

THE  
AMERICAN INSTITUTE  
FOR FOREIGN TRADE

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*CATALOGUE*



1950-1951

### **Aims of the Institute:**

**To serve its students** by preparing them, through intensive education, to engage usefully and productively in international commerce and associated activities.

**To serve business and the government** by providing a source of trained personnel interested in and qualified for positions connected with foreign trade and foreign service.

**To serve international understanding** by fostering constructive, sympathetic and mutually satisfactory business relations between the peoples of the various countries.

THE  
AMERICAN INSTITUTE  
FOR FOREIGN TRADE

A Non-Profit Institution



**Thunderbird Field**  
**Phoenix, Arizona**

**April, 1950**

# CALENDAR FOR 1950-1951

1950

September 18, Monday  
Matriculation

September 19, 20  
Orientation, consultation with faculty

September 21, Thursday  
Academic registration

September 22, Friday  
First day of classes

October 13, Friday  
Last day for changes in schedule

November 10, Friday  
Mid-semester progress reports

November 22, Wednesday, 3 p.m.  
Thanksgiving vacation starts

November 27, Monday, 8 a.m.  
Thanksgiving vacation ends

December 15, Friday, 3 p.m.  
Christmas vacation starts

◆

1951

January 3, Wednesday, 8 a.m.  
Christmas vacation ends

January 24, Wednesday  
Last day of classes

January 25-30  
Examinations

January 31, Wednesday  
Commencement

February 2, Friday  
Matriculation of new students

February 5, Monday  
Orientation, consultation with faculty

February 6, Tuesday  
Academic registration

February 7, Wednesday  
First day of classes

February 27, Tuesday  
Last day for changes in schedule

March 21, Wednesday, 3 p.m.  
Easter vacation starts

March 27, Tuesday, 8 a.m.  
Easter vacation ends

April 4, Wednesday  
Mid-semester progress reports

May 25, Friday  
Last day of classes

May 26-31  
Examinations

June 1, Friday  
Commencement

1950-51	1951
<b>SEPTEMBER</b>	<b>MARCH</b>
S M T W T F S	S M T W T F S
3 4 5 6 7 8 9	4 5 6 7 8 9 10
10 11 12 13 14 15 16	11 12 13 14 15 16 17
17 18 19 20 21 22 23	18 19 20 21 22 23 24
24 25 26 27 28 29 30	25 26 27 28 29 30 31
<b>OCTOBER</b>	<b>APRIL</b>
S M T W T F S	S M T W T F S
1 2 3 4 5 6 7	1 2 3 4 5 6 7
8 9 10 11 12 13 14	8 9 10 11 12 13 14
15 16 17 18 19 20 21	15 16 17 18 19 20 21
22 23 24 25 26 27 28	22 23 24 25 26 27 28
29 30 31	29 30
<b>NOVEMBER</b>	<b>MAY</b>
S M T W T F S	S M T W T F S
1 2 3 4	1 2 3 4 5
5 6 7 8 9 10 11	6 7 8 9 10 11 12
12 13 14 15 16 17 18	13 14 15 16 17 18 19
19 20 21 22 23 24 25	20 21 22 23 24 25 26
26 27 28 29 30	27 28 29 30 31
<b>DECEMBER</b>	<b>JUNE</b>
S M T W T F S	S M T W T F S
1 2	1 2
3 4 5 6 7 8 9	3 4 5 6 7 8 9
10 11 12 13 14 15 16	10 11 12 13 14 15 16
17 18 19 20 21 22 23	17 18 19 20 21 22 23
24 25 26 27 28 29 30	24 25 26 27 28 29 30
31	
<b>1951</b>	<b>JULY</b>
<b>JANUARY</b>	S M T W T F S
S M T W T F S	1 2 3 4 5 6 7
1 2 3 4 5 6	8 9 10 11 12 13 14
7 8 9 10 11 12 13	15 16 17 18 19 20 21
14 15 16 17 18 19 20	22 23 24 25 26 27 28
21 22 23 24 25 26 27	29 30 31
28 29 30 31	
<b>FEBRUARY</b>	<b>AUGUST</b>
S M T W T F S	S M T W T F S
1 2 3	1 2 3 4
4 5 6 7 8 9 10	5 6 7 8 9 10 11
11 12 13 14 15 16 17	12 13 14 15 16 17 18
18 19 20 21 22 23 24	19 20 21 22 23 24 25
25 26 27 28	26 27 28 29 30 31

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# ORGANIZATION

## The National Advisory Council

<b>BRUCE BARTON</b> Chairman of the Board, Batten, Barton, Durstine and Osborn	New York, N. Y.
<b>WILLIAM L. CLAYTON</b> Former Under Secretary of State for Economic Affairs	Houston, Texas
<b>RALPH P. COUSINS</b> Maj. General, U.S.A. (Retired) Executive Vice President, Founder's Fire and Marine Insurance Company	Los Angeles, California
<b>LEWIS W. DOUGLAS</b> United States Ambassador to Great Britain	London, England
<b>FRED J. KELLY</b> U. S. Office of Education	Washington, D. C.
<b>THE RT. REV. ARTHUR B. KINSOLVING II</b> Episcopal Bishop of Arizona	Phoenix, Arizona
<b>PAUL W. LITCHFIELD</b> Chairman of the Board, The Goodyear Tire and Rubber Company	Akron, Ohio
<b>JOHN H. MacMILLAN, Jr.</b> President, Cargill, Incorporated	Minneapolis, Minnesota
<b>THOMAS A. MORGAN</b> Chairman of the Board, The Sperry Corporation	New York, N. Y.
<b>FLOYD B. ODLUM</b> Chairman of the Board, The Atlas Corporation	New York, N. Y.
<b>EDWARD EWING PRATT</b> Professor of Foreign Trade, New York University	New York, N. Y.
<b>JOSEPH C. ROVENSKY</b> Chairman of the Board, Patino Mines and Enterprises, Consolidated	New York, N. Y.
<b>RAYMOND RUBICAM</b> Retired Chairman of the Board, Young & Rubicam, Incorporated	New York, N. Y.
<b>C. R. SMITH</b> Chairman of the Board, American Airlines	Washington, D. C.
<b>LOWELL THOMAS</b> Author and Commentator	Pawling, New York
<b>W. STOUDEr THOMPSON</b>	Troy, Ohio
<b>BRAYTON WILBUR</b> President, Wilbur-Ellis Company	San Francisco, California
<b>MRS. BARTON K. YOUNT</b>	Phoenix, Arizona

## Officers and Directors

<b>WILLIAM L. SCHURZ</b> President of the Institute	Glendale, Arizona
<b>ALFRED KNIGHT</b> Vice President of the Institute President, Rust-Proofing, Incorporated	Phoenix, Arizona
<b>FINLEY PETER DUNNE, Jr.</b> Secretary and Treasurer of the Institute	Phoenix, Arizona
<b>WALTER R. BIMSON</b> President, Valley National Bank	Phoenix, Arizona
<b>DAVID H. BONSALE</b> Southwest Flour and Feed Company	Glendale, Arizona
<b>FRANK C. BROPHY</b> President, Bank of Douglas	Phoenix, Arizona
<b>BARRY GOLDWATER</b> President, Goldwater's, Incorporated	Phoenix, Arizona
<b>HUGH C. GRUWELL</b> President, First National Bank of Arizona	Phoenix, Arizona
<b>MELVIN S. JACOBUS</b> Partner, J. J. Jacobus and Company	San Francisco, California
<b>BENTON M. LEE</b> Benton M. Lee, Ficks & Tompane	Phoenix, Arizona
<b>JOHN C. LINCOLN</b> Chairman of the Board, Lincoln Electric Company	Phoenix, Arizona
<b>JOHN J. LOUIS</b> Chairman of the Board, KTAR Broadcasting Company	Phoenix, Arizona
<b>GEORGE W. MICKLE</b> Chairman of the Board, Phoenix Title and Trust Company	Phoenix, Arizona
<b>A. LEE MOORE</b> A. L. Moore and Sons	Phoenix, Arizona
<b>EDWARD V. O'MALLEY</b> President, O'Malley Lumber Company	Phoenix, Arizona
<b>HERBERT L. PRATT, Jr.</b> Camelback Art Gallery	Phoenix, Arizona
<b>HENRY B. SARGENT</b> President, Central Arizona Light and Power Company	Phoenix, Arizona
<b>FRANK L. SNELL</b> Lawyer, Snell & Wilmer	Phoenix, Arizona

## Administration and Faculty

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

**President**

U.S. Trade Commissioner, Paraguay and Bolivia, 1918-20; Commercial Attache, Rio de Janeiro, 1920-26; Chief, Crude Rubber Survey of the Amazon Valley, 1923-26; Economic Adviser, Government of Cuba, 1926-27; export business and international advertising, 1927-31; Chief of Training, S.S.B., 1936-41; Asst. Chief, Div. of Cultural Relations, and Acting Chief, American Republics Area Div., Dept. of State, 1941-46; faculty, Univs. of Wyoming, Kansas and Texas, and Claremont Graduate School; author: Latin America: A Descriptive Survey, The Manila Galleon, and other works.

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

**Secretary and Treasurer**

Newspaper, magazine and motion picture writer; editorial and public relations work, 1925-42; personnel staff officer, Lt. Col., Army Air Forces, 1942-46; co-founder, American Institute for Foreign Trade, 1946.

**CARL A. SAUER, A.B., University of Minnesota, 1923; M.A., University of Southern California, 1935.**

**Assistant to the President**

Foreign office and Washington representative, Marshall Field and Co., Chicago, 1926-30; department manager, Broadway Department Store, Los Angeles, 1930-35; Chairman, Foreign Language Department, Ventura Junior College, Ventura, Calif., 1936-42; Director, Centro Colombo-Americano, Bogota, Colombia, 1942-43; Department of State, 1943-49, as Acting Chief, Division of Libraries and Institutes.

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

**Director, Department of Area Studies**

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, and American Institute for Foreign Trade, 1947-49.

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

**Director, Department of Foreign Trade**

Member, New York Bar; National City Bank of New York, Overseas Division, 1917-45; Instructor, N. Y. Chapter, American Institute of Banking, 1925-47; author: Export-Import Banking.

**HOWARD W. TESSEN, A.B., A.M., Oberlin College, 1927, 1929; M.A., Ph.D., Yale University, 1942, 1947.**

**Director, Department of Languages**

Instructor of Spanish, Oberlin College, 1927-29; and Yale University, 1942-43, 1947-48; Instructor, English Language Institute, University of Michigan, 1943; Director of English Program, Escuela Nacional de Antropologia, Mexico, D.F., 1943-44; Dir., English Language Institute in Mexico, 1944-46; Director of Latin American Programs, Overseas Training Service, Inc., Goshen, N. Y., 1948-49.

**GERALD L. COVEY, B.A., University of Washington, 1947; M.B.A., University of Southern California, 1950.**

**Registrar**

Registrar, School of Law, University of Southern California, 1949-1950.

