

THE  
AMERICAN INSTITUTE  
FOR FOREIGN TRADE

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CATALOGUE



1952 - 1953

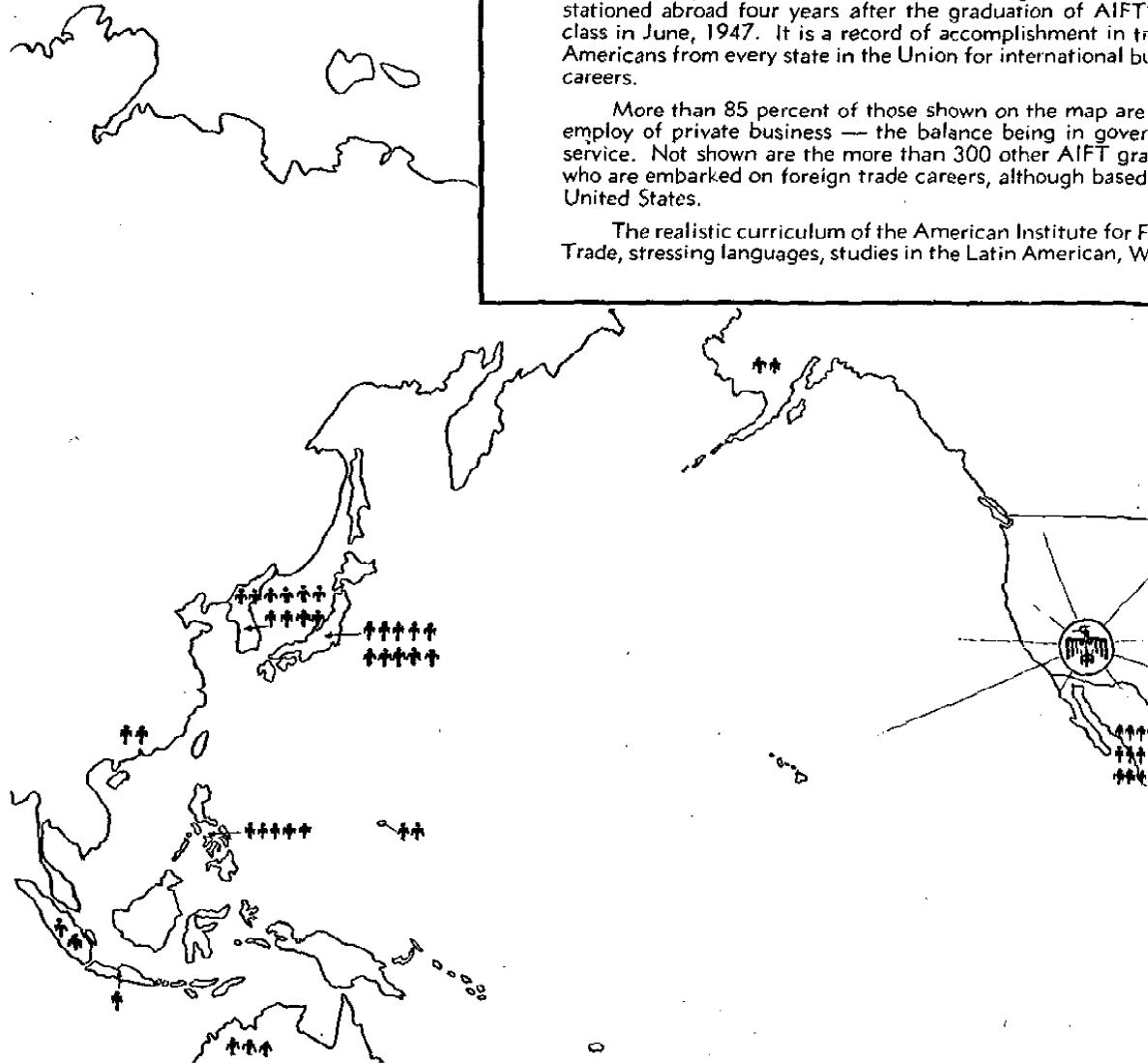
PHOENIX, ARIZONA

# Accom

This map shows the location of Institute graduates who stationed abroad four years after the graduation of AIFT class in June, 1947. It is a record of accomplishment in that Americans from every state in the Union for international business careers.

More than 85 percent of those shown on the map are employ of private business — the balance being in government service. Not shown are the more than 300 other AIFT graduates who are embarked on foreign trade careers, although based in United States.

The realistic curriculum of the American Institute for Foreign Trade, stressing languages, studies in the Latin American, W



## LOCATION OF INSTITUTE GRADUATES ABROAD

Alaska.....	2	Gold Coast.....	1	Nicaragua.....	3
Argentina.....	12	Greece.....	1	Panama.....	3
Aruba, N. W. I.....	2	Guam.....	2	Peru.....	6
Australia.....	3	Guatemala.....	5	Philippine Islands.....	5
Brazil.....	40	Haiti.....	1	Portugal.....	1
Canada.....	3	Honduras.....	4	Puerto Rico.....	20
Chile.....	4	Hong Kong.....	1	South Africa.....	3
Colombia.....	9	India.....	3	Sweden.....	2
Costa Rica.....	7	Indonesia.....	3	Trinidad.....	2
Cuba.....	7	Israel.....	1	Tripoli.....	1
Dominican Republic.....	3	Japan.....	10	Turkey.....	1
Ecuador.....	1	Kenya Colony.....	1	Uruguay.....	3
El Salvador.....	2	Korea.....	10	Venezuela.....	4
England.....	1	Lebanon.....	2	Traveling Assignments.....	13
Ethiopia.....	1	Liberia.....	1		
France.....	4	Mexico.....	33		
Germany.....	12	Netherlands.....	1		

TOTAL 301

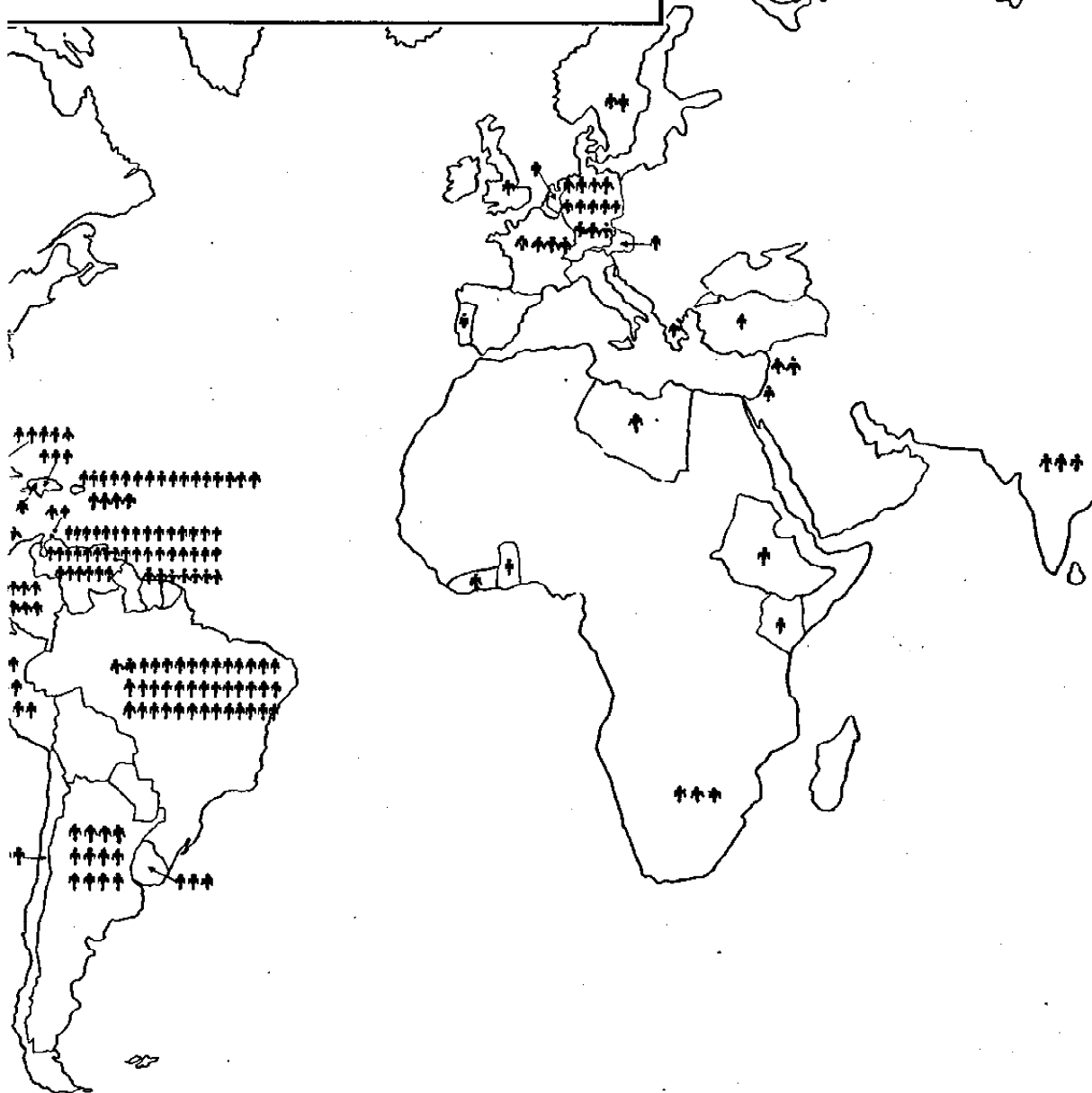
10 July 1951

# ment!

pean and Far Eastern areas, and the business administration  
reign trade, is designed to prepare students to be successful  
representatives, not only of their employers, but of democracy

There is no set pattern to AIFT's students. Their backgrounds  
include engineering, accounting, journalism, marketing, indus-  
relations, law, banking, agriculture, advertising, liberal arts,  
nancy, traffic management. Some are fresh from college lec-  
rooms; others have had years of valuable experience.

Although it is a small school, its favorable impact on world  
markets can be powerful and widespread — how widespread, this  
suggests.



