

THE
AMERICAN INSTITUTE
FOR FOREIGN TRADE

C A T A L O G U E



1949-1950

THE
AMERICAN INSTITUTE
FOR FOREIGN TRADE

A Non-Profit Institution



Thunderbird Field
Phoenix, Arizona

March, 1949

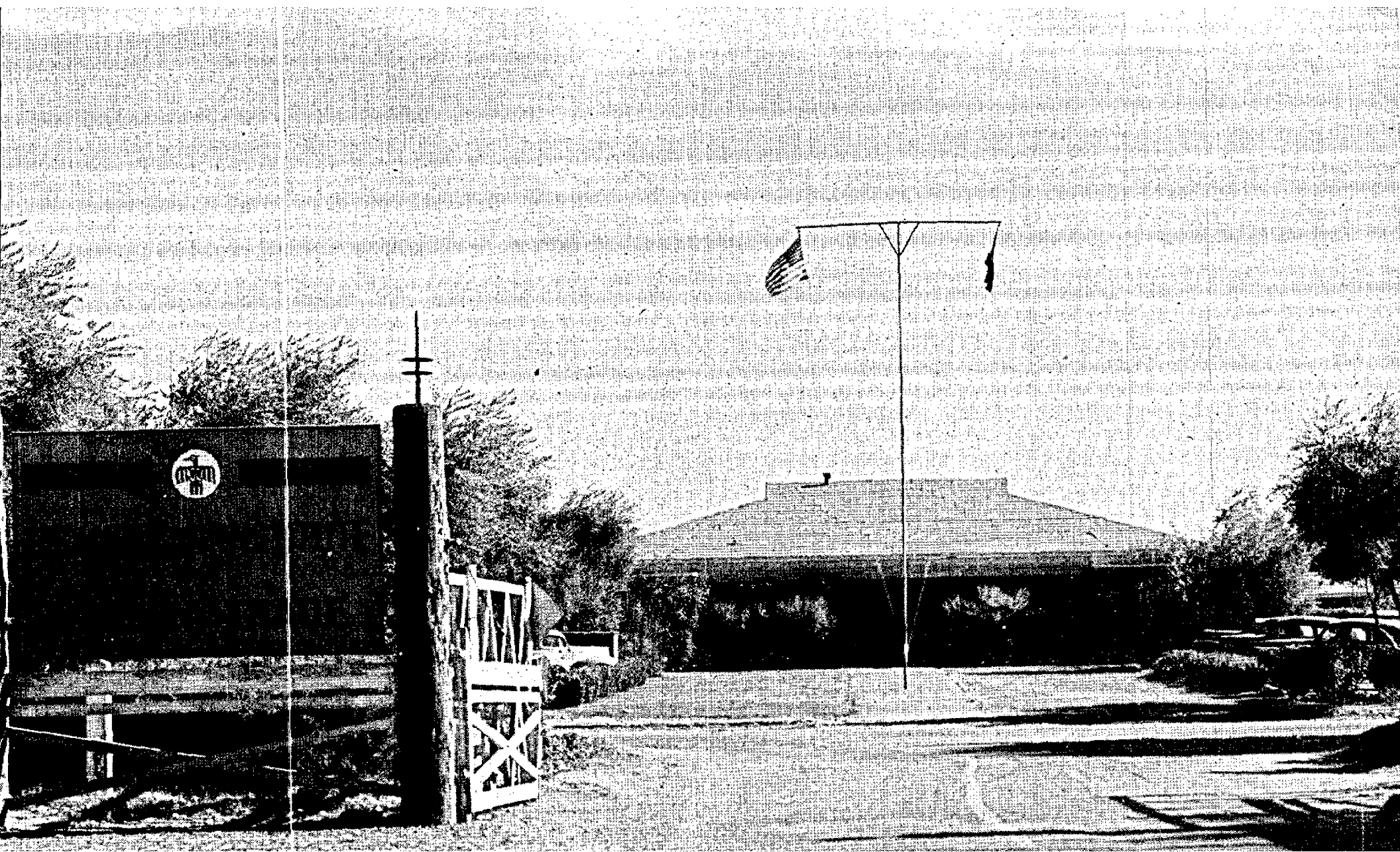


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Entrance to the Main Gate,
Showing the Administration
Building directly ahead.

CALENDAR FOR 1949-1950

1949

- September 10, Saturday
Dormitories open for residence
- September 12-15
Registration and orientation
- September 16, Friday
Classes begin
- October 15, Friday
Last day for changes in schedule
- November 11, Friday
Mid-semester progress reports
- November 23, Wednesday, 3 P.M.
Thanksgiving Holiday begins
- November 28, Monday, 8 A.M.
Thanksgiving Holiday ends
- December 16, Friday, 3 P.M.
Christmas vacation begins

1950

- January 3, Tuesday, 8 A.M.
Christmas vacation ends
- January 23, Monday
Last day of classes
- January 24-28
Examinations
- January 30, Monday
Commencement
- February 1, Wednesday
Dormitories open for new students
Orientation and registration of old students
- February 2 and 3, Thursday and Friday
Orientation and registration of new students
- February 6, Monday
Classes begin
- February 22
Washington's Birthday holiday
- March 3, Friday
Last day for changes in schedule
- April 5, Wednesday, 3 P.M.
Easter vacation begins
Mid-semester progress reports
- April 11, Tuesday, 8 A.M.
Easter vacation ends
- June 1, Thursday
Last day of classes
- June 2-8
Examinations
- June 9, Friday
Commencement

1949-1950	1950
SEPTEMBER	MARCH
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OCTOBER	APRIL
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NOVEMBER	MAY
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DECEMBER	JUNE
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
1950	JULY
JANUARY	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
FEBRUARY	AUGUST
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

ORGANIZATION

The National Advisory Council

- HENRY H. ARNOLD** Sonoma, California
General of the Army (Retired)
Formerly Commanding General, Army Air Forces
- BRUCE BARTON** New York, New York
Chairman of the Board
Batten, Barton, Durstine and Osborn
- WILLIAM L. CLAYTON** Houston, Texas
Former Under Secretary of State for Economic Affairs
- RALPH P. COUSINS** Los Angeles, California
Maj. General, U.S.A. (Retired)
Executive Vice President, Founders' Fire and Marine
Insurance Company
- LEWIS W. DOUGLAS** New York, New York
United States Ambassador to Great Britain
- FRED J. KELLY** Washington, D. C.
U. S. Office of Education
- THE RT. REV. ARTHUR B. KINSOLVING II** Phoenix, Arizona
Episcopal Bishop of Arizona
- PAUL W. LITCHFIELD** Akron, Ohio
Chairman of the Board,
The Goodyear Tire and Rubber Company
- JOHN H. MacMILLAN, Jr.** Minneapolis, Minnesota
President, Cargill, Incorporated
- THOMAS A. MORGAN** New York, New York
Chairman of the Board, The Sperry Corporation
- FLOYD B. ODLUM** New York, New York
Chairman of the Board, The Atlas Corporation
- EDWARD EWING PRATT** New York, New York
Professor of Foreign Trade, New York University
- JOSEPH C. ROVENSKY** New York, New York
Vice President (Retired), Chase National Bank
- RAYMOND RUBICAM** New York, New York
Retired Chairman of the Board, Young & Rubicam, Inc.
- C. R. SMITH** Washington, D. C.
Chairman of the Board, American Airlines
- LOWELL THOMAS** Pawling, New York
Author and Commentator
- W. STODER THOMPSON** Gates Mills, Ohio
- BRAYTON WILBUR** San Francisco, California
President, Wilbur-Ellis Company

Officers and Directors

BARTON K. YOUNT President of the Institute	Phoenix, Arizona
ALFRED KNIGHT Vice President of the Institute President, Eureka Realty Company	Phoenix, Arizona
FINLEY PETER DUNNE, JR. Secretary and Treasurer of the Institute	Phoenix, Arizona
WALTER R. BIMSON President, Valley National Bank	Phoenix, Arizona
DAVID H. BONSALE Southwest Flour and Feed Company	Glendale, Arizona
FRANK C. BROPHY President, Bank of Douglas	Phoenix, Arizona
BARRY GOLDWATER President, Goldwater's, Incorporated	Phoenix, Arizona
HUGH C. GRUWELL President, First National Bank of Arizona	Phoenix, Arizona
MELVIN S. JACOBUS Executive Vice President, Dwight B. Heard Investment Company	Phoenix, Arizona
BENTON M. LEE Benton M. Lee and Company	Phoenix, Arizona
JOHN C. LINCOLN Chairman of the Board, Lincoln Electric Company	Phoenix, Arizona
JOHN J. LOUIS Chairman of the Board, KTAR Broadcasting Company	Phoenix, Arizona
GEORGE W. MICKLE Chairman of the Board, Phoenix Title and Trust Company	Phoenix, Arizona
A. LEE MOORE A. L. Moore & Sons	Phoenix, Arizona
EDWARD V. O'MALLEY The O'Malley Lumber Company	Phoenix, Arizona
HERBERT L. PRATT, JR. Camelback Art Gallery	Phoenix, Arizona
HENRY B. SARGENT President, Central Arizona Light and Power Company	Phoenix, Arizona
FRANK L. SNELL Lawyer, Snell, Wilmer, Walsh and Melczer	Phoenix, Arizona

Administration and Faculty

BARTON K. YOUNT, Lieut. General, USA, (Retired), B.S., West Point, 1907.

President of the Institute.

Asst. Chief U.S. Army Air Corps, 1938-40; Commanding General, Third Air Force, 1941; Commanding General, Army Air Forces Training Command, 1942-46.

FINLEY P. DUNNE, JR., A.B., Harvard University, 1925.

Secretary and Treasurer.

Writer and Publicist, Lt. Col., served in Student Section, AAF Training Command, 1944-46.

JOHN C. PATTERSON, A.B., A.M., University of Texas, 1921, 1928; Ph.D., Duke University, 1930.

Dean of the Institute.

Professor of History, Westminster College, 1930-38; Director, School of Public Affairs, American University, 1938-40; Chief, Division of Inter-American Educational Relations, U.S. Office of Education, 1940-46.

WILLIAM S. SHATERIAN, Columbia University (College and Law School).

Director, Department of Business Operations and Professor of Foreign Trade.

Admitted to New York Bar, 1912; practiced law, 1912-17; with the National City Bank of New York, Overseas Division, 1917-45; Instructor, New York Chapter, American Institute of Banking, 1925-47.

WILLIAM L. SCHURZ, B. Litt., M. Litt., Ph.D., University of California, 1911, 1912, 1915.

Director, Department of Area Studies and Professor of Area Studies.

Department of Commerce Foreign Service in Paraguay, Bolivia, Brazil, and other Latin American countries, 1918-26; Economic Adviser, Government of Cuba, 1926-27; executive in export business and international advertising, 1927-31; Department of State, 1941-46, as Acting Chief, American Republics Area Division.

MARJORIE C. JOHNSTON, A.B., A.M., Ph.D., University of Texas, 1927, 1931, 1939.

Director, Department of Languages and Professor of Spanish.

Instructor in Spanish, Texas Public Schools, University of Texas, and Stephens College, 1927-42, Graduate School of U.S. Department of Agriculture and George Washington University, 1942-46. Consultant in the Teaching of Spanish, Division of Inter-American Educational Relations, U.S. Office of Education, 1942-46.

RUTH P. MILLER, Missouri State College.

Registrar.

Registrar, Great Falls High School, Great Falls, Montana, 1938-40; Executive Secretary, Laboratory School of Missouri State College, 1940-43; Secretary to the Dean, Phoenix College, 1943-46.

Public Relations

WILLIAM H. BLAIR, Columbia University.

Director of Public Relations.

Advertising Department, Bergen Evening Record, 1938-42; Assistant Director Public Relations and Editor "Flight Control," Eclipse-Pioneer Division, Bendix Aviation Corporation, 1942-46; Member National Council of Industrial Editors, 1943-46.

Placement

JOHN B. KNIGHT, Jr., Massachusetts Nautical School 1929, American Institute for Foreign Trade 1948.

Director of Placement.

Retail Credit Co., of Atlanta Ga., 1939-41; United States Navy, 1941-47, Staff, Commander Alaskan Sector 1942-43, Executive Officer, U.S.S. Sagittarius, 1943-45; Chief, Research and Development Sub-Section, Bureau of Ordnance, Washington, D. C., 1945-47; Rank of Commander U.S.N.R.

Business Department

BERGER ERICKSON, Texas Christian University.

Business Manager.

Civilian Administrative Officer, Supply and Maintenance, Headquarters AAF Training Command, Fort Worth, Texas, 1942-46.

WILLIAM BIERER, A.B., University of West Virginia, 1942, American Institute of Foreign Trade, 1947.

Purchasing Agent.

ELSIE ZIMMERMAN, Bradley University.

Bookkeeper.

GOLDIE SMITHBURG

Director of the Dining Hall.