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

**Secretary of the Faculty**

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



### Public Relations

**EMILY C. BROWN, A.B., Ohio State University, 1930**  
Director of Public Relations

### Placement

**CLARENCE O. COBB, Lt. Col., USMC (Retired), B.S., United States  
Naval Academy, 1932; American Institute for Foreign Trade, 1948**  
Director of Placement

### Business Department

**BERGER ERICKSON, Texas Christian University**  
Business Manager

**WILLIAM BIERER, A.B., University of West Virginia, 1942; American  
Institute for Foreign Trade, 1947.**  
Purchasing Agent

**BEN RAY REID, Gregg College of Commerce**  
Bookkeeper

**EMMETT A. ELLIS**  
Co-manager of Dining Hall

**CLARENCE P. WEBB**  
Co-manager of Dining Hall

**FRED G. GYGER**  
Superintendent of Buildings and Grounds

**JERRY A. JACKA**  
Chief Custodian

### Secretarial Staff

**MABEL ERICKSON, Texas Christian University**  
Secretary to the President

**NORMA JEAN MARSH, University of Arizona**  
Secretary to the Secretary-Treasurer

**DOROTHEA LONG, Carnegie Institute of Technology**  
Secretary to the Director of Placement

**SARAH OTONDO, Arizona State College.**  
Secretary to the Director of Press Relations

**LORA PARKER, University of Illinois**  
Secretary to the Business Manager

**CAMILLE TRAUBEL, B.J., University of Missouri, 1950**  
Receptionist

**NELLIE M. KIRKPATRICK, George Washington University.**  
Secretary to the Department of Languages

**NORMA METCALF, B.A., University of Arizona.**  
Assistant to the Registrar

**MARY GREER, Lamson Business College**  
Secretary to the Director of Alumni Activities

### Library

**ADELAIDE ROE POLK, Ph.B., University of Chicago, 1912; B.L.S.,  
Texas State College for Women, 1940.**

Librarian  
Librarian, Fort Worth, Texas, High Schools, 1938-45.

**BARBARA F. STAPLES, B.A., Wellesley College, 1928; B.S., School  
of Library Service, Columbia University, 1929.**

Assistant Librarian  
Catalogue Dept., Brooklyn Public Library, 1940-42; Assistant in Library  
of Council on Foreign Relations, New York City, 1943-45; Catalogue  
Dept., Benjamin Franklin Library, Mexico, D.F., 1946-48.

### **Infirmary**

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

**JEAN MYERS, R.N.,** Brandon General Hospital, Brandon, Manitoba,  
Canada.  
Resident Nurse

### **Instructional Staff**

#### **MERWIN L. BOHAN**

Visiting Lecturer in Latin American Economics

Commercial Attache, Guatemala City, Lima, Santiago, Bogota, 1928-41; Chief, Economic Mission to Bolivia, 1941-42; Economic Counselor, U.S. Embassy, Buenos Aires, 1942-44; and Mexico City, 1945-49; Acting Chief, Division of Foreign Service Planning, and Chief of Division of Foreign Reporting Services, Dept. of State, 1944-45.

**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 of Spanish

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

**GUILHERME de CASTRO e SILVA, G.C.S.,** Graduate in Law, Faculdade de Direito, Universidade do Brasil, Rio de Janeiro, 1938; Certificate in English, Indiana University, 1945.

Instructor of Portuguese

Teacher of French, English and Portuguese, Instituto Arcoverde, Rio de Janeiro, 1938-41, and Instituto Rabelo, Rio de Janeiro, 1938-48; Instructor in Portuguese, Benjamin Franklin High School, Philadelphia, Pa., 1945; State Department guest lecturer, Philadelphia, 1945; author and anthologist.

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

Assistant Professor of 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

**RAQUEL F. de GAONA,** University of Oklahoma, 1927-1929; Mills College, California, Summer 1945; Certificate of Aptitude and Permanence as teacher of public high schools in Mexico, 1944.

Instructor of Spanish

Private classes in English and Spanish, Mexico, 1933-1947; Teacher of English, Secretaria de Educacion Publica, Mexico, 1937-1947; Head Counsellor for girls, Camp Wildwood, N. Y. summer 1949.

**FRANCISCO L. GAONA, B.S. in Education,** George Williams College, Chicago, 1930; M. A. in Spanish, Universidad Nacional de Mexico, 1949; Additional study: Universidad Gabino Barreda, Mexico, 1935-1936; Escuela Nacional de Economia, Mexico, 1937-1939.

Assistant Professor of Spanish

Instructor of Psychology and Education, Colegio Morelos, Aguascalientes, Mexico, and Instructor of Economic Problems of Mexico, Universidad Obrera de Mexico, 1931-1941; Head of the section of labor statistics, Secretaria de la Economia Nacional, Mexico, 1936-1940; Private classes, Mexico City, 1940-1946; Assistant in Instruction, and Instructor, Yale University, 1947-1950.

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

**Professor of Foreign Trade and Economics (on leave of absence)**

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 Auxiliary, 1945-46; Economic Analyst, Office of International Trade, 1946; National Housing Agency, Business Specialist, 1946-47; United Nations Food and Agriculture Organization, 1947.

**FRANK ROBERT JACKLE, B.S., Missouri State College, Springfield, 1931; M.A., University of Missouri, 1939.**

**Associate Professor of Spanish**

Teacher of Spanish, Mathematics and English, Lamar and Joplin, Mo., High Schools, 1931-38; Central High School, Tulsa, Okla., 1938-39; Director, Cultural Institute, San Jose, Costa Rica, 1945-46; Teacher of Spanish and Director of Languages, Will Rogers High School, Tulsa, Okla., 1939-45; 1946-49.

**CHARLES L. LUEDTKE, B.F.S., Georgetown University; A.B., George Washington University; advanced studies at Heidelberg, Germany, and Buenos Aires, Argentina.**

**Research Counselor**

Office of the Governor of the Panama Canal, 1906-16; agricultural economist, Departments of Commerce, Agriculture, and State, in Argentina, Colombia, Ecuador and the Central American Republics, including rank of Agricultural Attache as Foreign Service Officer, Dept. of State, 1916-44; Economic Adviser, U.S. Maritime Commission, 1944-46.

**MAY de MORALES, B.H., Colegio de San Luis Gonzaga, Costa Rica, 1921; Profesora de Estado, Colegio Superior de Senioritas, 1937.**

**Instructor of Spanish**

Instructor of English, Colegio Superior de Senioritas, San Jose, 1932-42; Bi-lingual assistant, U.S. Engineers and Texas Petroleum Co., 1943-45; Secretary and official translator, Institute of Inter-American Affairs, Food Supply Division, Costa Rica, 1946-49.

**GAIL MURPHY, New York University (Graduate Courses)**

**Professor of Marketing**

Advertising agency account executive, 1917-27; Asst. Managing Dir. and General Sales Mgr., Cia. Nobleza de Tabaco, Buenos Aires, and Consultant, British-American Tobacco Co., Chile, 1927-38; Commercial Attache, Panama, and Senior Economic Analyst, Rio de Janeiro, and Sao Paulo, 1942-47.

**MARIA L. de NORONHA, Convent of the Sacred Heart, London, England, 1917; Manhattanville College of the Sacred Heart, New York, 1920.**

**Instructor of Portuguese and Spanish**

Translator of Portuguese, Spanish, French and Italian, and secretary to the Translating Department, National City Bank of New York, 1920-46.

**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.

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

**Instructor of 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.

**STANLEY H. ROSE**, City of London College, London, England.

Lecturer in Foreign Trade

Importer and exporter, Australia, New Zealand, Great Britain, and the United States since 1895; export trade advisor, United States Department of Commerce, Bureau of Foreign and Domestic Commerce, 1914-17; export manager, Philadelphia and New York, representing U.S. manufacturers, 1925-49; lecturer on export management, School of Commerce, New York University, 1946-49.

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

Professor of Area Studies

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

Professor of Foreign Trade

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

Instructor of Spanish

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

**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. Dept. of State, Purdue University, 1943-46.

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

Instructor of 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 Dept., Moore-McCormack Lines, Bahia, 1944-47.

**HOWARD W. TESSEN**, A.B., A.M., Oberlin College, 1927, 1929; M.A., Ph.D., Yale University, 1942, 1947.

Professor of Spanish

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

Associate Professor of Accounting

#### Student Assistants

**MARVIN F. CLARK**, M.B.A., University of Houston, 1949.

Assistant to Professor of Marketing

**FARNHAM JAMES JOHNSON**, B.S., University of Wisconsin, 1948.

Assistant to Director of Recreation and Sports

**DALE F. LUCAL**, A.B., Baldwin-Wallace College, 1949.

Assistant to Director of Recreation and Sports

**ALBERT W. OLIVER, JR.**, B.F.S., University of Southern California, 1949.

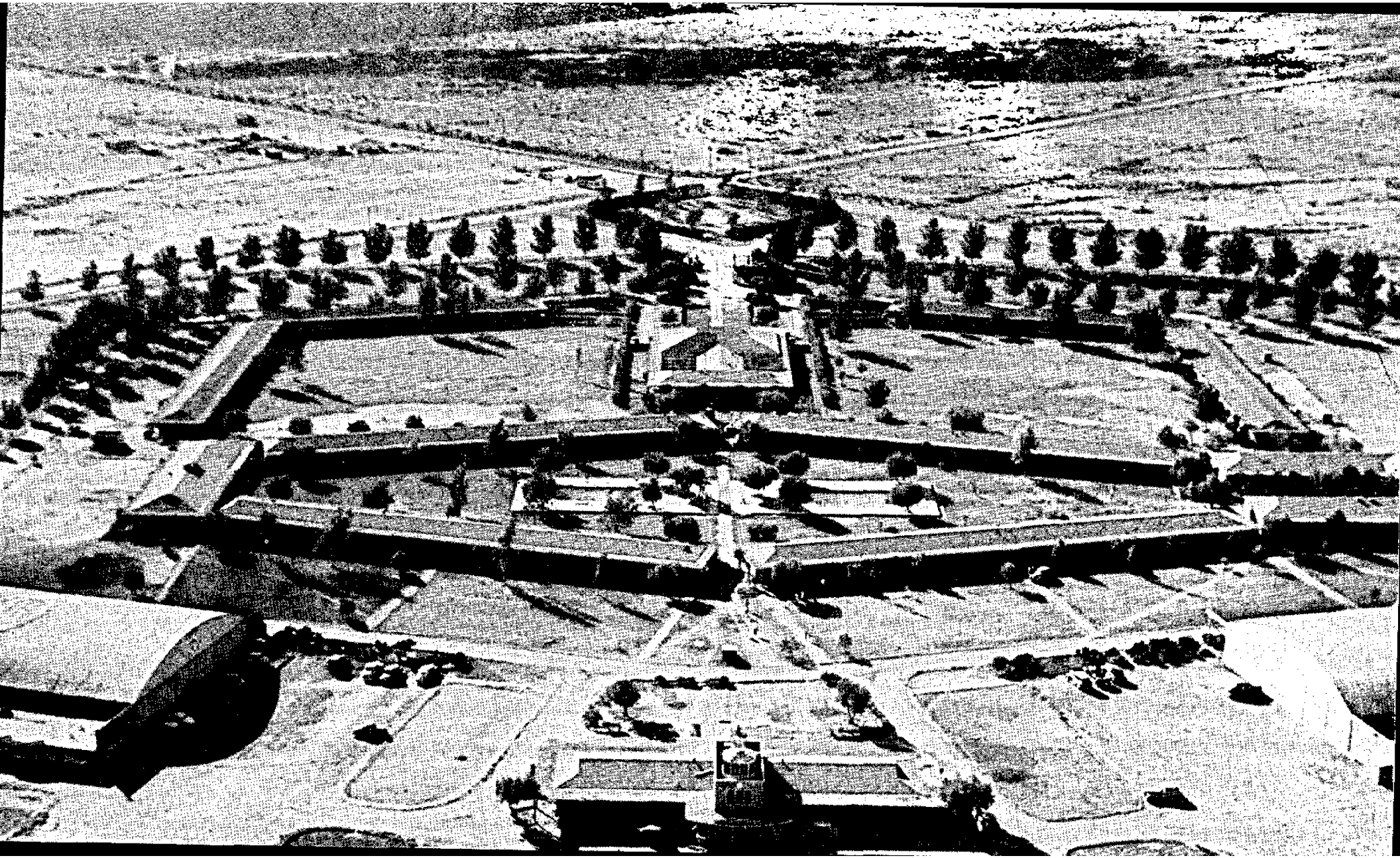
Assistant to Professor of International Relations