# THE NEW IDEA IN EDUCATION

Students at the American Institute for Foreign Trade benefit from a dynamic new idea in education which gives them a practical, hard-hitting training course to help fulfill a specific career objective. The course 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. The center of gravity is learning, rather than teaching, since the primary responsibility for achievement rests with the student.

The American Institute for Foreign Trade has successfully filled a long-standing need for people realistically trained for work in foreign trade, and in this way has helped to promote international understanding.

THE  
AMERICAN INSTITUTE  
FOR FOREIGN TRADE

A Non-Profit Institution



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

**July, 1952**

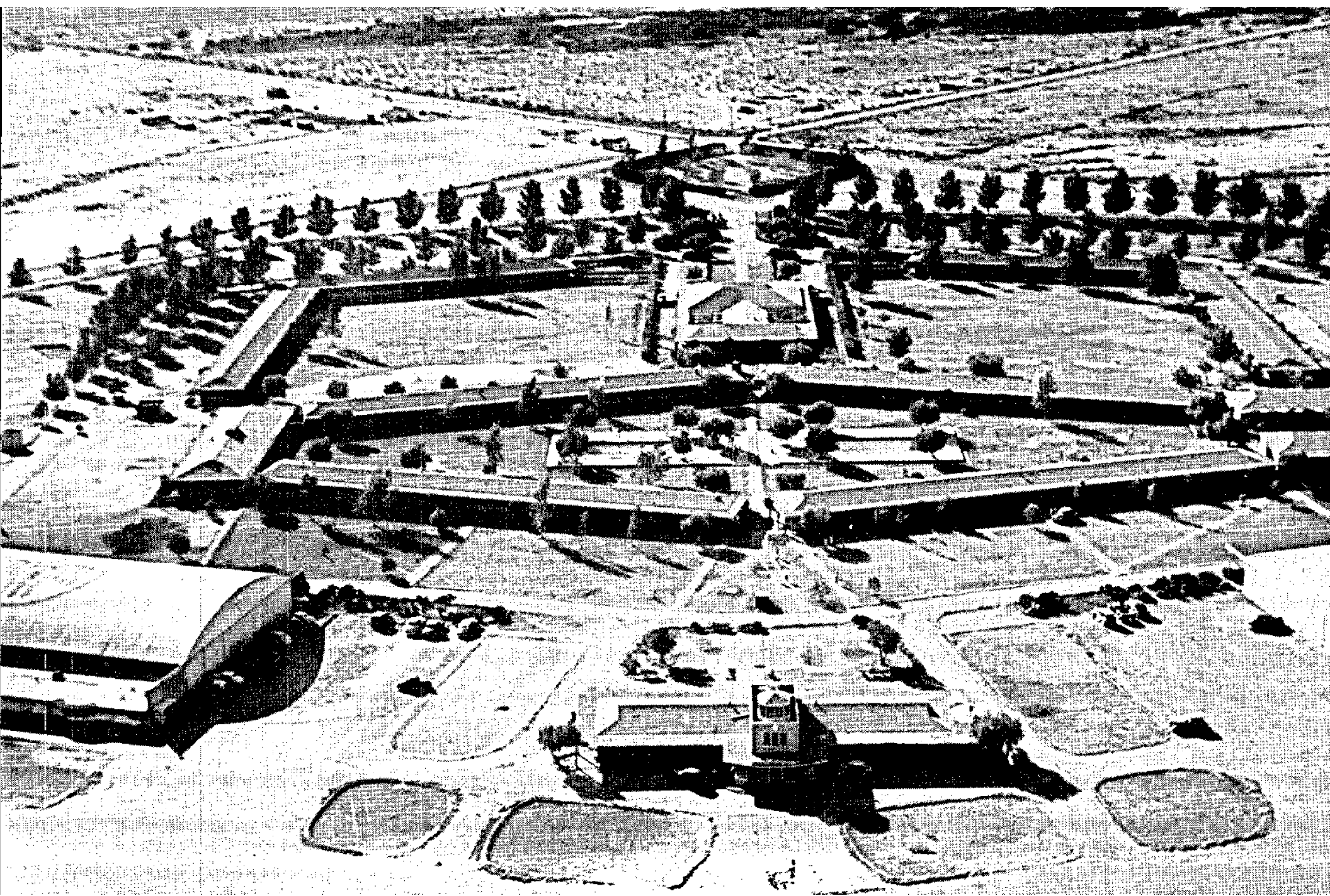
# AIMS OF THE INSTITUTE

**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.







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# CALENDAR FOR 1952-53

1952

September 15, Monday  
Semester starts

October 10, Friday  
Last day for changes in schedule

November 7, Friday  
Mid-semester progress reports

November 26, Wednesday, 3 p.m.  
Thanksgiving vacation starts

December 1, Monday, 8 a.m.  
Thanksgiving vacation ends

December 17, Wednesday, 3 p.m.  
Christmas vacation starts

1953

January 5, Monday, 8 a.m.  
Christmas vacation ends

January 22, Thursday  
Last day of classes

January 23-24, 26-27  
Examinations

January 28, Wednesday  
Commencement

February 2, Monday  
Semester starts

February 27, Friday  
Last day for changes in schedule

March 31, Tuesday  
Mid-semester progress reports

April 1, Wednesday, 3 p.m.  
Easter vacation starts

April 7, Tuesday, 8 a.m.  
Easter vacation ends

May 22, Friday  
Last day of classes

May 23, 25-28  
Examinations

May 29, Friday  
Commencement

1953 Summer Session  
June 15-July 25

1952	1953
<b>SEPTEMBER</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 28 30	<b>MARCH</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
<b>OCTOBER</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>APRIL</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
<b>NOVEMBER</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	<b>MAY</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
<b>DECEMBER</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 28 30 31	<b>JUNE</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 28 30
<b>1953</b> <b>JANUARY</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	<b>JULY</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
<b>FEBRUARY</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	<b>AUGUST</b> S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

# ORGANIZATION

## The National Advisory Council

- BRUCE BARTON  
Chairman of the Board, Batten, Barton, Durstine & Osborn  
New York, N. Y.
- WILLIAM L. CLAYTON  
Former Under Secretary of State for Economic Affairs  
Houston, Texas
- RALPH P. COUSINS, Maj. Gen., USA-Ret.  
Executive Vice President, Founder's Fire and Marine  
Insurance Co.  
Los Angeles, California
- LEWIS W. DOUGLAS  
Former United States Ambassador to Great Britain  
Sonoita, Arizona
- FRED J. KELLY  
U. S. Office of Education  
Washington, D. C.
- THE RT. REV. ARTHUR B. KINSOLVING II  
Episcopal Bishop of Arizona  
Phoenix, Arizona
- JOHN H. MacMILLAN, Jr.  
President, Cargill, Inc.  
Minneapolis, Minnesota
- THOMAS A. MORGAN  
Chairman of the Board, The Sperry Corp.  
New York, N. Y.
- FLOYD B. ODLUM  
Chairman of the Board, The Atlas Corp.  
New York, N. Y.
- EDWARD EWING PRATT  
Professor of Foreign Trade, New York University  
New York, N. Y.
- JOSEPH C. ROVENSKY  
Chairman of the Board, Patino Mines and Enterprises, Cons.  
New York, N. Y.
- C. R. SMITH  
Chairman of the Board, American Airlines  
Washington, D. C.
- LOWELL THOMAS  
Author and Commentator  
Pawling, New York
- W. STOUDE THOMPSON  
Troy, Ohio
- BRAYTON WILBUR  
President, Wilbur-Ellis Co.  
San Francisco, California
- MRS. BARTON K. YOUNT  
Phoenix, Arizona

## Board of Directors

<b>ALFRED KNIGHT</b> Acting Chairman of the Board President, Rust-Proofing, Inc.	Phoenix, Arizona
<b>BENTON M. LEE</b> Resident Manager, Dean Witter & Co.	Phoenix, Arizona
<b>WALTER R. BIMSON</b> President, Valley National Bank	Phoenix, Arizona
<b>FRANK C. BROPHY</b> President, Bank of Douglas	Phoenix, Arizona
<b>FINLEY PETER DUNNE, Jr.</b>	Washington, D. C.
<b>BARRY GOLDWATER</b> President, Goldwater's, Inc.	Phoenix, Arizona
<b>HUGH C. GRUWELL</b> President, First National Bank of Arizona	Phoenix, Arizona
<b>G. R. HERBERGER</b> Director, Butler Brothers	Scottsdale, Arizona and Chicago, Ill.
<b>MELVIN S. JACOBUS</b> Partner, J. J. Jacobus & Co.	San Francisco, California
<b>EDWARD B. JULIBER</b> President of the Institute	Phoenix, Arizona
<b>PAUL W. LITCHFIELD</b> Chairman of the Board, Goodyear Tire and Rubber Co.	Akron, Ohio
<b>JOHN J. LOUIS</b> Partner, Needham, Louis and Brorby, Inc.	Chicago, Illinois
<b>GEORGE W. MICKLE</b> Chairman of the Board, Phoenix Title and Trust Co.	Phoenix, Arizona
<b>A. LEE MOORE</b> A. L. Moore and Sons	Phoenix, Arizona
<b>EDWARD V. O'MALLEY</b> President, O'Malley Lumber Co.	Phoenix, Arizona
<b>HERBERT L. PRATT, Jr.</b> Camelback Art Gallery	Phoenix, Arizona
<b>EUGENE C. PULLIAM</b> President, Arizona Newspapers, Inc.	Phoenix, Arizona and Indianapolis, Ind.
<b>RAYMOND RUBICAM</b> Retired Chairman of the Board, Young & Rubicam, Inc.	Scottsdale, Arizona and New York, N. Y.
<b>HENRY B. SARGENT</b> President, Arizona Public Service Co.	Phoenix, Arizona
<b>VERNON E. SOLT</b> Manager, J. C. Penney Co. of Glendale, Arizona	Glendale, Arizona
<b>FRANK L. SNELL</b> Partner, Snell & Wilmer	Phoenix, Arizona

## Administration

**EDWARD B. JULIBER, B.S.C., M.S.C., University of North Carolina, 1938.**

### President

Exec. Sec., North Carolina Marketers Ass'n, 1939-40; Gen. Mgr., Southern States Oil Co., 1940-42; Chief, Fuels Section, PAW, 1942; USNR, 1942-45; Petroleum Advisor to Q. M. Gen., Washington, D. C., 1945-47; Deputy Chief, Plans and Policies Div., Transportation Section, SCAP, Tokyo, Japan, 1947-48; Deputy Chief, Land Transportation Div., SCAP, Tokyo, Japan, 1947-48; Chief, Ryukyu Islands Import-Export Office, Tokyo, Japan, 1949-51; Deputy Comptroller, Transportation Corps, Dept. of the Army, Washington, D. C., 1951.

