from Balzac, Maupassant, Hugo, Dumas, and others. Prerequisite: French 103 or equivalent. Three times a week. Credit, 3 hours.

203 The French Theater. Plays from Moliere, Corneille, Victor Hugo, and other modern writers will be studied. Prerequisite: French 103 or its equivalent. Three times a week. Credit, 3 hours.

GERMAN

Ger. 101 Elementary German. For beginners. The aim is to teach the principles of the German language and pronunciation. Students having previous training in German should register for German 102. Text: Schinnerer, "Beginning German." First semester, three times a week. Credit, 3 hours.

102 Elementary German. A continuation of German 101, with the reading of easy German works. Text: Schinnerer, "Continuing German." Second semester, three times a week. Credit, 3 hours.

103 Intermediate German. A reading course with some grammar review to enable the student to read with ease. Prerequisite: Six hours of German. Three times a week. Credit, 3 hours.

LATIN

Lat. 101 Elementary Latin. A beginners' course for all students desiring a general cultural background, and for majors in English and the Sciences. Emphasizes vocabulary and derivations rather than grammar. First semester, four times a week. Credit, 4 hours.

102 Elementary Latin. A continuation of Lat. 101 with the use of a simple Latin reader. Second semester, four times a week. Credit, 4 hours.

DEPARTMENT OF HOME ECONOMICS

Rannells (Head of the Department), Ellsworth, Woodall

This department offers training designed to meet the needs of students of the following types: (1) Those who wish to teach in this field at the elementary or junior high school level. (2) Those who wish to meet the requirements for vocational certification. (3) Those wishing to secure a secondary certificate with a major in home economics. (4) Those wishing the special certificate in home economics. (5) Those who wish to prepare for the vocation of homemaking, or who desire a background for other vocations which grow out of the study of home economics.

MAJORS AND MINORS IN HOME ECONOMICS

For Elementary and Special Certification. This major meets the needs of those planning to teach home economics on their elementary or special certificates. The elementary certificate permits the holder to teach in grades one to nine inclusive. The holder of the special certificate may teach home economics in grades one to twelve inclusive. The major consists of thirty hours, with the following courses required: H. Ec. 100, 101, 102, 104, 105, 108, 203, 208, 214, 217. In addition five hours of the required teaching must be in home economics. The remaining courses may be H. Ec. 206 or 212, and 207 or 211.

For Secondary Certification. The requirements for the major are the same as given above, but, in addition, those seeking the master's degree must meet the requirements made by the graduate division.

For Vocational Certification. Those who are preparing for vocational certification will select courses to make a major of forty semester hours, exclusive of the hours required in directed teaching and home economics education. This preparation includes: (a) A bachelor's degree in a four year course covering all phases of homemaking. (b) Not less than 130 semester hours of credit. (c) Related subjects amounting to twenty-six hours. Those that are accepted include chemistry, bacteriology, physics, biology, physiology, hygiene, sociology and art. (d) Eighteen semester hours minimum in psychology and education. (e) Five semester hours of directed teaching in homemaking. (f) General academic courses and electives to make up the total of 130 semester hours.

The following courses are required and should be taken in the years indicated: Freshman year, H.Ec. 100, 101, 102, 104; sophomore year, H.Ec. 105, 108, Chem. 110, 180; junior year, H.Ec. 202, 203, 206,

208, 211, 215; senior year, H.Ec. 207, 209, 212, 214, 217, and Biol. 172.

The Minor. Fifteen hours are required for the minor. H.Ec. 106 and 107 are recommended. The remaining courses must be approved by the head of the department.

DESCRIPTION OF COURSES OFFERED

H. Ec. 100 Orientation To Home Economics. A preview of the home economics field, including opportunities for employment at the end of the course. Fee, 25 cents. First year, first semester, once a week. Credit, 1 hour.

101 Elementary Nutrition. The fundamental principles of nutrition, the selection of an adequate diet, and the significance of food in its relation to health. Open to men and women. Fee, 25 cents. First semester, twice a week. Credit, 2 hours.

102 Clothing Selection. The selection of clothing with consideration of materials, cost, style, design, the individual, and the occasion. Fee, 25 cents. Second semester, twice a week. Credit, 2 hours.

104 Family Health. Information on good health for the family, special attention being given to care of the sick, a study of the mother through pregnancy and childbirth, and the care of the infant. Fee, 25 cents. Second semester, once a week. Credit, 1 hour.

105 Applied Food Principles. A study of general principles of cookery and the nutritive facts involved. Open only to majors in the department. Fee, \$3.00. First semester, six hours a week. Credit, 3 hours.

106 Food Preparation and Meal Service. A consideration of the fundamental processes involved in food cookery, meal planning and table service. Designed especially for non-major students. Fee, \$3.00. First semester, six hours a week. Credit, 3 hours.

107 Fundamentals of Clothing Construction. Gives non-major students some experience in the practical aspects of clothing selection and construction. Fee, 25 cents. Second semester, six hours a week. Credit, 3 hours.

108 Clothing Construction. Develops the principles of dressmaking through the construction of inexpensive garments. Experience in the selection of materials and design. Open only to major students. Fee, 25 cents. Second semester, six hours a week. Credit, 3 hours.

110 Household Equipment. The selection and use of all types of household equipment is studied in detail. Fee, 50 cents. Second semester, three times a week. Credit, 3 hours. Not offered in 1944-1945.

202g Problems of the Consumer. A study of the problems, wants,

needs, and practices of the consumer buyer in the fields of foods, textiles, clothing and home equipment. Considers the influence of advertising, retail stores, and government agencies on the consumer. Fee, 50 cents. First semester, twice a week. Credit, 2 hours.

203 Child Development. A study of the physical, mental, emotional and social development of the young child. Observation in the nursery school. Fee, 50 cents. First semester, three times a week. Credit, 3 hours.

206g Food for the Family. Stresses the economic selection and nutritive value of foods, types of meals, and table service. Practice is given in planning, preparing and serving family meals. Open only to majors in the department. Prerequisites: H. Ec. 101, 105. Fee, \$3.00. Second semester, six hours a week. Credit, 3 hours.

207g Nursery School Education. Opportunity is given for directed teaching in the nursery school. Studies the development of the nursery school and the theories underlying current practices. Prerequisite: H. Ec. 203 or Ed. 234. Fee, \$1.00. Six hours a week. Credit, 3 hours.

208 Home Economics Education. A study of the content of the home economics curriculums and the methods of teaching, including Vocational Home Economics, working out a home project, and an evaluation of teaching aids. Fee, \$1.00. First semester, three times a week. Credit, 3 hours.

209g The Family. A study of the organization of the family as a changing institution, and the development of guiding principles for the future family. Open to men and women. Fee, 25 cents. Second semester, three times a week. Credit, 3 hours.

211g Advanced Clothing. Deals with wool and silk construction problems, advanced fitting problems, good style and design, and making and assembling illustrative material for the teaching of clothing. Prerequisites: H. Ec. 102, 108. Fee, 25 cents. First semester, six hours a week. Credit, 3 hours.

212g Advanced Nutrition. A study of special problems in diet and nutrition. Prerequisites: H. Ec. 101, 105. Fee, \$1.00. First semester, six hours a week. Credit, 3 hours.

214g Home Management House. Students live in the Home Management House for a six-week period, and carry on all the duties involved in homemaking. Open only to senior home economics majors. Prerequisites: H. Ec. 104, 203, 206, 217. Fee, \$5.00 and board and room at the regular college rate. Second semester. Credit, 3 hours.

215 Home Furnishing. Considers the selection, combination, and arrangement of furniture; color schemes; choice of wall finishes, floor

coverings, draperies, and accessories. Fee, 50 cents. Second semester, three times a week. Credit, 3 hours.

217g Home Management. A study of goals of homemaking, standards of living, the budgeting of time and income, household accounting, and the selection, care, efficient arrangement and use of the house and equipment. Fee, 50 cents. First semester, three times a week. Credit, 3 hours.

219g Textiles. Textile fibers and the construction and finish of fabrics, their sources, characteristics, identification, and uses. Fee, 50 cents. First semester, twice a week. Credit, 2 hours.

Ed. 260 - Directed Teaching. Majors must teach home economics for one-half semester under the supervision of the department. Prerequisite or parallel: H. Ec. 208. Either semester, every afternoon. Credit, 5 hours.

390 Individual Problems. Designed to meet the needs of those students wishing to investigate a problem of their own in any phase of Home Economics. Time and credit to be arranged.

DEPARTMENT OF INDUSTRIAL ARTS

Neeb (Head of the Department)

Purposes. Two types of work are offered to students preparing themselves to become teachers, supervisors, and directors of industrial arts. One concerns itself with the problems of the elementary and junior high schools, and the other with secondary school problems. In addition, students not interested in teaching industrial arts may select courses, majors, or minors to fit their special needs.

Veterans and 17 Year Olds. In order to meet the needs of returning veterans, seventeen year old boys and others, the department offers a group of practical courses under each of the following headings: Aeronautics, Drawing, Electricity and Radio, Mechanics, and Building and Construction.

Time Requirements. All courses are so planned that three hours per week are required for each semester hour earned. These three hours include class work, laboratory work, or work of any other type.

MAJORS AND MINORS

With the exception of the General Major, which requires only twenty-four hours, all other majors require thirty hours. All minors in Industrial Arts require fifteen hours. The different types of majors and minors and their requirements are given below. With the approval of the head of the department, students may select courses to fit their needs.

The General Major. This major is for those students who do not wish to teach Industrial Arts, and yet desire a background in industrial arts of a general nature.

The Teaching Major. Those planning to teach Industrial Arts will select thirty hours of work, at least fifteen hours being upper division work, from the following courses: I.A. 105, 106 or 114-a, 121, 122, 154, 163, 207, 211, 212, 218, 257, 264.

Special Majors. These are designed to meet the needs of students wishing a major in the following special fields of industrial arts: (1) Building and Construction; (2) Electrical; (3) General Shop. Each requires thirty hours of work selected from the courses listed after each as follows: (1) **Building and Construction.** The following courses are required: I.A. 211, 212, 257. Twenty-three hours should be selected from the following: I.A. 105, 113, 114-a, 121, 122, 154, 160, 163, 207, 208, 217, 218. (2) **Electrical.** The following courses are required: I.A. 211, 212, 257. The remaining twenty-three hours are

to be chosen from the following: I.A. 100, 101, 105, 107, 111, 113, 115, 116, 153, 160, 215, 216. (3) **General Shop.** The following sixteen semester hours of work are required: I.A. 113, 121, 122, 163, 211, 212, and the remaining fourteen hours are to be selected from the following: I.A. 100, 101, 105, 111, 112, 115, 116, 154, 160, 164. It is recommended that students taking any of the special majors select a science minor.

Minors. The requirements for minors are as follows: (1) **Architectural Drawing.** Required, I.A. 211, 212. Select the remainder from the following: I.A. 105, 106, 201, 202. (2) **Mechanical Drawing.** Select from the following: I.A. 113, 114-a, 114-b, 155, 156, 211, 212. (3) **Woodworking.** Required, I.A. 211, 212. Select other courses from the following: I.A. 121, 122, 207, 208, 217. (4) **Mechanics.** Required, 211, 212. Select other courses from the following: I.A. 111, 112, 160, 164. (5) **Electrical.** Required, I.A. 211, 212. Select other courses from the following: I.A. 100, 101, 115, 116, 154. (6) **General Teaching Minor.** Courses are selected to meet the student's special needs.

DESCRIPTION OF COURSES

I.A. 100 Elementary Electricity. Designed to acquaint the student with practical electrical work, including splicing; soldering; light, bell and annunciator circuits. A prerequisite for all electrical and radio courses. Fee, \$3.00. Three times a week. Credit, 3 hours.

101 Auto Ignition. Prepares the student for commercial shop practice, and includes testing, recharging, and repairing storage batteries; ignition coils; distributors; lighting systems; fuses and circuit breakers. Machine shop practice. Fee, \$3.00. Two lectures, four hours laboratory. Credit, 3 hours.

103 Mechanical Drawing. A study of the elements of orthographic projection. Fee, \$3.00. One lecture, six hours laboratory each week. Credit, 3 hours.

105 Architectural Drawing. For students preparing to teach in the junior and senior high schools or for architectural drafting and engineering work. Fee, \$3.00. One lecture, six hours laboratory a week. Credit, 3 hours.

106 Architectural Drawing. A continuation of I. A. 105. Complete plans and estimate of materials for a two story house. Open to all students. Prerequisite: I. A. 105. Fee, \$3.00. One lecture, six hours laboratory a week. Credit, 3 hours.

107 Forge. A study of, and practice in the elements of forging, drawing, bending, up-setting, welding, casehardening and tempering and allied topics. Fee, \$3.00. One lecture, six hours laboratory. Credit, 3 hours.

108 Agricultural Mechanics. Meets the needs of students of agricultural and farm management. Fee, \$3.00. One lecture, nine hours laboratory. Credit, 3 hours.

109 Calculations. The practical application of the fundamental arithmetical processes to problems of the shop with emphasis upon rapid calculations and theory and practical use of the slide rule. Three lectures a week. Credit, 3 hours.

111 Machine Shop. A beginning course in machine shop practice including filing, drilling, turning, and polishing done with hand tools; and general use of machine equipment. Fee, \$3.00. One lecture, six hours laboratory. Credit, 3 hours.