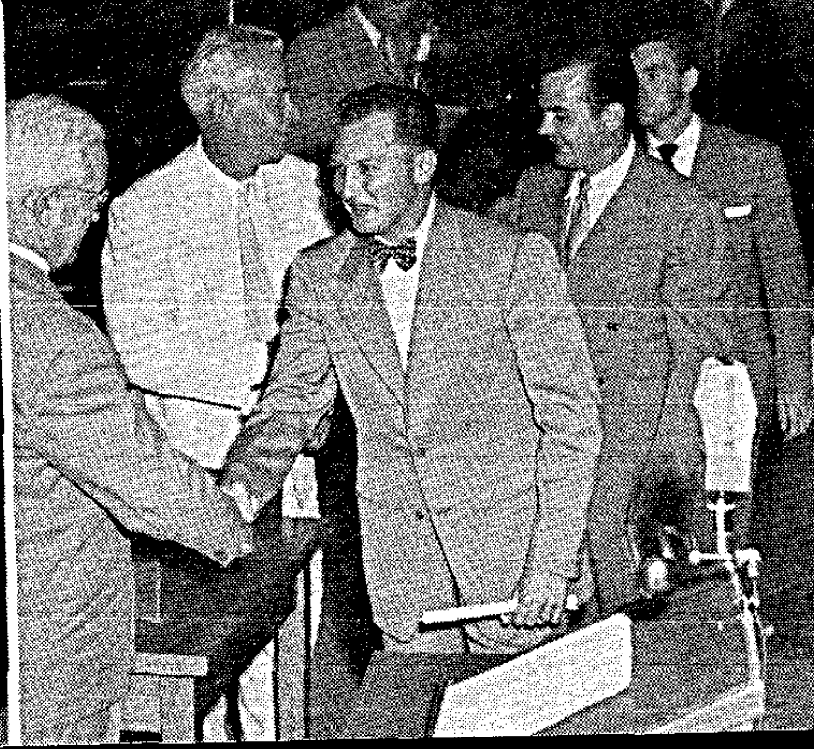
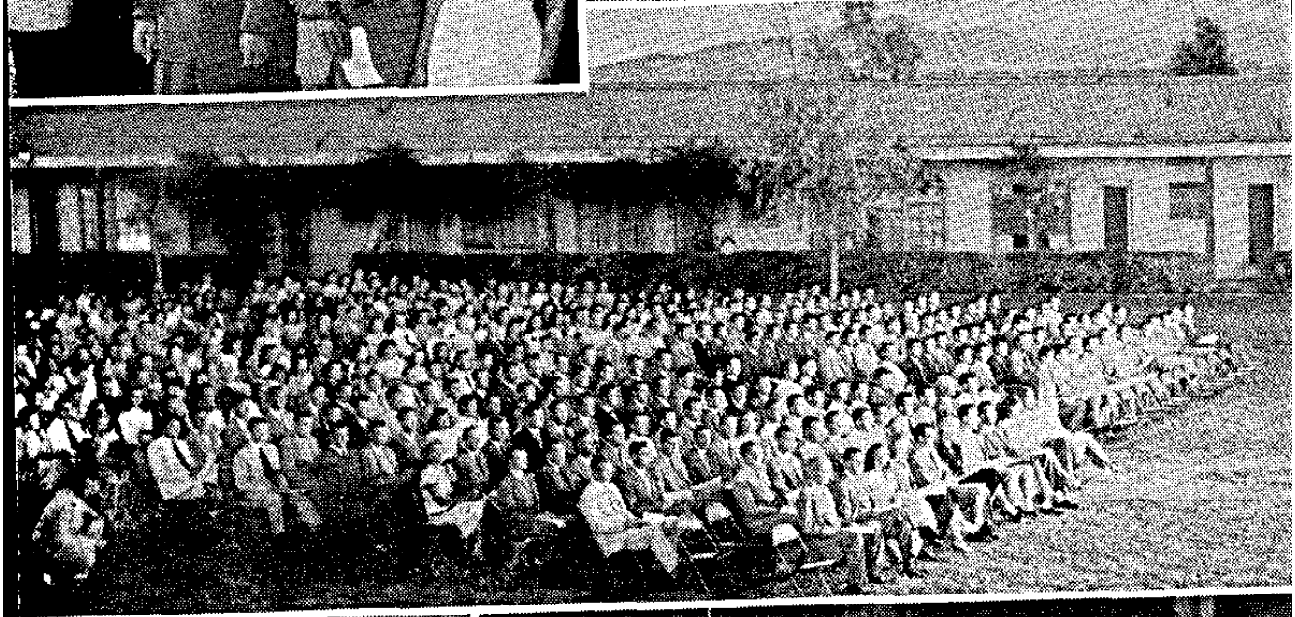
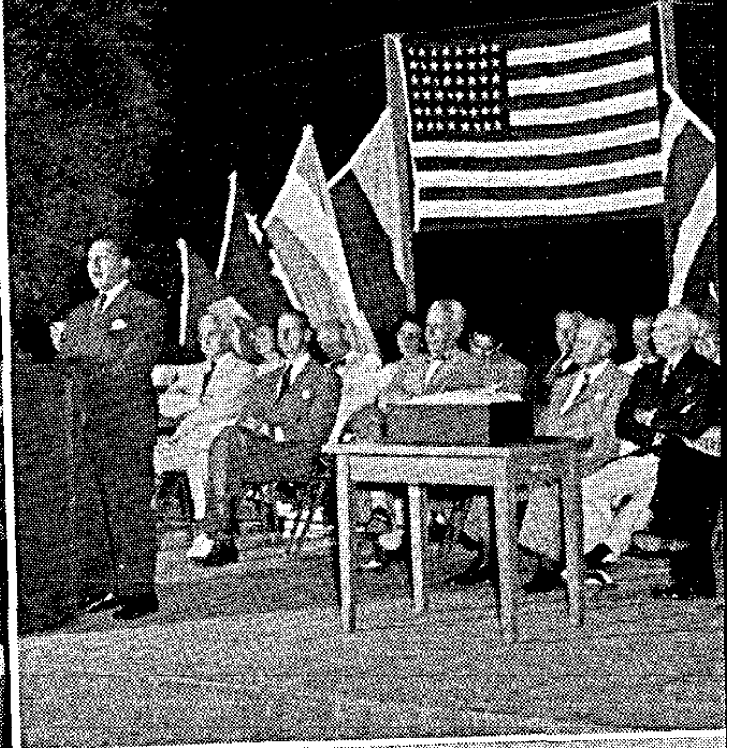
**ROBERT L. VINCENT**, B.A., Stanford University, 1949.

Assistant to Director, Department of Area Studies

**ROBERT E. WRIGHT**, B.C.S., Strayer College of Accountancy, 1949.

Assistant to Professor of Accounting





# History and Purpose

The American Institute for Foreign Trade was founded in April, 1946, by the late Lieutenant General Barton Kyle Yount (1884-1949) and Finley Peter Dunne, Jr., in association with a group of public-spirited citizens of Phoenix, Arizona. The purpose of its founders was to create a national center of higher education where young men and women might prepare themselves for careers in international commerce, either as employees of world-minded business concerns, or in the government service.

The founders' belief was that the strongest kind of international understanding comes about when goods and services are actively exchanged, and the peoples of different countries meet on the common ground of amicable business and personal relations. Under these conditions, every person who does business abroad carries important responsibilities. It seemed to the founders, therefore, that men and women planning to enter foreign trade should have specialized training; and that a school providing such training would be making a significant contribution to world stability.

These beliefs remain the guiding principle of the Institute.

The American Institute for Foreign Trade was formally chartered as a nonprofit Arizona corporation on April 8, 1946, with General Yount as President and Dunne as Secretary-Treasurer. In June of that year, in view of the potential benefits to the United States, the War Assets Administration gave the new school title to Thunderbird Field, a former pilot training center sixteen miles northwest of Phoenix. At the same time a capital fund of \$175,000 was made available in the form of unsecured loans, granted as a public service by the Bankers Trust Company, the Chase National Bank, the Bank of Douglas, the First National Bank of Arizona, the Valley National Bank and the directors of the Institute. The first announcements of the program were issued late in June. During the summer, more than 3,000 letters of inquiry were received from prospective students. Both in organizing its faculty and in devising its courses of study, the Institute received much welcome assistance from the United States Office of Education, from many others in the field of education, and from some thirty leading corporations and financial houses which freely discussed their world-wide personnel problems and the kind of training they considered most valuable.

## The Three-Part Curriculum

The basic program evolved that spring and summer embraced the same three divisions as the present curriculum: foreign languages, area studies and the business administration of foreign trade. These

were chosen as the most important tools for the person who would make a success in world business and government relations. It was decided to limit the languages and accompanying area studies at first to Latin America, but to add other languages and appropriate area studies as time went on. The business administration curriculum included exporting and importing, money and banking in the international field, marketing and merchandising at home and abroad, industrial relations and finally, accounting. In addition, a group of courses in international relations was provided.

The Institute opened its doors on October 1, 1946, with a selected enrollment of 296 students from 45 states. The first class was graduated on June 15, 1947.

### **Initial Results**

The effectiveness of the program was demonstrated immediately. Only two and a half years after the first Commencement, more than 200 Institute alumni were living and working in some thirty different foreign countries. Nearly 200 more were engaged in domestic phases of exporting or importing. Many of the latter were destined for eventual assignment abroad. Thus the Institute was already beginning to fill the long-standing need for people realistically trained for work in foreign trade, and incidentally, for the promotion of international understanding. Nor should it be overlooked that those who had gone into domestic business were likewise finding value in the school's intensive courses in commercial techniques.

General Yount died on July 11, 1949. He was succeeded as President by William Lytle Schurz.

### **Educational Philosophy**

Foreign trade, in the Institute's concept, is a broad term, embracing much more than trade as such. It includes the engineer building a factory in Brazil, the young executive in a foreign branch of a New York bank, the salesman of truck tires in India, the general manager of a soft-drink bottling plant in the Philippines, the director of an advertising agency's branch in the Caribbean, the labor relations manager in an oil company's installation in Venezuela, the teacher in a cultural institute in South America, the export manager in New York or San Francisco or Chicago, the foreign freight forwarder, the employee of the international airline or ocean steamship company. The scope of the Institute's program also extends to preparation for careers in various branches of the United States Foreign Service.

The opportunities for advancement in a foreign trade career are often exceptional; but these opportunities imply special obligations. The person who would engage successfully in foreign trade must gen-



erally be more adaptable than one shaping a career in domestic business. He must be well prepared in languages, and have a developed ability to appreciate points of view, tastes and traditions which are different from his own. His outlook should be broad, indeed global in scope. At the same time, he needs a solid professional ability, whether in business administration, or in one of the other arts, sciences or technologies.

The training afforded by the Institute does not narrow the fields in which its graduates may apply their abilities; it adds a whole new field—that of international commerce. Clearly, the creation of the ideal practitioner of private enterprise here and abroad requires a long process of experience and seasoning, as well as education. Such experience gained in practical operations is, however, more valuable, and produces results in a shorter time, when there is a foundation of prior training of a high order, such as that provided by the American Institute for Foreign Trade.