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

### Dean, Vice 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.

**BERGER ERICKSON, Texas Christian University.**

### Treasurer and Business Manager

Admin. Asst. to Construction Quartermaster, U. S. Army, Alexandria, Va., 1940-41; Admin. Asst. to Chief of Supply and Maintenance, USAAF Training Command, 1941-46; Business Manager, American Institute for Foreign Trade, 1946—.

**MABEL ERICKSON, Texas Christian University.**

### Registrar

Sec'y to Chief of War Organization and Movements Division, USAAF 1941-42; Sec'y to Commanding General, USAAF Training Command, 1942-46; Sec'y to President, American Institute for Foreign Trade, 1946-51.

**G. RICHARD CLANCY, University of Washington; Bliss Technical Institute.**

### Assistant to the President

Sec.-Treas., Union Oil Employees Ass'n, 1937-41; Major, Army of the United States, 1942-47; Elec. Utilities Specialist, Korean Mil. Govt., Tokyo, Japan, 1947-48; Chief, Ryukus Trade Group, Tokyo, Japan, 1948-49; Technical Consultant, Ryuku Islands Import-Export Office, Tokyo, Japan, 1949-50.

## 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; B.F.T., American Institute for Foreign Trade, 1948.**

### Director of Placement

## Library

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

### 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 City, 1946-48; Asst. Librarian, American Institute for Foreign Trade, 1949-51.

## 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

## **Business Department**

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

**PAUL O. DEUELL**, Behnke-Walker Business College  
Bookkeeper

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

**PAUL WIECHERT**  
Co-manager of Dining Hall

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

**JERRY A. JACKA**  
Chief Custodian

**AMANDA HENDERSON**  
Housekeeper

**CHARLES BRALEY**  
Storekeeper

## **Secretarial Staff**

**VIRGINIA ALVIS**  
Secretary to the Business Manager

**MAREN BLOMBERG, B.A.**, University of California, 1946  
Secretary to the Dean and Registrar

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

**VIONA PACE, B.S.**, Utah State Agricultural College, 1950  
Secretary to the Director of Placement

**RUTH JANET RICHARDSON**, Russel Sage College; Katherine Gibbs  
School, 1935  
Secretary to the President

## 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; United States Representative to GATT, Torquay, 1950-1951; Ambassador to Latin American Economic and Social Council, United Nations, 1951—.

### EMILY C. BROWN, A. B., Ohio State University, 1930; Graduate Study, University of Southern California, 1949-50.

Instructor in Area Studies

Member of editorial staff, The Panama-American, Panama, R. de P., 1934-36; Member of editorial staff, The Arizona Daily Star, Tucson, 1937-42; Army of the United States, 1942-45; Staff Correspondent, United Press, Southeast Asia, 1946-48.

### 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, B.F.T. American Institute for Foreign Trade, 1951.

Instructor in 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; Chairman, Intermediate Spanish, University of San Carlos, Summer, 1950-1951.

### GUILHERME DE CASTRO E SILVA, Graduate in Law, Faculdade de Direito, Universidade do Brasil, Rio de Janeiro, class of 1938. Certificate in Literature and Phonetics, Instituto Brasil-Estados Unidos, 1944-45. Certificate in English Studies, Indiana University, 1945.

Assistant Professor of Portuguese.

Teach of English, French and Portuguese, Instituto Arcoverde, Rio de Janeiro, 1938-41; Instituto Rabelo, Rio de Janeiro, 1938-48. Guest teacher of Portuguese, evening classes, Benjamin Franklin High School, Philadelphia, Pa., 1945. U. S. State Dept. guest lecturer, Philadelphia, Pa., 1945. Author.

### JUAN M. FRIKART, Bachiller, Colegio Nacional Norte, Buenos Aires, 1917; A.B., University of Arizona, 1925; B.F.T., American Institute for Foreign Trade, 1951. Graduate work in economics, University of Arizona, Summers 1950, 1951, 1952.

Assistant Professor of Spanish; Instructor in Foreign Trade

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; Army of the United States, 1942-45.

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

Instructor in 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 in Psychology and Education, Colegio Morelos, Aguascalientes, Mexico, and Instructor in 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 in Spanish, Mexico City, 1940-1946; Assistant in Instruction, and Instructor in Spanish, Yale University, 1947-1950; author: La Ensenanza de los Sonidos de la Lengua Espanola.

**WILLIAM D. HACKER, B.S.,** California Institute of Technology, 1931; M.B.A., Harvard University Graduate School of Business Administration, 1933.

**Visiting Lecturer in Management and Industrial Relations**

Research Assistant, Harvard University Graduate School of Business Administration, 1933-34; Assistant Secretary-Treasurer, Alloy Casting Association, 1934-38; Export Manager, American Lead Pencil Co., 1938-47; Sales Manager, Venus Pencil Co., Ltd., Toronto, Canada, 1940-42; Contract & Procurement Officer, New York Ordnance District, Army of the United States, 1942-45; Sales Manager, American Lead Pencil Co., 1946-50; Vice President, Venus Pencil Co. de Mexico, S.A., 1947-50; President, International Sewing Machine Co., Inc., 1950-51.

**FRANK ROBERT JACKLE, B.S.,** Missouri State College, Springfield, 1931; M.A., University of Missouri, 1935; additional graduate study: Universidad Nacional de Mexico, 1936; University of Missouri, 1937-39.

**Associate Professor of Spanish and Communications**

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.

**ROSS F. JONES, LL.B., LL.M.,** University of Kansas City, 1926, 1930.

**Associate Professor of Commercial Law**

Professor of Law, Corporations, Contracts and Torts, University of Kansas City 1931-35; Assistant Prosecuting Attorney, Jackson County, Kansas City, Missouri; Lecturer, Military Law and Statistics, Harvard University Graduate School of Business Administration, 1942-44; Lecturer on Military Law M. I. T. and New York University 1942; Conducted series of special lecture courses in Military Law, Brown University, Amherst College, Bowdoin College; President, Gregg School of Commerce, Phoenix, Arizona, 1945-50; Member, Law Firm, Jones, Henderson & Trew; Member, Missouri, Kansas City, Arizona, Maricopa County and American Bar Associations; Major, United States Air Forces, Retired.

**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.

**CARMEN MADRIGAL, Bachiller en Ciencias y Letras,** Colegio Superior de Senoritas, Costa Rica, 1938; Maestra Normal, Universidad de Costa Rica, 1940; Graduate Study in Social Service, Escuela de Ciencias Economicas y Sociales, Costa Rica, 1944-45; Import-Export Certificate, Poza Institute, New York, 1947.

**Instructor in Spanish**

Teacher at Escuela Juan Santamaria, Curridabat, Costa Rica, 1941-45; Private classes in Spanish, New York, 1946-48; Translator, Universal-International Films, Inc., New York, 1948-51.

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

**Director, Department of Foreign Trade and 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; Certificate in Spanish, Brooklyn Trade and Technical School, 1920.

Instructor in Portuguese and Spanish

Translator of Portuguese, Spanish, French and Italian, and secretary to the Translating Department, National City Bank of New York, 1920-46; Private classes in Spanish, The National City Bank of New York, 1941-46, the Colonial Trust Company, New York, 1946-47; Teacher of Portuguese, Berlitz School of Languages, 1947-48, and Downtown School of Spanish, New York, 1948-49.

**WILLIAM B. OGILVIE, A.B.**, University of California, 1940; B.F.T., American Institute for Foreign Trade, 1952.

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.

**ANGELA PARATORE, A.B.**, University of Wisconsin, 1934; Ph.D., Cornell University, 1951.

Assistant Professor of Linguistics

Instructor in English for Foreigners, University of Michigan, 1944-1946; Instructor in English for Foreigners and Instructor in Spanish, Cornell University, 1947-51; Fulbright Research Fellow, Italy, 1951; co-author: Speaking and Writing Spanish.

**GERARD R. RICHTER**, University of Berlin, (Economics, Finance, Foreign Trade), 1925-1926.

Associate Professor of Foreign Trade

American Export Dept., Wm. Hartmann & Co., Inc., Berlin, 1925-1926; Asst. Import Mgr., Sociedad Imprenta y Litografia Universo, Valparaiso, Chile, 1927-29; Asst. Export Mgr., W. A. Sheaffer Pen Co., 1930-1942; Army of the United States, 1943; Asst. Export Mgr., Export Promotion Mgr., Miles Laboratories, Inc., 1944-45, 1949-51; Export Mgr., Kirsten Pipe Co., 1946-1948.

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

Director, Department of Area Studies and Professor of Area Studies and International Relations

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; President, American Institute for Foreign Trade, 1949-1951; Member, Julius Klein Economic Mission to Peru, 1952; author: Latin America: A Descriptive Survey, The Manila Galleon, and other works.

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

Professor of Foreign Trade (On Leave of Absence, Fall Semester, 1952)

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.

**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.

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

Director, Department of Languages and Professor of Languages and Linguistics

Instructor in Spanish, Oberlin College, 1927-29; and Yale University, 1942-43; 1947-48; Instructor, English Language Institute, University of Michigan, 1943, 1950; Director of English Program, Escuela Nacional de Antropologia, Mexico City, 1943-44; Dir. of Courses, English Language Institute in Mexico, 1944-46; Dir. of Latin American Programs, Overseas Training Service, Inc., Goshen, N. Y., 1948-1949; Language Consultant, Socony-Vacuum Oil Co. of Venezuela, 1949-52.