112 Machine Shop. The making of industrial projects involving the use of the complete machine equipment of the department. Prepares men for machinists and auto mechanics, as well as for teachers in secondary schools. Fee, \$3.00. One lecture, six hours laboratory. Credit, 3 hours.

113 Engineering Drawing. A study of orthographic projections, lettering, tracing, and blue printing. Required of all engineering students. Prerequisite: one year high school drawing, or I. A. 103. Fee, \$3.00. One lecture, and six laboratory hours each week. Credit, 3 hours.

114-a Descriptive Geometry. Designed for students majoring in mechanic arts. The elements of descriptive geometry including problems in warped surfaces and intersections of solids. Prerequisite: I. A. 113. Fee, \$3.00. One lecture, six hours laboratory each week. Credit, 3 hours.

114-b Descriptive Geometry. Same as I. A. 114-a with emphasis on shades and shadows. Primarily for architectural and art students. Prerequisites: I. A. 105, 106. Fee, \$3.00. One lecture, six hours laboratory. Credit, 3 hours.

115 Radio Construction. Covers the elements of electrical theory, electromagnetism, potential, current, resistance, capacitance, storage and dry cells, the vacuum tube, and vacuum tube circuits. Fee, \$3.00. Two lectures, four hours laboratory. Credit, 3 hours.

116 Radio Construction. A continuation of I. A. 115, involving a study of the more advanced types of receiving sets, testing and servicing, and vacuum tube characteristics. Constructional work and laboratory practice. Fee, \$3.00. Two lectures, four hours laboratory. Credit, 3 hours.

121 Wood Work. A course in the basic types of furniture construction and furniture repair suitable for use in junior high school shop work. No machine work. Fee, \$3.00. One lecture, six hours laboratory a week. Credit, 3 hours.

122 Cabinet Making. Gives practice in the proper use and care of hand tools. The correct use of machines is emphasized. A study of the fundamental principles involved in furniture construction. Fee, \$3.00. One lecture, six hours laboratory a week. Credit, 3 hours.

131 Aircraft Engines. Provides training in the disassembly and assembly of aircraft engines including a complete top overhaul, timing of engines, and synchronizing of magnetos. Information relative to carburetion, ignition and oiling systems necessary for a complete understanding of the operation of aircraft engines will also be introduced. One lecture, six hours laboratory a week. Credit, 3 hours.

132 Airplane Mechanics. All types of wood rib construction, use of power sewing machine, covering, together with doping and painting of covered surfaces. Course will also include riveting and information concerning use of metals for aircraft construction. One lecture, and six hours laboratory a week. Credit, 3 hours.

145 Elementary Surveying. Care, adjustment and use of surveying instruments, and computations. One lecture, six hours of laboratory per week. Fee, \$3.00. Credit, 3 hours.

151 Broadening and Finding. For students preparing to teach in the junior and senior high schools. Consists of model work, boats, steam engines, electrical motors, and similar projects, and special problems in woodworking, machine shop, radio, or electricity. Fee, \$3.00. One lecture, six hours laboratory a week. Credit, 3 hours.

154 House Wiring. The chief topics are the installation of lighting circuits, underwriters' regulations, conduit work, and the estimation of cost. Fee, \$3.00. Two lectures, four hours laboratory. Credit, 3 hours.

155 Mechanisms. The study and design of linkages, gears, cams, screws, and other machine elements, together with the relative motions of machine parts. Prerequisite: I. A. 114-a. Fee, \$3.00. One lecture, six hours laboratory each week. Credit, 3 hours.

156 Machine Design. Treats such topics as shafts, bearings, pulleys, belts, clutches, standard machine parts, and fastenings. Prerequisite: I. A. 155. Fee, \$3.00. One lecture, six hours laboratory each week. Credit, 3 hours.

160 Sheet Metal Work. Prepares the student to teach in junior high school. Laying out and cutting of sheet metal; soldering; riveting; projects including utensils and toys. Prerequisite: I.A. 114-a. Fee, \$3.00. One lecture, six hours laboratory. Credit, 3 hours.

163 Wood Turning. Drills in spindle, face plate, and chuck work,

together with practice in finishing and polishing. One lecture, six hours laboratory a week. Credit, 3 hours.

200 C.A.A. Primary Ground School Course. Sponsored by the Civil Aeronautics Authority. A total of 72 hours in class are required as follows: History of Aviation, 2 hours; Theory of Flight, 15 hours; Civil Air Regulations, 12 hours; Practical Air Navigation, 15 hours; Meteorology, 15 hours; Parachutes, 1 hour; Aircraft Power Plants, 5 hours; Aircraft Instruments, 5 hours; Radio Uses and Terms, 2 hours. Arrangements for flight instruction will be made for students desiring the same. Flight instruction costs are extra. Four times a week. Credit, 4 hours.

201 Architectural Drawing. A study of some of the best classical elements in architecture, and of the fundamentals of design. Prerequisites: I. A. 114-b, 106. Fee, \$3.00. One lecture, six hours laboratory a week. Credit, 3 hours.

202 Architectural Drawing. A series of problems involving a study of the principles of architectural composition. Prerequisite: I. A. 201. Fee, \$3.00. One lecture, six hours laboratory a week. Credit, 3 hours.

204 The Secondary Ground School Course. Consists of a minimum of 128 hours in the following subjects: Aerodynamics and Structures, 32 hours; Navigation, 48 hours; Powerplants, 48 hours. Prerequisite: C.A.A. 200. Passing of Government Examination required for college grade. Eight lectures per week. Credit, 8 hours.

207 Cabinet Making and Mill Work. Deals with advanced types of furniture; construction, and tenoning; panel construction; methods of glueing; the application of finishes; design; the use of power machines. Prerequisite: I. A. 122. Fee, \$3.00. One lecture, six hours laboratory a week. Credit, 3 hours.

208 Carpentry. Construction problems involved in the erection of building emphasizing the use of the steel square and carpenters' tools; sharpening of cutting tools; framing processes; short cuts; trade terminology. Fee, \$3.00. One lecture, six hours laboratory a week. Credit, 3 hours.

211 Job Analysis. Jobs are analyzed into their various steps and their relationship is studied. This course is necessary in curriculum building. Two lectures and two laboratory demonstrations per week. Credit, 2 hours.

212 Curriculum Making. For students preparing to teach. Trade and technical material, tool processes, occupational information, and job analysis are arranged to form effective teaching guides. Prerequisite: I. A. 211. Two lectures and two laboratory demonstrations per week. Credit, 2 hours.

215 Radio Construction. Acquaints the student with the fundamentals of radio transmission. Oscillating circuits; system of modulation; antenna systems; frequency measurements; international Morse code; government regulations. The student is required to pass the equivalent of a government examination for an amateur operator's license. Prerequisite: I. A. 116. Fee, \$3.00. Two hours lecture, four hours laboratory. Credit, 3 hours.

216 Radio Construction. Seminar. Fee, \$3.00. Six hours per week. Credit, 3 hours.

217 Stair Building. Construction of straight stairways, platforms, and circular stairways to one-third scale. Prerequisite: I. A. 208. Fee, \$3.00. One lecture, six hours laboratory a week. Credit, 3 hours.

218 Steel Square. A study of problems involving the use of the steel square in carpentry, framing, stair building, and sheet metal. Prerequisite: I. A. 208. Fee, \$3.00. One lecture, six hours laboratory a week. Credit, 3 hours.

220 Industrial Arts for the Elementary School Teacher. This course gives an insight into industrial processes that have social applications to the work of teachers in the elementary schools. A study of tool processes in woodworking, wood turning, glue joints, jig building, toy construction. The use of instruments in drawing, and the correlation of drawing with shop practice. Two lectures, and two three-hour laboratory periods per week. Credit, 4 hours.

221 Industrial Arts for the Elementary School Teacher. This course emphasizes the same fundamentals of construction and procedure outlined in course 220, but is applied to sheet metal, electricity, radio, mechanics, and aeronautics. Two lectures, and two three-hour laboratory periods per week. Credit, 4 hours.

252 Broadening and Finding. A continuation of I. A. 151, with some machine lathe practice, drill press work, milling machine work, and special problems. Fee, \$3.00. One lecture, six hours a week. Credit, 3 hours.

255 Teaching Problems. Assists students preparing to teach industrial arts in the making of lesson plans, and the presentation of materials to students. Prescribed for prospective teachers in this field. Prerequisites: I. A. 211, 212. Fee, \$3.00. Three hours per week. Credit, 3 hours.

257 Supervision and Administration of Industrial Arts. The general principles of supervision applied to the teaching of shop classes. Classification of tools, tool operations and projects. Purchasing of

supplies and equipment. Prerequisites: 211, 212, or equivalent. Three hours a week. Credit, 3 hours.

260 Advanced Wood Turning. Instruction in all kinds of built-up, segmented and jointed projects. Prerequisite: I. A. 163. Fee, \$3.00. One lecture, six hours laboratory a week. Credit, 3 hours.

264 Patternwork. A study of draft, shrinkage, finish, warp, and shake. The construction of patterns involving the common problems of the pattern maker. Prerequisite: I. A. 163. Fee, \$3.00. One lecture, six hours laboratory a week. Credit, 3 hours.

269g Pre-Flight Aeronautics for Teachers and Laymen. Gives an insight into the world of aviation and practical applications of navigation, meteorology, use and care of instruments, civil air regulations, and operation of aircraft engine power plants. Meets the needs of teachers, and of those planning to do technical work. Three lectures a week. Credit, 3 hours.

390 Individual Problems. Meets the needs of graduate students specializing in industrial arts who wish to investigate a problem of their own. Problems must be approved by the head of the department. Fee, \$3.00. Either semester. Hours and credit to be arranged.

LIBRARY SCIENCE

Batchelor (Librarian)

L. S. 203 Book Organization. An elementary study of the principles and practices of the Dewey Decimal classification, simplified cataloging, subject headings, alphabeting and filing. Designed especially for the small public or school library. Credit, 3 hours. -

205 Library Book Selection. An introductory study of the techniques and problems of selecting books for the school or small public library, with attention given guides and aids, reading interests and patterns, publishers and dealers, acquisition and preparation. First semester. Credit, 3 hours.

206 School Library Administration. A study of the school library, its educational backgrounds and aims, activities and functions, personnel and management, materials and equipment, organization and administration. Credit, 3 hours.

240 Book Services. A survey of the principles and practices of the loan, reference and reading guidance services suitable for the small public or school library. Credit, 3 hours.

DEPARTMENT OF MATHEMATICS

Lyon (Acting Head of the Department)

Purposes. Mathematics serves many purposes in a teachers' college. Chief among these are the following: (1) A practical tool-subject for those who will enter the teaching profession. (2) A background for any scientific work undertaken later. (3) An essential background for those interested in general culture.

The Major. The major consists of twenty-eight semester hours of work completed successfully. The work is planned so that at least one course is taken each semester. Courses are chosen to fit the student's needs.

The Minor. There are two types of minors offered. One is designed for those entering the teaching profession. The other is for those planning careers in science. At least fifteen semester hours of work are required for the minor.

COURSES IN MATHEMATICS

Math. 105 Basic Mathematics. An intensive study of the fundamental mathematics encountered in everyday life. The course does not presuppose any knowledge of algebra or geometry. The work begins with arithmetic and the extent of the work depends upon the background and ability of the class being taught. Either semester, three times a week. Credit, 3 hours.

111, 112 First Year Mathematics. Algebra, Trigonometry, and Analytic Geometry. A year's course. Five times a week throughout the year. Credit, 4 hours each.

113, 114 Second Year Mathematics. Includes Differential and Integral Calculus and further work in Analytic Geometry. A year's course, but credit will be given for either semester, by special permission. Prerequisite: Math. 112. Five times a week throughout the year. Credit, 4 hours each.

125 Advanced Geometry. The geometry of the triangle. No prerequisite beyond high school geometry. Second semester, twice a week. Credit, 2 hours.

212 The Teaching of Junior High School Mathematics. Second semester, twice a week. Credit, 2 hours.

221-g Advanced Calculus. Includes Multiple Integration. Partial Differentiation, Line Integrals, Applications, and other topics as far as time allows. Prerequisite: Math. 114. First semester, five times a week. Credit, 4 hours.

224-g Special Topics in Mathematics. Subject matter will vary from year to year, but will be connected with the teaching of high school mathematics. Prerequisite: Math. 114. Second semester, four times a week. Credit, 4 hours.

241-g, 242-g Theory of Functions. Concepts of limits, continuity, derivatives, and the theory that underlies modern mathematical analysis. Four times a week throughout the year. Credit, 4 hours each.

250 Thesis Work in Mathematics. Independent study undertaken by the student, with occasional conferences with the instructor. May be taken more than once for credit. Either semester, hours to be arranged. Credit, 1 or 2 hours.

301 Theory of Numbers. Study of the properties of whole numbers. First semester, four times a week. Credit, 3 hours.

302 Theory of Finite Groups. Groups of presentation, the Galois theory. Second semester, four times a week. Credit, 3 hours.

311 Differential Geometry. Three dimensional curves and surfaces and their properties. First semester, four times a week. Credit, 3 hours.

312 Projective Geometry. Analytic study of the projective properties of figures. Second semester, four times a week. Credit, 3 hours.

390 Individual Problems. Designed to meet the needs of those students wishing to investigate a problem of their own in Mathematics. Time and credit to be arranged.

Note. Certain upper division and graduate courses can not be offered each year. The selection will depend upon the demand.