**In Memoriam**

**BARTON KYLE YOUNT**

**Lieutenant General, USA**

**1884-1949**

*Principal founder of the  
American Institute for Foreign Trade  
and its first president*

# General Information

## Duration of Courses

The Institute's program is designed to give its students the preparation they need in the shortest possible time. A student who holds a bachelor's degree in engineering, business administration, foreign trade, international relations, modern languages, law or one of the industrial sciences, or whose business or professional experience may be deemed the equivalent, can usually qualify to be graduated by taking two full semesters of selected work at the Institute. In his two semesters, he must complete not less than 32 semester hours of work with a passing grade.

In certain circumstances, especially in the case of a younger candidate who does not hold a bachelor's degree, the Executive Committee of the faculty may decide that the applicant should take three semesters or four semesters of work.

Ordinarily the duration of the proper course in any individual applicant's case can be determined through correspondence or consultation prior to registration. In the event that a student wishes to change the length of his course after registration, such change must have the approval of the Executive Committee of the faculty.

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 are no summer courses at Thunderbird Field.

## Student Life

One of the unique characteristics of the Institute's educational approach is the friendly informality of life and work at Thunderbird. Thunderbird Field is a small place, off by itself in the desert, and everyone there, no matter what his capacity, shares in a common purpose. It is doubtful whether there is any collegiate institution in the United States where relationships between students and faculty members are closer.

This can be seen not only in the classrooms, but at meals in the dining hall, in impromptu discussion groups by the swimming pools or over morning coffee in the "PX".

The custom of using Spanish or Portuguese as the languages of daily existence, although entirely voluntary and by no means uniformly followed, tends to strengthen the bonds of friendship, as well as helping to develop fluency.

Student life is enlivened by frequent dances, and occasionally a *fiesta* or other organized entertainment, not to mention the hotly-fought inter-dormitory athletic contests. The real enjoyment of life at Thunderbird, however, seems to spring spontaneously from the

students themselves. This may be partly because, granted the undeniable attractiveness of the setting, the underlying spirit is one of hard work.

The intensely vital atmosphere of Thunderbird Field is becoming a tradition. It has been said that education at Thunderbird is not only a sound professional preparation, but also an unforgettable experience in living. It is no accident that hundreds of friendships first formed at Thunderbird are flourishing today in scores of distant places in the world.

### **Placement of Graduates**

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 prospective 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. 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 recommendations of the Institute's faculty and administration, are forwarded to the companies concerned.

### **Campus and Buildings**

The American Institute for Foreign Trade occupies the buildings and grounds of one of the best-known of the Army Air Force's war-time 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 recognized as one of the great winter resort areas of the country, famed for its healthful climate and extensive recreational facilities. Paved highways connect the Institute with the city of Glendale, six miles away, and with Phoenix.

Paved roads also lead north into the forested mountain regions of Arizona and south to Nogales, Hermosillo and Guaymas in the Mexican State of Sonora.

The entire property consists of 180 acres, of which the buildings occupy approximately forty acres of beautifully landscaped grounds, arranged to form the legendary Thunderbird design, which in American Indian lore signifies good fortune. 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 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 the 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 fourteen classrooms, and a language laboratory. The interior of one of the two hangars 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 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 relations, transportation, and the history and background of life in Latin America, the Far East, and Europe. 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.

### **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.

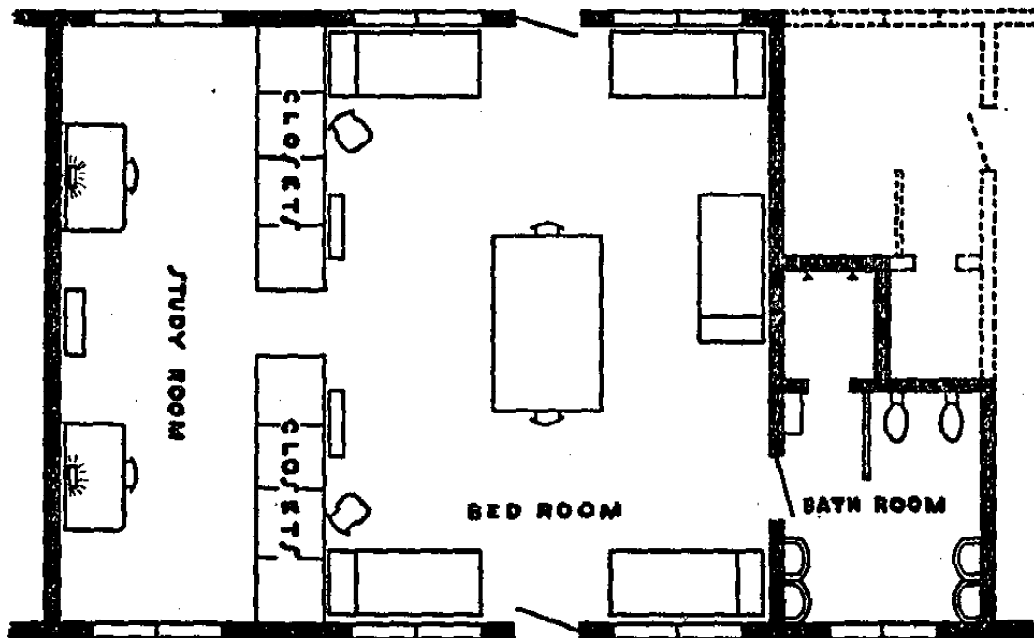
# Housing

## The Unmarried Students' Dormitories

Unmarried students are housed in six dormitory buildings, containing 42 large, pleasant rooms, open on both sides for light and air. The occupancy of each room is 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 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 on this page shows a typical arrangement of unmarried students' quarters.

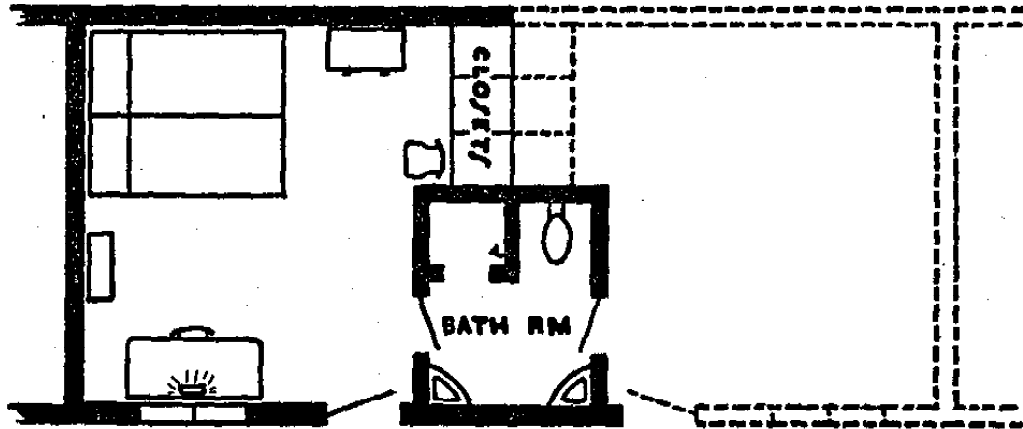


## The Married Students' Dormitories

Married students and their wives are housed in Dormitory Buildings A and B, flanking the center quadrangle. These two buildings provide 64 rooms, each of which is 13 by 13 feet, plus a small alcove containing closets. Each married couple occupies one 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. Each couple should bring their own linen, rugs, curtains, and any additional furnishings desired. Despite the small dimensions, these rooms are usually made into very attractive living quarters.

The diagram on this page 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 satisfactory 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. The finding of suitable housing for a wife and children is finally, however, the responsibility of the individual.

In order that wives of married students with children may participate actively in the language and area courses, and share in the student life at Thunderbird, 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 parents operate the nursery on a cooperative plan, and bear the expenses, which are nominal.

## Tuition and Fees

The charge for tuition is \$425 for each semester and 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.

## Veterans

The Institute's program is approved for veterans under Public Laws 346 and 16. In order to provide for the payment of their tuition at the Institute's rate of \$850.00 for the school year, plus a maximum of \$75 for required textbooks and supplies, veterans enrolling under Public Law 346 may sign a waiver of sufficient future eligibility to

cover the excess over \$500 per school year. This amounts to approximately six and one-half months of additional entitlement. For more detailed information on this point, and especially for clarification of their own individual cases, veteran candidates under Public Law 346 are urged to consult their local Veterans Administration officials.

Veteran candidates under Public Law 16 should likewise consult their local Veterans Administration officials for information as to how they may qualify for educational benefits applicable at the Institute.

### **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 on the campus. Other pets are subject to the approval of the Institute.

### **Scholarships**

With the aid of individuals and corporations interested in assuring that American business will have the best possible representation abroad, a number of scholarships are being made available for outstanding students who would not otherwise be able to meet their expenses.

One group of four scholarships has been established by the students of the Institute themselves: the Barton Kyle Yount Memorial Scholarships, honoring the Institute's first President. Offered for the first time in 1950-51, they provide a maximum of \$850.00 each, and are to be awarded to the four applicants who, in the judgment of the scholarship committee, are best qualified by education, scholastic attainment and character. The amount of the award in each case will be determined by the candidate's financial needs.

Prospective students interested in qualifying for scholarship assistance should write to the Registrar for further information.

## **The Barton K. Yount Memorial Award**

Established in 1949 by colleagues and friends of General Yount, with the object of preserving the ideals for which he stood, the Barton Kyle Yount Memorial Award is given to the member of each graduating class of the Institute who is considered most deserving from the standpoint of scholarship, character and accomplishment. The award is honorary, and does not carry a stipend.

### **Student Employment**

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. 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.

A considerable number of students and students' wives are able to find part-time employment in Glendale or Phoenix during the school year or during the vacation periods. In this respect, the Institute enjoys a particularly happy relationship with the principal business organizations in the area. The Institute is glad to assist any student who desires to obtain off-campus employment.

### **Medical Service**

The Institute looks upon the physical well-being of its students as an important responsibility.

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, nor can it provide prolonged hospitalization. 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**

Students are encouraged to participate in as many recreational and sports activities as their schedules will allow.

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 volleyball 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 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, pingpong, 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.

## **Alumni Organization**

The Institute maintains an Alumni Office for the convenience of its alumni and students. The Alumni Office assembles accurate, up-to-date information on the activities of the widely scattered alumni. This information is made available through the Alumni Bulletin, published quarterly.

Active alumni chapters have been organized and are functioning in San Francisco, Chicago, New York and Phoenix. Plans are under way for the formation of chapters in Mexico City, D. F.; Havana, Cuba; San Juan, Puerto Rico; Caracas, Barcelona and Maracaibo,

Venezuela; Lima, Peru; Rio de Janeiro and Sao Paulo, Brazil; Buenos Aires, Argentina, and other foreign cities where substantial numbers of A.I.F.T. alumni are located.

All policies and activities of the organized alumni are under the jurisdiction of the Board of Directors of the AIFT alumni association, elected at stated intervals by the alumni at large.

### **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 foreign trade courses. Recreational features in Spanish are shown weekly by motion picture theatres in Glendale and Phoenix.

**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 Dal celebration and other fiestas students are encouraged to bring costumes and musical instruments if they have them.

**Dancing.** Facilities are available for instruction in the folk dances of the American republics. In addition, weekly dances and parties are arranged by the Student Affairs Committee, which comprises representatives elected by the dormitory residents and off-campus students.