**GEORGETTE SAUVIAT WHITE, Baccalaureat, Lycee Lamartine, 1941; Licence en Droit, Faculte de Droit de Paris, 1944; M.A. in Economics, Indiana University, 1949.**

Instructor in French

Teacher of English, Ecole Paul Bert, Paris, 1944-45; Tutor in French, Indiana University, 1947-49.

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

Associate Professor of Accounting and 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; instructor in business law, Phoenix College (night school), 1950-51.

### Honorary Lecturers

The following Phoenix business and professional men, who regularly lecture to students at the American Institute for Foreign Trade on the more practical aspects of their respective business or professional activity, have been named Honorary Lecturers:

G. E. Arnold, Valley National Bank; M. O. Best, M. O. Best Co.; Vincent Chase, American Linen Supply, Phoenix; George V. Christie, First National Bank of Arizona; William L. Constance, Westinghouse Electric Supply Co.; C. R. Driscoll, National Cash Register Co.; Max A. Dunlap, New York Life Insurance Co.; Genaro A. Florez, Visual Aids, Inc.; Charles W. Fernald, Safeway Stores.

Hobe Franks, Republic & Gazette; C. A. Geoffroy, International Business Machines Corp.; Barry M. Goldwater, Goldwaters, Inc.; G. R. Herberger, G. R. Herberger, Inc.; Charles E. Hoover, Republic & Gazette; J. D. Inderrieden, Trans-World Airlines; John M. Jacobs, John M. Jacobs Farms; Duncan Jennings, Jennings-Thompson Advertising Agency; J. F. Lanser, Arizona Brewing Co., Inc.; Paul McAdam, McAdam Co.; A. E. Maddy, Sears Roebuck & Co.

Fred C. Mehl, Arizona Hardware Co.; Lawrence Mehren, California Fruit Growers; I. J. Miller, The Towne Shop; Spencer H. Nitchie, Butane Corp.; James Patrick, Valley National Bank; Sheldon G. Pooley, National Cash Register Co.; Fred S. Porter, Jr., Porter's; Joseph H. Porter, Porter's; Ben Projan, Hanny's; Earle S. Prudhomme, General Electric Co.; Harry Robertson, Phoenix Engraving Co.; W. L. Rutan, National Cash Register Co.

Ed M. Ryan, Ed M. Ryan and Co.; E. C. Sherman, Sears Roebuck & Co.; Ivan N. Shun, Advertising Counselors of Arizona; Arthur J. Smith, Jr., Reynolds Metals Co.; Randolph E. Soranson, Merrill Lynch, Pierce, Fenner & Beane; Frederick K. Steiner, PBSW Supply & Equipment Co.; Buell E. Tade, B. E. Tade Co.; J. L. Tade, B. E. Tade Co.; Jack Williams, Radio Station KOY; Don Willis, Arizona Public Service Co.; Rudolph G. Zepeda, Valley National Bank.

# 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 accounting. In addition, courses in international relations were provided.

The Institute opened its doors on October 1, 1946. The first class was graduated on June 15, 1947.

### **Results**

The effectiveness of the AIFT training program has been demonstrated by the ever-increasing interest of American business in graduates of the school.

Of the little more than 1,200 graduates of the American Institute for Foreign Trade, more than 400 are now overseas in key positions with U. S. business firms or government agencies. At least an equal number hold domestic posts in foreign trade or are in training for eventual assignment overseas.

The American Institute for Foreign Trade has successfully filled a long-standing need for people realistically trained for work in foreign trade, and in this way helps promote international understanding. Nor should it be overlooked that those who go into domestic business have likewise found value in the school's intensive courses in commercial techniques.

### **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 an American 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 generally 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.

## AWARDS

### **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 a member of each graduating class of the Institute who is considered especially deserving from the standpoint of scholarship, character and accomplishment. The award is honorary, and does not carry a stipend.

### **The Wall Street Journal Award**

A silver medal and a year's subscription to the Wall Street Journal is awarded at the end of the spring semester to a graduating senior who has been a member of an Accounting 300 class. The award is made on the basis of general excellence in analysis of financial statements and ability to interpret the statistical reporting as given in the Wall Street Journal.

### **The American Business Enlightenment Award**

The imagination and generosity of Dr. Jonas H. Mayer, Vice President of the American Linen Supply Company, are responsible for the establishment of an annual award to that AIFT alumnus who through his own progress has reflected the most credit on the cause of American business abroad. The award, established in 1951, carries no stipend.

# CAREER OBJECTIVES

Training at the American Institute for Foreign Trade is geared to the executive level. Employers seeking Thunderbird graduates look for men and women who expect to **accept responsibility**. Banks want prospective bank officers; import-export houses want prospective department heads; sales organizations want men and women who can later assume administrative roles.

The occupational fields of interest listed below are intended as a guide to the **initial assignment** a graduate of AIFT can expect. In planning your career, and your curriculum at the Institute, think always in terms of your executive potential.

In addition to the occupational fields, there are also the world areas to be considered. If, for example, your greatest interest is in Latin America, the language you should select is Spanish or Portuguese; if you want to live and work in Europe, the language for study is French. If, however, your interest centers in the Far East, you may substitute accounting for language work, taking the language course entitled: Approach to Language Learning. Of the languages taught at AIFT, French would prove most valuable to you in Asian areas.

The course plans suggested below should serve to help you pinpoint your field of occupational interest. Judicious selection of the world area in which you are most interested, coupled with consideration of the occupational field to which you seem best adapted by experience and temperament, should provide you with a satisfying career.

**International Commerce.** The broadest of fields, it contemplates a career as export manager, exporter or importer, freight forwarder, factor, or general official of a concern engaged in international business. Those interested in this field should have a foreign trade sequence, a marketing sequence, a working proficiency in at least one foreign language, and a knowledge of at least one world area. Suggested electives include accounting, salesmanship or advertising, or international relations.

**International Banking.** This specialization contemplates employment by a bank engaged in international business, either as an officer in a foreign branch, as an overseas travelling auditor, or in the bank's foreign department. Candidates should have a foreign trade sequence, accounting (to include analysis of financial statements), a working proficiency in one foreign language, and a knowledge of at least one world area. Suggested electives include foreign marketing, area research work, or international relations.

**International Marketing and Sales.** This specialization contemplates employment in overseas marketing operations, sales or advertising, by an exporting or importing manufacturer, manufacturer's agent, distributor, advertising agency, publisher, franchise holder, or

supply house. Candidates should have a marketing sequence, a course in foreign trade, salesmanship or advertising, a working proficiency in at least one language and knowledge of at least one world area. Electives include international relations or additional area work.

**Government Service.** This specialization contemplates employment by the U. S. Government, United Nations, or other governmental or quasi-governmental organizations working in the international field. Specific functions include the consular and diplomatic fields, attache service in various specialties, intelligence work, service in public affairs, library and cultural institute programs, the Foreign Service Staff, and translating and interpreting. Candidates should have international relations, as much area study or area research work as they can take, a foreign trade course, and a working proficiency in at least one foreign language. Marketing or research work in international relations are suggested as electives.

**Foreign Trade—Domestic.** This specialization is designed for those who plan on a career in foreign trade which will not involve assignment to a foreign country. Occupations include employment in an export manager's office, a freight forwarding agency, the freight or passenger offices of an overseas shipping company or airline, the foreign trade department of a chamber of commerce, and the foreign department or foreign exchange department of a financial house. Although in all of these employments familiarity with a foreign language is highly desirable, there are many positions in these fields in which it is not essential to success. Candidates should have accounting, area studies and international relations, and marketing and foreign trade sequences. Salesmanship, advertising, and additional area work are suggested as electives.

**Technician—Foreign Assignment.** The technically trained specialist who plans to practice his profession in a foreign country can usually adapt himself to foreign assignment by completing the basic curriculum requirements. Personnel included in this category are those who have already qualified in engineering, professional accountancy, industrial relations, agriculture, the sciences, law, public health, and similar occupations. In the cases of such students, heaviest emphasis should be placed on languages and area studies and on other subjects which are particularly valuable to technical personnel abroad.

### **Special Students**

In addition to providing training for the fields designated above, comprehensive and intensive work is offered in any of the three departments of the school. A student may enroll, for example, to specialize only in languages, area studies and international relations, or foreign trade. In such cases, he will be enrolled as a Special Student, not subject to the basic curriculum requirements. Students electing to take work in only two of the three departments will likewise be classified as Special Students.

# THE THUNDERBIRD PLAN

## Placement of Graduates

The American Institute for Foreign Trade maintains an active Placement Office which is in contact with the leading American business firms in international commerce and with the various U. S. government agencies hiring personnel for service abroad. Every effort is made by the Placement Office to put students in contact with the firms in which they are interested and to provide the type of employment for which they are best suited by experience or training. Placement services are available to students at the completion of the one-year course.

During the 1951-1952 academic year, approximately 40 leading business firms and U. S. government agencies sent representatives to Thunderbird to interview prospective graduates. In addition, the Placement Office was in correspondence with about 75 other firms interested in employing AIFT graduates. Interviews were arranged for graduates at the headquarters offices of the various companies and in several cases applicants were flown east for interviews at the expense of the companies.

There is a particular demand for students with technical, semi-technical, and accounting backgrounds. Those holding engineering or other professional degrees command a high priority in placement. Students with pre-medical backgrounds are in demand by pharmaceutical houses and those with accounting backgrounds have a wide range of employment opportunities.

Opportunities for women graduates have increased in the past few years. Employment with U. S. government agencies is a wide field open to women graduates. In addition, several business firms have expressed interest in women employees. Registered nurses, dieticians and school teachers are in demand.

Although employers express greatest interest in graduates in the 25 to 35-year-old age bracket, opportunities for older and experienced men continue to develop.