DEPARTMENT OF MUSIC

**Harelson (Head of the Department), Barkley, Bullock, Hargiss,
Lyon, Quaid, Wright.**

The chief objective of the work in music is to prepare teachers to handle the subject in the public schools. The program is planned with that end in view. However, many of the courses offered are of general cultural value and are open to all qualified students, whether they are majoring in music or not. Students desiring to major in music are tested to determine their fitness for this field and their probable success in this type of work.

All music majors and kindergarten-primary majors are required to show the equivalent of two or more years of piano study before graduation. This must include ability to read at sight, music of hymn-tune difficulty, piano accompaniments for songs sung in the grades, and rhythm selections for lower grades. In addition to the piano requirement, a minimum of one year of class instrumental instruction is required of all music majors. A second year of instrumental instruction is provided for in the music curriculum and will be required of students not majoring in violin or other orchestral instrument. Two years of applied voice are required of music majors, of which one year may be in class voice, and one year in private instruction.

Satisfaction of the requirement for graduation in all forms of applied music will be determined on the basis of proficiency in performance, rather than on the number of lessons which have been taken. Students who are able to meet the specified requirements in voice, piano, or instrumental instruction may, upon examination, be excused from applied courses in the given subject with the approval of the head of the department.

MAJORS AND MINORS

The Major. Students planning to major in music must meet the requirements of one of the curriculums printed in the section of the catalog headed "Curriculums". In addition they must meet the requirements in music as outlined below:

Freshman Year. Mus. 100, 102, 109; Piano, 2 hours; Voice or instrument, 2 hours; Glee club, band, or orchestra, 2 hours.

Sophomore Year. Mus. 103, 104, 143, 144; Piano, 2 hours; Voice or instrument, 2 hours; Glee club, band, or orchestra, 2 hours.

Junior Year. Mus. 205 or 207, 211, 212; Instrumental instruction, 2 hours; Glee club, band, or orchestra, 2 hours.

Senior Year. Mus. 202; Instrumental instruction, 2 hours; Glee club, band, or orchestra, 2 hours.

The Minor. Students majoring in other fields may elect a minor in music of at least fifteen semester hours with the advice of the head of the department.

Vocal Music Minor. The following sequence of courses is suggested: 100, 102, 109, 211, or 212. In addition, courses should be chosen from Applied Music, Piano, Voice, Glee Club, Band, Orchestra.

Instrumental Music Minor. The following sequence of courses is suggested: 100, 102, 103, 109, 207. Work in band and orchestra should also be taken.

MUSIC FEES

PIANO—	Per semester
Two private lessons a week (half hour).....	\$36.00
One private lesson a week (half hour).....	27.00
Class lessons, four in a class (one hour).....	9.00
Class lessons, two in a class (one hour).....	12.50
VOICE—	
Two private lessons a week (half hour).....	\$36.00
One private lesson a week (half hour).....	27.00
Two class lessons a week.....	no fee
Class lessons in voice are restricted to music majors and minors.	
VIOLIN—	
One private lesson a week (one hour).....	\$36.00
VIOLONCELLO—	
Two private lessons a week (half hour).....	\$36.00
One private lesson a week (half hour).....	27.00
BAND AND ORCHESTRA INSTRUMENTS—	
Two private lessons a week (half hour).....	\$36.00
One private lesson a week (half hour).....	27.00

COURSES IN MUSIC

Mus. 100 Fundamentals of Music. A study of the basic elements of music with emphasis on notation, rhythm, formation of the major and minor scales, sight singing with and without syllables, and creative melodic writing. First year, either semester, twice a week. Credit, 2 hours.

102 Advanced Sight Singing and Ear Training. Further development of music reading with special attention to aural recognition and writing. Prerequisites: Mus. 100, and a knowledge of reading notes. First year, either semester, twice a week. Credit, 2 hours.

103 Harmony I. Intensive study of the grammar and structure of music with particular emphasis on four-part harmonic writing. The material covered includes interval and triad study; melodic writing; and four-part writing in triad root positions, first inversions. Prerequisite: Mus. 102. Second year, first semester, three times a week. Credit, 3 hours.

104 Harmony II. A continuation of Music 103. Part-writing of triads in second inversions, and the use of the Dominant Seventh and Dominant Ninth, are covered. Emphasis is placed on the study and development of harmonic style through listening and analysis of the works of representative composers. Prerequisite: Mus. 103. Second semester, three times a week. Credit, 3 hours.

105, 106 Voice—Private Instruction. Voice building for beginners. Either semester, two lessons a week and five hours practice. Credit, 1 hour each.

107, 108 Voice—Private Instruction. Second year, further development in technique of voice production in singing. Prerequisites: Mus. 105, 106 or equivalent. Either semester, two hours a week. Credit, 1 hour each.

109 Music Appreciation. Designed to develop judgment and discrimination in listening to music. The material used consists largely of phonographic recordings. First year, first semester, twice a week. Credit, 2 hours.

111, 112 Class Voice. For music majors and minors, and kindergarten-primary majors with little or no previous training in voice. Either semester, twice a week. Credit, 1 hour each.

113, 114 Piano—Private Instruction. Courses arranged to meet the needs of students. Opportunity for public performance is provided through informal afternoon recitals during Freshman and Sophomore years. Either semester, one or two lessons a week. Credit, 1 or 2 hours each.

115, 116 Piano—Private Instruction, Second Year. Either semester, one or two lessons a week. Credit, 1-2 hours each.

121, 122 Class Piano. For music majors or minors, first year. Study of the elements of piano, keyboard technique and sight-reading of simple folk songs and studies. First semester, two lessons a week; second, one a week. Credit, 1 hour each.

123, 124 Class Piano. For music majors and minors, second year. Study of more advanced keyboard technique, sight-reading and memorization of repertoire. Either semester, one lesson a week. Credit, 1 hour each.

125, 126 Class Piano. For kindergarten-primary majors. First semester, a study of elements of keyboard technique and sight-reading of folk song material in all keys. Second semester, sight-reading, improvisation and kindergarten-primary rhythms. First semester, two lessons a week; second, one per week. Credit, 1 hour each.

127, 128 Class Piano. For kindergarten-primary majors. Second year. Further study of kindergarten-primary literature and tech-

nique necessary to fluency of performance. Either semester, one lesson a week. Credit, 1 hour each.

130 Introduction To Music. A non-technical survey of the cultural, structural, and philosophical elements of music, with attention toward the development of an appreciation for style and form. Required of all students following the kindergarten-primary, and elementary curriculums. First semester, twice a week. Credit, 2 hours.

151, 152 Women's Glee Club. Open to qualified women students. Apply to the director. Students should retain membership throughout the year in order to receive the benefit of public appearance in the mid-winter and spring. Any year, four times a week unless otherwise arranged. Credit, 1 hour each.

155, 156 Class Violin. Open to beginners only. A study of the fundamentals of violin and viola, and their use in public school music. Daily individual practice is required. No fee. Either semester, twice a week. Credit, 1 hour each.

161, 162 Class Instrumental Instruction. Brass, reed, and percussion instruments. Students sufficiently proficient are admitted to the college band or orchestra. A fee of \$2.50 per semester is charged for instruments furnished by the college. Either semester, two times a week. Credit, 1 hour each.

165, 166 College Orchestra. The major objective is the study of symphonic musical literature. The orchestra participates in college assembly programs and provides incidental music for major productions of the drama department. Membership is selective. Twice a week, either semester. Credit, 1 hour each.

171, 172 Violin—Private Instruction. First year. Either semester, one lesson a week. Credit, 1 hour each.

173, 174 Violin—Private Instruction. Second year. Either semester, one lesson a week. Credit, 1 hour each.

181, 182 Violoncello—Private Instruction. The study of cello technique and of works by representative classical and modern composers, graded according to the needs of the student. Either semester, two lessons a week. Credit, 1 hour each.

187, 188 Band and Orchestra Instruments—Private Instruction. Students with or without previous training may elect this course. Instruction is adapted to the needs of the individual student. Either semester, two lessons a week. Credit, 1 hour each.

201 Harmony III. A continuation of Music 104. Material covered includes chords of the Eleventh and Thirteenth, the altered and mixed chord structures, modulation of all types, intensive analysis of the

harmonic structures of modern music, and creative writing in various forms. Prerequisite: Mus. 104. Third year, first semester, three times a week. Credit, 3 hours.

202 Literature and History of Music. A general survey of music from its pre-Grecian sources down to the twentieth century with emphasis on style and form. Periods covered include the Grecian, Gregorian, Gothic, Discant, Renaissance, the growth of Opera, of instrumental music, and charting of the general trends from Bach through Schonberg. Prerequisite: Mus. 109. Fourth year, second semester, three times a week. Credit, 3 hours.

205 Choral Conducting. Study of all the elements of choral technique and interpretation. Required of all music majors unless registered for Music 207. Third year, first semester, three times a week. Credit, 3 hours.

206 Accompanying. Includes accompaniment of vocal and instrumental solos and of group and choral singing. Either semester. Credit, 1 hour.

207 Instrumentation and Conducting. For teachers of instrumental music. In addition to conducting, the work covers the range, tuning, and playing technique of the various band and orchestral instruments, transposition and possible substitution. Required of music majors unless registered for Music 205. Prerequisites: band or orchestra, and theory courses of the first three years or equivalent. Third year, first semester, three times a week. Credit, 3 hours.

211 Music Education—Primary and Intermediate Grades. Problems in supervising and teaching music in the modern elementary school. Prerequisites: Mus. 100, 102 or their equivalent. Credit, 3 hours.

212 Music Education—Junior and Senior High School. The study of problems, materials, and rehearsal techniques. Emphasizes the relationship of the music department to the whole school program. Prerequisites: Mus. 100, 102, 211. Third year, second semester, three times a week. Credit, 3 hours.

233, 234 Piano—Private Instruction. Third year. Participation in formal public recitals required. Either semester. Credit, 1 or 2 hours each.

235, 236 Piano—Private Instruction. Fourth year. Participation in formal public recitals required. Either semester. Credit, 1 or 2 hours each.

237, 238 Voice—Private Instruction. Third year. Participation in formal public recitals required. Either semester, two lessons a week. Credit, 1 hour each.

239, 240 Voice—Private Instruction. Fourth year. Participation in

formal public recitals required. Either semester, two lessons a week. Credit, 1 hour each.

250 Music in the Kindergarten and Primary Grades. Considers materials, problems, and the place of music in the modern primary school. Opportunity is provided for observation and directed teaching. Prerequisites: Mus. 100, 102. Credit, 2 hours.

271, 272 Violin—Private Instruction. Third year. Participation in formal public recitals required. Either semester. Credit, 1 hour each.

273, 274 Violin—Private Instruction. Fourth year. Participation in formal public recitals required. Either semester. Credit, 1 hour each.

284g Counterpoint. The Polyphonic vocal style of the sixteenth century. Prerequisite: Mus. 201. Second semester, three times a week. Credit, 3 hours.

288g Composition. Analysis and practical application of harmony to the smaller formal designs and methods of structural treatment in musical composition. Prerequisite: Mus. 201. Second semester, three times a week. Credit, 3 hours.

292g Form and Analysis. The intimate study of various musical forms with emphasis on the development and application of the sonata to the symphony and chamber music. Admission by permission of instructor. First semester, three times a week. Credit, 3 hours.

390 Individual Problems. For graduates only who wish to pursue a special problem in any phase of music. Credit and hours arranged.

DEPARTMENT OF HEALTH AND PHYSICAL EDUCATION

Lavik (Head of Department), Murphy (Director of Women).

Purposes. It is the purpose of this department: (1) To provide an interesting and beneficial program of activity for each student. (2) To prepare teachers who are interested in teaching Health and Physical Education. (3) To provide coaching and supervision experiences in intramural and intercollegiate athletic events.

General Information. No student is excused from Physical Education but program adjustments are arranged to care for those with physical handicaps. Physical Education uniforms for both men and women are required for certain activity classes and may be obtained at the college book store. Opportunity is provided for all men to take part in intramural and intercollegiate athletic participation. Intercollegiate athletics are subject to the eligibility rules of the Border Faculty Athletic Conference. The intramural sports and dance programs for women are sponsored by the Women's Athletic Association, and provide opportunity for all to participate in some form of physical activity and recreation. The major requires from twenty-four to thirty, and the minor from fifteen to eighteen semester hours of work.

The Major. A student desiring to major in Physical Education, or a student desiring the special certificate in Physical Education must include in his program certain of the following courses according to the recommendation of the head of the department.

Men. First and Second years, P. E. 109, 175, and P. E. activity courses. Chem. 110, Biol. 140, 171, 172. Third and Fourth years, P. E. 217, 218, 236, 251, 254, and activity courses.

Women. First and Second years, P.E. 109, 175, 131-I, 132-II, 161, 162, and P. E. activity courses. Chem. 110, Biol. 140, 171, 172. Third and Fourth years, P. E. 131-III, 132-IV, 236, 251, 254.

Minor In Physical Education. A student wishing to minor in Physical Education should take the following courses:

Men. P. E. 175, 217, 218, 236, 251, and 2 hours P. E. activity courses.

Women. P. E. 161 or 162, 175, 207 or 208, 236, 251, one hour dance and one hour sport activity or P. E. 131, 132.

Minor In Health Education. A student wishing to minor in Health Education should take the following courses: P. E. 185, 236, 240, and P. E. activity courses. Biol. 171, 172, H. Ec. 101.