**Clubs.** There are several clubs, usually composed of both students and faculty, which hold frequent meetings. Among these are the Portuguese, Spanish and French Language Clubs, the Marketing Club, and a club for the weekly discussion of problems of wide student interest. There is also a chapter of Delta Phi Epsilon, the national foreign trade fraternity.

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 and Portuguese.

# 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 Foreign Trade, 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. 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 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, he may be placed on probation.

Attention is called to the fact that the compression of the full school year between September 18 and June 1 makes Thanksgiving and Easter vacations too short to permit extended trips or visits to distant homes.

### **Matriculation**

Students entering the Institute at the beginning of the school year are requested to report on campus on September 18, and new students for the second semester on February 2, for matriculation into the Institute, assignment of living quarters, and other details necessary for being comfortably settled.

### **Orientation and Consultation with Faculty**

September 19 and 20, and February 5, are of great importance to the students' careers at Thunderbird Field and later. These days are devoted to orienting students in what the Institute offers and how it operates, and to informal consultation with faculty members regarding the selection of programs of study. It is during these days that the students' ideas, desires, and needs are first thoroughly explored and discussed on an individual basis, and counsel given.

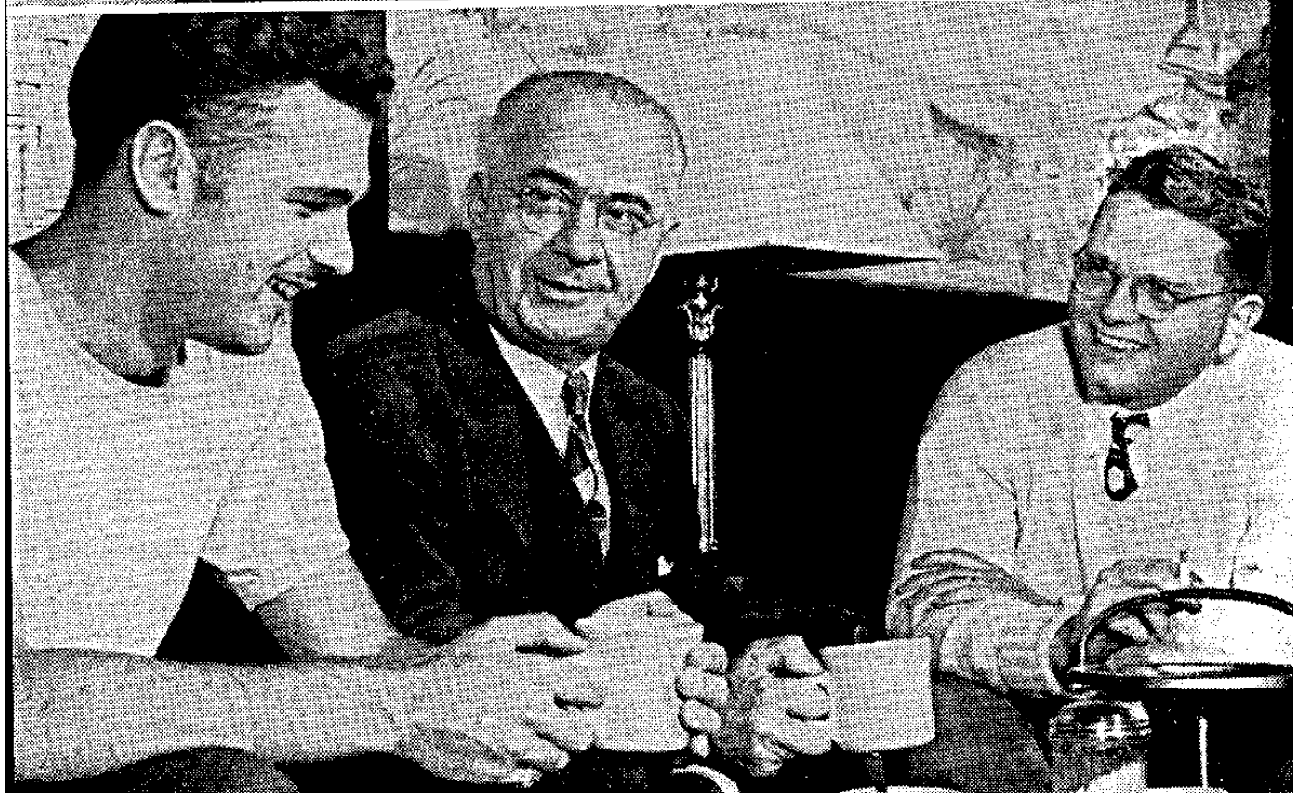
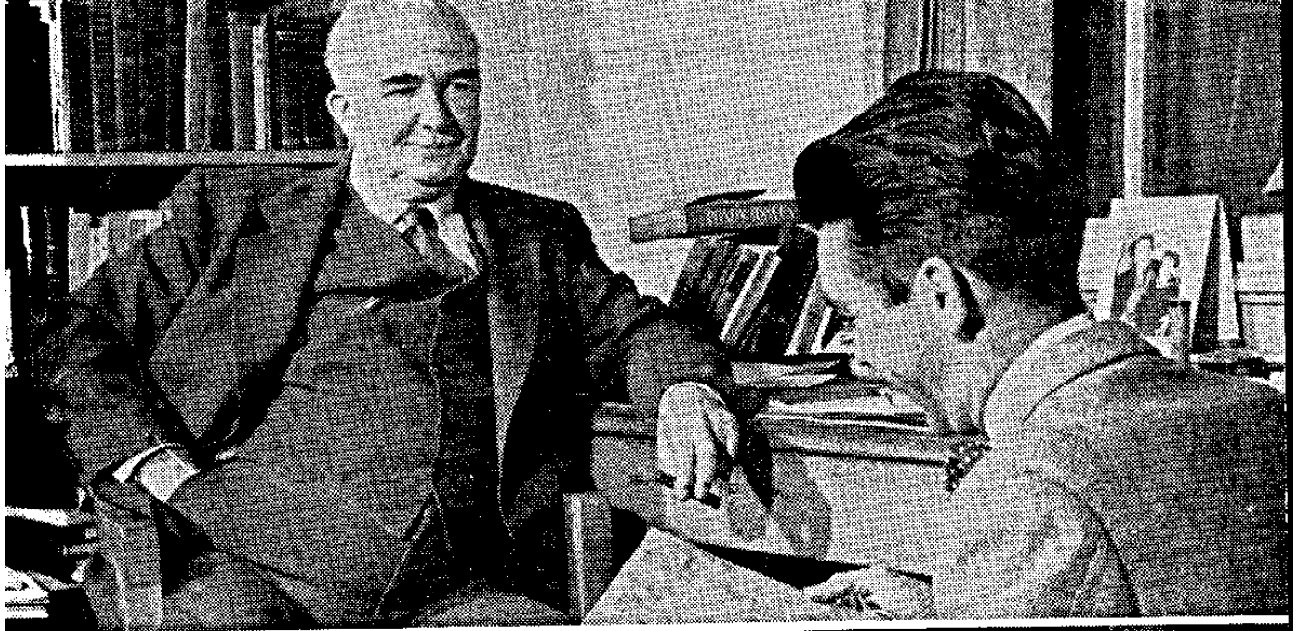
### **The Institute's Certificate**

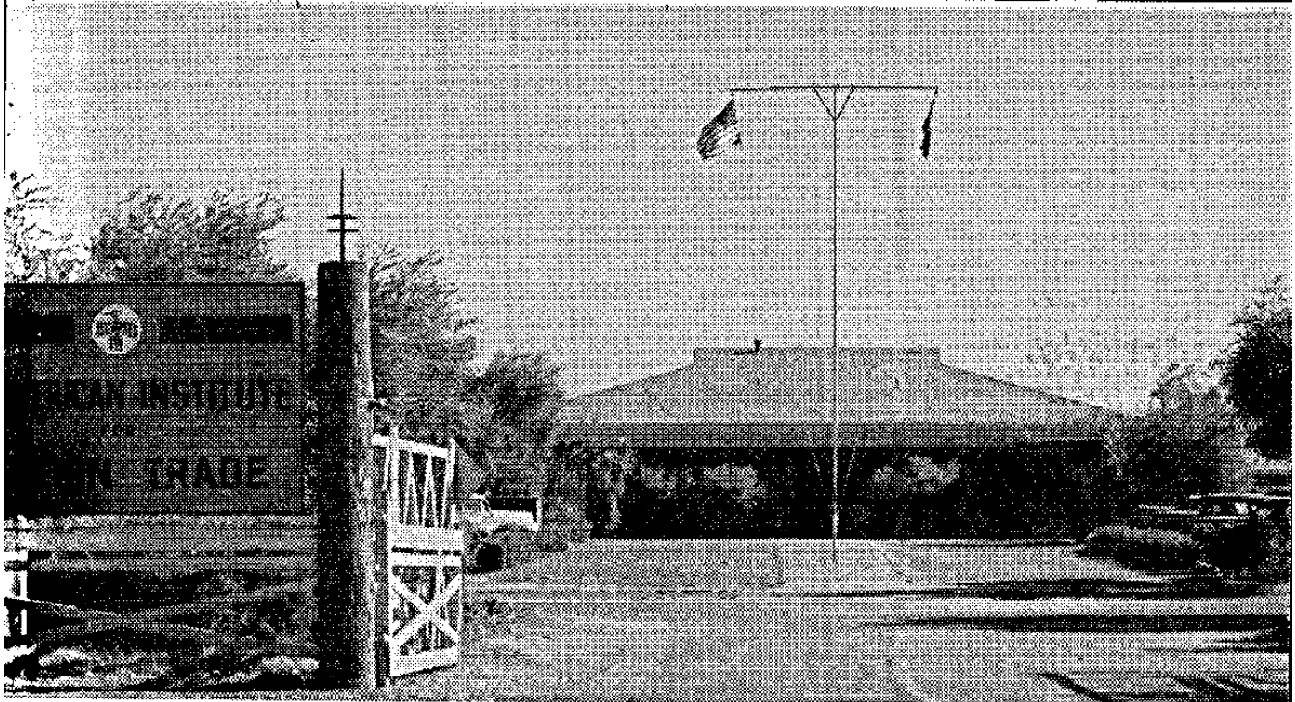
The Institute does not award formal degrees. Students satisfactorily completing an approved course of study at the Institute are awarded the Certificate of Graduation.

The Institute offers a maximum of four semesters of study. However, credits given for previous work at approved institutions of higher learning, or for relevant experience, commonly enable students to qualify for the Certificate upon completion of two semesters. During that time, students must accumulate at least 32 semester hours of credit with a grade of "C" or better.

With the exception noted below, under no circumstances will the Certificate be awarded to any student who has not completed at least two full semesters at the Institute, and who during this period







of enrollment has not completed a minimum of 32 semester hours of credit with passing grades.

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 to take subsequently as much as six semester hours of work in one or more of the fields of study offered at the Institute in an approved college or university or at the Institute. The courses to be taken at the other institution must first receive the approval of the Registrar 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 Foreign Trade**

In the Department of Foreign Trade, 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 Foreign Trade 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.

### **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.

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 cultures.

The method of instruction is through lectures, readings, use of visual education devices, and developments 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 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

Unless otherwise indicated, all courses listed are of one semester duration and are offered each semester.

\*Offered fall semester only

\*\*Offered spring semester only

## Department of Foreign Trade

- 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.  
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 and Mr. Rose

- 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 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 and Mr. Rose

**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. The 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 REL-100 THE PERSONNEL FUNCTION IN MANAGEMENT (3 hours)**

Principles and techniques underlying effective personnel practices. "Case" studies are used to develop fuller understanding of the methods used in the analysis of management problems as they concern personnel.