VIRGINIA NESBITT, B.S., Purdue University.

Assistant Director of the Dining Hall.

Secretaries and Assistants

MABEL ERICKSON, Texas Christian University.

Secretary to the President.

DOROTHEA LONG, Carnegie Institute of Technology.

Secretary to the Dean.

DOROTHY ARNOLD, Tulane University.

Secretary to the Secretary-Treasurer.

SARAH OTONDO, Arizona State College.

Secretary to the Director of Public Relations.

VERNELL BOOTZ, Colorado Woman's College.

Secretary to the Business Manager.

DOROTHY ANNE SMITH, PhB., University of Chicago, 1945.

Secretary to the Director of Placement.

HELEN MALLGREN.

Secretary to the Departments of Business Operations and Area Studies.

TARI KENNEDY, A.B., University of Wisconsin, 1944.

Secretary to the Department of Languages.

MARY E. FREDERICKS, University of Arkansas.

Secretary to the Registrar.

JOSEPH M. McGRATH, Jr., B.S., Southwestern University, 1948.

Assistant in Accounting.

MARY ELIZABETH JOHNSON, University of Arizona.

Receptionist.

Library

DOROTHY BURGE, A.B., B.L.S., University of Oklahoma, 1934, 1936; graduate study, Columbia University.

Librarian.

New York Public Library, 1939-41; Analyst, War Production Board, 1941-44; Asst. Dept. Librarian, Caribbean Division of the Army, 1944-45; Bibliographer, Office of Technical Services, U.S. Department of Commerce, 1945-46.

DAVID K. EASTON, Ph.B., University of Chicago, 1933; B.S., School of Library Service, Columbia University, 1939.

Assistant Librarian.

Librarian, Cooper Union Art School, 1939-42; U.S. Army, 1942-45; Senior Reference Assistant, Columbia University Libraries, 1946-47.

Infirmary

PHILIP E. RICE, A.M., M.D., University of Michigan, 1929, 1932.

Physician.

ALICE C. HYDE, R.N., University of Rochester, School of Nursing, 1940.

Resident Nurse.

Instructional Staff

JORGE LUIS CARRERA C., Maestro de Educacion, Escuela Normal de Guatemala, 1943. Certificate, Escuela de Estudios Comerciales, 1945. Additional study, Facultad de Ciencias Economicas, Universidad de San Carlos, 1946-47.

Instructor in Spanish.

Teacher in Antigua and Chimaltenango, 1943-45; instructor in Colegio Guatemala, 1945-46. Treasurer of the Facultad de Humanidades and Escuela de Verano, Universidad de San Carlos, 1947.

GUILHERME de CASTRO e SILVA, Bacharel em Ciencias e Letras Juridicas, Faculdade de Direito do Rio de Janeiro, 1938; Certificate Institute of English Language, Indiana University, 1945.

Instructor in Portuguese.

Teacher of English and French, Institute Arcoverde, Rio de Janeiro, 1938-44; Instructor in English and Portuguese, Instituto Rabello, Rio de Janeiro, 1938-48; Instructor in Portuguese, Benjamin Franklin High School, Philadelphia, Pa., Spring 1945.

JUAN M. FRIKART, Bachiller, Colegio National Norte, Buenos Aires, 1917; A.B., University of Arizona, 1925.

Instructor in Spanish.

Instructor for American Institute of Banking, 1927; Representative for Tomas y Cia., leather exporters, Lima, Peru, 1928-37; Inspiration Copper Co., Miami, Arizona, 1937-42; U. S. Army, 1942-45.

WESLEY FROST, A.B., Oberlin, 1907; A.M., George Washington University, 1910; LL.D., University of Paraguay, 1944.

Professor of International Relations.

Department of State, 1909-44, Consul, Bureau Chief, Consul-General, Charge d'Affaires and Counselor of Embassy, Minister and Ambassador; Lecturer, Universities of Denver and Syracuse, 1946; Professor, State Teachers College, Oswego, N. Y., 1946-47.

JAMES R. HIBBS, A.B., Ph.D., University of Pennsylvania, 1929, 1941.

Professor of Foreign Trade and Economics.

Instructor in Economics, University of Pennsylvania, 1935-39; Instructor, University of Illinois, 1939-42; Assistant Professor, Carleton College, 1942-44; Chairman, Division of Business and Economics, New Haven Y.M.C.A. Junior College, 1944-45; Lecturer, Yale University, 1944-45; U.S. Department of State, Foreign Service Auxillary, 1945-46; Economic Analyst, Office of International Trade, 1946; National Housing Agency, Business Specialist, 1946-47; United Nations Food and Agriculture Organization, 1947.

MARJORIE C. JOHNSTON, A.B., A.M., Ph.D., University of Texas, 1927, 1931, 1939.

Director, Department of Languages and Professor of Spanish.

D. LARI KENDRICK, A.B., University of Illinois, 1942.

Audio-Visual Director.

Assistant to the Purchasing Agent, Inland Steel Company, 1935-38; tutoring in Spanish, 1938-42; Staff announcer, WDWS, 1942-43; U.S. Marine Corps, 1943-46; Special Service Officer, 1944-45; Chief Announcer, Kyushu Network, Omura, Japan, 1945-46.

EDITH J. KENDRICK, B.A., M.A., University of Texas, 1933, 1937; Ph.D., University of Illinois, 1943.

Associate Professor of Spanish.

Teacher of Spanish, Texas Public Schools, University of Illinois, Rocky Mountain School of Languages, 1933-43; Associate Director, Inter-American Life Workshop, Peabody College, 1944, 1945; Head of Spanish Department, Stephens College, 1943-47.

JAIIME MALAGON, Certificate, Escuela Normal de Medellin, Colombia, 1938; Licenciatura en Idiomas Modernos, Escuela Normal Superior de Colombia, Bogota, 1944; Certificate, Institute of English Language, Indiana University, 1945; Rockefeller Foundation fellowship in linguistics and literature, University of Chicago, 1945-46.

Instructor in Spanish.

Instructor in Spanish, Colegio Nacional de San Bartolome, 1938-40; Instituto Nicolas Esquina, 1940-44; Escuela Militar, Bogota, 1946-47; Shell Oil Company, Barrancabermeja, Colombia, 1947-48.

GAIL MURPHY, New York University (Graduate Courses).

Associate Professor of Marketing.

Account Executive, Geo. Batten Co. (BBD & O); Chas. W. Hoyt, Inc., 1917-27; Asst. Managing Director and General Sales Manager, Compania Nobleza de Tobacco, Buenos Aires, and consultant to British-American Tobacco Co., Chile, (headquarters London, England) 1927-38; Editor and Publisher of Home Economics Bulletin 1938-42; Commercial Attache, U. S. Dept. of State, Panama, Senior Economic Analyst, Rio de Janeiro, Sao Paulo, 1942-47.

WILLIAM B. OGILVIE, A.B., University of California, 1940.

Director of Recreation and Sports.

Assistant Varsity and Freshman Basketball Coach, University of California, 1940-42; Director of Physical Training, Thunderbird Fields I and II, 1943-45; Athletic and Recreation Officer, Fifth Fighter Command, Kyushu, Japan, 1945-46.

ELSA OROZCO, Bachiller en Humanidades, Liceo de Costa Rica, 1931; Licenciada en Letras y Filosofia, Universidad de Costa Rica, 1945; Profesora de Estado, 1945, 1948. Additional study, English Language Institute, Mills College and University of Michigan, 1943.

Instructor in Spanish.

Teacher of English, Colegio Superior de Senoritas, 1936-44; Colegio Maria Auxiliadora, San Jose, 1944-48. Ad-interim Professor of Spanish Grammar, Universidad de Costa Rica, 1946-47; Professor of Spanish, Escuela de Verano, Universidad de Costa Rica, 1948.

DORA B. PONCIANO, Maestra de Educacion, Instituto Nacional y Escuela Normal para Senoritas, Guatemala City, 1940.

Instructor in Spanish.

Instructor in Spanish and English, public schools of Guatemala City, 1944-45, and Liceo Frances, 1947.

MANUEL PONCIANO L., Maestro de Educacion, Escuela Normal de Guatemala; certificate, Escuela Nacional de Estudios Comerciales de Guatemala, 1937; certificate, Institute of English, University of Texas, 1946.

Assistant Professor of Spanish.

Teacher of Spanish, Guatemala, 1937-47; Director, English Language Center, Guatemala, 1944-47.

RUBEN SCHLITTLER, Bacharel em Ciencias e Letras, Escola Normal de Sao Paulo, 1923.

Instructor in Portuguese.

Instructor in language, Colegio Paulistano, Ginasio Ipiranga, Ateneu Brasil, Escola de Contabilidade Carlos de Carvalho, 1933-43; Instructor of Portuguese, Escola Tecnica de Aviacao de Sao Paulo, 1944-45, and Riddle Inter-American College, Miami, Florida, 1945-48.

WILLIAM L. SCHURZ, B. Litt., M. Litt., Ph.D., University of California, 1911, 1912, 1915.

Director, Department of Area Studies and Professor of Area Studies.

WILLIAM S. SHATERIAN, Columbia University (College and Law School).

Director, Department of Business Operations and Professor of Foreign Trade.

PLACIDA GARCIA SMITH, A.B., University of Utah, 1927.

Instructor in Spanish.

Teacher of Spanish, University of Utah, University of Denver, Phoenix College, 1926-46; Executive Secretary and Director of Friendly House, Phoenix, Arizona, 1931-46.

AMALIO M. SUAREZ, A.B., Arizona State College, 1934; A.M., Universidad Nacional de Mexico, 1939.

Associate Professor of Spanish.

Teacher of Spanish, Miami, Arizona, High School, 1935-38; Coordinator of Inter-American Training, under U.S. Department of State, Purdue University, 1943-46.

LAURA TEIXEIRA TARQUINIO, Bacharela em Ciencias e Letras, Colegio S.S. Sacramento, Bahia, Brazil, 1937.

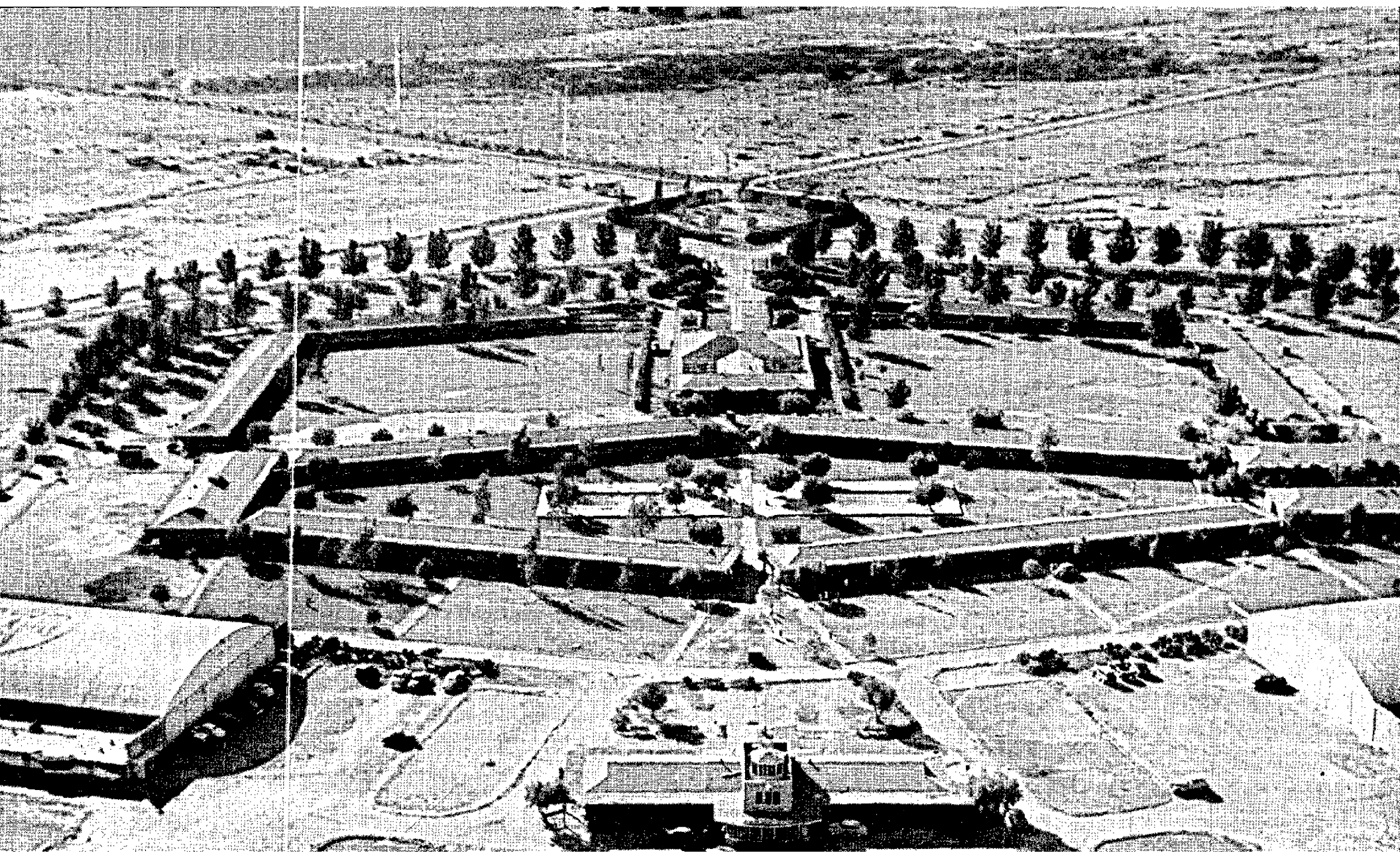
Instructor in Portuguese.