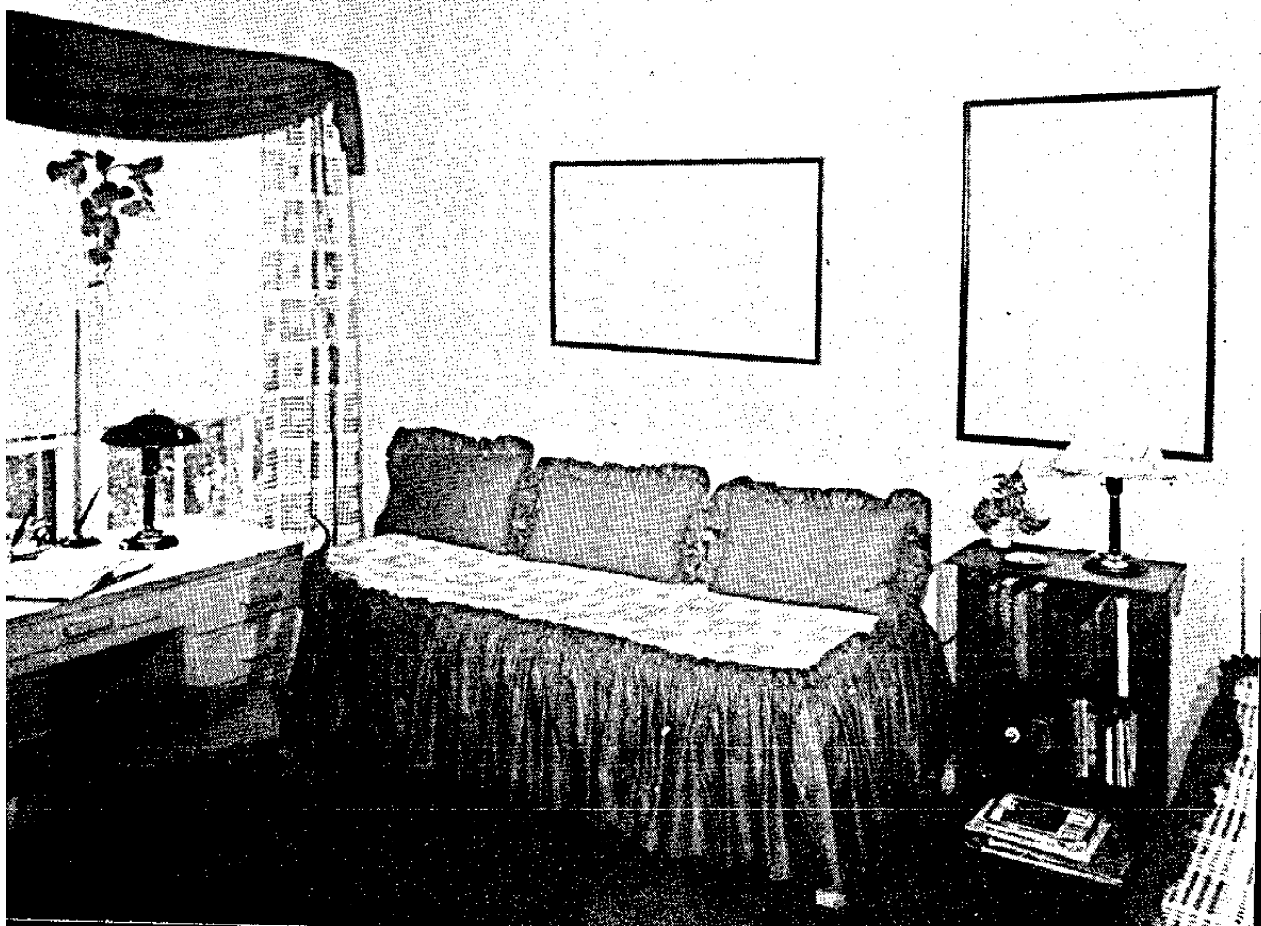
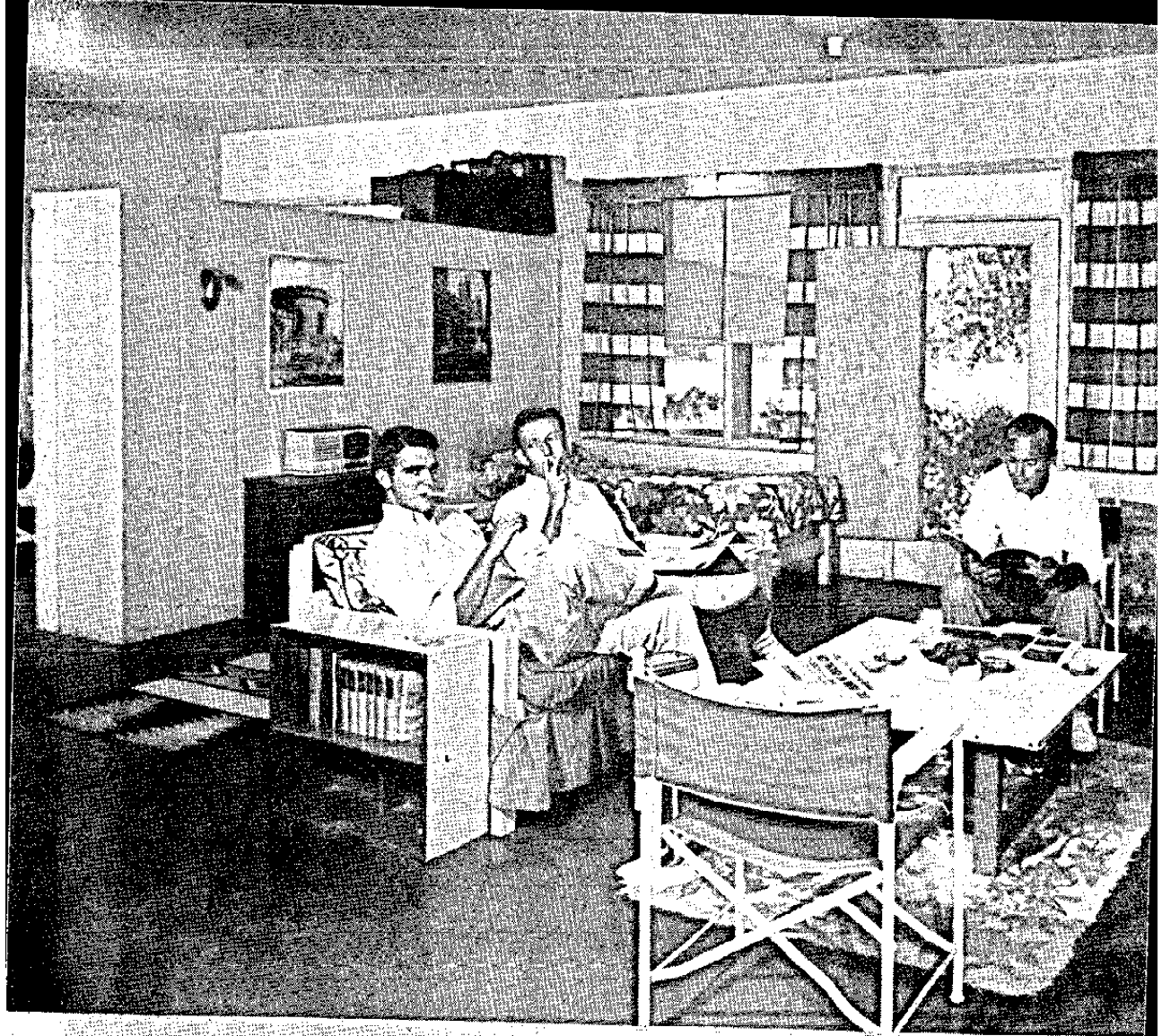
Each student is handled individually and the Placement Office provides as much assistance as possible in securing him employment in the foreign field. The Institute cannot, however, guarantee satisfactory assignments for all of its students. Its previous record is indicative of the success of its program. Eighty-four percent of last January's graduating class received employment offers before graduation.

## Instruction for Wives

One of the distinctive features of the course of training at the Institute is the opportunity given wives of regularly enrolled students to take the courses offered in languages and area studies with no tuition charge. The rules governing attendance and scholastic standing







apply to these women students. No auditing of classes is permitted in the language courses.

Firms sending married men abroad have come to evaluate highly the training given wives at Thunderbird. By their participation in the academic work, wives indicate their interest in their husbands' careers and have proven themselves to be much more adaptable to situations encountered in foreign countries. Many business firms, which formerly limited their employment to single men, have now come to realize the important contribution which can be made by the AIFT-trained married couple.

### **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 wartime primary pilot schools, Thunderbird Field I. It is situated approximately 16 miles northwest of Phoenix, Arizona. The Salt River Valley, of which Phoenix is the principal city, is recognized as one of the great winter resort areas of the country, famed for its beautiful 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 14 classrooms, a language laboratory, and 12 language listening rooms. The front wing of one of the two hangars houses the Library. The interior of the other hangar is used as a parking area.

### **Student Life**

One of the unique characteristics of the Institute's educational approach is the friendly informality of life and work at Thunderbird. It is doubtful whether there is any collegiate institution in the United

States where relationships between students and faculty members are closer.

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

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.

### **Conduct**

Students at the Institute are preparing themselves for careers in which they are more than likely to be given responsibility far from supervision. Their employers and their country will be judged by the way they conduct themselves. They are therefore expected so to demonstrate self-control while here that the Institute may wholeheartedly recommend them as reliable, well-behaved people.

Considerable individual liberty is allowed, but the student must remember that he is one of a small, closely-integrated community, whose other members have the right to be free from unwarranted disturbance.

When a student exceeds the bounds of behavior acceptable in a community, he will be warned. Repeated excess will result in his being asked to move off campus or to discontinue his course.

### **Recreation and Sports**

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 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.

## 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 Day 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, 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 Marketing Club, affiliated with the American Marketing Association, 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.

**Language Choruses.** Organized Spanish, Portuguese, and French choruses meet weekly for practice sessions. Those participating learn the folk songs in the languages which they are studying. These choruses are called on from time to time for public performances and appearance on radio and television programs. The Christmas pageant, Las Posadas, is the annual presentation of the combined language choruses.

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

## **Medical Services**

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 is available on call at all times 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, but charges are made for infirmary services to children.

## **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.

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.

### **Pets**

Students are not permitted to have dogs on the campus. Other pets are subject to the approval of the Institute.