Dr. Hibbs

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

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 REL-300 INDUSTRIAL RELATIONS (1 or 2 hours)**

Work based upon reading and research. Each semester some particular problem or group of related issues is examined and discussed by the group. Emphasis is on research and a term paper is 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, Mr. Bohan and others
- \*\*A-100 (b) **LATIN AMERICA** (3 hours)  
 A continuation of Area-100 (a).  
 Dr. Schurz, Mr. Bohan and others
- \*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-130 (a) **THE ECONOMICS OF EUROPE** (3 hours)  
 This course deals with the basic economic geography of Europe, the state of industrial developments in the various countries, intra-European trade relations, and problems of post-War economic adjustment. Lectures, discussions and readings.  
 Prerequisite: A course in the modern history of Europe.  
 Dr. Frost
- \*\*A-130 (b) **THE ECONOMICS OF EUROPE** (3 hours)  
 A continuation of Area-130 (a).  
 Dr. Frost
- A-200 **RESEARCH PROBLEMS IN SPECIAL AREAS** (1 or 2 hours)  
 Directed research, within the limitations of materials available locally, on problems associated with special areas of the world. This course is designed to provide facilities for additional study in fields of particular interest to the individual student, and, as such, is supplementary to the basic Area courses.  
 Prerequisite: A university degree or completion of one semester of any basic Area course or one year of residence in the region under consideration.  
 Dr. Schurz, Dr. Frost, and Mr. Luedtke
- INT. **BASIC ELEMENTS OF** (3 hours)  
 REL.-100 **INTERNATIONAL RELATIONS**  
 An introductory study of intercourse between states, with special emphasis on current aspects and problems.  
 Dr. Frost



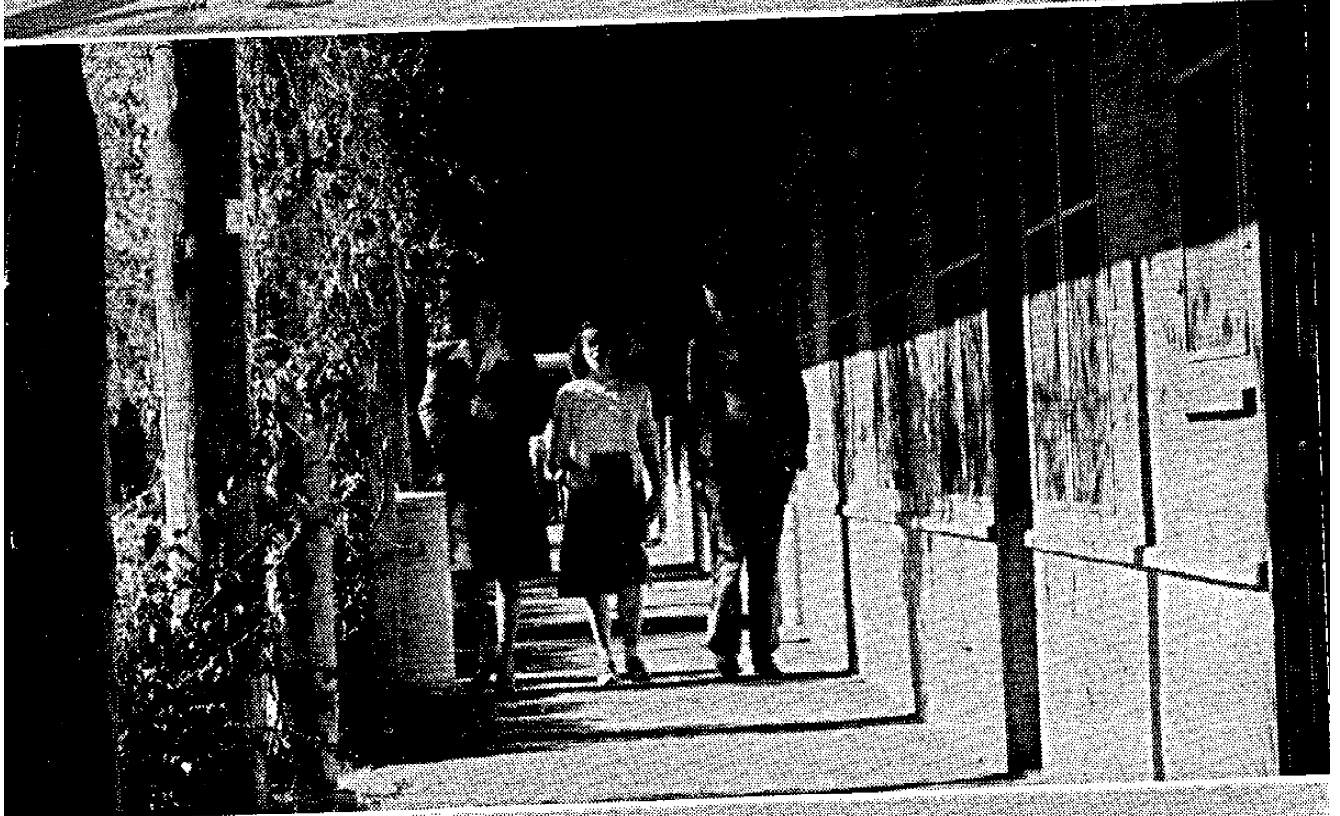
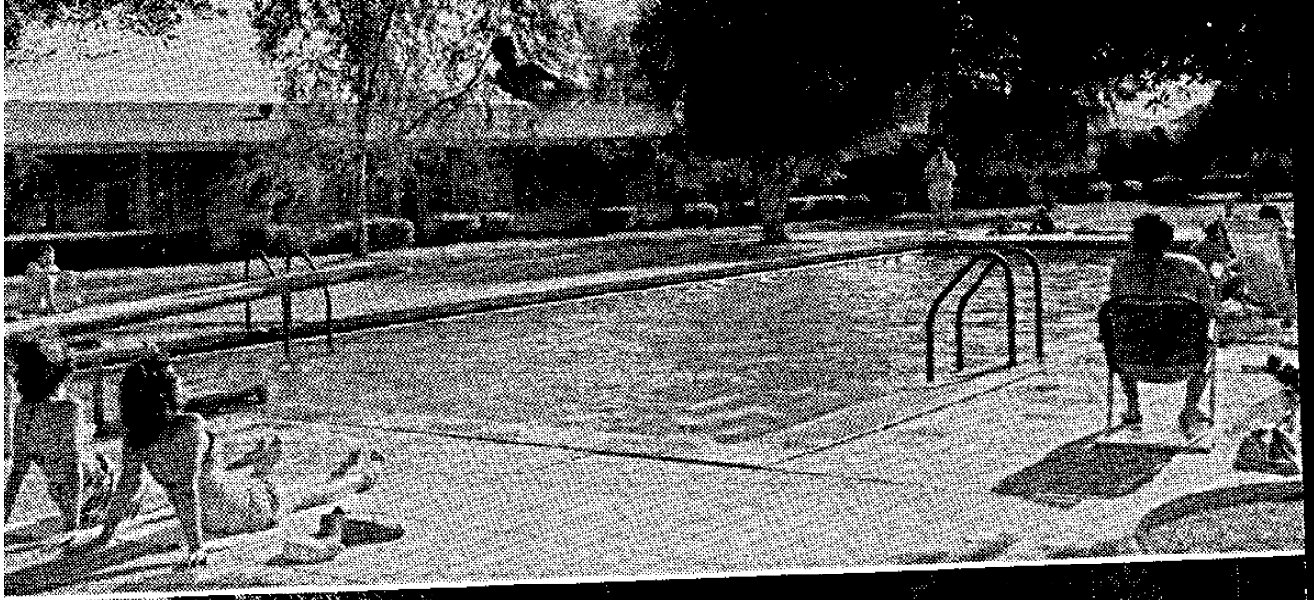
INT.

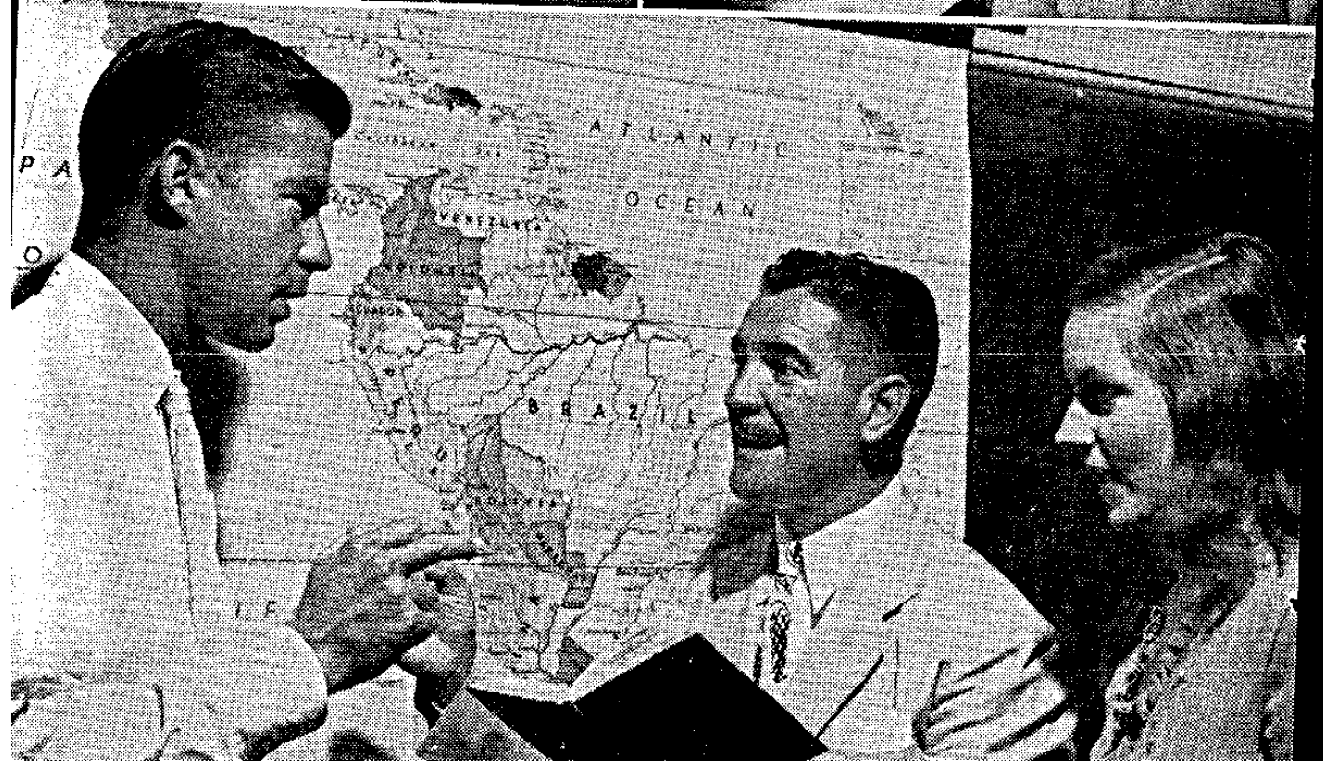
- REL.-200 INTER-AMERICAN RELATIONS (3 hours)  
A survey of the relations of the United States with the other American republics. Current inter-American problems are studied in considerable detail, as are also the series of Pan American conferences which have formed the basis for the first successful system in the field of international cooperation.  
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 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.
- S-100 ELEMENTARY SPANISH (8 hours)  
**Conversation:** Directed practice in oral expression. Small groups under the guidance of Spanish-speaking instructors, conducted 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      (5 hours)**  
 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.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; current systems of measurements in Latin America.
- 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-400.C      Advanced Spanish (a continuation of S-300.C)      (3 hours)**  
 Prerequisite: Satisfactory score on placement tests and at least 5 hours in S-300.C or the equivalent.  
 Practice in speaking for business and social occasions, news commentary and other public activities. Advanced written composition. Reports and discussion on outside reading. Building of specialized vocabulary of a practical nature. Practice with voice recording machines.
- S-400      SPECIAL ADVANCED SPANISH**
- S-400.BCC      Advanced Commercial Correspondence and Business Spanish (a continuation of S-300.BCC)      (2 hours)**  
 Prerequisite: S-300.BCC or the equivalent.  
 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; principles of accounting in Spanish.
- E-100      BUSINESS COMMUNICATIONS      (2 hours)**  
 Designed for the student who realizes the importance of correct structure, exact vocabulary, readable style, and sales appeal in all types of letter writing—sales letters, reports, advertising, and employment letters. Attention is given to effective speech for various occasions—interviews, impromptu speeches, sales talks, planned discourses. All subject matter is presented with a view to its use by the student in practical business situations.  
 Mr. Jackle and Others