Teacher, Escola Sao Jose and Colegio N.A. Auxiliadora, Bahia, 1938-43; secretary, Departamento Estadual de Estatistica, Bahia, 1942-43; secretary and head of Passenger Department, Moore-McCormack Lines, Bahia, 1944-47.

PAUL M. WILSON, B.S., Indiana State Teachers College, 1937, M.A., Ohio State University, 1948.

Assistant Professor of Accounting.

Graduate work in accounting, Ohio State University, 1939-41; teacher of accounting, Ohio Public Schools, 1939-47; auditor, Defense Plant Corporation, Ashtabula, Ohio.



History and Purpose

The American Institute for Foreign Trade, a non-profit institution, was founded at Phoenix, Arizona, in April, 1946, as a national center of higher education in the administration of international commerce in all its phases. It was founded on the premise that healthy, amicable trade relations among nations is the best guaranty of world security. With the increasing responsibilities of the United States in world leadership, American citizens in their dealings with the people of other countries can, if adequately prepared, play an important role in helping to maintain cordial relations.

In June, 1946, Thunderbird Field I, a former Training School of the Army Air Forces, was acquired as a site, and on October 1, 1946, the Institute opened its doors with an enrollment of 296 students from 45 states. During the first two years, the Institute's program was directed toward training its students for Latin American countries. The success of this training is evidenced by the fact that many graduates of the Institute are already occupying positions of responsibility in business and government both at home and abroad. Beginning with the 1948-49 academic year the program was expanded to include instruction on the Far East.

The Institute's educational objective is to prepare men and women, through intensive practical instruction, for a career in foreign trade. Positions are to be found in all of the many types of activity in this field, including branch banking operations, foreign exchange, import and export of raw materials and consumer goods, selling and sales management, transportation, port operations, office management, marketing and market analysis, franchise operations, and many others. In addition, although not falling strictly within the meaning of the word "trade," there are opportunities for cultural representatives, teachers, engineers, journalists, economists, medical technicians, nurses, nurse supervisors, dieticians, agricultural experts, and the like. Although many aspects of Foreign Trade call for protracted residence or travel abroad, a number of the activities are conducted from domestic offices.

A career in foreign trade offers exceptional opportunities, but these very opportunities imply special obligations. The Institute's program of study is designed to provide the basic knowledge and skills needed by the representative of American business abroad. It recognizes particularly the importance of understanding the peoples and civilizations of those countries in which the student expects to live and work, for the person who engages successfully in foreign trade must gen-

erally be more adaptable than one shaping a career in domestic business. He must speak and understand the language of the people and be able to appreciate points of view and traditions which are different from his own. He needs to have a broad outlook and a well-developed capacity for world citizenship. At the same time he needs both a sound knowledge of the fundamental principles of business administration and specific training in the detailed operations of foreign trade.

Clearly, the creation of such a business representative requires a long process of education and experience. On the other hand, experience gained in practical operations is made more valuable and produces results in a shorter time when there is a foundation of prior intensive education at a specialized school such as the American Institute for Foreign Trade.

Duration of Courses

Owing to the current need of men of mature age to begin their careers with the least possible delay, the basic course of study is organized so as to accomplish its purpose in a single school year of two semesters. Provisions can be made, however, for a course of three or four semesters for students who desire a greater amount of advanced work than can be supplied in a one-year course or whose previous education is such that they should devote more than the usual proportion of their first year to foundation material.

Students are accepted either at the start of the first semester in the Fall, or at the start of the second semester in February (see calendar). There is no summer school.

Placement of Graduates

One of the Institute's objectives is to serve industry, commerce, and government departments by providing a source of trained personnel interested in and qualified for positions connected with foreign trade and with international relations.

The Institute has close contact with many of the leading business firms having extensive foreign trade activities, with principal Chambers of Commerce, the United States Departments of State and Commerce, and with other agencies, official and private, which have need for men equipped for international duties.

During the period of a student's residence, much attention is devoted to determining the particular type of employment for which he is best adapted and which holds the greatest promise for him. For obvious reasons, the Institute cannot and does not guarantee to place its graduates. Those who do acceptable academic work and who possess the other personal qualifications for a successful career, are assisted in every possible way. A number of the banks and larger firms send representatives each year to interview students as pros-

pective employees. Others are in communication with students through correspondence, with a view to conducting subsequent personal interviews at a convenient time and place. The Placement Bureau is frequently in receipt of requests from employers for men and women possessing special qualifications. All students who meet the stated requirements are given an opportunity to make application for these positions, and their records and personal histories, together with the recommendation of the Institute's faculty and administration, are forwarded to the companies concerned. As a result, many students find desirable foreign trade employment before graduation.

The Institute, in addition, has an Alumni Bureau, which maintains close relations with its graduates located in every part of the world, and assists them in any way possible.

Campus and Buildings

The American Institute for Foreign Trade occupies the buildings and grounds of one of the best-known of the Army Air Forces' wartime primary pilot schools, Thunderbird Field I. It is situated approximately 16 miles northwest of Phoenix, Arizona. The Salt River Valley, of which Phoenix is the principal city, is now recognized as one of the great winter resort areas of the country, famed for its healthful climate and extensive recreational facilities. A paved highway connects the Institute with the city of Glendale, which is on the main line of the Santa Fe Railroad, six miles away, and with downtown Phoenix, which is reached by both the Southern Pacific and Santa Fe Railroads.

The entire property consists of 180 acres, of which the buildings occupy approximately forty acres of beautifully landscaped grounds, arranged to form the Thunderbird design. The buildings are of the long, low ranch type characteristic of western architecture, with vine-covered galleries supported by rough-hewn cedar posts.

There are eight one-story dormitory buildings, arranged so as to form three spacious quadrangles of lawn and shrubbery. The Administration Building, facing the main gate, contains the administrative offices and an excellent infirmary with two wards and pharmacy. The largest of the buildings is the Dining and Recreation Building, containing the dining hall, kitchens, canteen, barber shop, the main assembly hall and an attractive lounge and reading room for students and faculty members. The Faculty Building fronts on a vast open area of cultivated ranch land with a panoramic view of the distant mountains.

There are eleven classrooms, five located in the classroom building on the west end of the quadrangle and six in one wing of the nearby hangar. The interior of this hangar is used as a gymnasium. The front wing of the other hangar houses the Library.



The Library

The Library of the Institute is a series of bright air-conditioned connecting rooms, including a periodical room with exhibit cases and lounge chairs. An extensive Latin American map collection is housed in a special room.

The Library, seating 120 people, has been planned with the specific needs of the students and faculty in mind. The book collection is concentrated principally on the various phases of business, commerce, international law, international relations, air transportation, and the history and background of life in Latin America and the Far East. There is also a large collection of Spanish and Portuguese books. Emphasis is placed on current information. Over 170 periodicals and 15 newspapers, including important Latin American publications, are received. In addition, the Library subscribes to several special business research services, and to government publications concerned with subject matter related to the curriculum.

An extensive vertical file of pamphlets is maintained. Books may also be secured through an inter-library loan agreement. Phonograph records for Spanish and Portuguese instruction are available for circulation, or for use in the Library.

Student Life

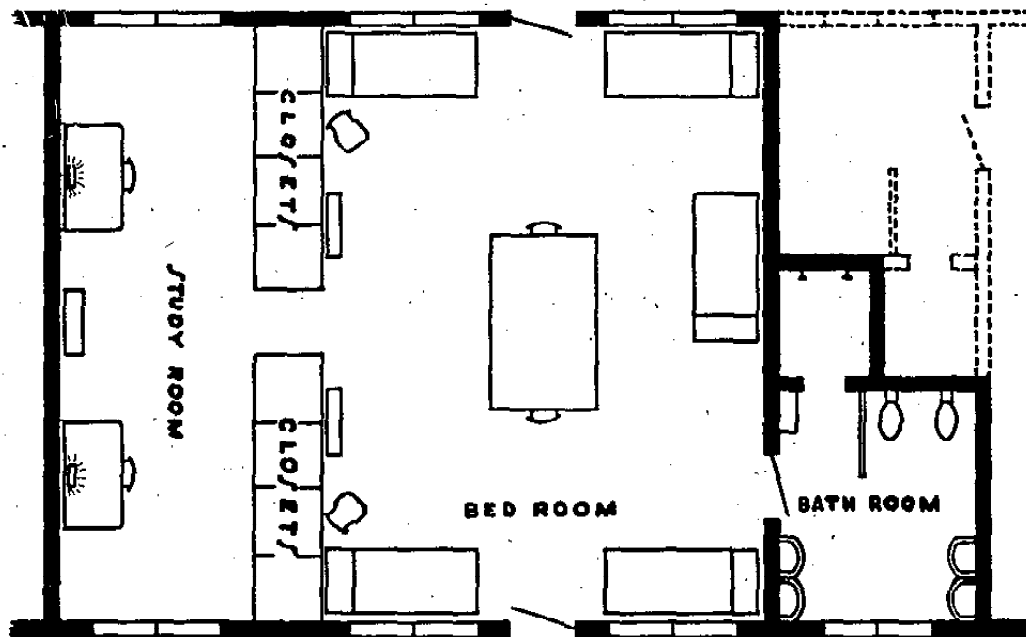
The compactness of Thunderbird Field makes for a closely-integrated college community. Despite the undeniable attractiveness of the setting and the many opportunities for recreation, the atmosphere is one of serious purpose and intense interest in world affairs. Impromptu discussion groups frequently form in the Library, in students' rooms, in the recreation hall or out-of-doors around the swimming pools, and much valuable interchange of thought and information is accomplished in this way.

The dining hall, with its colorful Mexican furnishings and general air of informality, is another place where students and faculty members mingle under conditions favorable to uninhibited discussion of scholastic matters and significant world developments.

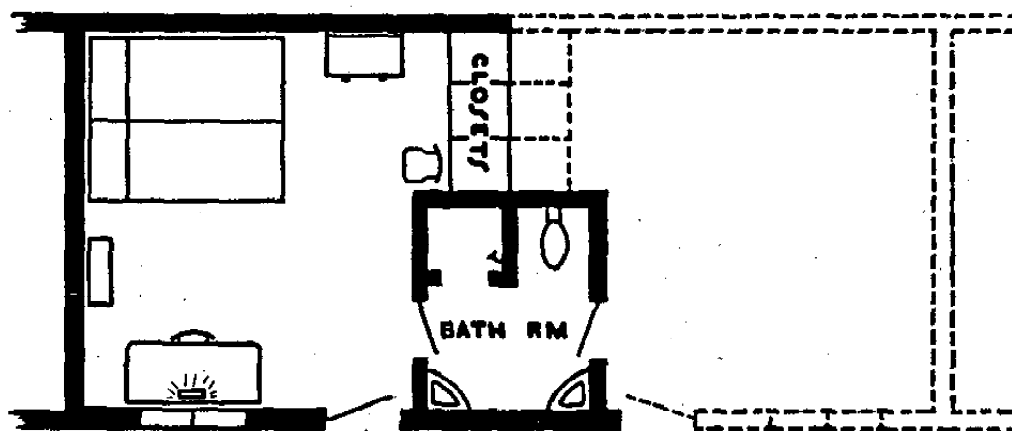
A distinguishing characteristic of life at the Institute is the opportunity to make Spanish and Portuguese the languages of daily existence. This is a matter of voluntary choice on the part of the students who realize that constant use of a language in everyday affairs is the best means of developing a natural and easy fluency in conversation.

The limited enrollment, totaling approximately three hundred students, has resulted in an unusually close association among students from widely-separated parts of the country, and in the formation of friendships which may well continue in every corner of the world for years to come.

Floor Plan of Unmarried Students' Quarters



Floor Plan of Married Students' Quarters



Housing

The Unmarried Students' Dormitories

Unmarried students are housed in six dormitory buildings, containing 42 large rooms, the occupancy of each room being limited to a maximum of six students. The rooms are approximately 29 by 24 feet in size and are divided into two sections, one of which is commonly used for sleeping and the other as a study or living-room. Each room has its private bath, cross ventilation, and its own heating and air-conditioning units.