DESCRIPTION OF COURSES IN HEALTH AND PHYSICAL EDUCATION

ACTIVITY COURSES FOR MEN

P. E. 107, 108 Sports Survey. Instruction in individual and team sports. Required of all men in the freshman year. Participation in varsity or freshman athletics may not be substituted. Twice a week. Credit, $\frac{1}{2}$ hour each.

111, 112 Athletics. Open to men accepted as candidates for varsity or freshman teams representing the college. Five times a week. Credit, $\frac{1}{2}$ hour each.

115, 116 Minor Sports. A continuation of P. E. 107, 108. Includes such sports as golf, tennis, swimming, handball, volleyball, badminton, shuffleboard, deck tennis, hiking. Second year, twice a week. Credit, $\frac{1}{2}$ hour each.

125, 126 Boxing. Twice a week. Credit, $\frac{1}{2}$ hour each.

127, 128 Wrestling. Twice a week. Credit, $\frac{1}{2}$ hour each.

THEORY COURSES FOR MEN

172 Fundamentals of Scouting. The philosophy of scouting organization and practices. Actual practice in scoutcraft. Those completing the course receive Elements of Scoutmastership Certificates, Parts I and II. First semester, three times a week. Credit, 3 hours.

217, 218 Coaching. Theory and techniques of major sports. These include football, basketball, track and baseball. Required of all men who major in health and physical education. Twice a week. Credit, 2 hours each.

256 Advanced Scouting. Principles of scout and cub leadership, and special organization courses. Leadership certificates awarded on completing course. Prerequisite: P. E. 172 or equivalent. Second semester, three times a week. Credit, 3 hours.

ACTIVITY COURSES FOR WOMEN

Two semester hours of activity courses are required of all women during their freshman and sophomore years. It is suggested that one hour be elected from the sport activities, the other hour from the dance activities. Not more than one-half hour in Beginning Social Dance may be applied toward this requirement

101 Sports Survey. Badminton, volleyball, and basketball. First semester, twice a week. Credit, $\frac{1}{2}$ hour.

102 Sports Survey. Speedball, softball, track, and minor team games. Second semester, twice a week. Credit, $\frac{1}{2}$ hour.

103, 104 Athletics. Advanced work in touch football, basketball,

volleyball, softball, and track. Four times a week. Credit, $\frac{1}{2}$ hour each.

THEORY COURSES FOR WOMEN

207, 208 Coaching. Theory and technique of major and individual sports. Practical experience in game officiation. Required of all women majors. Twice a week. Credit, 2 hours each.

210 Camp Fire Leadership. Theory and practice of Camp Fire with special attention to practical programs. Successful completion of course leads to a certificate of training from National Camp Fire Headquarters, antecedent to later appointment as a Guardian. Fee, 75 cents. Second semester, once a week. Credit, 1 hour. Not offered during 1944-1945.

ACTIVITY AND THEORY COURSES (Open To Men and Women)

100 Hygiene. Required of all students. Separate sections for men and women. Twice a week. Credit, 2 hours.

H. Ec. 101 Elementary Nutrition. See description under Home Economics. First semester, twice a week. Credit, 2 hours.

109 Introduction to Physical Education. An orientation and guidance course. Required of all freshmen majoring in physical education. Separate sections for men and women. Three times a week. Credit, 3 hours.

110-a Tap and Clog. Beginning elementary techniques; simple routines. Either semester, twice a week. Credit, $\frac{1}{2}$ hour.

110-b Advanced Tap and Clog. Advanced techniques and routines. Prerequisite: P. E. 110-a. Twice a week. Credit, $\frac{1}{2}$ hour.

120-a Golf. Beginning class. Fee, 50 cents. Twice a week. Credit, $\frac{1}{2}$ hour.

120-b Advanced Golf. Advanced technique, fundamentals and course experience. Prerequisite 120a or previous playing experience. Fee, 50 cents. Twice a week. Credit, $\frac{1}{2}$ hour.

Biol. 171-172 Human Anatomy and Physiology. See description under Biology. Fee, \$2.00. Three times a week. Credit, 3 hours each.

123, 124 Tumbling. Beginning and advanced sections for men. A separate beginning section for women. Twice a week. Credit, $\frac{1}{2}$ hour each.

130-a Tennis. A class for beginners. Twice a week. Credit, $\frac{1}{2}$ hour.

130-b Tennis. An advanced class. Prerequisite 130-a or previous playing experience. Twice a week. Credit, $\frac{1}{2}$ hour.

131 Technique I. Modern dance, hockey, volleyball, touch-football, and golf. Required of all women majors. First semester, five times a week. Credit, 1 hour.

132 Technique II. Tap, clog, folk dance, basketball, softball, track, archery and tennis. Required of all women majors. Second semester, five times a week. Credit, 1 hour.

140-a Archery. A beginning class. Bows and arrows furnished. Fee, \$1.00. Three times a week. Credit, $\frac{1}{2}$ hour.

140-b Archery. An advanced class. Bows and arrows furnished. Fee, \$1.00. Three times a week. Credit, $\frac{1}{2}$ hour.

150-a Beginning Social Dancing. The fundamentals of this type of dancing. Not more than one semester accepted for required physical education credit. Twice a week. Credit, $\frac{1}{2}$ hour.

150-b Advanced Social Dancing. Advanced steps and combinations, and practice in current steps. No credit toward the two hour P. E. requirement. Twice a week. Credit, $\frac{1}{2}$ hour.

160 Fencing. A class for beginners. Twice a week. Credit, $\frac{1}{2}$ hour. Not offered in 1944-1945.

161 Dance In Education. A study of the history and values of the various types of dances, fundamentals of dance composition, and analysis of rhythmic form. Theory and practice in the use of percussion instruments in teaching rhythmic activities. First semester, three times a week. Credit, 2 hours.

162 Techniques of Dancing. Methods of teaching folk, tap, social and creative dancing. Problems in dance production, costume, and organization. Prerequisite: P.E. 161. Second semester, three times a week. Credit, 2 hours.

167 First Aid. The principles of first aid and their applications in practice. Demonstrations of the proper use of first aid materials and methods. Once a week. Credit, 1 hour.

169 Nurses Aide. Gives instruction in theory and history of nursing, bedside nursing, and hospital practices. After completion of this course, forty-five hours spent in hospital work gives the nurses-aide diploma. Twice a week. Credit, 2 hours.

170 Folk and Character Dance. A study of European, cowboy, early American, and barn dances suitable for elementary grades and high schools. Either semester, twice a week. Credit, $\frac{1}{2}$ hour.

175 The Teaching of Physical Education. Required of major students prior to student teaching. First semester, twice a week. Credit, 2 hours.

180-a Beginning Modern Dance. Fundamentals of body movement

through exercise are given and carried out in simple dance forms. Twice a week. Credit, $\frac{1}{2}$ hour.

180-b Advanced Modern Dance. A study of advanced techniques, and creation of dances suitable for programs. Prerequisite: P. E. 180-a. Twice a week. Credit, $\frac{1}{2}$ hour.

185 Principles of Health Education. A study of the underlying principles, the aims, and objectives of school health education. A survey of available teaching materials. A study of official and non-official health agencies. First semester, three times a week. Credit, 3 hours.

220 Playground Leadership. A study of the games suitable to the playground and other phases of the physical education program in the elementary school. Practical experience in organizing, promoting, and directing them. Should be taken before or with directed teaching. Required of all students seeking the elementary certificate. Five times a week. Credit, 2 hours.

230 Social Recreation. A study in social recreational activities for the home, school and community and their leadership. Twice a week. Credit, 2 hours.

236-g Organization and Administration of Health and Physical Education. A study of the organization, administration, and supervision of the physical education program in elementary and high schools. Separate sections for men and women. Three times a week. Credit, 3 hours.

240 Public Health Education. A nine weeks' course in communicable diseases and health education. Three times a week. Credit, $1\frac{1}{2}$ hours.

251 Applied Anatomy and Kinesiology. Origins, insertions, and actions of muscles with emphasis upon postural problems. Prerequisite: Biol. 171, 172. Three times a week. Credit, 3 hours.

254-g Physiology of Exercise. The effects of exercise upon bodily functions. Required of all majors. Prerequisite: Biol. 171, 172. Three times a week. Credit, 3 hours.

390 Individual Problems. Study and investigation of current problems in health and physical education.

DEPARTMENT OF PSYCHOLOGY

**Skinner (Head of the Department), Grimes, Burkhard,
Gurnee, Richardson, Roll.**

Purposes. The first aim of the work of the department is to give college students an understanding of the psychological principles that will enable them to make a satisfactory adjustment to the problems of everyday living. A second important aim is to apply these principles to the problems of the schoolroom so that the children may make a better adjustment to their problems. A third aim is to give the background necessary to those who plan to do special work in the field of psychology.

Majors and Minors. The major consists of at least twenty-four semester hours of work, and the minor of at least fifteen hours. The courses constituting the major or the minor will be selected to meet the needs of the individual student.

DESCRIPTION OF COURSES

Psych. 100 Elementary Psychology. A study of such activities as emotions, motives, thinking, observing, learning, and intelligence. The purpose of the course is mainly twofold: to acquaint the student with psychological facts which are known to be an important condition of vocational and social adjustment, and to supply a foundation for work in advanced psychology and in education. Credit, 3 hours.

200 Educational Measurements. The meaning of measurement and its place in education; types of educational and psychological tests and their functions; selection, interpretation and use of tests in guidance, classroom situations, supervision and administration; practice in giving standardized tests and interpreting results. Prerequisite: Psych. 100. Fee, 50 cents. Either semester. Credit, 3 hours.

208 Mental Hygiene and Abnormal Psychology. Considers the psychological and environmental factors essential to the building of good mental health. Stresses the origin, development, prevention, and treatment of behavior problems in children and adults. Attention is given to mental deficiency and prevalent types of insanity. Prerequisite: Psych. 100. Credit, 3 hours.

211g Statistical Methods. Stresses the interpretation and application of statistics as employed in education and psychology instead of mathematical theory. Topics include the assembling and analysis of data, the computation, interpretation, and use of measures of central tendency, variability, reliability, and simple correlation. Prerequisite: Psych. 100. Credit, 3 hours.

213 Educational Psychology. An analysis and application of psychological facts and laws which are particularly relevant to the problems of education. Among the topics to which attention is given are: transfer of training; the development of comprehension, perception, and various mental abilities; conditions of emotional and social adjustment and their effect on behavior in the classroom; varieties and principles of learning; guidance in learning and problem-solving. Prerequisite: Psych. 100. Credit, 3 hours.

214 Applied Psychology. Application of psychological principles in business, industry, medicine, law and personnel. Considers social and vocational problems, factors making for personal efficiency. Vocational and personality tests. Prerequisite: Psych. 100. Credit, 3 hours.

220g Individual Mental Testing. For students who wish to do individual testing while in teaching or other service. A study of the Stanford-Binet and other scales, and of performance tests. Students practice giving these tests until proficiency is reached both in administration and interpretation. Prerequisites: Psych. 100, 200. Fee, \$1.00. Credit, 3 hours.

224g Clinical Psychology. Survey of clinical work on diagnosis and adjustment of problem children. Intelligence, performance, and achievement tests are analyzed and demonstrated. Educational and other adjustment problems are diagnosed and remedial measures are suggested. Individual testing. Prerequisites: Psych. 100, 200. Fee, \$1.00. Credit, 2 hours.

225g Social Psychology. A study of the behavior of man in his social relations. Problems of crowd behavior, social control, propaganda, suggestion, imitation, competition, cooperation, and leadership are among those considered. The main purpose is to develop an understanding of the major psychological forces which are at work in community, state, and nation, both here and abroad. Prerequisite: at least two courses in Psychology. Credit, 3 hours.

231g Psychology of Adolescence. A presentation of facts on growth and development; physical, mental, moral and social traits of adolescence; the prediction and control of behavior; and their bearing upon the problems of instruction in junior and senior high schools. Prerequisite: Psych. 100. Credit, 2 hours.

234 Child Psychology. A study of physical, mental, emotional, and social development of the child from birth to adolescence. The period from five to ten years is especially emphasized. Designed to meet the needs of those planning to teach in the kindergarten, primary, or intermediate grades. Prerequisite: Psych. 100. Credit, 3 hours.

235g Individual Differences. The nature and the extent of psychological differences, among both individuals and groups, and the significance of these differences for curriculums and educational methods. Prerequisites: Psych. 100, 200, 213. Credit, 2 hours.

240g Psychology of Personality. The elements of personality, and the conditions which determine the pattern and the direction of its growth; an analysis of temperament, disposition, and other traits; characteristics of arrested, regressive, and mature personalities; methods of judging personality and character. Prerequisite: at least two courses in psychology. Credit, 2 hours.

245g Psychology of Religion. A scientific approach to problems and experiences in the field of religion. The course will deal with methods and techniques for gathering and evaluating data. Activity will be directed toward making constructive evaluations of social experiences acquired in community life. Prerequisites: at least two courses in psychology. Credit, 3 hours.

308 Advanced Educational Psychology. A critical review of the more important scientific publications on the facts, laws, and theories of learning, with particular reference to those problems of education to which such contributions apply. Prerequisites: at least two courses in psychology. Credit, 3 hours.

313 Recent Studies In Educational Psychology. A critical survey of some of the latest experimental reports, particularly the reports which are most relevant to current problems of teaching, administration, and supervision. Prerequisites: at least two courses in psychology. Credit, 2 hours.