# LIVING ACCOMMODATIONS

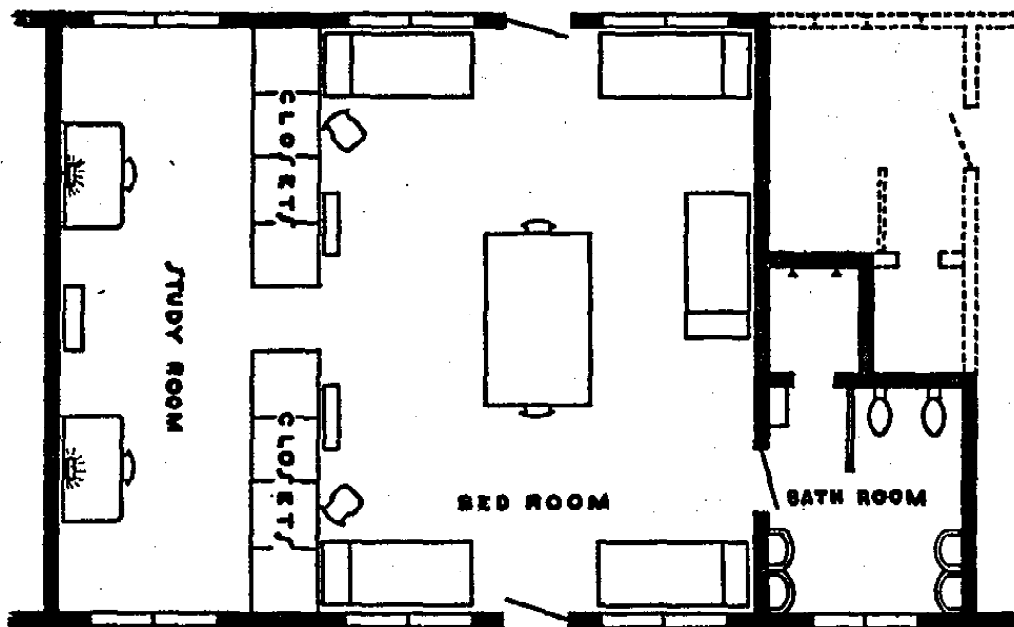
## The Unmarried Students' Dormitories

Unmarried students are housed in 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. Each room has its private bath and its own heating and air-conditioning units.

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

The lodging charge for single students is \$75 per semester. Board for single students is \$325 per semester.

The diagram on this page shows a typical arrangement of unmarried students' quarters.



### Linen Service

Linen service is available through the American Linen Supply Company. Cost of a bundle of two sheets, one pillow case, and two towels is 60 cents. This price is subject to change.

### Women Students

Women students are housed either in the large dormitory rooms, described above, or in double rooms in the married quarters areas (see page 26 for description of these rooms).

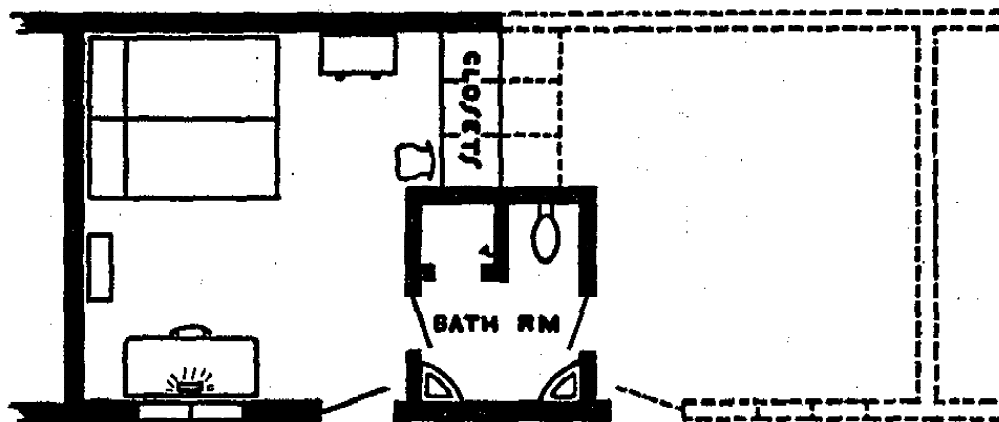
## The Married Students' Dormitories

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 (see p. 25 for linen service). Rugs, curtains, and any additional furnishings desired must be furnished by the student. 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.

The lodging charge for married students resident on Thunderbird Field with their wives is \$150 per couple, per semester. Board for married couples is at the rate of \$325 per person.



## Married Students with Children

There are a limited number of apartments available on the Thunderbird campus for married students with children. Since there is a great demand for these apartments, prospective students are urged to make firm reservations at the time their applications are completed. Rental for the apartments is \$50 per month.

The apartments, 29 by 24 feet in size, are partitioned into the various living areas by means of storage cabinets. Three-burner gas plates and ice boxes are provided. Students desiring electric refrigeration or regulation-type stoves should provide their own equipment.

The Institute provides beds, mattresses, pillows, chairs, tables, reading lamps and two blankets per occupant. Additional furnishings desired should be provided by the student.



# FEES AND STUDENT AID\*

**Tuition.** The basic rate of tuition charge at the American Institute for Foreign Trade is \$25 per semester hour. Successful completion of 32 hours of academic work is required of candidates for the Institute's Basic Certificate. A student completing his work in two semesters will be charged at the minimum rate of 16 hours per semester (\$400) regardless of the number of hours he carries. He may carry as many as 19 semester hours of work; more, if his petition for an additional academic load is approved by the Dean. If, however, he carries 19 hours the first semester and 13 hours the second semester (or a similar imbalance), he will still be subject to the minimum rate charge for each semester.

Students who do not have a baccalaureate degree and who need 64 hours credit to complete requirements for the Bachelor of Foreign Trade degree (see page 36) will likewise be charged at the semester rate, if the course is completed in four semesters.

All other students, who, because of financial or other considerations, require more than two semesters to fulfill requirements for the Basic Certificate or more than four semesters to complete degree requirements, can do so by taking less than 16 semester hours at the stated rate of \$25 per semester hour, but does not include infirmary or nursery fees for children.

**Fees.** Students will be charged a comprehensive fee of \$25 per semester, regardless of the number of semester hours of academic work carried. The fee includes registration, activities, medical service, library, and athletics.

A thesis fee of \$25.00 will be assessed each graduate student during his fourth semester in residence.

**Board.** Board at the Thunderbird dining hall is at the rate of \$325 per person, per semester.

**Lodging.** Lodging is at the rate of \$75 per person, per semester: i.e., married couples, \$150 per semester. Rental of apartments for married students with children is at the rate of \$50 per month. Firm reservations for the apartments are made in the order in which completed applications are received.

The average annual cost of attending the Institute, if the course is completed in two semesters, is as follows:

<b>Single Students</b>		<b>Married Couples</b>	
Tuition	\$ 800	Tuition	\$ 800
Fees	50	Fees	50
Board	650	Board	1300
Lodging	150	Lodging	300
	\$1650		\$2450

\* Veterans, see page 29.

Books and instructional supplies are not included in the regular tuitional charge. In the majority of cases the total value of books and supplies will not exceed \$75 per student for the entire school year of two semesters.

In the event of a student's withdrawal or dismissal from the Institute during the course of a semester, the tuition and fee charges are 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 and Fees 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)

### Scholarships

Funds available to the Institute for scholarships are limited. However, the Institute is always ready to give consideration to requests for scholarship aid from well-qualified students who make application for such assistance.

One group of tuition 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 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.

### Student Loan Funds

**William Lytle Schurz Fund.** A student loan fund was set up in February 1952, in the name of Dr. William Lytle Schurz, Director of the Area Studies and International Relations Department and former President of AIFT. Initial contribution was made by the Institute's Student Affairs Council and continuing support is being made by alumni and interested friends of the school. The fund honors Dr. Schurz because of his belief that "the basic idea of a loan fund is very American in that it gives a worthy individual a chance to do something for himself."

**The Pan American Society of San Francisco.** The Pan American Society of San Francisco established in 1951 a loan fund to aid students from the Bay Area and northern California who wish to prepare themselves for careers in foreign trade. Non-interest-bearing loans up to \$500 will be considered by the Society. Application should be made through the Registrar, American Institute for Foreign Trade.

**Soroptimist Club of Glendale.** The Soroptimist Club of Glendale, Arizona, has established an emergency loan fund for short-term, non-interest-bearing loans to help students already enrolled in the school defray unexpected or emergency expenses.

**Tucson Altrusa Club.** The Altrusa Club of Tucson, Arizona, has established a fund to help women students interested in careers in foreign trade or government service abroad. Loans up to \$100 will be honored.

With the exception of the Pan American Society of San Francisco fund, all loan funds are administered through the AIFT Business Office.

### **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.

### **Veterans**

The Institute's program is approved for veterans under Public Laws 346 and 16.

**Public Law 346.** In order to provide for the payment of his tuition and fees at the Institute's rate of \$850.00 for the school year, plus a maximum of \$75 for required textbooks and supplies, a veteran enrolling under Public Law 346 may sign a waiver of sufficient future eligibility to cover the excess over \$250 per school semester. This will use approximately six and one-half months of additional entitlement for each two semesters. In other words, two semesters' attendance (eight and one-half months, approximately) will require fourteen months and approximately 15 days of entitlement at the accelerated rate.

For more detailed information and for clarification of his individual case, a veteran candidate under Public Law 346 is urged to consult local Veterans Administration officials.

When requesting his Certificates of Eligibility and Entitlement, a veteran should:

1. Make certain that Space 8 of that certificate contains the following wording: "Valid for a course in Foreign Trade and Relations at the American Institute for Foreign Trade, Phoenix, Arizona, commencing with the Fall, 195— (or Spring, 195—) term."

2. After securing the Certificate of Eligibility and Entitlement, the veteran should request transfer of his records to the Veterans Administration Regional Office, Phoenix, Arizona.

**Public Law 16.** A veteran candidate under Public Law 16 should likewise consult local Veterans Administration officials for information as to how he may qualify for educational benefits applicable at the Institute. The veteran **must be approved for training before he enters training at the Institute.**

A veteran student who takes less than 12 semester-hours of work in any semester will be regarded as a part-time student, and the tuition charge will be at the rate of \$25 per semester-hour.