The Institute provides beds, mattresses, pillows, straight chairs, study tables, reading lamps, and two blankets per occupant. Students must supply their own sheets, pillowcases, towels, and other linens, rugs, curtains, and any extra chairs or lamps they may desire. Each student should also bring at least one blanket or comforter.

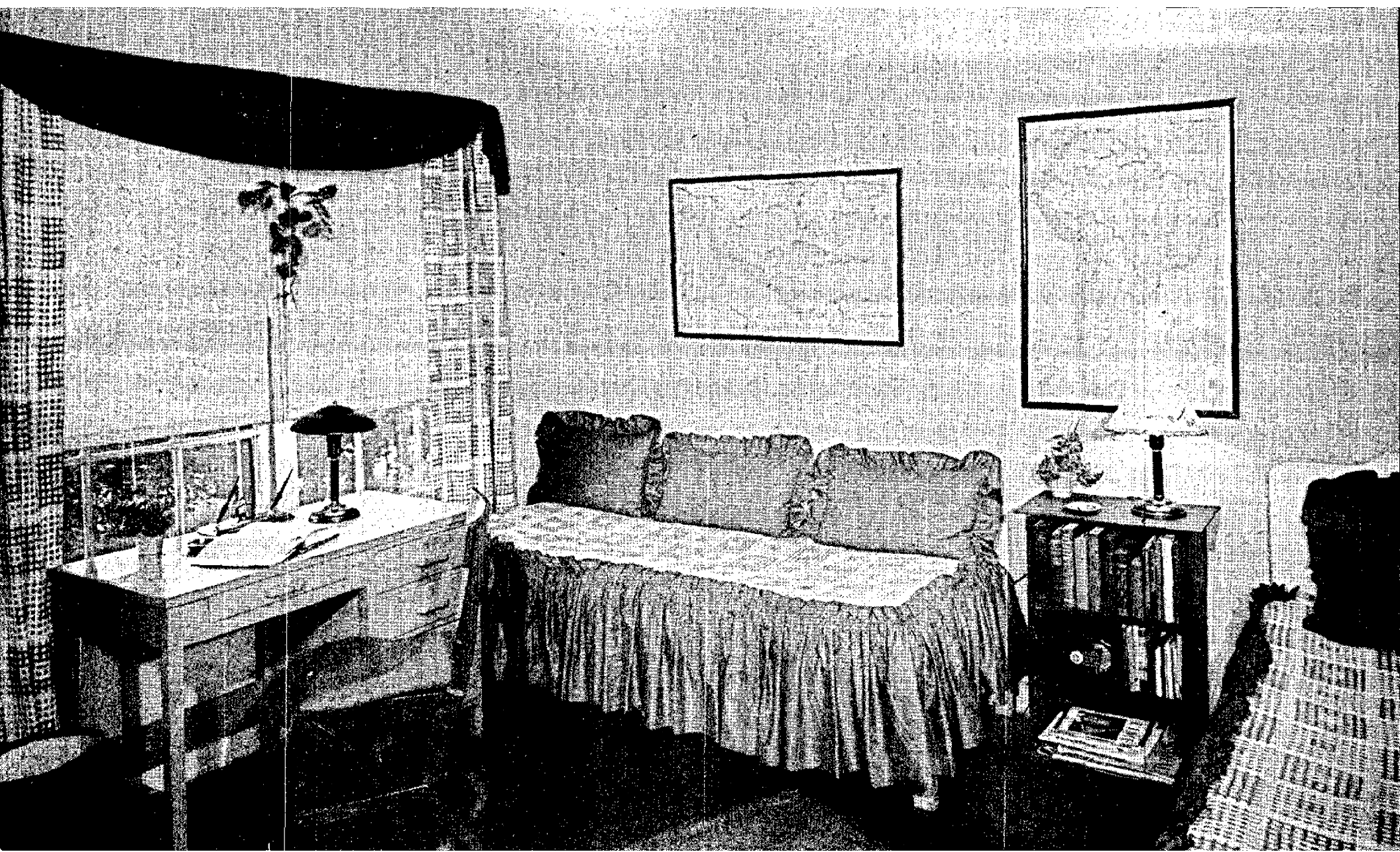
The diagram (page 18 top) shows a typical arrangement of unmarried students' quarters.

The Married Students' Dormitories

Married students and their wives are housed in Dormitory Buildings A and B, facing on the center quadrangle. These two buildings provide 64 rooms, each of which is 13 by 13 feet, plus a small alcove containing closets. There is a bath for each pair of rooms. Each married couple occupies a single room and shares a bath with the occupants of the adjacent room.

Each of the rooms is equipped with two single beds, one desk, two straight chairs, a lamp, two mattresses, two pillows, and blankets. As in the case of the unmarried students, each couple should bring their own linen, rugs, curtains, and any additional furnishings desired.

The diagram (page 18 bottom) shows an arrangement of married students' quarters.



Married Students With Children

There are no living quarters on Thunderbird Field for married students with children. The Institute, however, makes every effort to help students with children find a place to live off the campus. Prospective students planning to bring their families to Phoenix should so advise the Registrar as early as possible before the start of the semester. It should be remarked that the housing situation in the Phoenix area is approximately the same as that in most of the rest of the country. The finding of suitable housing for a wife and children is, therefore, the responsibility of the individual.

In order that wives of married students with children may enjoy the same educational advantages as wives of students without children, the Institute furnishes facilities for a day nursery where children over one year of age may be cared for while their mothers are attending classes. The nursery is operated on a cooperative plan by the married students with children and the charges, which are nominal, are borne by the parents.

Tuition and Fees

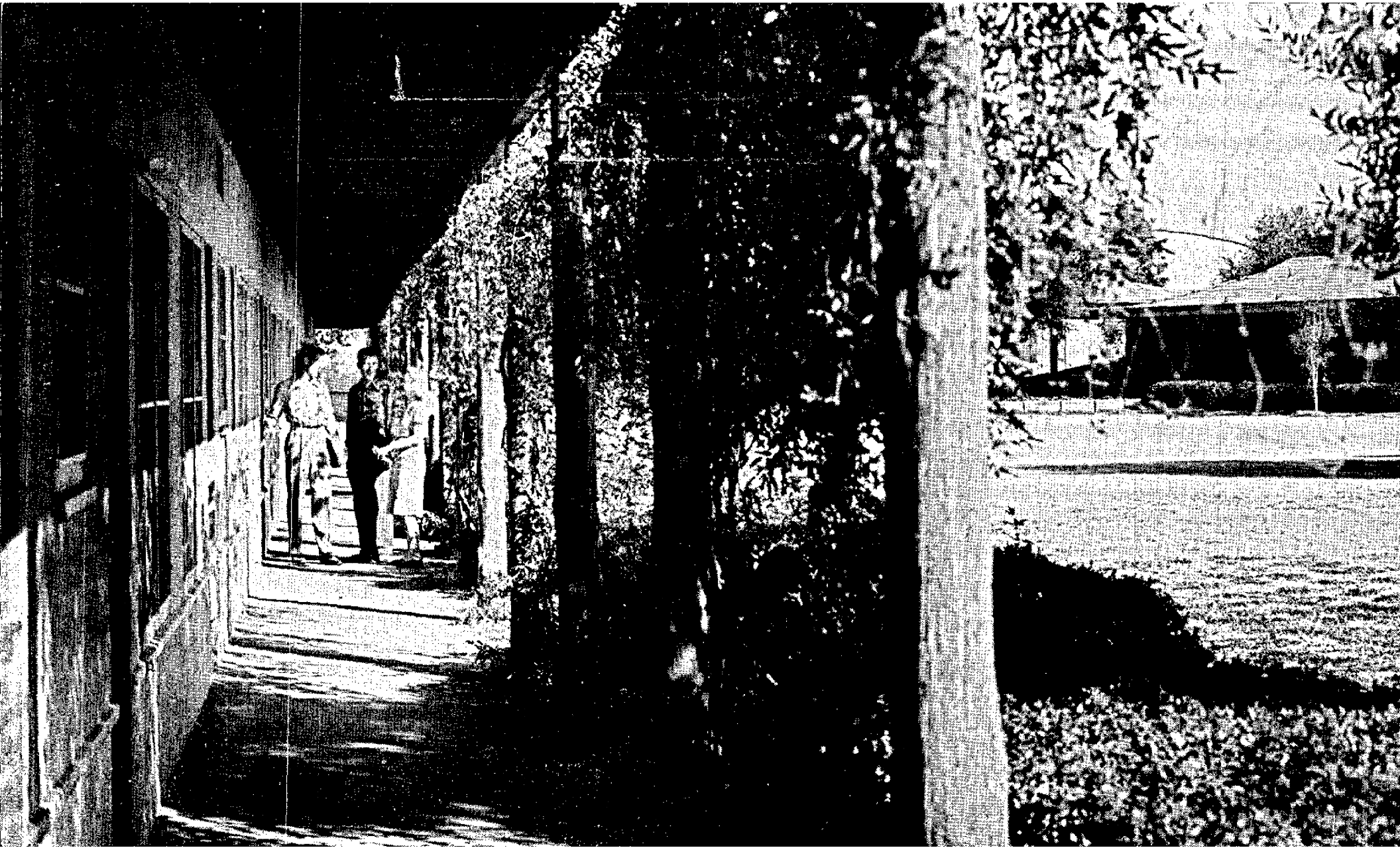
The charge for tuition for the regular course of study is \$425 for each of the two semesters. This charge covers all instruction, medical and health service, subscriptions to Institute publications, athletic fees, and the services of the Placement Bureau. This charge is due and payable on the first day of the semester.

In the event of a student's withdrawal or dismissal from the Institute during the course of a semester, the tuition charge is subject to rebate in accordance with the following schedule:

Period of Student's Actual Attendance In Institute from Date of Enrollment for Semester	Per Cent of Semester Tuition to be Retained by the Institute
One week or less	20% (\$ 85.00)
Between One and Two Weeks	20% (\$ 85.00)
Between Two and Three Weeks	40% (\$170.00)
Between Three and Four Weeks	60% (\$255.00)
Between Four and Five Weeks	80% (\$340.00)
Over Five Weeks	100% (\$425.00)

Books and instructional supplies are not included in the regular tuition charge. In the majority of cases, except where a course requires additional books for special fields of study, the total value of books and supplies will not exceed \$75 per student for the entire school year of two semesters.

One of the Married Students'
Dormitories made attractively
comfortable by its occupants.



Fellowships

In cooperation with The Texas Company, two Fellowships for petroleum engineers have been established at the Institute. The stipend of each fellowship is \$1450.00 for the academic year.

Applicants for the Fellowships must be single men who are senior students or graduates in petroleum engineering. The purpose of the Fellowship is to assist such men to prepare themselves for employment in Latin America and the applicant should plan to complete a program of at least 32 semester hours at the Institute and expect to include in his course of study the Spanish language, Latin American Area Studies, and a course in Accounting, unless previous credit has been received for its equivalent.

Application forms for the Fellowships may be obtained from the Committee on Fellowships, Box 191, Phoenix, Arizona, and must be filed with the Committee by February 15 and September 15 in order for the application to be considered for the next succeeding semester.

Veterans

In order that their entire tuition may be paid, veteran students under Public Law 346 and Public Law 16 (disabled veterans) may sign a waiver of sufficient future eligibility for educational benefits to cover the excess over \$500 per school year. This waiver likewise covers the charges for required textbooks and instructional supplies up to and including the total amount of \$75 per school year. Veteran students must possess the same educational and other qualifications as non-veteran students, and are subject to the same rules and regulations, and to separation, at the discretion of the Institute, under the same conditions.

Board and Lodging

Meals: It is the policy of the Institute to serve well-balanced and attractively prepared meals. There is a normal charge for board of \$450 per person for the entire academic year, or \$225 per semester. In view of the uncertain conditions with regard to food prices, however, this rate is subject to change.

Dormitory Rentals: The charge for living quarters is \$150 per person per year, or \$75 per semester. The charge for married students resident on Thunderbird Field with their wives is \$300 per couple for the entire year, or \$150 per semester.

The charges for board and lodging are due and payable on the first day of each semester. If necessary, however, an arrangement can be made with the Business Manager for payments to be made on the installment plan.



Pets

Students are not permitted to have dogs or any other pets on the campus.

Student Employment

Students are not encouraged to enter the Institute without adequate resources. A limited number of students, or wives of married students, may find part-time employment as assistants in the administrative or faculty offices, in various capacities in the dining hall, in the library, or on the maintenance staff. Students so employed are required to maintain satisfactory progress in their academic work. Inasmuch as the concentrated course of study requires the best efforts of the individual student, very few hours per day are available for gainful employment, and the amounts which may be earned are therefore necessarily small. Application for part-time employment should be made to the Business Manager in advance of the opening of school.