322 Psychology and Education of Exceptional Children. Presents the psychological principles most essential for the understanding and education of exceptional children. Considers the education and training of children suffering from common forms of defect, and the education of gifted children. Prerequisite: Psych. 100. Credit, 2 hours.

335 Aptitudes and Aptitude Tests. A study of the theory of aptitudes, types of aptitude tests, and the use of aptitude tests, their selection, administration, and interpretation in the guidance program. Credit, 3 hours.

390 Individual Problems. Designed to meet the needs of those students wishing to investigate a problem of their own in any field of Education or Psychology. Credit and hours to be arranged.

DEPARTMENT OF SCIENCES

Bateman (Head of the Department), Judd, Ostrander, Mortensen, Stahnke, Moran

The department of sciences offers courses in the following fields: Biology, Chemistry, Geography, General Science, Geology and Physics. The work in this department is designed to meet the needs of the following: (1) Students desiring a cultural or broadening training in the field of science. (2) Prospective elementary and secondary teachers who plan to major in one of the divisions of science. (3) Prospective teachers who require prerequisite training in science for majors, such as Home Economics or Physical Education. (4) Pre-professional or other students requiring lower division science courses to meet the requirements of the various professional, academic and vocational fields such as Agriculture, Medicine and Research, and who plan to continue their work at another college.

SCIENCE MAJORS AND MINORS

The science department offers science majors for elementary teachers, and for secondary teachers. Preprofessional majors in Biological Science and Physical Science are also available for students who desire basic training in these fields. Students electing to concentrate in science will plan their program under the direction of the department head and the special adviser in the field of their concentration.

Majors For Elementary Teachers. Students following the elementary curriculum may elect a major in elementary science. Twenty-four or more hours may be selected from the following sequence of courses:

First and Second Years. G.S. 100, 110, Biol. 130, 140, 172, Chem. 110, Geog. 100, 101.

Third and Fourth Years. G. S. 121, 231, Biol. 183, 204, Chem. 180, Geog. 217.

Majors For Secondary Teachers. Students following the secondary curriculum may elect a science major. Those who plan to teach science in the secondary schools should take basic courses in mathematics, chemistry, physics, and biology. Over-specialization is to be avoided, since the prospective teacher may find it necessary to instruct in one or all of the above fields. To complete a secondary science major, twenty-four hours, exclusive of the curriculum requirement in general science, must be completed from the following sequences:

First Year. Chem. 111, 112 or Biol. 130, 140.

Second and Third Year. Chem. 111, 112, or Biol. 130, 140, Math. 111, 112, Chem. 131, 142, Biol. 134, 163, 172, Geol. 151, Phys. 111, 112.

Fourth and Fifth Year. Chem. 180 or 211, 212, 282, Biol. 183, 203, 204, 213, 222, 224, 234.

Majors For Preprofessional Students. Individuals planning to study pre-medicine, pre-dentistry, medical technology, nursing, and related fields should consult the type curriculums which are listed in this catalog. Science majors in Biological Science and Chemistry are offered for students who desire four or less years of basic training in fields such as medicine, biological survey, and research. If these students plan to graduate from this college, they should meet the requirements of the general curriculum for graduation. In addition they should complete a major of twenty-four hours or more from one of the sequences given below:

Biological Sciences.

First Year. Chem. 111, 112, Biol. 130, 140.

Second and Third Years. Biol. 133, 134, 163, 171, 172, 183, 204, Chem. 180.

Fourth Year. Biol. 213, 216, 219, 224, 234, Chem. 282.

Physical Sciences.

First and Second Years. Chem. 111, 112, 131, 142, Math. 111, 112, Phys. 111, 112, Biol. 130, 140, Geol. 151, G. S. 121.

Third and Fourth Years. Chem. 211, 212, 282, 290, Geol. 252, Phys. 201, 202, Biol. 183.

The Minor. Fifteen hours representing the student's minor interest to be chosen in conference with the department head and the instructor. This work may be selected from any one of the following fields: biology, chemistry, geography, physics, or general sciences.

DESCRIPTION OF COURSES

GENERAL SCIENCE

G. S. 100 Introduction To The Physical Sciences. A richly demonstrated treatment of the fundamental facts of the physical sciences found in the fields of physics, chemistry, meteorology, geology, and astronomy. The scientific method of approach to problem solving and the applications of the physical sciences to daily life are stressed. This course does not meet the science requirements in preprofessional curriculums, such as medicine, agriculture, and dentistry. Fee, \$1.00. Either semester, four lecture-discussions per week. Credit, 4 hours.

110 Introduction To Biological Science. A study of fundamental concepts that govern the activities of living things from the standpoint of origin of life, structure and function of both plant and animal bodies, genetics, geographic distribution, ecology and behaviorism. Emphasis on conservation and improvement of animals and plants in general and of man in particular. Laboratory work is based upon specimens from representative groups of plants and animals. This course does not meet the science requirement in preprofessional curriculums such as medicine, agriculture, and dentistry. Lab. fee, \$2.00. First year, either semester. Three lectures and one three-hour laboratory period each week. Credit, 4 hours.

121 Elementary Photography. Light and its behavior, lenses, camera construction and performance, exposures, developing, printing, enlargement, making of lantern slides, copying, intensification, composition. For the amateur, or the teacher who wishes to make use of photography as an aid to his teaching. Prerequisite: Chem. 110 or Chem. 112. Fee, \$3.50. First semester, two lectures and three hours of laboratory a week. Credit, 3 hours.

231 Science For The Elementary School. A combination "content-methods" course emphasizing the development of an integrated science program in each grade from the kindergarten through the junior high school. Lectures, library reports, class discussions, field observations, and camping trips. Prerequisites: G.S. 100, 110, or equivalent. Fee, \$1.00. First semester, three lecture-discussion periods a week. Credit, 3 hours.

GEOGRAPHY

Geog. 100. Elements of Geography. An introductory to the elements of geography, such as climate, relief of the land, drainage, soils, plant, and animal life; their inter-relationship and influence upon man and his activities. To provide the student with background and a technique for the teaching of geography. Fee, 50 cents. Either semester, three times a week. Credit, 3 hours.

101 Economic Geography. A study of the production, distribution and consumption of the various types of commodities related to agriculture, herding, lumbering, mining, fishing, manufacturing, and other leading activities of man. Special emphasis upon international trade and the trade routes of the world. Prerequisite: Geog. 100. Fee, 50 cents. Three times a week. Credit, 3 hours.

120 Map Interpretation. An introductory course to the reading of topographic maps of the United States. Emphasis is placed on the construction of profiles; the interpretation of graphic and fractional scales; and cultural, relief, and water symbols. Correlations made to determine their influences upon man's activities. Prerequisite:

Geog. 100 or Geol. 151. Fee, \$1.00. Twice a week. Credit, 2 hours. Not offered 1944-1945.

203 Geography Of Europe. A study of the natural regions of Europe, their climates, relief features, drainage, soils, plants, and animals, as well as their influence upon man's activities. Prerequisite: Geog. 100. Fee, \$1.00. Three times a week. Credit, 3 hours. Not offered 1944-1945.

204 Geography Of North America. A study of the physiographic provinces of the continent with their respective climates, products, and major activities of man. Prerequisite: Geog. 100 or 101. Fee, \$1.00. Three times a week. Credit, 3 hours. Not offered 1944-1945.

205 Geography Of South America. A regional study of a continent. An analysis of the various physiographic regions, their climates, products, and human activities. Prerequisites: Geog. 100, 101, or 204. Fee, \$1.00. Three times a week. Credit, 3 hours. Not offered 1944-1945.

206g Geography Of Arizona. A study of the physical features of the landscape, their origin and distribution throughout the state. Emphasis upon the climate, soils, minerals, drainage, plant, and animal life, and their influence upon man's activities. Prerequisite: Geog. 100 or Geol. 151. Fee, \$1.00. Twice a week. Credit, 2 hours. Not offered 1944-1945.

210g Geography Of Trade and Transportation. A geographical analysis of the world's trade routes by land, sea and air, with emphasis upon the world's leading railway routes, steamship lanes, inland waterways, auto highways, and modern air routes to leading trade centers of the world. Prerequisite: Geog. 100. Fee, \$1.00. Three times a week. Credit, 3 hours. Not offered 1944-1945.

217g Conservation Of Natural Resources. A study of the distribution of the natural resources of the United States. Emphasis is placed upon the most efficient use and conservation of our resources, including a study of the problem of land reclamation, soil erosion, forest depletion, control of water supply for domestic and industrial uses, development of water power, flood control, improvement of mining methods, preservation of wild life, and establishment of recreational facilities. Fee, \$1.00. Three times a week. Credit, 3 hours.

220g Introduction To Weather and Climate. Composition and structure of the atmosphere, air masses and storms, weather mapping, and forecasting. Climate analysis, classifications and regional distribution of climatic types. Prerequisite: Geog. 100. Fee, \$1.00. Twice a week. Credit, 2 hours. Not offered 1944-1945.

222g Physiography Of the United States. The analysis of the physi-

ographic regions of the United States, with emphasis upon the various geological processes involved in their formation and their influences upon the major activities of man. Two recitation-lectures and one two-hour laboratory per week. Prerequisite: Geog. 100, or Geol. 151. Fee, \$1.00. Credit, 3 hours. Not offered 1944-1945.

GEOLOGY

Geol. 151 Fundamentals Of Geology. A study of the processes that change the character of the earth's surface and its interior. Includes a study of wind, weathering, rivers, waves, currents, underground waters, ice, and volcanism. A study of the earth's interior, character of its rocks, origin and deformation of its crust by internal forces. Laboratory work with rocks and minerals, topographic maps. Field trips. Three recitation-lectures, and two hours of laboratory per week, and minimum of eighteen hours of field work per semester. Fee, \$2.00. Credit, 4 hours. Not offered 1944-1945.

252 Historical Geology. A study of the distribution, origin and chronological succession and development of earth rock formations and of organisms, as well as of contemporaneous events that marked the beginning or end of a geologic time period. Prerequisite: Geol. 151. Three recitation-lectures together with laboratory assignments. Fee, \$2.00. Credit, 3 hours. Not offered 1944-1945.

BIOLOGICAL SCIENCES

Biol. 130 General College Botany. The structure and physiology of typical flowering plants are studied. Special attention is given to the morphology of the Thallophytes, Bryophytes, and Pteridophytes, and the principles of growth, reproduction, variation and heredity. Fee, \$2.00. Three lectures and three hours laboratory a week. Credit, 4 hours.

133 Plant Anatomy. The morphology of plant cells, tissues, and the tissue system. A study of prepared slides and fresh materials in the laboratory. Required for majors in biological science and in agriculture. Prerequisite: Biol. 130. Fee, \$2.50. First semester, two hours lecture and six hours laboratory a week. Credit, 4 hours.

134 Plant Physiology. A study of the plant functions of absorption, food synthesis, nutrition, respiration, growth and reproduction, with special reference to agricultural practices. Prerequisites: Biol. 133, Chem. 111, 112. Fee, \$3.00. Second semester, two lectures, six laboratory hours a week. Credit, 4 hours.

140 General Zoology. General principles of animal structure and function and comparative methods of reproduction. Systematic classification and a consideration of the geographical distribution in relation to the origin and development of animal life. Fee, \$3.00.

Either semester, three lectures, three hours of laboratory a week. Credit, 4 hours.

163 Comparative Anatomy of Vertebrates. A study of the structure, development, and homology of the organ systems of vertebrates. Laboratory dissection of the shark, frog, pigeon, and cat. Alternates with Biol. 225. Prerequisites: Biol. 112, 120. Fee, \$5.00. Two lectures, two three-hour laboratory periods a week. Credit, 4 hours.

171, 172 Human Anatomy And Physiology. Practical implications from anatomical and physiological principles are evolved. During the first semester the skeletal, articular, muscular, integumentary and nervous systems, and the organs of special sense, are studied. The second semester, the circulatory, respiratory, digestive, excretory, endocrine, and reproductive systems, together with developmental anatomy, are studied. Although desirable, students do not have to register for 171 in order to take 172. The material covered fulfills the Anatomy and/or Physiology requirements for Physical Education and Home Economics majors, and for pre-nursing students. Prerequisites: none are required, however either high school Biology and Chemistry, or G. S. 110, or Biol. 140 and Chem. 110, or the equivalents, are recommended. Fee, \$2.00 each. Three lectures per week. Credit, 3 hours each.

183 General Bacteriology. Emphasis upon the fundamental principles of bacteriology, and their hygienic, industrial and agricultural application. Organisms representing the principal groups are studied in cultural and microscopic preparations. Milk, soil, water and hygienic surveys are conducted by the students. Prerequisite: Biol. 110 or equivalent. Fee, \$5.00. First semester, two lectures and three two-hour laboratory periods per week. Credit, 4 hours.

204g Genetics and Eugenics. The principles of heredity and their application to social and educational problems. A continuation of the study of the biological principles underlying race betterment. Prerequisites: Biol. 130, 140 or equivalent. Three lectures a week. Credit, 3 hours.

204Ag Laboratory Course In Genetics. The study is based on fruit fly breeding and herediscope problems. Prerequisite: Biol. 204 or concurrent registration. Fee, \$1.00 per hour. Credit, 1-2 hours.

213g Plant Ecology. Origin and development of vegetation, and measurements in the field of factors of the environment, with applications to agriculture, forestry, grazing, and general crop production. Prerequisite: Biol. 130. Fee, \$2.00. First semester, three lectures and one laboratory period a week. Credit, 4 hours.