# Student Body 1949-1950

## Class of June, 1950

Algeo, Warren Howley B.A., Harvard University	Hastings-on-Hudson	New York
Allen, Clayton Alexander	Madison	Wisconsin
Ames, Joseph Duane	National City	Washington
Anderson, Richard Coleman B.S., University of Washington	Everett	Washington
Applegate, Donald W.	Toledo	Ohio
Bagnall, Victor Howard D.O., Kirksville College of Osteopathy & Surgery	Seattle	Washington
Barnes, Richard Adams, Jr. B.A., Tulane University	New Orleans	Louisiana
Barney, Frank LeRaoy, Jr.	St. Johnsbury	Vermont
Barnhart, David Hamilton B.A., John B. Stetson University M.A., Middlebury College	DeLand	Florida
Beatley, Redman Charles B.A., University of California at Santa Barbara	South Gate	California
Behling, James Barton	St. Paul	Minnesota
Belaire, David C. G. A.A., Long Beach City College	Long Beach	California
Bender, Joseph Robert B.S.C., St. Louis University	St. Louis	Missouri
Bertocchi, Robert Paul, Jr. B.A., American International College	Springfield	Massachusetts
Bevens, Clifford N. B.S., University of Oregon	Portland	Oregon
Biocchi, Anthony Cavour, Jr. B.A., Texas Christian University	Ft. Worth	Texas
Biehl, John Francis, Jr. B.S., Manhattan College	Beechhurst, L. I.	New York
Bjerklie, George Schlosser B.S.C., University of North Dakota	Gilby	North Dakota
Black, Louis, Jr. B.A., San Diego State College	San Diego	California
Borja, Carlos	Los Angeles	California
Bower, Ralph Raymond	Albuquerque	New Mexico
Brame, Richard Eugene B.A., Lewis and Clark College	Portland	Oregon
Briggs, Henry Delos B.A., Tulane University	Oak Grove	Louisiana
Brown, Kenneth James	Tucson	Arizona
Buccheri, Sebastian Joseph B.S., Ohio University	New Britain	Connecticut
Buehring, James Alward B.A., University of Colorado	Pontiac	Michigan
Bupp, Richard Riddick	Gary	Indiana
Byrd, Jack Morgan B.S., Wake Forest College	Worthville	North Carolina
Cailliez, Clovis Charles V. B.A., University of California at Santa Barbara	Santa Barbara	California

Callaway, Roy Douglas <i>Cherry, Anson</i> Died December 19, 1949	Tacoma Chicago	Washington Illinois
Clark, Donald Holland B.A., University of Illinois	Champaign	Illinois
Clark, William	Long Beach	California
Clarke, James Willard B.S.C., State University of Iowa	Corydon	Iowa
Coats, James Ernest B.A., Whitman College	Wasco	Washington
Conant, John Kennedy B.S., University of Minnesota	Duluth	Minnesota
Conger, Stephen McCrea B.A., Princeton University	Princeton	New Jersey
Connolly, Robert E. B.S.C., State University of Iowa	Albia	Iowa
Cook, James Harold	Casa Grande	Arizona
Czufin, Stephen	New York	New York
Dakin, Laura Lee	Phoenix	Arizona
Davies, Leonard Wendell B.A., University of South Dakota	Rapid City	South Dakota
DeCosta, Joseph John	Camillus	New York
Deman, Helen Joyce B.A., University of Colorado	Ferndale	Michigan
Dennison, John Sandford A.A., Orange Coast College	Corona Del Mar	California
DeRoever, Frederick Richard B.B.A., St. Johns University	Brooklyn	New York
DeSmith, William Buchtel B.A., San Jose State College	Palo Alto	California
Dodd, Robert Shelby	Phoenix	Arizona
Dodge, Carl Leland B.A., Baldwin Wallace College	Sackets Harbor	New York
Downey, Durbin Howard	Princeton	Illinois
Downey, John Eliot B.S., University of Massachusetts	Dudley	Massachusetts
Dunaway, David Roger B.B.A., Woodbury College	Los Angeles	California
Echols, Chandler Bear	Malibu	California
Eckrote, Richard John B.B.A., University of California	San Bernardino at Santa Barbara	California
Egan, John Joseph	Troy	New York
Elston, Tallulah LeConte B.A., Stanford University	Carmel	California
Enevold, Irving Arthur B.A., Lake Forest College	Libertyville	Illinois
Farley, Virginia Ann B.S., University of Colorado M.A., University of Colorado	Eveleth	Minnesota
Fisher, Donald Richard B.S., Indiana University	Ft. Wayne	Indiana
Fisher, William John, Jr. B.S., Notre Dame University	Huron	Ohio
Flores, Carlos Leonard B.A., San Jose State College	Los Angeles	California

Flynn, Charles David	Santa Ana	California
Flynn, Hugh Diamond	Cincinnati	Ohio
Ford, Colin McKenzie, Jr. B.A., College of Wooster	Columbus	Ohio
Frehse, Robert Max, Jr. B.S., Northwestern University	Ferndale	Michigan
Gambrill, George Thomas III B.A., University of the South	Birmingham	Alabama
Gardner, Donald Williams B.A., University of Portland	Portland	Oregon
Garrard, Clyde Robert	Phoenix	Arizona
Gastelo, Abel Armand B.B.A., Woodbury College	Hollywood	California
Gatzke, Alice Ruth	Clyman	Wisconsin
Gleason, Malcolm Fay B.S., State University of Iowa	Cedar Falls	Iowa
Goldsborough, James Randolph B.A., Kenyon College	Pittsburgh	Pennsylvania
Graves, Selwyn Jackson	Alhambra	California
Guss, Milton B.J., University of Missouri	San Antonio	Texas
Haffner, Fred J. B.S., University of Southern California	East Cleveland	Ohio
Hagen, Raymond Edgar	Tacoma	Washington
Hall, Benton Garratt, Jr.	Ft. Worth	Texas
Hammond, Robert Mead B.S., University of Arizona	Phoenix	Arizona
Hargis, James Hepburn, Jr. B.A., College of William and Mary	Carlisle	Pennsylvania
Harma, William Samuel B.A., University of Minnesota	Tower	Minnesota
Harris, William Andrew B.A., Oregon State College	Toledo	Oregon
Hartgerink, Harold G.	Stonington	Connecticut
Hartgerink, Mary Elizabeth	Stonington	Connecticut
Harvey, Carl Paul	Michigan City	Indiana
Hastey, Robert Patterson, Jr. B.A., Amherst College	Chicago	Illinois
Hawkins, Paul Calef	Eustis	Florida
Haymond, John Douglas B.S., University of Utah	Salt Lake City	Utah
Heidbrink, Virgil Eugene B.A., University of South Dakota	Ireton	South Dakota
Henry, Ralph S. B.B.A., University of Miami	Miami	Florida
Hewett, William John B.S., Case School of Applied Science	Cleveland	Ohio
Himes, Thomas Merle B.A., Wittenberg College	Springfield	Ohio
Holm, Audley Corrine B.A., University of Arizona	Nogales	Arizona
Horton, Albert Cary, III B.A., Yale University	Denver	Colorado
Hovey, Harry Gregory B.A., University of Redlands	Lynwood	California

Huberty, George Anthony	San Andreas	California
Hutchins, Donald Charles	Rochester	New York
B.S., Rochester Institute of Technology		
Huyer, George Edward	Moline	Illinois
B.A., Mexico City College		
Ingmundson, John Ringgold	Minneapolis	Minnesota
B.A., University of Minnesota		
Johnson, Boyd LeRoy	Phoenix	Arizona
B.S., University of California		
Johnson, Farnham James	Appleton	Wisconsin
B.S., University of Wisconsin		
Johnson, Stanley Alexander	Walnut Grove	California
B.A., University of California		
Kaiser, Ralph Charles	Lakewood	Ohio
Kem, Thomas Omer	Los Angeles	California
B.B.A., Woodbury College		
Kemp, Fred Ernest	Norwalk	Ohio
B.A., Mexico City College		
Killick, Thomas Mayhew	Burlington	Vermont
B.A., Dartmouth College		
Died December 19, 1949		
Larimer, Robert Osborn	La Jolla	California
B.A., Stanford University		
Legrand, Charles Donald	Seattle	Washington
B.S., Seattle University		
Leichner, Elmer	Vancouver	Washington
B.A., University of Portland		
Lewis, Robert Tate	Dallas	Texas
B.B.A., Southern Methodist University		
Lillieborg, Birger	San Francisco	California
B.A., San Francisco State College		
Long, John Robert, Jr.	Childress	Texas
Lopez, Donald Sanchez	Santa Ana	California
A.A., Bakersfield College		
Loughborough, Roy A.	Phoenix	Arizona
Lucal, Dale F.	Berea	Ohio
B.A., Baldwin Wallace College		
Luna, Filbert Zacarias, Jr.	Flagstaff	Arizona
Lundquist, Edward Ellsworth	Chicago	Illinois
Lynch, Edward Robert	San Diego	California
B.A., San Diego State College		
M.A., University of California		
Lynes, Robert Conway	Janesville	Wisconsin
McClelland, James Edwin	San Mateo	California
McMahon, Dorothy Margaret	Cresline	Ohio
Died December 19, 1949		
Mahak, Arthur Edward	New York	New York
B.S., Robert College		
M.S., University of Illinois		
Malavenda, Consolato G.	Meriden	Connecticut
B.S., University of Connecticut		
Malcolm, George Sawyer	Sturgis	South Dakota
B.A., University of Colorado		
Markley, James Arch, Jr.	East Lansing	Michigan
B.A., Michigan State College		
Masterson, Joseph Francis	Troy	New York