Instruction for Wives

One of the most important factors in the career of a man engaged in Foreign Trade is the part played by his wife. If she is able to adapt herself to the living conditions and social life of the country where her husband is stationed, she can contribute tremendously to his success. The Institute, therefore, offers its Language and Area courses to the wives of married students without tuition charge. The rules governing attendance and scholastic standing apply also to these women students. No auditing of classes is permitted in the language courses.

Medical Service

The Institute looks upon the physical well-being of its students as an important responsibility. Good health is a necessity for any man or woman who expects to lead a vigorous business or professional life, and is perhaps even more essential in a career which may involve much residence and travel abroad.

The Institute has a well-equipped infirmary under the direction of the Physician, and with a Registered Nurse in regular attendance. Consultation hours with the Nurse are held daily and the Physician visits the Infirmary at regular intervals to prescribe for patients. Treatment in case of emergency is available 24 hours per day.

Charges for the services of the Physician and the Nurse, at the Infirmary, and for visits to the Physician's office in Glendale, when directed by the Nurse, are included in the tuition charge, which also covers limited hospitalization in the Infirmary. The Infirmary is not equipped to care for major illnesses or operations. When prolonged hospitalization is required, it must be arranged with the Veterans Administration or with civilian hospitals, and the expense borne by



the individual student. Visits to the office of the Physician in Glendale, unless specifically directed by the Nurse, are at the expense of the individual.

Use of the regular Infirmary service, as outlined above, is available without charge also to the wives of married students, in cases of minor illness or injury.

Recreation and Sports

In order that they may have every opportunity to achieve and maintain good physical condition, students are encouraged to participate in as many recreational and sports activities as their schedule will allow. The importance of good physical condition cannot be over emphasized, particularly in relation to academic accomplishment, as well as general well-being and preparedness for foreign assignments. Companies interviewing personnel frequently list physical fitness as a requisite.

Because of the excellent weather of this part of the country, most athletic activities take place out-of-doors. The facilities of the Institute include two softball diamonds, two volley ball courts, badminton courts, soccer and touch football field, tennis courts, and a basketball court. In addition, there are two swimming pools, situated in the central quadrangle, that are usable for the greater part of the school year. One of the hangars, 200 by 100 feet in size, is equipped for use as a gymnasium, with locker and shower rooms. Supplementing the facilities at Thunderbird Field, the surrounding countryside offers excellent opportunity for horseback riding, golf, and hunting. Students patronize also the winter sports areas in northern Arizona.

The athletic program of the Institute is operated on a completely voluntary basis. Two types of program are presented: the informal program, designed to give students the opportunity to compete in a variety of sports, and the formal program, designed to meet the needs of students who wish regular exercise periods apart from competitive games. The latter program, which includes remedial physical education for overweight, underweight, bad posture, etc., is presented during the academic day as well as during the recreational hours of the afternoon and evening.

Team competition is scheduled in basketball, touch football, soccer football, volleyball, softball, and swimming, while individual tournament competition is arranged in tennis, ping pong, horseshoes, golf, croquet, and badminton. All sports activities are of the intramural type with the exception of basketball. The Institute has its own team which competes in the Phoenix Metropolitan League.

In order that every student may become familiar with the sports most popular in Latin America, instruction is given through lectures and participation.

Extracurricular Activities

The following are among the extracurricular activities on the campus:

Lectures and Forums. Each semester a number of authorities on the various phases of United States foreign trade, and on the principal trade areas, visit the campus to give lectures or conduct forums. These meetings serve to keep the student body in close touch with the ever-changing developments in our relations with other nations.

Motion Pictures. Films are shown regularly to supplement the language, area, and business courses. Recreational features in Spanish are shown weekly.

Programs. Dramatic entertainments in Spanish and Portuguese are written and produced frequently by the students. These activities as well as programs for special days have proved very popular. For the Pan American Day celebration and other fiestas students are encouraged to bring costumes and musical instruments if they have them.

Dancing. Special instruction in the folk dances of the American Republics is given by the Latin American instructors of the Institute. In addition, weekly dances and parties are arranged by the Student Entertainment Committee, which comprises representatives elected by the dormitory residents and off-campus students.

Clubs. There are several clubs, composed of both students and faculty, which hold frequent meetings. Among these are the Spanish Dramatics Club, the Portuguese, Spanish, and English Language Choruses, the French and Russian Language Clubs. Others include a Fencing Club, a Camera Club, a Unit of the American Red Cross, and a discussion group which meets to review current events of national and international interest.

The Propeller Club of the United States, Port of Phoenix, was founded at the Institute in January, 1947. This is the 102nd port of the national organization whose purpose is to foster the development of the United States Merchant Marine and foreign trade. The club holds monthly meetings with prominent guest speakers.

The Thunderbird. The Institute's student newspaper, The Thunderbird, is published semi-monthly. It is edited completely by a student staff, and reports current foreign trade news as well as student activities. Special sections are printed in Spanish, Portuguese, and French.

Admission Requirements

The Institute's courses are open to any student who has completed at least two years of study above the high school level in a recognized institution of higher learning and who can meet the standards as to character. The courses are likewise available to business concerns and governmental departments for the training of men whom they have selected for foreign assignments.

Determination of an applicant's qualifications is the responsibility of the Committee on Admissions. In its decisions, the Committee is influenced by a number of factors, including not only the scholastic achievement of each individual, but also information received as to his character, intellectual maturity, cultural background, and business and professional experience. Travel, and especially protracted residence in foreign countries, is to the applicant's advantage, as is evidence of general linguistic ability.

In view of the large number of openings in the technical fields abroad, applicants holding a degree in engineering or other technical subjects will be given a high priority in consideration for admission to the Institute. Either civilian or military experience in technical fields will likewise be considered in an applicant's favor.

Method of Application

The prospective student should write to the Director of Admissions, requesting an Application Blank which will be forwarded together with necessary instructions.

The Deposit after acceptance is \$20.00. Applicants should forward their check or money order in this amount to the Director of Admissions upon receipt of notification that they have been accepted. This deposit will be applied to the first bill for board and lodging when the student registers. In the event the applicant does not register, the Deposit will not be refunded.

For information concerning subsistence allowances and eligibility under Public Laws 16 and 346, veterans of the Armed Forces should apply to their local Veterans Administration offices.

Curriculum

The Curriculum of the Institute is intensive. Insofar as practicable, non-essentials are eliminated, so that all of the student's time and effort may be devoted to matters of real value to him. In this manner, rapid progress can be made without sacrificing thoroughness. Provision is made for qualified students to carry on research under faculty guidance. In the Institute, the center of gravity is learning rather than teaching, since the primary responsibility for achievement rests with the student.

The Curriculum is administered by three departments: the Department of Business Operations, the Department of Area Studies, and the Department of Languages, fulfilling the three principal educational requirements of the man or woman who desires to engage in business or other relations with foreign countries.

All courses are elective, and great flexibility in meeting the needs of individual students is thus rendered possible. The selection of courses to be pursued depends, in each case, upon the student's past education and experience, and his ultimate objectives. The Institute provides both fundamental courses of instruction for students who require them and advanced work for those who already have completed undergraduate college training in a given field. The majority of students at the Institute elect and carry through a heavy schedule of study. The normal class load consists of 16 to 18 semester hours.

Scholarship Standards

All students are expected to approach their studies from the standpoint of mature individuals, motivated by a sincere desire to obtain as much benefit as possible from the Institute's curriculum.

Grades are given and recorded as follows:

A — Excellent	E — Conditional
B — Good	F — Failure
C — Passing	I — Incomplete

The mark "E" may be removed and credit secured, in certain cases, by special examinations taken on the work of the course or, in other cases, it may be removed by the student registering, with the approval of the instructor, for the next course in the sequence.

In case the student passes the second course with a grade of "B" or better, credit and the grade of "C" for the first course will be given.

The mark "I" is given when some portion of the student's work is unfinished. The mark may be removed and credit secured upon completion of the course so marked. Should the student not complete his work and remove the "I" in his next semester of attendance at the Institute, the grade automatically becomes "F"

Any student who is shown to be failing in more than five semester hours of his work at any time is subject to being placed on general probation by the Dean. Such a probationary status requires that the student be present and prepared at all future meetings of his classes, and subjects the student to possible dismissal from the Institute. The probation will be removed upon receipt by the Dean's office of notification from the instructors that the student has raised his standing in the class to the passing point.

Attendance

In view of the intensive nature of the course of studies, the faculty and administration must expect regular attendance at classes.

When a student, in the opinion of the instructor, jeopardizes his credit in a class because of excessive absences, regardless of the cause, the Dean is empowered to place such a student on probation.

The Institute's Certificate

The Institute does not award formal degrees. Students completing 32 semester hours with a grade of "C" or better will be awarded the Certificate of Graduation.

A student who fails, during his last semester at the Institute, to pass a sufficient number of hours of work to entitle him to receive the Certificate of Graduation may arrange with the Dean's office subsequently to take as much as six semester hours of work in one or more of the fields of study offered at the Institute in an accredited college or university or at the Institute. The courses to be taken at the other institution must first receive the approval of the Dean of the Institute. A certificate will be awarded to the student when the Registrar of the Institute has been officially notified by the other institution that the student has completed a sufficient number of hours of work, with a grade of "C" or better, to make up for his deficiency at the Institute.

Transcripts

A transcript of credits is awarded to each student upon graduation. Any student requiring additional transcripts may obtain them through the office of the Registrar at a cost of \$1.00 each.

Department of Business Operations

In the Department of Business Operations, the student is equipped with the necessary business tools for a position with a company engaged in foreign commerce. All of the courses are defined in terms of training for ultimate managerial positions in foreign trade.

A concrete and practical rather than an abstract and theoretical approach is made in presenting subject matter. Actual commercial situations are approximated and realistic data, instruments, and forms are incorporated in so far as possible.

The Institute believes that those entering foreign trade must not only have an intelligent understanding of the instruments, practices and procedures of the business but also a good knowledge of the allied fields. The courses of study in the Business Operations Department will give the student this broad background and enable him to meet quickly and intelligently the many novel problems constantly arising, due to the unprecedented economic and political conditions now prevailing in every country.

The courses of instruction in this Department are supplemented by special lectures given from time to time by men who are leaders in their respective fields of foreign trade, thus bringing to the Institute, in an authoritative manner, the most recent problems facing the foreign trader.

Department of Area Studies

The Department of Area Studies conducts a group of courses designed to acquaint students with the characteristics—geographical, ethnological, economic and social—of the world areas where, as future graduates engaged in foreign trade or foreign service, they are most likely to be active. The present courses are concentrated on Latin America and the Far East, as two of the great actual and potential markets for United States goods.

Emphasis is placed upon the economic history and potentials of the areas, and the conditions of business found therein, as well as on the political situations. Concurrently, the student is "briefed" on the modes of life in the various countries of the areas, the health conditions, social customs, religious beliefs, and other aspects of their culture.

The method of instruction is through lectures, readings, use of visual education devices, and development by students, under faculty guidance, of special research projects on particular portions of major areas, or on particular problems.

In summary, the successful student in the area courses is indoctrinated, not only with the externals, but with the thought-patterns and motivations of the peoples he has studied. He will be able to formulate his business and other decisions upon a sound knowledge of the area and its civilization.

Department of Languages

A knowledge of the language of the country, since it enables him to understand and converse freely with the people among whom he lives, contributes markedly to the success of the United States representative abroad. The American Institute for Foreign Trade seeks to give its students this qualification.

The chief aim of the language instruction at the Institute is to develop in the student a facility for speaking and understanding the language which he studies. At the same time, it is expected that he will master the basic structural forms and acquire a well-rounded ability in reading and writing. This is done not through any magic process, but through many hours of intensive application on the part of the student. It has been demonstrated that a good knowledge of the language can be acquired in the time allotted if the student makes the proper use of that time.

The elementary and intermediate courses in language are divided into three parts: Conversation, Fundamentals (grammar, composition, reading), and Laboratory. In the Conversation classes, which are small, the use of English is prohibited, and students begin at once under the guidance of instructors whose mother tongue is Spanish or Portuguese to express themselves in the foreign language. In the Laboratory, ear training and good speech are fostered through practice with phonograph records, sound-track films, and voice recording machines, as well as through singing, oral composition, unison reading, and lectures.

All courses in language are supplemented by optional extra-curricular activities such as movies, fiestas, and various types of public programs. Progress in speaking is furthered through the use of Spanish or Portuguese at mealtime and in the dormitories and recreational activities. Reading ability is increased through wide use of the Latin American periodical literature and language books in the Library.

Students who have previous knowledge of Spanish or Portuguese are assigned to classes after their proficiency has been determined by placement tests.