Ag. 216g Plant Breeding. The principles and practice of plant breeding, techniques, and improvements by selection and hybridiza-

tion. Prerequisite: Botany, Plant Industry, and Genetics. Fee, \$2.00. Second semester, three lectures a week. Credit, 3 hours.

Ag. 219g Animal Breeding. The principles of genetics are applied to the problems and techniques of animal breeding. Includes the study of pedigrees, line-breeding, in-breeding, out-cross, hybridization, and breeding indices. Prerequisites: Biol. 140, 204. First semester, three lectures a week. Credit, 3 hours.

221 Poisonous Animals Of Arizona. A study of the animals of Arizona that are poisonous or are thought to be poisonous by the layman. Includes identification, nature of venom, structure of poison injecting apparatus, reaction of poison in animals and treatment for counteracting the effects of the venom injected in man. Lecture-demonstration. Alternates with Biol. 222. Prerequisite: G.S. 110 or equivalent. Fee, \$1.00. Second semester, two lectures and one four-hour laboratory or field trip per week. Credit, 3 hours.

222 General Entomology. A study of insects including general structure, physiology, habits, life histories, and classification. Special emphasis will be given to the economic importance of insects. Laboratory work consists of field observations, and in making and naming a personal collection of insects. Alternates with Biol. 160. Prerequisite: Biol. 140 or equivalent. Fee, \$3.00. Second semester, two lectures, and one four-hour laboratory or field trip per week. Credit, 3 hours.

224g Animal Ecology. A survey of the wild animals of North America stressing responses and adaptations, natural organization of animal communities, population equilibrium, succession, habitat, types, and methods of conservation. Second semester, three lectures a week. Credit, 3 hours.

234 Embryology. Animal development, mainly of vertebrates, from the egg to the period of extra-uterine or extra-ovular existence. Includes principles and processes, germ cell origin and structure, maturation, fertilization, cleavage, cell layers, tissue and organ formation, foetal membranes, and their uses. Prerequisite: Biol. 140 or equivalent. Fee, \$4.00. First semester. Three lectures, four hours of laboratory a week. Credit, 4 hours.

290 Special Problems. Open to undergraduates wishing to do work on special problems or techniques in biology. Prerequisites: one year of biological sciences or equivalent, and approval of the instructor under whom the work is to be done. Credit, arranged.

CHEMISTRY

Chem. 110 Introduction To Chemistry. Fundamentals of chemistry and their applications to modern life. For majors of home economics,

pre-nursing and similar fields. Fee, \$4.00. Three recitation-lectures and three hours laboratory a week. Credit, 4 hours.

111, 112 General College Chemistry. Intensive treatment of the fundamental facts and principles of general chemistry, in connection with the metals, non-metals and their compounds. Qualitative analysis is introduced in the second semester. Primarily for students of science, mathematics, engineering, pre-medicine, and agriculture. Fee, \$4.00 each semester. Three lectures and three hours laboratory a week. Credit, 4 hours each semester.

131 Qualitative Analysis. A systematic separation of the most important metals and acids, together with a careful consideration of the theories, principles and laws involved. Prerequisite: Chem. 112, or equivalent. Fee, \$4.00. First semester, two lecture-recitations and six or more hours of laboratory a week. Credit, 4 hours.

142 Elementary Quantitative Analysis. Fundamentals of volumetric and gravimetric analysis. Includes practice in the standardization of acids, bases and oxidizers, and analysis of common substances. Careful manipulation of apparatus, integrity, and accuracy are stressed in the laboratory. Prerequisite: Chem. 131 or equivalent. Fee, \$5.00. Second semester, one lecture and nine or more hours of laboratory. Credit, 4 hours.

180 Elementary Organic Chemistry. A brief survey of the compounds of carbon, including the representative groups of the aliphatic and aromatic series. Adapted to the needs of students of home economics, agriculture and biology. Prerequisite: Chem. 100 or equivalent. Fee, \$4.00. Second semester, three lectures and three hours of laboratory a week. Credit, 4 hours.

211g, 212g General Organic Chemistry. An intensive treatment of the chemistry of organic compounds including the aliphatic and aromatic hydrocarbons and their derivatives. Theories and reactions of organic chemistry. The laboratory work includes the study and preparation of typical carbon compounds. Prerequisite: Chem. 112 or equivalent. Fee, \$5.00. Six lectures and three or more hours of laboratory each week. Credit, 5 hours.

280g Biochemistry. A study of the chemistry of animal and plant life; the physical and chemical properties of compounds of biological origin; the chemistry of the tissues, secretions, excretions; the composition of foodstuffs, and phenomena of their digestion, absorption, and metabolism; and the role of enzymes in the plant and animal world. Prerequisites: Biol. 120, Chem. 180 or 211. Fee, \$4.00. Second semester, three lectures and three hours of laboratory a week. Credit, 4 hours.

285g Elementary Physical Chemistry. Includes a brief consideration of the properties of liquids, gases, solids, solutions, equilibrium, phase rule, osmotic pressure, electrochemistry colloids. Prerequisites: Chem. 142, Phys. 112, and Calculus. Fee, \$5.00. Three lectures and three or more hours of laboratory work a week. Credit, 4 hours. Not offered 1944-1945.

PHYSICS

Phys. 111, 112 General College Physics. A detailed lecture and laboratory treatment of general physics covering mechanics, heat, sound, light, electricity, and magnetism. Fee, \$3.00 per semester. Three lecture-recitations and three hours of laboratory a week. Credit, 4 hours.

116 Descriptive Astronomy. A non-mathematical treatment of general astronomy. Includes a detailed study of the members of the solar system and their characteristics, stars, constellation, nebulae, and the structure of the universe. Three lectures a week. Credit, 3 hours. Not offered 1944-1945.

118 Meteorology. Composition and circulation of the atmosphere; hygrometry; weather, methods of observation and prediction; frost warnings; climate in its relations to man and agriculture. Fee, \$1.00. Three times a week. Credit, 3 hours.

201 Mechanics and Heat. A more advanced presentation of mechanics and heat than is given in general physics. Calculus is used in the development of the subject matter. Prerequisites: Phys. 112, Calculus. First semester, three lectures a week. Credit, 3 hours. Not offered 1944-1945.

202 Electricity and Magnetism. An advanced treatment of the theory of electricity and magnetism. Electrostatics, magnetism, direct and alternating current theory, electromagnetic waves, including radio. Prerequisites: Phys. 112 and Calculus. Second semester, three lectures a week. Credit, 3 hours. Not offered 1944-1945.

390 Individual Problems. Problems of biology, chemistry, geography, and physics, with special emphasis on science teaching. Open to graduate students majoring in science. Time and credit to be arranged.

MEDICAL TECHNOLOGY AND HEALTH

The following courses are offered at St. Joseph's Hospital in Phoenix and are restricted to seniors following the curriculum in Medical Technology and Health. Hours and fees for the following courses by arrangement with the instructor.

Biol. 225 Pathogenic Bacteriology. Disease-producing bacteria studied by special stains, culturing and animal inoculation. Prepara-

tion of differential media for bacterial isolation and differentiation. First semester. Credit, 4 hours.

240 Biological Laboratory Technique. Routine laboratory procedures. Examinations of stained smears for morphological identification of bacteria, sputum examinations, routine blood counting, blood typing and matching, and urinalysis. First semester. Credit, 4 hours.

250 Histology. The study of the structure of tissues and organs and the preparation of stained sections for microscopic examination. Second semester. Credit, 4 hours.

265 Serology. Serological and immunological procedures. Special emphasis on complement fixation and precipitation tests for the diagnosis of syphilis. First semester. Credit, 2 hours.

271 Parasitology. Parasites of the intestines and blood in their relation to the problem of public health. The recognition of ova, the life cycle of parasites and their mode of transmission. First semester. Credit, 2 hours.

273 Hematology. Study of normal and abnormal blood cells. Alteration of the formed elements of the blood are considered in their relationship to different pathological processes. First semester. Credit, 4 hours.

Chem. 282-a Biochemistry. The chemistry of animal life, the chemical properties of biological compounds, digestion, secretions and body metabolism. Normal values of blood and urine chemical compounds are stressed. Second semester. Credit, 4 hours.

284 Blood Chemistry. Examination of the blood for pathological compounds in the blood, abnormal changes in its chemical constituents, and examination for abnormal chemical substances in the blood. Second semester. Credit, 4 hours.

286 Chemical Examination of the Urine. Changes in chemical composition of the urine. Abnormal values of the usual constituents are studied in their relationship to disease. Second semester. Credit, 2 hours.

288 Chemistry Of Digestion. Chemical examinations of the gastric contents, duodenal contents, bile, and feces are made, and the relationship of the findings to abnormal absorption and secretion is studied. Second semester. Credit, 2 hours.

DEPARTMENT OF SOCIAL STUDIES

Wyllys (Head of the Department), Van Petten

Courses in the Social Studies are designed to make one's college education well-rounded, and to produce intelligent, broad-minded and tolerant graduates of this institution. Not all students are preparing to enter the same profession, but nearly all expect to be citizens of the United States. In order to be able citizens, it is desirable to have some knowledge of human and cultural backgrounds and relationships, gained through the study of history, sociology and political science.

MAJORS AND MINORS

History Major. Eighteen of the thirty hours required for the major in History should be in lower division courses and taken in the freshman and sophomore years. The student may choose one of the following sequences of courses (in addition to Hist. 110 and 120): S. S. 101, 102, or Hist. 101, 102, or Hist. 103, 104. The remaining lower division work may be chosen from elective courses, such as Hist. 105, 106, 107, 108, 111, 112, 113, 114, 116, or P. S. 101, 102. Twelve hours of the History major should be in upper division work, chosen from the following: Hist. 202, 203, 204, 205, 206, 207, 208, 209, 210, S. S. 212, or P. S. 200, 201, 202, 203, 206.

Political Science Major. Students majoring in Political Science should select eighteen of the thirty hours of work in lower division courses. It is suggested that the student majoring in Political Science complete a year's sequence in at least one of the following fields: Hist. 101, 102, 103, 104, Econ. 131, 132. The remaining lower division work may consist of the elective courses in P. S. 101, 102. The required twelve hours of upper division work may be chosen from P. S. 200, 201, 202, 203, 206.

Minors. A minor in History or Political Science consists of at least fifteen hours, including (for teacher certification), P. S. 200. Nine of these hours should be in lower division work, six in upper division courses, chosen from those listed above or from equivalent work. The actual selection of the courses will depend largely upon the desires and preparation of the student. The major or minor should be planned and worked out under the direction of the departmental staff.

SUGGESTED SEQUENCE OF COURSES

First Year. First semester: Required of all students, Hist. 110 or Ed. 120; electives which may be chosen from Hist. 101, 105, 107, 111,

113. Second semester: required of all students, Hist. 110 or Ed. 120; electives, Hist. 102, 106, 108, 112, 114, 116, P. S. 102.

Second Year. First semester: required of all majors, Hist. 120 or Economics; electives, Hist. 101, 103, 105, 107, 111, 113, P. S. 102. Second semester: required of all majors, Hist. 120 or Economics; electives, Hist. 102, 104, 106, 108, 112, 114, 116, S. S. 102, P. S. 102.

Third Year. First semester: elective from Hist. 203, 205, 207, 209, 210, or P. S. 201, 203, provided all prerequisites have been completed. Second semester: elective from Hist. 202, 204, 206, 208, 210, or P. S. 204, 206, provided all prerequisites have been completed.

Fourth Year. First semester: elective from Hist. 203, 205, 207, 209, 210, or P. S. 200, 201, 203, provided all prerequisites have been completed. Second semester: elective from Hist. 02, 204, 206, 208, 210, S. S. 212, or P. S. 200, 202, 206, provided all prerequisites for these courses have been completed.

DESCRIPTION OF COURSES

GENERAL SOCIAL STUDIES

S. S. 212 Teaching The Social Studies. Deals with the methods of teaching history, civics, and other branches of social science. Conducted on the semi-project method, with observation and reports. Open to seniors and graduate students only. Given, if demand is sufficient. Prerequisites: Hist. 101, 102, P. S. 100, and Hist. 103, 104 or S. S. 101, 102. Second semester, twice a week. Credit, 2 hours.

390 Individual Problems In Social Studies. Problems may be worked out in history, political science, teaching methods, or sociology. Either semester, for graduate students only, hours to be arranged. Credit, 3 hours.

HISTORY

Hist. 101 Survey Of Western Civilization, I. This course traces the origins of western civilizations, especially in the Near East and the Mediterranean area, and deals also with medieval times. Cultural aspects stressed. First semester, three times a week. Credit, 3 hours.

102 Survey Of Western Civilization, II. This course, a continuation of Hist. 101, deals with the growth and expansion of western civilization, and with cultural and economic changes to the present day. Second semester, three times a week. Credit, 3 hours.

103 United States To The Civil War. American history is surveyed for political, cultural, economic and social developments leading up to the War Between the States and affecting foreign policies. First semester, three times a week. Credit, 3 hours.

104 United States Since Civil War. The subject matter of this course is the economic and social revolution in the United States following the Civil War. It deals with the rise of capitalism, the growth of cities, foreign relations and social movements. Second semester, three times a week. Credit, 3 hours.