### Draft Deferment

Students eligible for the draft are referred to a paragraph contained in a letter received by the Registrar in November, 1951, from Deputy State Director of Selective Service for Arizona, who said:

"We are happy to advise that in the opinion of our National Headquarters your institution fulfills the requirements of a 'similar institution of learning' for consideration under Section 1622.25 of Selective Service Regulations."

## SPECIAL INSTRUCTIONS

The Post Office address for students is:

The American Institute for Foreign Trade  
P. O. Box 191  
Phoenix, Arizona

Packages shipped by express or freight, however, should be addressed c/o The American Institute for Foreign Trade, Glendale, Arizona (no post office box number), rather than Phoenix.

The winter climate in the Valley of the Sun is mild, but a student is advised to bring warm clothing since the temperature drops during the night and early morning hours. For the fall and spring months, students should have light summer clothing.

# INTENSIVE COURSES

## AIFT Key-Man Course

The highly successful AIFT Key-Man Course which was inaugurated in 1951 provides a six weeks intensive training course for personnel destined for overseas assignment.

Men slated for key positions in Latin American operations are given the equivalent of two years of normal college work in a foreign language during their six weeks residence at Thunderbird. Each student receives a minimum of 27 and one-half hours of classroom work per week in languages in groups of six or less, and several hours in conference-type seminars in which the background, customs, traditions, and points of views of the countries to which they will be assigned are discussed.

It is the policy of the Institute to offer these courses at least twice during the academic year. Four members of the regular language faculty of the Institute are assigned to the special intensive instruction of those enrolled in a Key-Man course.

At the end of the course, students have gained the ability to converse readily in every-day Spanish and have a working vocabulary of 2,000 words. In addition, they have achieved a reading proficiency at the level of daily newspapers and normal business correspondence. The student is then ready to increase his vocabulary and his fluency at a very rapid rate after his arrival at his foreign assignment.

The course is especially applicable to young men who have completed their basic training with a company and need the language and area study background provided in order to be immediately effective in an overseas post. It also offers a practical solution to the training problem which arises when a business firm wishes to assign a veteran domestically-trained executive, sales or merchandising man, accountant, engineer, or other employee to a responsible post in a foreign country.

Housing is provided at Thunderbird in attractive ranch-type buildings and meals are served in the Institute's dining hall.

Wives of men undertaking the Key-Man course are enrolled in the classes tuition-free, following the AIFT policy for the normal school year. Wives are charged only for room and board. Experience has proven that couples trained as teams for overseas services are the most effective representatives abroad.

Charge for the Key-Man course is \$1,000, including room and board.

## Summer School

The American Institute for Foreign Trade has gained nation-wide recognition for the excellence of its language training program. In 1953, for the third consecutive year, AIFT is offering this training at a special six weeks session, from June 15 to July 25. A week's guided tour of Mexico follows the summer session.

Conversation courses in Spanish and Portuguese are offered at beginning, intermediate, and advanced levels (see pp. 45-46 for description of courses). Students taking beginning or intermediate work in either language receive fifteen 60-minute periods of classroom instruction per week for the six weeks period, and are entitled upon successful completion of the course to six semester hours of credit. Students taking advanced instruction receive eleven 60-minute periods of classroom instruction per week and upon successful completion are entitled to five semester hours of credit.

A special course for teachers, taught at the graduate level, is also offered during the summer session. Called "The Linguistic Approach to the Teaching of Languages," this course is described on Page 47. This course is recognized as an extension course at the graduate level by the University of Arizona and by the Arizona State College at Tempe, under their usual regulations.

Credits obtained during the summer session may be applied either at the Institute, or at other institutions of higher learning which accept credits for this type of intensive language instruction.

In the case of students enrolled in the Institute's regular course, work taken during the summer session is regarded as additional, whether the summer work is taken before the start of the students' first semester, between semesters, or after graduation from the Basic Course. Such students will ordinarily be required to complete successfully a minimum of 32 semester hours in the regular program, in order to qualify for graduation, although in certain instances, a student who has failed a portion of his language subjects during the regular course may be permitted by the faculty to apply credits gained in the summer session towards his Basic Certificate. In the case of students who successfully complete the minimum of 32 semester hours in the regular course, and in addition take the summer program, the extra credits thus earned are applicable towards advanced work.

Board and lodging are available on Thunderbird Field during the summer for both married and single students, with a few quarters for small families. All quarters are air-conditioned.

Tuition cost for the six weeks summer session is \$125. Room and board is at the rate of \$25 per person, per week. The trip to Mexico is at the student's expense.

# RESEARCH FACILITIES

## 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, Portuguese, and French books. Emphasis is placed on current information. Over 170 periodicals and 15 newspapers, including important foreign 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 is maintained, containing up-to-date material covering countries, industries, commodities, business firms and all other subjects pertaining to the curriculum. Books may also be secured through an inter-library loan agreement.

## Research Counselling Service

The AIFT faculty includes a Research Counsellor who assists students in gathering material for the presentation of oral and written reports required in the various courses.

The Research Counsellor is in contact with the information distribution services of the various nations of the world, as well as the U. S. Government, and with the various business houses in international commerce.

Conferences with the Research Counsellor also help shape a student's career objective. The student is then encouraged to do his research work in connection with the occupational field in which he is most interested and in the country or world area to which he is most attracted.

Material secured through the Institute's Research Counsellor is eventually incorporated in the Library's permanent files and provides an ever-increasing wealth of material at the student's disposal.

# ACADEMIC STANDARDS

## Accreditation

The Institute has been formally granted full accredited standing by the University of Arizona. All courses satisfactorily completed at the Institute are accepted for full credit by the University of Arizona and all other educational institutions of the State of Arizona. Most courses given by the Institute are likewise normally accepted for full credit by colleges and universities throughout the United States.

## 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:

- 1 — 93% - 100% (Carries 1 grade point)
- 2 — 85% - 92% (Carries 2 grade points)
- 3 — 77% - 84% (Carries 2 grade points)
- 4 — 70% - 76% (Carries 4 grade points)
- 5 — Failure (Carries 5 grade points)

Inc.—Incomplete. Must be removed within one semester by completing work, otherwise reverts to "5".

W—Withdrawal. With Registrar's approval, subject to conditions announced in catalogue.

Grades are given out by the Department concerned or by the Registrar's Office.

For each semester-hour of credit in a subject, grade-points are assigned equal to the grade earned. Thus a grade of "1" in a 3-hour subject gives the student 3 grade points, a grade of "2" in a 3-hour subject gives 6 grade points, and so on.

A student's scholastic standing is computed by averaging his grade-points, that is, dividing the total number of grade-points received by the number of credits earned.

A student cannot allow his grade-point average to go above 3.2 and still remain in good standing. An average above that requires the student to be placed on probation; unless the grade-point average is lowered during the subsequent semester, the student may be asked to discontinue his course. The Certificates of Graduation require a grade-point average of not more than 3.2.

In case a student is asked to discontinue his course for reasons of unsatisfactory progress or conduct, he may petition in writing for re-instatement after a lapse of at least one full semester. If re-instated, he is considered to be on probation for the first semester thereafter.



A student who fails, during his last semester, to pass a sufficient number of hours of work to entitle him to receive a 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 "3" or better, to make up for his deficiency at the Institute.

### **Attendance**

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

As a matter of policy, unexcused absences can be granted only to the number of hours credit granted for successful completion of a course. For example, in a 3-hour course a student is allowed only 3 unexcused absences.

Absences due to causes beyond the student's control are excusable by the Dean (in case of illness, on the written recommendation of the Nurse).

Work missed for any cause will be made up by the student by arrangement with the instructor.

Attention is called to the fact that the compression of the full school year between September 15 and May 29 makes Thanksgiving and Easter vacations too short to permit extended trips or visits to distant homes.

At the request of employers, a student's record of attendance is affixed to the data sheet given to an interviewer before he talks to a student. Record of a student's current academic record is also attached to his data sheet.

Abuse of the attendance regulations will result in the student being placed on probation or being asked to interrupt his course.

### **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.

# ADMISSION REQUIREMENTS

The Admissions 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.

**1. Candidates for the Basic Certificate of Graduation.** The Institute admits as candidates for its Certificate of Graduation, whose value is recognized particularly by American business concerns, those who have completed at least two years of study above the high school level in a recognized institution of higher learning, or have the equivalent in business or professional experience, and who meet the requirements as to character. The Certificate is awarded after successful completion of at least two semesters of required study.

**2. Candidates for the Degree of Bachelor of Foreign Trade.** The Institute admits as candidates for the advanced, specialized, fifth-year degree of Bachelor of Foreign Trade those who, upon matriculation, possess the prerequisite, namely, a Bachelor of Arts, Bachelor of Science or other recognized baccalaureate degree\* and who meet the requirements as to character. The degree is awarded to such candidates upon successful completion of the required two-semester course. It can also be achieved by those who enter with senior standing acquired elsewhere, upon completion of four semesters' study at the Institute.

**3. Candidates for the Degree of Master of Foreign Trade.** The Institute admits as candidates for the graduate degree of Master of Foreign Trade those who, upon matriculation, possess a recognized baccalaureate degree in the arts or sciences and who meet the requirements as to character. The degree is awarded upon successful completion of the required four-semester course.