Courses

Department of Business Operations

- FT-100** **INTRODUCTION TO WORLD TRADE** (3 hours)
This course is intended to introduce the student to world trade as a whole, its development and its current status. Detailed consideration is given to past and present economic and political developments which affect the volume and direction of international trade. Economic analysis is made of both private and public policy, and current issues are examined. It serves as a basis for the more specialized courses offered in foreign trade and in foreign marketing, and gives the student a better understanding of current problems and of factors affecting the general level of economic activity in the United States and in the world.
Dr. Hibbs and others.
- FT-200** **THE DOCUMENTS AND FINANCIAL OPERATIONS OF FOREIGN TRADE** (3 hours)
The student gains in this course a comprehensive knowledge of all the documents and terms used in foreign trade and the procedures used in financing exports and imports. It attempts to clarify the financial and credit aspects of the relationships between the seller and the buyer and between the seller and his bank which is to finance the sale. The course is particularly valuable to the student who may wish to become proficient in the financial side as distinguished from the marketing side of foreign trade, in the extension of credit, and in working in the foreign department or foreign branch of an American bank.
Prerequisite: Foreign Trade 100 or its equivalent; or International Economics; or fifteen semester hours credit in two or more of the following fields: Economics, Marketing, Finance.
Mr. Shaterian
- FT-300** **PROBLEMS OF FOREIGN TRADE PROCEDURE** (2 hours)
This course involves a review and more detailed study of all the steps considered and taken from the moment the seller receives an inquiry from the buyer up to the point where the seller receives payment for the sold merchandise. Hypothetical export and import sales and shipments are followed through and the student is required to gather the necessary data, to make his own decisions, to prepare the relevant reports, letters, and cables, to give proper instructions to his freight forwarder and bank, etc. The class is held in small sections so that the work of each member of the class can be analyzed and discussed for the benefit of the entire class. It attempts to put into practice the knowledge acquired in Foreign Trade 200 and in certain phases of Foreign Marketing.
Prerequisite: Foreign Trade 200.
Mr. Shaterian

- ACCT-100 ACCOUNTING FOR MANAGEMENT (5 hours)
 A presentation of the fundamental techniques of book-keeping and accounting. This course is designed for those students who have had no accounting before entering the Institute, and is a prerequisite to the more advanced accounting courses.
 Mr. Wilson
- ACCT-200 INTERMEDIATE ACCOUNTING (5 hours)
 This is a continuation of the work offered in the previous course.
 Prerequisite: ACCT-100 or its equivalent.
 Mr. Wilson
- ACCT-250 ANALYSIS OF FINANCIAL STATEMENTS (3 hours)
 This course lends interpretation to the various accounts appearing on financial statements, and introduces the techniques for their comparison and analysis. Many allied topics are brought into the course of study through special group reports, with emphasis placed on the extension of credit. Use is made of financial statements of many of the leading business houses of the United States.
 Prerequisite: ACCT-100 or its equivalent.
 Mr. Wilson
- ACCT-300 RESEARCH PROBLEMS IN ACCOUNTING (2 hours)
 This course consists of intensive study under the direction of the Accounting Division. It is designed for those students who are thoroughly grounded in the general principles and practices of accounting and who wish to become particularly proficient in a certain branch. For example: cost analysis, auditing, income determination, etc.
 Prerequisite: ACCT-200 or its equivalent.
 Mr. Wilson
- MKT-100 PRINCIPLES AND METHODS OF DOMESTIC MARKETING (5 hours)
 This course covers the basic principles of all marketing and their application to business problems. It includes study of the marketing functions, the consumer, his buying motives and habits, trade channels—the retailer, wholesaler and other middlemen—the marketing of agricultural and manufactured products, market research and marketing policies, Government aids and regulations. This course is a prerequisite to Foreign Marketing 210 and is designed to prepare the student for meeting the problems of selling and merchandising.
 Mr. Murphy
- MKT-210 FOREIGN MARKETING (2 hours)
 This course covers the specific problems of marketing in the foreign field and provides the student with a practical knowledge of the techniques used. It covers market research, marketing functions, trade channels, export advertising, merchandising, sales promotion, and the procedure followed in making export and import shipments.
 Prerequisites: Marketing 100 or its equivalent. Foreign Trade 100 is recommended as a complementary course.
 Mr. Murphy

ADV-100 **ADVERTISING THEORY AND PRACTICE** (3 hours)
The objective of this course is to survey the entire field of advertising in much the same fashion that a course in Economics covers its field. This course includes economics of advertising, consumer research, produce and market analysis, copy appeals, advertising layouts and techniques, advertising media, testing methods, the advertising agency, advertising department and advertising budget. The course will prepare the student for a career in foreign advertising or equip the student who does not elect this career with a basic knowledge of advertising and its application to business problems.

Mr. Murphy

SALESMANSHIP-100

BASIC PRINCIPLES OF SALESMANSHIP (3 hours)
This course covers the principles of salesmanship—including pre-approach, approach, planned presentation, demonstration, closing, and other phases of the subject. The application of these principles to foreign selling is given special consideration. One hour per week consists of a lecture on specific principles, one is devoted to talks by sales experts from leading business firms, and one hour to practice in selling problems and actual sales demonstrations by students. The course covers the basic essentials of salesmanship and it is designed to prepare the student for executive work requiring the supervision of salesmen as well as for actual sales work.
Prerequisite: Marketing 100 or its equivalent.

Mr. Murphy

LABOR **INDUSTRIAL RELATIONS AND** (3 hours)
REL-100 **PERSONNEL MANAGEMENT**

Basic course in the techniques of relations between management, employees and the public. It deals with the basic principles of present day labor relations as reflected in laws, government regulations, union agreements, etc. It also considers the part that personnel management plays in harmonizing the interests of employer and employee.

Dr. Hibbs

LABOR **LABOR DEVELOPMENTS IN** (2 hours)
REL-200 **LATIN AMERICA**

An examination of the status and problems of the labor force in Latin America. Analysis of trends in labor legislation, labor organization, collective bargaining, and other topics. National development is examined in selected countries.

Dr. Hibbs

LABOR **COLLECTIVE BARGAINING** (1 or 2 hours)
REL-300

Work in this course will be based upon specialized reading and research by students enrolled. Programs of individual students may be flexible, but must be focused upon some aspect of collective bargaining. Class meetings may be held regularly or irregularly, to provide an opportunity for discussion of assigned readings and student research projects. A term paper will be required.

Dr. Hibbs

Department of Area Studies

- A-100 (a) **LATIN AMERICA** (3 hours)
 This course is designed to acquaint the student with the various background factors which would influence his work and life in Latin America. It consists of an intensive study of the economic geography, resources, history, politics, population, social institutions and conditions, and psychology of the Latin American countries.
 Dr. Schurz
- A-100 (b) **LATIN AMERICA** (3 hours)
 A continuation of Area-100 (a).
 Dr. Schurz
- A-110 (a) **THE FAR EAST** (2 hours)
 A course on the geography, history, economy, politics, and culture of middle and eastern Asia, the East Indies, and Australasia. The area covered by the course includes China, Japan, Asiatic Russia, India, Malaya, Indonesia, The Philippines, Australia, and New Zealand. Discussions, lectures and readings.
 Dr. Schurz
- A-110 (b) **THE FAR EAST** (2 hours)
 A continuation of Area-110 (a).
 Dr. Schurz
- A-200 **RESEARCH PROBLEMS IN SPECIAL AREAS**
 Directed research, within the limitations of materials available locally, on problems associated with special areas of the world.
 Prerequisite: A university degree or completion of one semester of either basic Area course or one year of advanced study in residence in the region under consideration.
 Dr. Schurz
- INT. **BASIC ELEMENTS OF INTERNATIONAL** (3 hours)
 REL-100 **RELATIONS**
 An introductory study of intercourse between states, with special emphasis on practical and economic aspects.
 Dr. Frost
- INT. **GOVERNMENT SERVICES TO** (1 hour)
 REL-150 **OVERSEAS BUSINESS**
 The student will gain a knowledge of the services which the American consulates and embassies perform for United States businessmen abroad. The course includes a study of the organization and functions of the United States Department of State, including the Foreign Service, and of the Department of Commerce. No text is used in this course, but various readings are assigned.
 Dr. Frost
- INT. **THE APPLICATION OF** (3 hours)
 REL-200 **BASIC IDEAS**
 In this course, a study is made of the application of the basic elements, with particular attention to relationships between the United States and Latin America. Current international problems are also studied.
 Prerequisite: Int. Rel-100 or its equivalent.
 Dr. Frost

INT. THE INTERNATIONAL POLITICS (2 hours)
 REL-250 OF RAW MATERIALS
 A study of the influence of raw materials and primary essential commodities upon international relations, with attention to cartels.
 Prerequisite: Int. Rel-100 or its equivalent.
 Dr. Frost

Department of Languages

P-100 ELEMENTARY PORTUGUESE (8 hours)
Conversation: Directed practice in oral expression. Small groups under the guidance of Portuguese-speaking instructors, conducted entirely in Portuguese.
Fundamentals: Explanation of structural forms; extensive drill on verbs; written exercises; oral reading.
Laboratory: Ear training and speech exercises; imitation of phonograph records; practice with voice recording machines; dictation; group practice of songs, verse, and prose.

P-200 INTERMEDIATE PORTUGUESE (8 hours)
 Prerequisite: P-100 or the equivalent.
Conversation: Guided discussion of everyday life topics; oral reports on assigned readings.
Fundamentals: Continuation of essential grammar explanations; exercises in composition, content dealing with Brazil.
Laboratory: Practice with phonograph records and voice recording machines; lectures; group practice of songs; oral reading and dictation.

P-300 ADVANCED PORTUGUESE
 Prerequisite: P-200 or the equivalent.
 P-300.CC **Commercial Correspondence** (2 hours)
 Composition of business letters, office memoranda and reports; exercises on form, usage, commercial terminology. Readings from Brazilian commercial periodicals and other publications.

S-100 ELEMENTARY SPANISH (8 hours)
Conversation: Directed practice in oral expression. Small groups under the guidance of Spanish-speaking instructors, conducted entirely in Spanish.
Fundamentals: Explanation of structural forms; extensive drill on verbs; written exercises; oral reading.
Laboratory: Ear training and speech exercises. Use of Spanish sound-track films with scripts; imitation of phonograph records; practice with voice recording machines; dictation; group practice of songs, verse, and prose.

- S-200 **INTERMEDIATE SPANISH** (8 hours)
 Prerequisite: S-100 or the equivalent.
Conversation: Guided discussion of everyday life topics, oral reports on assigned readings.
Fundamentals: Continuation of essential grammar explanations; exercises in composition, content dealing with Latin America; introduction to forms and vocabulary of commercial letter writing.
Laboratory: Spanish sound-track films; practice with phonograph records and voice recording machines; lectures; dictation; group practice of songs; oral reading.
- S-300 **ADVANCED SPANISH**
 Prerequisite: S-200 or the equivalent.
- S-300.C **Conversation** (5 hours)
 Content dealing with Latin American points of view and current problems. Oral reports on assigned readings of Latin American publications.
- S-300.F **Fundamentals** (2 hours)
 Thorough review of grammar principles in written and oral practice; analysis of individual problems of construction and expression; special equivalents of certain English concepts.
- S-300.BCC **Commercial Correspondence and Business Spanish** (3 hours)
 Composition of business letters, office memoranda and reports; exercises on form, usage, commercial terminology; study of documents most needed in business transactions; readings from Latin American commercial periodicals and other publications.
 Note: Credit for this course is one, two or three hours according to the number of class hours for which the student registers:
 S-300.BCC (3 hours)
 S-300.B (2 hours)
 S-300.CC (1 hour)
- S-300.T **Technical Spanish** (2 hours)
 General Terminology for mathematics, physics, chemistry and metallurgy, with particular reference to nomenclature needed in mechanical, hydraulic, electrical, and chemical engineering.
- S-300.Lit **Spanish American Literature** (2 hours)
 Brief survey of outstanding authors and literary works of the Spanish American countries, with emphasis on the modern period. Reading and discussion. Written reports.
- S-400 **ADVANCED ORAL SPANISH** (3 hours)
 Prerequisite: Satisfactory score on placement tests and at least 6 hours in S-300 or the equivalent.
 Practice in speaking for business and social occasions, news commentary, radio programs, and other public activities. Building of specialized vocabulary of a practical nature. Practice with voice recording machines.