107 The Ancient Orient And Greece. First semester, three times a week. Credit, 3 hours. Not offered, 1944-1945.

108 History Of Rome. Second semester, three times a week. Credit, 3 hours. Not offered, 1944-1945.

110 The Growth Of American Institutions. This course is introductory to the subject of American History and is designed to satisfy one-half of the social studies requirements. Each semester, three hours a week. Credit, 3 hours.

111 The Southwest To 1865. First semester, three times a week. Credit, 3 hours. Not offered, 1944-1945.

112 The Southwest Since 1865. Second semester, three times a week. Credit, 3 hours. Not offered, 1944-1945.

113 Medieval Europe. First semester, three times a week. Credit, 3 hours. Not offered, 1944-1945.

114 Colonization Of North America. Second semester, three times a week. Credit, 3 hours. Not offered, 1944-1945.

116 Hispanic America. Second semester, three times a week. Credit, 3 hours. Not offered, 1944-1945.

120 Introduction To World History. A general approach to the history of civilizations. Designed to satisfy one-half of the social studies requirements. Each semester, three hours a week. Credit, 3 hours.

202g The Far East. A study of the early as well as the modern history of China, Central Asia, Japan, Malaysia and India. Prerequisites: Hist. 101, 102, or equivalent. Upper division students only. Second semester, three times a week. Credit, 3 hours. Not offered, 1944-1945.

203 American Foreign Relations. Deals with the machinery of American diplomacy and the development of American foreign policy. Prerequisites: Hist. 103, 104, or equivalent. Upper division students only. First semester, three times a week. Credit, 3 hours. Not offered, 1944-1945.

204g The American Frontier. A course designed to show the effect of the westward movement and the frontier upon American national life. Social and economic factors are stressed. Prerequisites: Hist. 103, 104, or equivalent. Open to upper division students only. Second semester, three times a week. Credit, 3 hours.

205g The French Revolution and Napoleon. The central theme is the critical period of history, 1789-1815, together with the Old Regime in France and the results of Napoleon Bonaparte's career. Prerequisites: Hist. 101, 102, or equivalent. Open to upper division students only. First semester, three times a week. Credit, 3 hours. Not offered, 1944-1945.

206g Contemporary Europe. A brief survey of the First World War followed by international problems and the approach and conduct of the Second World War. Proseminar. Open to upper division students only. Prerequisites: Hist. 101, 102, or equivalent. First semester, three times a week. Credit, 3 hours.

207g History of Mexico. An advanced course dealing with the formation of the Mexican people from colonial times to the present. A knowledge of Spanish is desirable but not essential for students taking this course. Open to upper division students only. Prerequisites: Hist. 103, 104, or equivalent. First semester, three times a week. Credit, 3 hours.

208g American Cultural History. Second semester, three times a week. Credit, 3 hours. Not offered, 1944-1945.

209 Economic History Of the United States. A survey of the economic development of the American people from 1783 to the present. Proseminar. Prerequisites: Hist. 103, 104, or equivalent. Upper division students only. First semester, three times a week. Credit, 3 hours.

210g Renaissance And Reformation. Deals with the antecedents and development of the Renaissance in Italy, its spread into the rest of Europe, and the resultant revolution in religious and political thought. Open to upper division students only. Prerequisites: Hist. 108, 113, or equivalent. Second semester, three times a week. Credit, 3 hours.

300 Seminar In History. Assignments and reports in individual research work, covering any field of history. Offered if demand is sufficient. Hours to be arranged. Credit, 2 hours.

301 Contemporary United States. Studies in American political, social and economic history since 1900. The problem or project approach may be used in the conduct of this course, if desirable. Offered if demand is sufficient. First semester, hours to be arranged. Credit, 3 hours.

302 Historiography And Historical Philosophy. Studies in historical method and in the literature and theories of history. Offered if demand is sufficient. Second semester, hours to be arranged. Credit, 3 hours.

POLITICAL SCIENCE

P. S. 102 State And Local Government. The workings of the typical American State government, and its principles of administration, together with some consideration of county and local government. First semester, three times a week. Credit, 3 hours. Not offered, 1944-1945.

104 American Political Parties. A survey of the formation and history of the leading political parties, and the principles of famous party leaders. Second semester, three times a week. Credit, 3 hours. Not offered, 1944-1945.

200 Constitutional Government. This course meets the requirements of the Arizona State Law regarding teachers' qualifications, and is required of all students for certification. Fourth year, second semester, three times a week. Credit, 3 hours.

201 Comparative National Governments. This course deals with the background of present-day leading and typical governments throughout the world, with some consideration of the principles underlying each of them. Open to upper division students only. Prerequisites: P. S. 200, Hist. 101, 102, or equivalent. First semester, three times a week. Credit, 3 hours.

203 Public Administration. First semester, three times a week. Credit, 3 hours. Not offered in 1944-1945.

204 International Law and Relations. The principles and practices of national governments under the laws and customs of war and peace. Open to upper division students only. Prerequisite: P. S. 200. Second semester, three times a week. Credit, 3 hours.

206g Contemporary Political Thought. A critical survey of political ideas and philosophy from the French Revolution to the present. Prerequisite: P. S. 200. Open to upper division students only. Second semester, three times a week. Credit, 3 hours. Not offered in 1944-1945.

300 Seminar In Political Science. Offered if the demand is sufficient. Either semester, hours to be arranged. Credit, 2 hours.

STATISTICS

SUMMARY OF REGISTRATION, 1941-1942

College, Resident Students, Regular Session	Freshmen	Sophomore	Junior	Senior	Graduate	Total
Men	272	103	108	60	41	584
Women	239	102	146	97	51	635
Total	511	205	254	157	92	1219
Summer Session 1941						
Men						190
Women						375
Total						565
Extension Courses						
Men						100
Women						155
Total						255
Training Schools						
Boys						507
Girls						524
Total						1031
Total Registration						
In College						
Men						874
Women						1165
Total						2039
Counted More Than Once						
Men						79
Women						129
Total						208
Net Enrollment—Total Different College Students						
Men						795
Women						1036
Total						1831
In Training Schools						
						1031
GRAND TOTAL						2862
SUMMARY OF GRADUATES, 1941-42						
Through August, 1941						5477
B. A. Degrees—						
			Men	Women		Total
January 23, 1942			7	17		24
May 20, 1942			68	85		153
August 31, 1942			13	55		68
M. A. Degrees—						
May 20, 1942			19	5		24
Total						269
Through August, 1942						5746

SUMMARY OF REGISTRATION, 1942-43

College, Resident Students, Regular Session	Freshmen	Soph.	Junior	Senior	Graduate	Unclass.	Total
Men	166	61	48	26	18	4	323
Women	159	69	114	69	39	1	451
Total	325	130	162	95	57	5	774
Summer Session 1942							
Men							112
Women							332
Total							443
Extension Courses							
Men							91
Women							183
Total							274
Training Schools							
Boys							391
Girls							444
Total							835
Total Registration							
In College							
Men							526
Women							965
Total							1491
Counted More Than Once							
Men							42
Women							103
Total							145
Net Enrolment—Total Different College Students							
Men							484
Women							862
Net Total—Different College Students							1346
In Training Schools							835
GRAND TOTAL							2181

SUMMARY OF GRADUATES, 1942-43

Through August, 1942				5746
B. A. Degrees—				
	Men	Women	Total	
January 23, 1943	4	15	19	
May 19, 1943	17	52	69	
August 31, 1943	8	40	48	
M. A. Degree—				
May 19, 1943	8	8	16	
Total				152
Through August, 1943				5898

COMMENCEMENT 1942

BACHELOR OF ARTS IN EDUCATION

January 23, 1942

Billie Jane Becker
Kathleen M. Coffinger
Ila Theresa Cummins
Albert Dean
Jack Starck DeMunck
Marion Carroll Dolman
Iona Pickens Duke
Joe M. Garcia
Adelia Emilie Gebauer
Virginia Elizabeth Haile
Freddie Phelps Hanson
Robie Lee Hodge

J. Robert Horne
Millard F. Howell
Ruth Barr Hyder
Fred W. James
Thelma Lucille Jones
Valborg A. Kinsley
Lester Andre Maurel
Ruth Mather McComb
Mabel Leonard McCreight
Myrna Mae Neal
Julia Ellen Patterson
Virginia Anne Stackpoole

BACHELOR OF ARTS IN EDUCATION

May 20, 1942

Emma Katherine Adams
Gertrude Celeste Aken
Sonia Claire Anderson
Louis McNally Arevalo
Jean Ayers
Betty Ann Bailey
Charlotte Virginia Bauer
H. R. Bayless
Arthur Reeve Beals
Marie Drew Bennett
Dorothy Annette Benson
Richard Edward Benson
Juanita Kathryn Boggs
Madge Boles
Velma Bowen
I. Irene Bowyer
Irene E. Britt
Virgal Lee Bryant
Vera Iola Buck
Lot S. Burk
Glenn Fredrick Burton
Kenneth Oran Butler
Dominic Joseph Campolo
Gene Arnold Carlin
Martha Jane Cavness
Le Roi R. Chapelle
Curtis A. Chartz
Vida Redic Chenault
Evelyn Louise Christensen
Margaret E. Clark
Clarice Josephine Clarkson

Robert L. Coffey
Gertrude Brooks Cole
Thomas Philip Coleman
Virginia H. Coleman
Frank Harrison Collins, Jr.
Florence Ethel Conger
James Harry Coppinger
Francis Joseph Cosentino
Frank Berntson Cowles
Mary Margaret Crews
Galen Crumbaker
Ethel Beatrice Cypert
Dorothy Davis
Willard Mills Daws
John P. Diaz
Eugene Wilson Eisenhower
John Robert Ellingson
Maurice Chapman Ellsworth
Shirley Erdene Ellsworth
Ruth English
Helen Elizabeth Fink
Erma Edith Fischbach
Lillie B. Jo Fisher
Marie Jeanne Foster
Shirley E. Fowler
Jean Louise Fryer
John Babando Giorsetti
John Arthur Grasham
Raymond P. Green
Jean Hamilton
Milton Earl Harvey

Horace Langford Hatchett
Leo N. Hilsinger
Elton Louise Hines
Delia Ann Hokamp
Gladysbelle Hoover
Florence Danielson Hultse
Ruth Johnson Ingebreton
Violet Elayne Ingersoll
Brian Eugene James
Gerald W. Jones
Virginia Louise Jones
Charles Louis Kau, Jr.
Clyde Annice Kennedy
Donn Kinzie
Katherine J. Kitterman
Ruth Caroline Kuhn
Leona Young LaBonte
Leona Curry Lane
Herning Wright Lawrence
Grant Frank Layton
Mary Jane Lee
Lowrey Joe Ligon
Laura Mae Hurtado Logan
Velma Love
Charles Joseph Malley
Martin J. Marich
Robert Willis Marshall
Hildredth Virginia McGovern
Chester D. McNabb
Joseph Joffre Miller
Clyde Eugene Mills
John Kelly Moeur
Joe Mongini
J. D. Mortensen
David Shuall Moskowitz
Tom Richard Mott
Leslie Murray
Mary Evelyn Nelssen
Dorothy M. Newell
Merwin L. Noble
James P. Ollerton
Maybelle Ollson
Thos. A. O'Neill
Ruby Louise Ostrander
Sarah Owens

Mary Eleanor Patterson
Helen Peckovich
Mary Anne Petrie
Norma Ilene Pierson
Mary Alice Pigg
Catherine Porter
Helen M. Pratt
Jennie Frances Pruett
Charles S. Purtymun, Jr.
Mary Radanovich
Phoebe Lou Reed
Keith Micheal Rice
Ellen Skinner Rigg
Marie Roberts
Tony Pearl Roomsburg
Marian Mabel Russell
Dorothy Mary Sammons
Julie Yvonne Sancette
John Dunbar Sandige
Federico C. Saucedo
Joseph Errol Shorr
Laurel Belle Sagle
Elaine Smith
Pay Smith
G. Lewis Smith
Nancy Leona Smith
Frank Ruiz Soto
Robert Silva Soza
Claudene Starley
Chas. C. Stidham
James Walter Stitt
Bessie Strembel
Lucille Frances Thomasson
Catherine Frances Thurman
Mary Frances Timmons
Newton Richard Trembath
John Wesley Trimble
Dorothy Moore Webb
Helen Elizabeth Westfall
Gladys Wight White
Frances Ray Williams
Raymond M. Williams
Wallace A. Wilson
William Matthew Wright
Ruth Zeitlin

Joseph Zito

BACHELOR OF ARTS IN EDUCATION

August 31, 1942

Geneva K. Adams
Burton F. J. Albrecht
Tom E. Anderson
Roberta B. Beebe
Edith Othelle Belyeu
Louisa M. Berkenkamp
Tessie Blanche Blake
Dorma Brewer
Dione Eileen Brown
Robert L. Buntz
Charlotte Tamm Burlison
Alta Mae Compton
Arlene Lucille Cook
Ethel Curnow
Margaret Elizabeth Daugherty
Helen Jane Edwards
Arthur Espinoza
Mabel Ewing
Adeline LaVerne Flory
Katherine Rae Fram
Raul R. Gomez
Hazel Jeannette Griswold
Rees D. Groves
Jerry Frances Hamilton
Marjorie Burgess Henshaw
Granville Kline Hershey
Ethel Isaacson
Robert H. Jenkins
Leon Clifford Jones
Ruth Burtcher Jones
Bonnie Junken
Verna Inadell Lafferty
Joe Manuel Limon
Beth Luster