Mayor, John Beesley B.S., Pomona College	Evanston	Illinois
Meade, Richard Alburn B.A., Duke University	Flint	Michigan
Mertz, John Gerald B.S., University of Oregon	Stayton	Oregon
Milam, Jeffrey Samuel B.A., University of Southern California	Corpus Christi	Texas
Mimms, Harold Edward B.S., University of Alabama	Newark	New York
Mitchell, Charles Clifford, Jr. B.S., Texas Agricultural & Mechanical College	Ft. Worth	Texas
Monroe, William Horace B.S., University of Nebraska	South Sioux City	Nebraska
Montoya, Napoleon Edward	Santa Cruz	California
Moore, Arthur Martin B.A., Stanford University	San Francisco	California
Moore, Donald Page	Huntington	West Virginia
Moore, Samuel Clark B.A., San Diego State College	Potrero	California
Morgan, Kerlin Schroeder B.A., San Jose State College	San Jose	California
Morrison, Richard Allen	Iowa City	Iowa
Mowry, Duane Donald B.A., State University of Iowa	Audubon	Iowa
Munger, Warren LL.B., Ohio Northern University	Dayton	Ohio
Muse, Charles Cecil B.A., Emory University	Atlanta	Georgia
Myers, Charles Earl B.A., State University of Iowa	Rock Rapids	Iowa
Myers, Craig Spalding	Santa Barbara	California
Nelson, Robert Edward B.A., University of Minnesota	Alexandria	Minnesota
Newell, John Doty B.A., Claremont Men's College	Fullerton	California
Newell, Mary Connaghan	Burlington	Iowa
Oliver, Albert William, Jr. B.A., University of Southern California	Los Angeles	California
Olson, Sherman Jerome B.S., Armstrong College	Oakland	California
Osborn, Roy Lenox	Phoenix	Arizona
Parmentier, Fred Joseph	Seattle	Washington
Peck, William Robert B.A., Colgate University	Olean	New York
Perez, Manuel B.A., University of Akron	Canton	Ohio
Perrin, Donald Robert B.A., University of Washington	Seattle	Washington
Petcoff, Evan Dancho B.A., University of Portland	Vancouver	Washington
Peterson, Roy Ernest B.B.A., Woodbury College	Brooklyn	New York
Plazibat, Robert	Canton	Ohio
Poulinen, Ero G.	Albuquerque	New Mexico

Pratt, Mary Esther	Phoenix	Arizona
Pressel, Arman LeRoy	Storm Lake	Iowa
Protzeller, Harry Weiser	Minneapolis	Minnesota
Ralicki, Henry R., Jr. B.A., St. Bonaventure College	Buffalo	New York
Ramirez, Luis A.	Douglas	Arizona
Randall, Kenneth Ralph B.A., University of Nebraska M.A., University of Nebraska	Phoenix	Arizona
Rapp, William Richard B.A., Montana State University	Woodland Hills	California
Reid, Charles Henry	Charlotte	North Carolina
Risley, Sheridan Leigh B.A., Berea College	Berea	Kentucky
Robins, Alvin Gerald	Manhattan Beach	California
Rockwell, Jean Hobart, Jr.	Long Beach	California
Ruff, Graham Denison B.A., Fresno State College	Fresno	California
Rummell, Robert MacKenzie B.A., Pomona College	Oxnard	California
Russell, Val R. A.A., Weber Junior College	Ogden	Utah
Ryan, Stephen Francis B.A., Yale University	East Providence	Rhode Island
Schaefer, George Henry B.S., University of Kansas	Atchison	Kansas
Scott, Peter Delaplaine	Coronado	California
Shadwick, Marvin Paul B.A., San Jose State College	San Jose	California
Shamansky, Barbara Jean B.S., Northwestern University	Mt. Vernon	Ohio
Sheridan, James Knox B.A., San Jose State College	Palo Alto	California
Sherman, William Lewis B.B.A., Woodbury College	Escondido	California
Sink, Paul Burton, Jr.	South Gate	California
Sites, Elizabeth Grace B.S., Northwestern University	Port Huron	Michigan
Smith, Jack Roger	San Simon	Arizona
Smith, James Morrill, Jr. B.A., University of Massachusetts	West Springfield	Massachusetts
Spudic, Paul Andrew B.B.A., Woodbury College	Rimersburg	Pennsylvania
Stanfield, Denman Franklin	Gorman	Texas
Stebbins, James Le Ray B.A. Millsaps College	Jackson	Mississippi
Stone, Frederick Robert B.A., University of Washington	Walla Walla	Washington
Straley, Warner B.A., Capital University	Jeffersonville	Ohio
Strange, Alexander Taylor	Mt. Pleasant	Michigan
Strong, George Cleveland, Jr. B.S., Indiana University	Ft. Wayne	Indiana
Tejeda, Alexandro Montanez B.A., University of California	San Ysidro	California

Thompson, Rodric Raines	El Paso	Texas
Thompson, William Peery	Phoenix	Arizona
Throm, John Selman	Buffalo	New York
Tong, James Alfred	Tucson	Arizona
Tooke, Joseph Clyatt B.A., University of Florida	Ft. Myers	Florida
Tremper, Richard Arthur, Jr. B.A., Chico State College	Chico	California
Uno, Wallace Ichiro A.S., Weber Junior College	Ogden	Utah
Van Pelt, Calvin L. B.A., Pacific University	Portland	Oregon
Vincent, Robert Leroy B.A., Stanford University	Laguna Beach	California
Wahlers, Arthur O., Jr. B.S., University of Oregon	Portland	Oregon
Wallace, Vincent Dennis B.A., University of California at Los Angeles	Sherman Oaks	California
Walk, Melvin John B.S., University of Wisconsin	Milwaukee	Wisconsin
Ward, Edmond Joseph	Houston	Texas
Weaver, Roy Olan B.S., University of Arizona	Tucson	Arizona
Webb, Sidney S. B.A., San Jose State College	Modesto	California
Wiggall, Leroy A. B.S., Oregon State College	Corvallis	Oregon
Wiggins, Vernon Clyde B.A., University of Arizona	Glendale	Arizona
Wilkie, William Brittain B.A., Mexico City College	Spruce Pine	North Carolina
Wilson, John Nesbit B.A., Pennsylvania State College	State College	Pennsylvania
Wilson, Ralph A.	County Line	Oklahoma
Witcher, Daniel Dougherty	Macon	Georgia
Wright, Robert Ernest	Allentown	Pennsylvania
Wyble, Joseph Nolan	New Orleans	Louisiana
Zent, Monte L.	Tucson	Arizona
Zvonkovic, Michael Mark B.S., American International College	Branford	Connecticut

#### Class of January, 1951

Barrington, John Keyt, Jr. B.A., Washington University	Burlingame	California
Bellinger, Earl Wallace B.S., University of Kansas	Lawrence	Kansas
Biglen, Francis Lawrence	Lewistown	Montana
Bochnak, Vincent Emory B.A., University of California	Bellingham	Washington
Bowker, Jack Oral B.A., McPherson College LL.B., University of Kansas	McPherson	Kansas
Boyd, Walter Vernon B.B.A., College of Puget Sound	Tacoma	Washington

Brophy, Anthony Blake A.B., Stanford University	Phoenix	Arizona
Clark, Marvin Fraser B.B.A., University of Houston M.B.A., University of Houston	Houston	Texas
Clifton, Frank Paul B.A., Arizona State College at Tempe	Phoenix	Arizona
Coleman, William Randolph B.S., University of California	Patterson	California
Cox, Donald Alan	Sunnyvale	California
Daleski, Daniel David B.S., Gannon College	Erie	Pennsylvania
Dangott, Caesar Morton	Oakland	California
DeFazio, Harry James B.S., Bryant College	Hartford	Connecticut
DeLong, Richard Raymond	Bonham	Texas
Dodge, Robert Leroy B.A., Montana State University	Missoula	Montana
Downey, John Hubert B.A., Hanover College	Dover	Ohio
Eckley, Frank Knight B.A., University of Southern California	Los Angeles	California
Eichmann, Victor David B.S.A., Spencerian College	Milwaukee	Wisconsin
Foster, Albert Cushman, Jr.	Norwick	New York
Galera, Joseph	Santa Barbara	California
Haber, Leland Eugene B.A., Miami University	Oxford	Ohio
Hanna, William Scott B.A., University of California	Berkeley	California
Hill, Earl LeRoy B.A., University of California at Santa Barbara	Corona	California
Horita, Tetsuo A.A., Santa Monica City College	West Los Angeles	California
Janson, Charles Curtis	Phoenix	Arizona
Jeroy, Frederick Daly	Detroit	Michigan
Johnson, Donald Miles B.A., University of the South	Bunkie	Louisiana
Johnson, Jerome Emsley A.A., Los Angeles City College	Los Angeles	California
Jones, Robert B.B.A., Westminster College	Sharon	Pennsylvania
KlingelSmith, John Arlyn	Los Angeles	California
Knauer, Kenneth Jack	Santa Barbara	California
Konopa, Charles William	Green Bay	Wisconsin
Landrigan, Victor Warren	Indianapolis	Indiana
McCarthy, Robert Emmett, Jr.	Santa Monica	California
Mair, Robert MacFarlane B.A., Dickinson College	Carlisle	Pennsylvania
Meloy, Charlotte Ann A.A., Christian College	Shelbyville	Indiana
Moraskie, William Joseph B.A., Pennsylvania State College	Mt. Carmel	Pennsylvania
Morgan, David Everett	Oak Hill	Ohio

Motto, Jack Quincey	Albuquerque	New Mexico
Mowery, Richard Allen B.B.A., University of Houston	Houston	Texas
Murrell, Hugh Lane	Indianapolis	Indiana
Nardini, Raymond Bob	Chicago	Illinois
Nelson, George Anton B.A. Brown University	Los Angeles	California
Nygaard, Carl Alan B.S., University of Wyoming	Santa Cruz	California
Peterson, John William B.S., University of Missouri	Nogales	Arizona
Piotrak, Chester Peter B.A., Drake University	Racine	Wisconsin
Poldy, George	Sharpesville	Pennsylvania
Richardson, Maurice Vernon B.A., San Jose State College	San Jose	California
Roady, Jose T. Garcia	Marseille	France
Rogstad, John Thomas	Gaylord	Minnesota
Schwartz, Theodre George B.A., Pennsylvania State College	Mountain Top	Pennsylvania
Snyder, John Phillip	Glendale	California
Strohecker, George Robert B.S., University of Southern California	Los Angeles	California
Strom, Roy Chester B.B.A., University of Montana	Los Angeles	California
Topper, Walter Schallert B.S., University of California at Los Angeles	Beverly Hills	California
Turner, Harry Benjamin	Santa Barbara	California
Vaitses, Timothy William	Rosario do Sul	Brazil
Waughtal, Robert Lee	Tempe	Arizona
Witcher, Mary Helen	Macon	Georgia

### ENROLLMENT BY STATES

ALABAMA	1	NEW JERSEY	1
ARIZONA	25	NEW MEXICO	3
CALIFORNIA	70	NEW YORK	16
COLORADO	1	NORTH CAROLINA	3
CONNECTICUT	6	NORTH DAKOTA	1
FLORIDA	4	OHIO	19
GEORGIA	3	OKLAHOMA	1
ILLINOIS	9	OREGON	8
INDIANA	7	PENNSYLVANIA	10
IOWA	8	RHODE ISLAND	1
KANSAS	3	SOUTH DAKOTA	3
KENTUCKY	1	TEXAS	13
LOUISIANA	5	UTAH	2
MASSACHUSETTS	3	VERMONT	3
MICHIGAN	8	WASHINGTON	13
MINNESOTA	8	WEST VIRGINIA	1
MISSISSIPPI	1	WISCONSIN	8
MISSOURI	1		
MONTANA	2	BRAZIL	1
NEBRASKA	1	FRANCE	1

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### SUGGESTED FORM OF BEQUEST

I give, devise, and bequeath to the American Institute for Foreign Trade, an Arizona non-profit corporation, the sum of..... Dollars, to be applied to the uses and purposes of said Institute under the direction of the governing authority of the same.

(Contributions to the American Institute for Foreign Trade are deductible for income tax purposes.)