Student Body 1948-1949

Abernethy, Harry Mitchell, Jr.	Lombard	Illinois
Aldenhagen, Robert William	Columbus	Indiana
B.S. Indiana University		
Algier, Keith Wayne	Worland	Wyoming
Allen, Robert, Jr.	Detroit	Michigan
B.A. Wayne University		
Alward, George Curtis	Traverse City	Michigan
B.A. Alma College		
Amback, Reginald, Jr.	Worcester	Massachusetts
B.A. Clark University		
Anderson, Egan H.	San Diego	California
B.S. Miami University		
Applegate, Donald W.	Toledo	Ohio
Ashley, Alton LaVerne	Austin	Minnesota
Austin, George Wilbur	New Preston	Connecticut
Baggott, William Stephen	Davenport	Iowa
Banks, Franklin Joseph	Alpine	California
B.A. University of California, Santa Barbara College		
Barnes, Paul Malcolm	Mishawaka	Indiana
Barsky, Morrey	Brooklyn	New York
Barton, Frank Alexander	Rochester	New York
Bawden, Frank George	Redlands	California
B.S. Redlands University		
Beamsley, Robert Lewis	Long Beach	California
B.B.A. Woodbury College		
Bencomo, Joseph Dolores	El Paso	Texas
Berman, Harold	Phoenix	Arizona
Billman, Paul Henry, Jr.	Fort Worth	Texas
B.S. Texas Wesleyan College		
Birder, Rodney Hugh	San Francisco	California
B.A. Stanford University		
Black, Murray Lee	Long Beach	California
B.S. University of Southern California		
Blackburn, James William, Jr.	Bowling Green	Kentucky
LL.B. Duke University School of Law		
Bledsoe, Joe Keenan	Santa Ana	California
Blades, William Benjamin	New Bern	North Carolina
B.A. University of North Carolina		
Bloch, Robert Walter	Appleton	Wisconsin
Bloom, Samuel	Jersey City	New Jersey
B.S. University of Tennessee		
Boone, William Scott	New York City	New York
Bosley, Jackson Worth	Franklin	Indiana
B.A. Franklin College		
Boss, Herbert Ellsworth	Phoenix	Arizona
Bourke, Thomas Gilmour	Memphis	Tennessee
B.A. Stanford University		
Bowling, William C.	South Pasadena	California
B.A. University of California		
Boyce, Sterling Leroy	Des Moines	Iowa
Boyd, John Allison	Washington	D. C.

Boyle, Edward Conrad B.S. University of Utah	Ogden	Utah
Brooks, Merrill Ray B.S.C. State University of Iowa	Britt	Iowa
Brookhouser, George Norton B.A. Baldwin-Wallace College	Elyria	Ohio
Bunts, Frank Floyd, Jr.	Monroe	Michigan
Bunts, Gayle Johnson	Monroe	Michigan
Burns, Thomas Joseph B.A. Colorado College	Denver	Colorado
Burns, William Dunlap B.A. Westminster College	Joplin	Missouri
Camille, Donald Joseph B.S. Holy Cross College	Gloucester	Massachusetts
Campbell, Douglas Alan	Medford	Massachusetts
Cardwell, Thomas Osborn	Fort Worth	Texas
Carlson, Jack Carlyle B.A. University of California, Santa Barbara College	Long Beach	California
Carpenter, Robert Marion	Calhoun	Missouri
Carrillo, James Melvern B.A. Stanford University	Tustin	California
Carson, George Walker B.A. Pennsylvania State College	Washington	Pennsylvania
Cartmill, Helen Elizabeth	Austin	Texas
Cavins, Kenneth Roche	Rock Island	Illinois
Chandler, Laurette Douglas	Pittsburgh	Pennsylvania
Cheroske, Robert Husek B.A. Pomona College	Long Beach	California
Christie, James William	Long Beach	California
Clark, Lloyd Clayton B.S. Southern Methodist University	Dallas	Texas
Clark, Neil Millard	Boise	Idaho
Clay, David Richards B.A. University of California at Los Angeles	Los Angeles	California
Coddington, Samuel Lee B.S. University of Wisconsin	Milwaukee	Wisconsin
Coffin, Robert B.S. Indiana University	Windfall	Indiana
Colbert, Roger Edward	Beverly	Massachusetts
Connelly, William Joseph	New York City	New York
Cook, Charles William	Los Angeles	California
Corey, Bruce	Austin	Minnesota
Coy, Doris B.S. Miami University	Oxford	Ohio
Craig, LeRoy R.	Phoenix	Arizona
Crane, Meade Ballard	Fort Worth	Texas
Crooks, Wayne David B.A. Baldwin-Wallace College	Muskegon	Michigan
Crum, James Blondeau B.Sc. Loyola University of Los Angeles	Playa Del Rey	California
Currey, E. Causten, Jr.	Oklahoma City	Oklahoma
Darnell, Reynold Eugene	David City	Nebraska
Dauenhauer, Richard Fairall B.A. Denison University	Columbus	Ohio

Davis, David Harold Ph.B. University of Chicago J.D. University of Chicago Law School	Chicago	Illinois
Davis, Lillian Amelia	Kennett Square	Pennsylvania
Davis, Roy Bigler B.S. Utah State Agricultural College	Riverside	Utah
Davis, Samuel Humphreys, III	Phoenix	Arizona
DeBarry, Stephen L.	Wilkes Barre	Pennsylvania
Demee, Leon Adolphe B.S. University of California at Los Angeles	Ben Lomond	California
Denhart, William Daniel	Portland	Oregon
Dickerson, James Searcy B.A. University of Virginia	Memphis	Tennessee
DiIanni, Claude	Bronx, N. Y. C.	New York
Dorris, Irvine Caswell B.A. University of California	San Jose	California
Doutrick, Louis Kaye, Jr.	Phoenix	Arizona
Drobnak, Irene B.A. Michigan State College	Detroit	Michigan
Dyke, Arthur Edward	Pueblo	Colorado
Eckroth, Conrad R.	Tacoma	Washington
Edgar, Bernhard G. F.	New York	New York
Edmiston, William Gilbert B.S. University of San Francisco	San Diego	California
Egan, Roscoe Martin	Phoenix	Arizona
Ellis, Robert Charles B.S.C. Ohio University	Canton	Ohio
Enck, Mark Buch	Lincoln	Pennsylvania
Everett, Robert Ray B.A. Occidental College	Altadena	California
Feller, Jack N.	Santa Barbara	California
Fierro, Hubert Mauricio	Bakersfield	California
Fisher, Edward Kay B.S. A & M College of Texas	Big Spring	Texas
Fisher, Jack Lee	Galena	Kansas
Forster, Emanuel	Jamaica	New York
Frey, Thomas Adam B.S. University of Wisconsin	Wausau	Wisconsin
Frisbee, John Lee B.A. Hartwick College	Oneonta	New York
Fritz, Elaine Gilda	Phoenix	Arizona
Gable, Joe Clevan	Globe	Arizona
Galloway, Gary	Fort Worth	Texas
Garretson, John Wickersham	Yakima	Washington
Gaylord, Sol Harry	Winnetka	Illinois
Getting, Ralph Gerald B.A. Washington-Jefferson College	Youngstown	Ohio
Gilbert, Harold Stanley, Jr. B.A. University of California	San Francisco	California
Glenn, Charles Alexander	Floral Park, L. I.	New York
Glista, Bernard James	Charlestown	Rhode Island

Glotfelter, Hal Cooper B.A.E. Georgia Tech	San Diego	California
Glover, Allan Faulds	Lorain	Ohio
Gluck, Sidney Daniel B.A. University of Akron	Akron	Ohio
Goerner, David Gregg, Jr.	Eureka	Missouri
Goulding, L. Alonzo	Boise	Idaho
Grady, Barbara Ann	Melrose	Massachusetts
Graham, Joseph Kenneth	Rochester	New York
Grant, Warren B.	Douglas	Alaska
Graves, Stanislaus Victor B.A. Woodbury College	Palm Springs	California
Greene, Richard Kenneth B.A. DePauw University	Rocky River	Ohio
Grier, Donald James	Minneapolis	Minnesota
Grier, Wallace Charles	Minneapolis	Minnesota
Grimes, Robert Daniel	Arlington	Virginia
Gump, James Arthur B.S. University of Arizona	Tucson	Arizona
Gundy, Paul Franklin	Los Angeles	California
Gustafson, John Gustaf	Los Angeles	California
Gwartney, Paul Merrill	Phoenix	Arizona
Haas, Robert Larry LL.B. University of Heidelberg,	Forest Hills, L. I. Germany	New York
Haldeman, Virginia Adelain B.A. University of California at	Santa Monica Los Angeles	California
Hall, Jack Turner B.F.A. University of Georgia	Atlanta	Georgia
Hammar, Frank William B.A. University of California at	Los Angeles Los Angeles	California
Hammer, Daniel	Minneapolis	Minnesota
Hansen, Richard Earl B.A. University of Minnesota	St. Paul	Minnesota
Hardisty, Allen Virgil B. A. San Jose State College	San Jose	California
Harkey, Charles Ibra	Long Beach	California
Harpham, Ralph Courtland B.S. University of Illinois	Lockport	Illinois
Harris, Eugene McClain	Des Moines	Iowa
Harsh, William LeSueur, Jr.	Berkeley	California
Hartwig, Robert Lambert B.A. University of California	Richmond	California
Harwood, Huy	New York	New York
Hatch, Robert Clarence	Orange	California
Hattem, Maurice V.	Los Angeles	California
Heider, Raymond Richard	Sedro-Woolley	Washington
Heinecke, James Clifton	Lafayette	California
Heitz, Charles John B.S. Ferris Institute	Ludington	Michigan
Heitz, Jane Elizabeth	Ludington	Michigan
Henry, Charles B.A. West Virginia University	Fort Lauderdale	Florida
Herman, Donald Carl	Grand Rapids	Michigan

Herndon, James William	El Paso	Texas
Hinckley, Neil Nathaniel	Salt Lake City	Utah
Hirezi, Charles Edward	Dallas	Texas
B.S. Liceo Salvadoreno, El Salvador		
Hobbs, Dean Kelly	Hennessey	Oklahoma
B.S. Southern Methodist University		
Hoffmann, Charles Richard	Waupaca	Wisconsin
B.S. St. John's Military Academy		
B.A. University of Wisconsin		
Hoge, William J., Jr.	Ajo	Arizona
B.S.P.A. University of Arizona		
Hohmann, Robert Arthur	Los Angeles	California
Holman, Franklin Arrington	Rocky Mount	North Carolina
B. S. University of North Carolina		
Holmes, Robert Allen	Minneapolis	Minnesota
B.A. University of Minnesota		
Hooper, Raymond Lee, Jr.	Canton	Ohio
B.A. Denison University		
Hoover, William Guy	Encino	California
Hoyt, S. Bradstreet	Kentfield	California
Huffman, William James	Flint	Michigan
Hughes, Francis A.	Traverse City	Michigan
B.A. Central Michigan College of Education		
Hughes, Robert Bruce	Middletown	Ohio
Hunt, William Howard	Seattle	Washington
B.A. University of Washington		
Hynes, Joseph William	Bonanza	Oregon
Hynes, Marilee	Bonanza	Oregon
James, Thomas Warren, Jr.	Dayton	Ohio
B.S. Miami University		
Jenkins, Bentley McMillan	Washington	D. C.
Jernstadt, Baysel Andrew	Paris	Michigan
Johnson, Arnold C.	San Jose	California
B.A. University of California		
Johnson, Carl W.	Wichita	Kansas
Johnson, Farnham James	Appleton	Wisconsin
B.S. University of Wisconsin		
Johnson, Harvey Wallace	Richmond	California
Johnson, Philip Emil	Berkeley Spring	West Virginia
B.A. West Virginia University		
Johnson, Reay E.	Fredericksburg	Virginia
LL.B. National University of Law		
Johnson, Richard Thaxton	Phoenix	Arizona
Johnson, Robert Alan	Fulda	Minnesota
B.A. University of Minnesota		
Jones, Clarence Robert	Salt Lake City	Utah
Jones, John Hungerford	Phoenix	Arizona
Jorgensen, John Delbert	Marquette	Michigan
Kale, William Albert	Los Angeles	California
Kallerup, Harold Vigge	San Francisco	California
B.S. University of California		
Karnes, Gail Hubert	Raleigh	Illinois
B.ED. Southern Illinois University		
B.C.S. Benjamin Franklin University		

Keffeler, Robert Anthony	Des Moines	Iowa
Keller, Jack Joseph	Cleveland	Ohio
Kemp, Lester Bernard	Webster	New York
B.A. Loras College		
M.B.A. University of Pennsylvania		
Kendall, Robert Francis	Buffalo	New York
B.S. Canisius College		
Kidwell, Walter	Indianapolis	Indiana
Killian, Joe Alex	Opelika	Alabama
B.A. Alabama Polytechnic Institute		
Klamm, Elmer Victor	Phoenix	Arizona
Kline, Robert Frederick	Chicago	Illinois
Ph.B. University of Chicago		
Kneebone, Robert Henry	Cleveland	Ohio
B.S. Fenn College		
Knoth, Jack Norman	San Jose	California
Kranz, Richard George	Altadena	California
Krimminger, Clinton R.	Kansas City	Missouri
B.A. Kansas University		
LL.B. University of Kansas City		
Lake, Richard Randolph, Jr.	Jacksonville	Florida
Landson, Harold Eugene	Bakersfield	California
B.S. University of California at Los Angeles		
Langenskiold, Carl Gustaf L.	Stockholm	Sweden
Langenskiold, Hans Eric Ch.	Stockholm	Sweden
B.A. University of Upsala		
Lascalles, John R. H.	Henderson	Colorado
B.S. University of Denver		
Laub, Wallace O.	Pasadena	California
Lawyer, Richard David	Santa Barbara	California
Leaken, James Norman	Los Angeles	California
B.S. University of California at Los Angeles		
Lee, F. James	South Whitley	Indiana
Lehnert, Kurt Arno	New Britain	Connecticut
B.C.E. University of Louisville		
Lehrman, Maurice Alvin	Minneapolis	Minnesota
Leonard, Walter Magruder	Cleveland	Ohio
B.A. Western Reserve University		
Lester, William A.	Tampa	Florida
Lewis, Richard Duncan	Delhi	New York
Lingle, Floyd Edward	Chicago	Illinois
Lingua, Louis Phillip, Jr.	Memphis	Tennessee
Lloyd, Louis Robert	Albuquerque	New Mexico
Lodico, Anthony	Chicago	Illinois
Lund, Charles A.	Salt Lake City	Utah
Lutren, Milton Irvine	Bay City	Michigan
Lyddane, John Clarence	Washington	D. C.
B.A. Miami University		
McCartney, Robert William	Canton	New York
B.M.E. Clarkson College of Tech.		
McCurdy, John Richard	Portland	Oregon
McGrath, Joseph Matthews	Altadena	California
B.A. Stanford University		