Raymond Garcia Marquez
Mae McCarty
Ellen Shanahan McConnell
Esther White McElroy
Harriet Ellen McKay
Mary Florine Meenan
Anne Milardovich
Pauline Frances Miles
Mary Jean Miller
Margaret Helen Morgan
Alice Frances Morrison
Ruth Roberts Neece
Frances Howell Patterson
Wilma Underwood Pederson
Eunice Mary Peffley
Barbara Berkenkamp Perry
Ruth Kendall Petty
Olga Purlia
Earl Ramsey
Mary Lue Reay
Geneva Linebaugh Rhodes
Henry A. Rockwell
Clara Fuller Rogers
Alice Inez Sanborn
Margaret Shumway
Edna Simkins
Carrie M. Spangler
Elaine Stermer
June Ramsey Stitt
Betty Marguerite Surratt
Molliemae Taylor
Katherine Dupree Vensel
Helen Hathaway Wilson
Etta Frances Woolfolk

MASTER OF ARTS IN EDUCATION

May 20, 1942

Robert W. Ashe
Sarah R. Avery
Joel Avery Benedict
Karl W. Burk
Cleo Walter Caywood
Byrns Long Darden
Glenn L. Downs
Malcolm Albert Garrison
Winifred Girdner
Hyman Gold
Pauline Jackson Heitmeyer
Martha Elizabeth Higinbotham

Jay Baker Hinton
Charles William Stephens Laing
Clyde Maurice Narramore
William Worthy Ragsdale
Charles Milton Rapson
Belya Irene Ridgeway
Marion Thomas Risner
George Thomas Scowcroft
George Rothrock Shill
William Reese Walker
Mercier Clarence Willard
Thomas M. Wirsching

SENIOR HONORS

1942

WITH HIGH DISTINCTION

RICHARD EDWARD BENSON	VIOLET ELAYNE INGERSOLL
I. IRENE BOWYER	GENEVA LINEBAUGH RHODES
ERMA EDITH FISCHBACH	JOSEPH ERROL SHORR
ADELIA EMILIE GEBAUER	BESSIE STREMBEL
LEO N. HILSINGER	DOROTHY MOORE WEBB

WITH DISTINCTION

GERTRUDE CELESTE AKEN	THELMA LUCILLE JONES
DOROTHY ANNETTE BENSON	HERNING WRIGHT LAWRENCE
LOUISA M. BERKENKAMP	MAE McCARTY
TESSIE BLANCHE BLAKE	RUTH MATHER McCOMB
DIONE EILEEN BROWN	J. D. MORTENSEN
GENE ARNOLD CARLIN	DOROTHY M. NEWELL
VIDA REDIC CHENAULT	MERWIN L. NOBLE
EVELYN LOUISE CHRISTENSEN	SARAH OWENS
KATHLEEN M. COFFINGER	HELEN M. PRATT
VIRGINIA H. COLEMAN	CHARLES S. PURTYMUN, JR.
MARY MARGARET CREWS	DOROTHY MARY SAMMONS
MARION CARROLL DOLMAN	FRANK RUIZ SOTO
HELEN ELIZABETH FINK	VIRGINIA ANNE STACKPOOLE
JOHN ARTHUR GRASHAM	BETTY MARGUERITE SURRETT
ROBERT H. JENKINS	MOLLIEMAE TAYLOR
HELEN ELIZABETH WESTFALL	

AWARD TO GRADUATES

1942

Agriculture Club.....	MERWIN NOBLE
Alpha Psi Omega.....	J. ROBERT HORNE JUANITA BOGGS
Alumni Scholarships.....	SHIRLEY ELLSWORTH JEAN HAMILTON CATHERINE PORTER PHIL COLEMAN J. A. GRASHAM CHARLES STIDHAM
Commerce Club.....	EUGENE MILLS
Pi Omega Pi.....	VIOLET INGERSOLL
Dunbar Society.....	VIRGAL BRYANT
Gamma Theta Upsilon.....	KEITH RICE
Gibbons Leadership Award.....	RICHARD BENSON
Home Economics and Beta Chi.....	MOLLIEMAE TAYLOR VIRGINIA COLEMAN
Kappa Delta Pi Pin.....	IRENE BOWYER
Krause Award.....	J. D. MORTENSEN
Moeur Medal.....	HELEN PRATT
Moeur Pin.....	DOROTHY NEWELL
Mu Rho Alpha.....	TOM MOTT
Physical Education Department.....	MARY LUE REAY
Pi Gamma Mu.....	IRENE BOWYER LEO HILSINGER
Psychology Club.....	JOSEPH SHORR
Lambda Delta Lambda.....	RICHARD BENSON
Theta Chi Epsilon.....	JEAN HAMILTON
West Hall Award.....	MADGE BOLES
Fred M. Jahn Award.....	TOM ANDERSON

COMMENCEMENT 1943

BACHELOR OF ARTS IN EDUCATION

January 23, 1942

Joe M. Acuff
Lucille Curnutt Adams
John Theodore Baklarz
Cecilia Peterson Briest
Esther Oakes Carson
Sarah Leorah Cowan
Leta Mae Davis
Geraldine Wanita Dawson
LaVaughn Ebell

Dudley Robert Hancher
Alice Perryman Hill
Frances Elizabeth Hunsaker
George Jackson
Lillian Frances McFarland
Kathryn Barbara Richardson
Ruth Louise Sharpe
Lois Stone
Beulah Mae Williams

Lois Woodward

BACHELOR OF ARTS IN EDUCATION

May 19, 1943

Betty Jane Aepli
Ruth Gertrude Anderson
Dorothy Ann Baker
Barbara Blanchard Beebe
Gladys H. Benscoe
Bula Lucile Byars
Belle Carey
Roberta Carl
Ruth Jane Castleberry
Elaine Cleveland
Ruth Eleanor Clevenger
Benjamin Edward Cochran
Jean Margaret Conniff
E. Margaret Crismon
Vernon B. Croaff
Lester Charles Dayton
Clara Louise Essig
O. S. Fees, Jr.
Katherine Joan Fennell
Roger C. Fennell
Marjorie Wedad Ferris
Frances Isobel Foulds
Norita Voelker Freeman
V. Eleanor Fuller
Margaret Gjursovich
Anne Grosso
Junius Hammons
Irene Bertha Hanger
Ruby Josephine Harris
Robert Saunders Hart
Caroline May Henshaw
Joyce Hicks
Shirley Hoyt
Radius Arty Hudson

Dorothy Nadine Irvine
Lois Marian Kempf
Virginia Louise Kendall
Alta Faye Kirkpatrick
Sara Catherine Kohlberg
Theodora Eileen Leonard
Mary Jane Lewis
Bradley Nicholas Lynn
Florence McIntire Murray
Joan McNeill
Katherine Mays Merckle
Marshall Fayolle Miller
Margaret Quick Montierth
Lewis H. Neeb
Albert Joseph Onofrio
Virginia Patterson
Erma Ray
Alfred Thomas Ridgeway
Barbara Rose Roche
Marguerite Davis Sanchez
Marjorie Ione Saylor
Paul Matney Schwark
James M. Share
Joann Skubitz
Bertha Esther Taylor
Jeannette Quan Toy
Polly Stearns Tuttle
William J. Ward
Minnie Baird Watkins
Bertha Inez Wilkinson
Fred Crump Williams
Florence Virginia Wing
Dorothea Mae Woolard
Dorothy Johnson Yeoman

Dixie Yost

BACHELOR OF ARTS IN EDUCATION

August 31, 1943

Anna Belle Allen
Maude Lillian Allen
Zelpha Baker
John Wesley Baker
John Norman Beckman
Rowana Brewer
Cherrill Brown
Arline Merle Brumbaugh
Clancy Clara Cannon
Rose Chenault
Beth Christensen
Marie Louise Cook
Daisy May Curtis
Albert Oliver Davis
Marie Agatha De Silva
Billie Irene Driskill
V. Tharp Faulkner
Beth A. Fortune
Elizabeth Van Liere Fowler
James Emmett Gannon
Frances Louise Gray
Marjorie Louise Hackler
Helen Edith Hawkins
Lois Reece Hook

Edward Horner
L. Emily Jacobs
Helen Jordan Kennedy
Marjorie Harriet Lane
Ruth Mae Langford
Faye Lindbergh
Laurel Mabel Harpe McFee
Claudia Mozelle Mack
Corinne Beatrice Miller
Mary Elizabeth Oglesby
Mildred Louise Pearce
James Raymond Rhodes
Ruth Henriette Rosenau
Helen Josephine Sandmeyer
Jerrolyn Semolich
Jean Pauline Soule
Mary Ellynore Stauffer
Marjorie Steen
Elaine Steiner
Robert Lowell Stevens
Ethel Stevenson
Jacquetta Strawbridge
Steve Vukcevic
Doris Mae Williams

MASTER OF ARTS IN EDUCATION

May 19, 1943

Billie Jane Becker
Gene Arnold Carlin
Marcos De Leon, Jr.
Lloyd Duquesne Dickey
Adelia Emilie Gebauer
Elizabeth Louise Hampton
Hsu Tung Yeh
Thomas Eddy Inman

Anne Kulinovich
Charlesetta Favors Manly
Mary I. Montgomery
Scott Giles Nelson
Andrew Kesterson Osborn
Eleanor Rushing Wallingford
Mary Lee Wise
William Louis Yanchor

SENIOR HONORS

1943

WITH HIGH DISTINCTION
THEODORA EILEEN LEONARD

WITH DISTINCTION

ROBERTA CARL
ESTHER OAKES CARSON
JEAN MARGARET CONNIFF
CLARA LOUISE ESSIG
ROGER C. FENNELL
ANNE GROSSO

RUBY JOSEPHINE HARRIS
ALICE PERRYMAN HILL
SHIRLEY HOYT
KATHERINE MAYS MERCKLE
LOIS WOODWARD
DOROTHY JOHNSON YEOMAN
DIXIE YOST

AWARDS TO GRADUATES

1943

Commerce Club.....	RUBY HARRIS
Pi Omega Pi.....	BERTHA TAYLOR
Mu Rho Alpha.....	ALBERT DAVIS
Theta Chi Epsilon.....	ELSIE WOODWARD
Krause Award.....	JEAN CONNIFF
Lambda Delta Lambda.....	JEAN CONNIFF
Kappa Delta Pi Pin.....	EILEEN LEONARD
Dunbar Award.....	JUNIUS HAMMONS FRED CRUMP WILLIAMS
Home Economics and Beta Chi.....	SARAH COWAN
West Hall.....	JOAN McNEILL CAROL HENSHAW
Pi Gamma Mu.....	BILL WARD
Moeur Medal.....	EILEEN LEONARD
Moeur Pin.....	JEAN CONNIFF
Gibbons Award.....	RUBY HARRIS
Alumni Scholarships.....	ROY HUGH BILL WARD VIRGINIA KENDALL CLARA ESSIG

GIFTS AND BEQUESTS

Public-spirited individuals in increasing numbers are making gifts of money or are bequeathing part or all of their estates to the educational institutions of their choice.

Arizona State Teachers College at Tempe is a growing, progressive institution, and the State of Arizona has not been able to care for some of its special needs. Individuals with money can make their influence felt with present and future generations of young people by making gifts or bequests to the College.

Some donors name the fund given for themselves, or for a wife, son, or daughter. An investment in growing personality is a long-time investment. Moreover, it pays large dividends, and these dividends continue long after the investor is gone.

The needs are many and urgent. The student loan fund is far too small. The College should have many more scholarships for worthy students. Endowments for special types of work are needed. Money is needed for the endowment of a Student Center building. The students, themselves, have already started a fund for this purpose. There are many other needs.

It is suggested that those desiring to make such a gift or bequest go to an attorney and make out a form such as is given below.

I give, devise, and bequeath to the Board of Education of Arizona State Teachers College at Tempe, Arizona, the sum of..... dollars. This is to be known as the..... Fund, and is to be used as indicated below:.....

FOR INFORMATION
CONCERNING

Catalogs
General Information
Admission
Transcripts
Evaluation of Records

Write

OFFICE
OF
REGISTRAR

★ ★ ★ ★ ★ ★

Student Progress
Instruction and Curriculum
The Summer Session
Extension Classes
Correspondence Courses

Write

DEAN OF
THE COLLEGE

★ ★ ★ ★ ★ ★

Questions Involving Women Students
Dormitory Residence

Write

DEAN OF
WOMEN

★ ★ ★ ★ ★ ★

Room Reservation Deposit
All Other Financial Matters

Write

BUSINESS
OFFICE

★ ★ ★ ★ ★ ★

Teacher Placement

Write

THE PLACEMENT
BUREAU

★ ★ ★ ★ ★ ★

Educational Policies
Administrative Questions
Employment of Students

Write

THE PRESIDENT

★ ★ ★ ★ ★ ★

ARIZONA STATE TEACHERS COLLEGE
TEMPE, ARIZONA

Request For Information

Detach this sheet, fill out the blanks and mail to:

The Registrar

Arizona State Teachers College, Tempe, Arizona

Please send me the printed materials and information indicated below. Annual catalog..... Summer session bulletin..... A copy of the student pictorial bulletin, Life,..... Send any other printed material available.....

Please give the following information:

.....
.....
.....

Name

Street Address

City..... State.....

If you are planning to enter Arizona State Teachers College, please give the following information:

Graduate of what high school?.....Date.....

Names of any colleges attended?.....

Approximate number of semester hours earned?.....

What curriculum are you now planning to take?.....

Have you sent your room reservation fee of \$5.00?.....

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