McGrew, James Crabill B.S. Southwestern University	Texas City	Texas
McKelvey, Sylvan Edwin B.S. Oregon State College	Westlinn	Oregon
McLemore, Doyal Edward B.A. San Diego State College	San Diego	California
McMahon, John Truman	Tucson	Arizona
McMahon, Ralph Weller B.A. George Washington University	Cleveland	Ohio
Maertzweiler, Paul Dean	Milwaukee	Wisconsin
Maguire, James Gerald	St. Paul	Minnesota
Mallgren, Anthony Keith B.A. Northern Michigan College of Education	Marquette	Michigan
Manin, Harry A. B.S.C.E. New York University, College of Engineering	Phoenix	Arizona
Marugg, Gerald Grey B.A. University of Southern California	Monrovia	California
Mason, Gerald William	Seattle	Washington
Mellinger, Melvin Franklin B.A. University of Southern California	Monrovia	California
Mendelsohn, Herbert Paul B.A. New York University	Roxbury	Massachusetts
Merrill, Dayton Eugene B.A. University of California at Los Angeles	Santa Monica	California
Michelfelder, Frederick Emil	Linwood	Maryland
Miller, Charles Bingham, Jr.	Beverly Hills	California
Miller, Efroem Jack LL.B. Atlanta Law School	Atlanta	Georgia
Miller, George D. B.S.C. University of Iowa M.A. University of Iowa	Albia	Iowa
Miller, Grant Woodrow	Milwaukee	Wisconsin
Miller, Kenneth Joseph B.A. Washington University	St. Louis	Missouri
Miller, Marshall Charles	Baltimore	Maryland
Miller, Richard Reul B.S. Indiana University	Fort Wayne	Indiana
Miller, Spencer Paul, Jr. B.Sc.M.E. University of California	Pasadena	California
Milnes, Burton Edward	Rahway	New Jersey
Moir, David Webster B.S. Oregon State College	Portland	Oregon
Monaco, Gene C.	Riverdale	New York
Mongan, Edgar Joseph, Jr. B.A. Harvard University	Plymouth	Massachusetts
Mordecai, Frank F. B.S. University of North Carolina	Raleigh	North Carolina
Moseley, Robert Clayton	Salt Lake City	Utah
Mulryan, Henry Trist B.A. Stanford University	Glendale	California
Murison, Richard Kerr B.S. University of Wisconsin	Madison	Wisconsin
Nelson, John Cromwell B.A. Pomona College	Salem	Oregon

Nesbitt, Richard Meatyard B.S. University of Washington	Kirkland	Washington
Nicholaw, George B.S. University of California	Salinas	California
Nichols, George Wheeler B.S. University of Utah	Ogden	Utah
Nixon, Anna Elizabeth B.A. San Jose State College	Hollywood	California
Noriega, Benjamin, Jr. B.C.S. Detroit Business Institute B.A. Michigan State College	Detroit	Michigan
Notine, William Joseph	Brooklyn	New York
Ogletree, Lawrence Vincent	Aransas Pass	Texas
Oldach, Wallace Ernest B.S. Baldwin-Wallace College	Cleveland	Ohio
Palm, Charles Arvid	Ventura	California
Palmeter, Charles Merle B.S. University of Redlands	Escondido	California
Peck, Robert Elliott B.A. Stanford University	Larchmont	New York
Pederson, Glenn William B.S.C. University of North Dakota	Minot	North Dakota
Pegues, Tom B.	Fort Worth	Texas
Petcoff, Petco Dancho B.A. University of Portland	Vancouver	Washington
Pfeiffer, Richard Charles B.A. Stanford University	Los Angeles	California
Pflueger, Willard Thomas B.S. Iowa State College	Ortonville	Minnesota
Pizza, William Alfred	Salt Lake City	Utah
Powell, Joseph Donald B.A. University of Arizona	Houston	Texas
Pressinger, William James B.A. University of Wisconsin	Conrath	Wisconsin
Prochnik, Edgar Stirling B.S. Georgetown University	Washington	D. C.
Ramirez, Jose B.A. San Diego State College	San Diego	California
Ramsey, John Philip B.A. Washington University	University City	Missouri
Raub, Joseph Reynolds	Morovis	Puerto Rico
Raub, Laura Hernandez	Morovis	Puerto Rico
Rector, Wilmot Gen B.A. Trinity College	Whittier	California
Reddy, Melvin Junior B.A. University of Colorado	Dodge City	Kansas
Reilly, James B.A. Drake University	Des Moines	Iowa
Rice, Julian, Jr.	New York City	New York
Rivers, Jack B.A. University of California, Santa Barbara College	Huntington Park	California
Rivituso, Sam Joseph	St. Louis	Missouri
Robbins, George Van	Santa Barbara	California
Roberts, John Boykin B.A. University of the South	Atlanta	Georgia

Roberts, S. MacGregor, Jr. B.A. Yale University	Winnetka	Illinois
Rodgers, Edwin Henry B.S. University of Oregon	San Francisco	California
Romane, Joseph Richard LL.B. Gonzaga University	Spokane	Washington
Romanos, George B.A. University of Michigan	Detroit	Michigan
Rosenthal, Marshall Herbert B.S. University of Illinois	Chicago	Illinois
Ross, Robert S. B.A. University of California	Berkeley	California
Ross, William Henry B.A. University of Washington	Tacoma	Washington
Rowe, Keith M. B.A. Mexico City College	Seattle	Washington
Ruiz, Roberto B.A. San Diego State College	San Diego	California
Sonders, Albert Michael	Tacoma	Washington
Sandoval, Albert	Las Vegas	New Mexico
Schmutter, Max B.B.A. College of The City of New York	New York City	New York
Schneringer, Fred John B.A. Whittier College	Whittier	California
Schoenberg, Eyvinn Hansen B.A. University of Washington	Bothell	Washington
Schoenberg, Marcia Marple B.A. University of Washington M.A. Mills College	Bothell	Washington
Schoolfield, Charles F. B.B.A. University of Texas	Fort Worth	Texas
Scott, Thomas Cleveland	Sierra Madre	California
Serikaku, Stanley Saomi B.S.C. Drake University	Kahaluu, Oahu	Hawaii
Shea, James Francis B.A. Mexico City College	South Portland	Maine
Skaggs, Addison Marshall B.A. University of California	Santa Monica	California
Skaggs, Alfrieda Mae B.A. University of California	Los Angeles	California
Skinner, Joe Kenneth B.A. Mississippi College	Tupelo	Mississippi
Smith, Arthur Joseph, Jr. B.S.C.E. United States Military Academy	Battle Creek	Michigan
Smith, Frank Burton B.S. Oregon State College	Portland	Oregon
Smith, John Halowell	Denver	Colorado
Smith, Willis Duane	Lorain	Ohio
Snow, Charles Lowrey	Albion	New York
Snyder, Kenneth C. T. B.S. Northwestern University	Oakland	California
Sohle, Frank William	La Canada	California
Soule, Leonard John	Hollywood	California
Springer, William Anthony B.A. University of Rochester	Rochester	New York

Squires, Samuel Arthur B.A. University of California at Los Angeles	Santa Monica	California
Standiford, Leslie J. LL.B. University of Kansas City	Kansas City	Missouri
Steffen, Dwight Alfred B.A. Western Reserve University	Cleveland Heights	Ohio
Stephenson, William Grant	Glendale	Arizona
Stewart, John Daniel B.A. Washburn College	Bonner Springs	Kansas
Stewart, William John B.S. Washington State College	Sandpoint	Idaho
Stockslager, Edward Harvey	Salt Lake City	Utah
Stutte, Joseph Leslie, Jr.	Detroit	Michigan
Taylor, Irving Albert B.A. Michigan State College	Detroit	Michigan
Thomas, Richard	Bensenville	Illinois
Thute, William Henry B.S. University of Nebraska	North Platte	Nebraska
Tillman, Edward Bruce B.A. University of Alabama	Vicksburg	Mississippi
Titus, Paul Bardwell, Jr. B.A. Westminster College	Quincy	Illinois
Tobey, Donald Perry B.A. Alma College	Traverse City	Michigan
Toll, Philip Alfred	Detroit	Michigan
Tripp, Harold Franklin B. A. Syracuse University	Miami	Florida
Trujillo, Leopold F.	Espanola	New Mexico
Tully, Gordon Hopson B.A. Rollins College	Glen Ridge	New Jersey
Tunnell, Earl Clifford B.A. Northwest Nazarene College	Albuquerque	New Mexico
Turner, John O.	Phoenix	Arizona
Valen, Mell Hector	Santa Barbara	California
Venditti, Joseph Peter	West Medford	Massachusetts
Volkers, William Marcus B.S. University of California	Palo Alto	California
Voorhees, Frederick Dehart B.A. Rutgers University	Derby	Connecticut
Wadleigh, Frank Leland	Phoenix	Arizona
Waelty, Waldo George	Sunnyvale	California
Wakeman, Donald Edgar	Boise	Idaho
Walker, Robert Glenn B.A. Baldwin-Wallace College	Lisbon	Ohio
Walton, Monwell Omar	Washington	D. C.
Warren, Jack Harley	Seattle	Washington
Wasson, Clarence L., Jr. B.S. University of Oklahoma	Alex	Oklahoma
Watson, Edward Frank, Jr. B.A. Albion College	Grand Rapids	Michigan
Watson, Henry Corwin B.A. Pomona College	La Jolla	California
Watson, John Kenneth B.A. Simpson College LL.B. Drake University	Denver	Colorado

Watson, Richard Leigh B.A. University of Michigan	Los Angeles	California
Weiler, William Frank, Jr.	Salt Lake City	Utah
Weisel, Robert Owen B.A. Pomona College	Beverly Hills	California
Wheeler, Leslie, LeRoy	Flint	Michigan
Whitesides, Richard Kemp B.S. University of California	Carmel	California
Wilkins, Jack Deal B.S. Oregon State College	Portland	Oregon
Wilkins, Roy Andrew	San Jose	California
Windes, Dudley Warner, Jr.	Phoenix	Arizona
Winter, Kenneth Donald B.A. Michigan State College	Hannibal	New York
Wright, James Myron	Santa Clara	California
Woolis, Floyd Albert B.S. College of Pharmacy, University of Iowa	Tipton	Iowa
Worth, Jack Frederick B.A. Michigan State College	Dearborn	Michigan
Young, Dwight Arthur	Ilion	New York
Young, Gladys Pauline R.N. Stanford University Hospital	Anaheim	California
Young, Gordon Charles B.S. University of California at Los Angeles	Seattle	Washington
Young, Marvin Armstrong	San Diego	California
Zedekar, Robert Edwin	San Diego	California
Zychiewicz, William Joseph	Detroit	Michigan

Enrollment by States

ALABAMA	1	NEW MEXICO	4
ARIZONA	20	NEW YORK	25
CALIFORNIA	88	NORTH CAROLINA	3
COLORADO	5	NORTH DAKOTA	1
CONNECTICUT	3	OHIO	20
FLORIDA	4	OKLAHOMA	3
GEORGIA	3	OREGON	9
IDAHO	4	PENNSYLVANIA	5
ILLINOIS	13	RHODE ISLAND	1
INDIANA	8	TENNESSEE	3
IOWA	8	TEXAS	15
KANSAS	4	UTAH	10
KENTUCKY	1	VIRGINIA	2
MAINE	1	WASHINGTON	14
MARYLAND	2	WEST VIRGINIA	1
MASSACHUSETTS	8	WISCONSIN	9
MICHIGAN	26	WYOMING	1
MINNESOTA	11	DISTRICT OF COLUMBIA	5
MISSISSIPPI	2	ALASKA	1
MISSOURI	8	HAWAII	2
NEBRASKA	2	PUERTO RICO	2
NEW JERSEY	3	SWEDEN	2