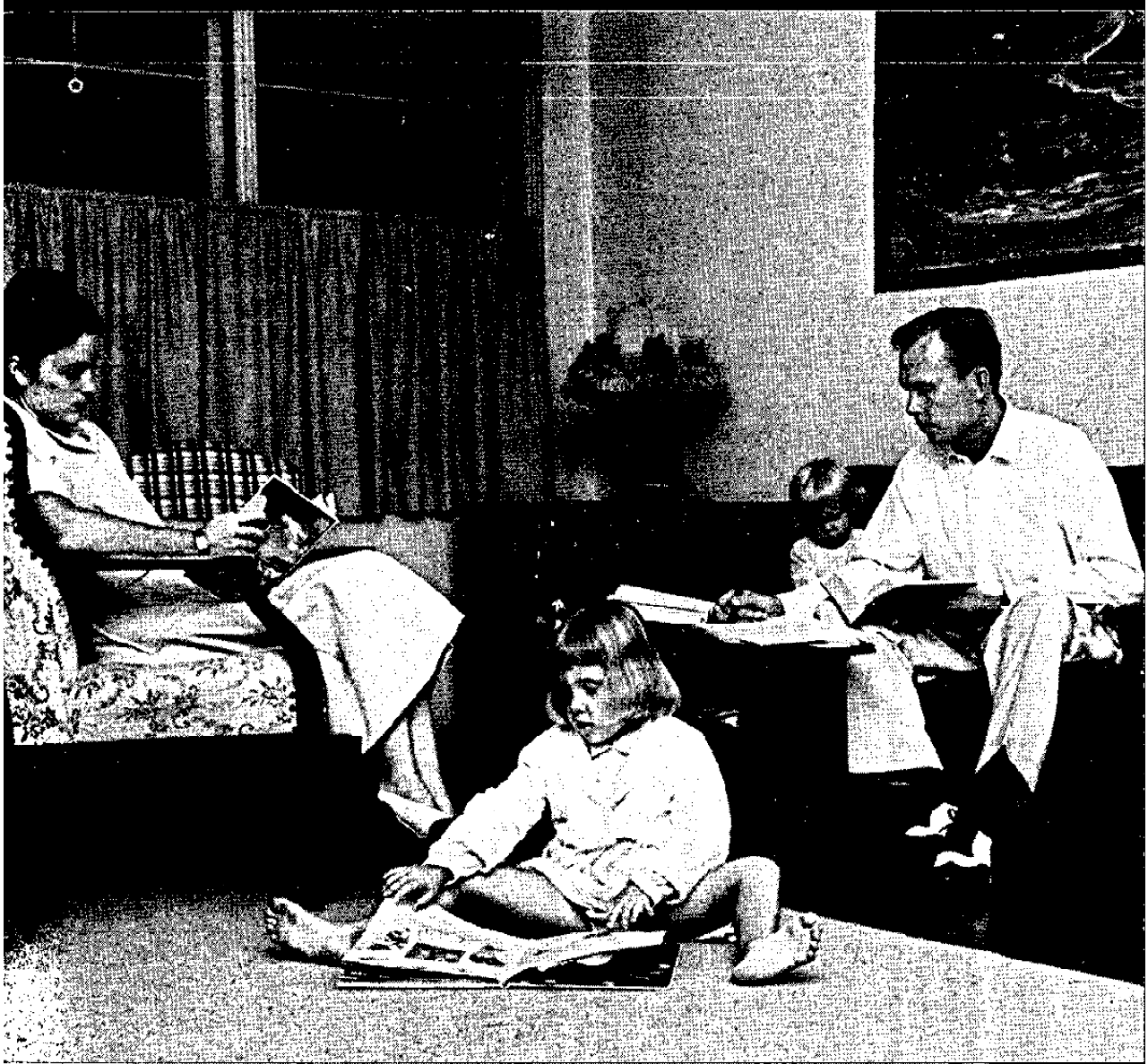
Candidates whose baccalaureate work is deficient in basic preparation in economics, marketing, and accounting will be required to complete adequate preparation before undertaking their third semester of work.

Students who enter the Institute without a recognized baccalaureate degree are not eligible for candidacy for the Master's degree.

**4. Candidates for Specialized Training.** The Institute's courses of study are also available to business concerns and government agencies for the training of men and women whom they have selected for foreign assignment, as well as to special students who desire to cultivate

\* Approximately 65 percent of the most recent classes entered the Institute after having received their baccalaureate degrees; a smaller number entered with a Master's degree.





their proficiency in any of the subjects offered in the curriculum. Unless the above requirements (1. or 2.) are met, no degrees or certificates are awarded in such cases, but credit earned is transferable.

### **Method of Application**

The prospective student should write to the Registrar, requesting an application blank which will be forwarded together with necessary instructions. See page 55 for request form.

The deposit after acceptance is \$20.00. Applicants should forward their check or money order in this amount to the Registrar 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.

## **THE COURSES OF STUDY**

The Institute offers, altogether, four semesters (two academic years) of work, comprising three major courses of study:

1. **Course I (Basic)** leading to the Basic Certificate of Graduation or the Bachelor of Foreign Trade degree after two full semesters of study. (See "Admission Requirements," p. 36.)
2. **Course II (Special)** leading to the Special Certificate of Graduation after three or more semesters of work. This Certificate, like the Basic Certificate of Graduation, is limited to those students not eligible for degrees because of deficiency in academic prerequisites.
3. **Course III (Graduate)** successful completion of which, coupled with successful completion of the Basic Course, entitles the student to the degree of Master of Foreign Trade, provided he meets the baccalaureate requirements at the time of his matriculation. (See "Admission Requirements," p. 36.)

The Basic Course is complete in itself, irrespective of any field of specialization, and is designed to develop knowledge and skill in the major functions of international commerce. It is prerequisite to the required and elective program of the Graduate Course.

The Basic Course covers three fields: Foreign Trade, Languages, and Area Study. Instruction in all three is closely integrated and thus gives the student a comprehensive understanding of the whole range of international operations. The Graduate Course has a threefold function: to reinforce and broaden the work of the Basic Course; to direct a student into original research with a view to developing his powers of selection, evaluation, and presentation; and to develop the responsibility and judgment that will be required of him in an executive assignment, foreign or domestic.

These functions of the Graduate Course result in a curriculum that provides for concentration, distribution, and integration in the student's program of study.

Students are accepted for either course at the start of the first semester in the fall, or at the start of the second semester at mid-winter.

### **Course Numbering**

All courses numbered in the 100 series are lower division. Courses numbered in the 200 series are in the upper division category, and all courses numbered in the 300 series are for graduate credit.

### **Curriculum Requirements**

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.

**Course I (Basic).** Though the requirements are kept as flexible as possible in order to meet the needs of individual students, a minimum course of study is required for the Bachelor of Foreign Trade degree or the Basic Certificate of Graduation. It consists of 32 or more semester hours of study successfully completed over a period of at least two semesters, including a proper choice of course sequences in each of the three departments. The following outline is considered to be fundamental, but is sufficiently flexible to be varied in consonance with career objectives, as described on pages 18 and 19.

**1. Languages. Course 100ab**

(In certain cases, with faculty approval, alternative requirements may be substituted for language requirements.)

**2. Area Studies and International Relations (choice of one).**

Latin America 200ab

Western Europe 200ab

Far East 200ab

International Relations 200ab

**3. Foreign Trade. Foreign Trade 200 and Marketing 200ab.**

Students whose previous education includes the equivalent of any of the above courses must select substitutes from among the other courses listed in the catalogue in sufficient amounts to reach the certificate minimum of 32 semester hours. The normal class load consists of 16 to 19 semester hours.

In certain circumstances, especially in the case of a younger candidate without a baccalaureate degree, the Executive Committee of

the faculty may decide that the applicant should take more than two semesters of work. Ordinarily the duration of the course in any individual case can be determined through correspondence or consultation prior to registration.

**Course II (Special).** This is designed for the student who desires additional work to qualify him for a particular type of career in foreign trade or international relations, or to broaden his qualifications. The additional work taken in Course II will ordinarily be selected from the more advanced courses offered in the Institute's program, but exceptions will be granted where a student who has reached an advanced proficiency in one foreign language wishes to enroll as a beginning student in another foreign language as part of Course II, or where he wishes to take courses in area or business subjects which he has not studied in his previous program. Course II may be commenced concurrently with Course I during the second semester in residence, depending upon the individual student's qualifications and educational background.

The student successfully completing Course II will be awarded a Special Certificate indicating the subject matter in which he has achieved advanced qualification. Thirty-two semester-hours, in addition to the Basic Course, are required for the Special Certificate.

Credit toward Course II requirements will be given for comparable work previously done at another institution.

**Course III (Graduate).** Candidates for the degree of Master of Foreign Trade, during their two years of residence, will complete a minimum of 64 semester hours of study, which shall include the following:

1. An approved thesis, equivalent to four semester hours of work, to be defended orally before a Thesis Committee.
2. A minimum of 16 semester-hours at the 300 level.
3. A minimum of 26 semester-hours at the 200 level.
4. A maximum of 18 semester-hours at the 100 level: to include Language 100ab, if a matriculating student cannot qualify for advanced language work, and Foreign Trade 100, required of students who have no previous college or university credit in economics.

Note: All courses submitted for graduate credit must be completed with a grade average of 80 percent (see p. 34).

Credit toward Course III requirements will be given for comparable work previously done at another institution. Transcripts will be evaluated upon application for enrollment as candidate for the degree.

# 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 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, research papers, use of visual education devices, and development by students under faculty guidance of special research projects on particular portions of major areas, or on particular problems.

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

- \*LA-200a **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
- \*\*LA-200b **LATIN AMERICA** (3 hours)  
A continuation of LA-100a.  
Dr. Schurz, Mr. Bohan and others
- \*FE-200a **THE FAR EAST** (3 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, Pakistan, Southeast Asia, The Philippines, Australia, and New Zealand. Discussions, lectures and readings.  
Miss Brown
- \*\*FE-200b **THE FAR EAST** (3 hours)  
A continuation of FE-200a.  
Miss Brown



- \*WE-200a THE ECONOMICS OF WESTERN EUROPE (2 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. Related problems of the Near East and North Africa are also considered. Lectures, discussions and readings.  
 Prerequisite: A course in the modern history of Europe.  
 Dr. Schurz
- \*\*WE-200b THE ECONOMICS OF WESTERN EUROPE (3 hours)**  
 A continuation of WE-200a.
- \*IR-200a BASIC ELEMENTS OF INTERNATIONAL RELATIONS (3 hours)**  
 An introductory study of intercourse between states, with special emphasis on current aspects and problems, political and economic. A survey of the relations of the United States with the Latin American Republics is included.  
 Dr. Schurz
- \*\*IR-200b BASIC ELEMENTS OF INTERNATIONAL RELATIONS (3 hours)**  
 A continuation of IR-200a.  
 Dr. Schurz
- AR-350 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, Miss Brown, and Mr. Luedtke
- IR-350 RESEARCH PROBLEMS IN INTERNATIONAL RELATIONS (1 or 2 hours)**  
 Directed research, within the limitations of materials available locally, on problems associated with international relations. This course, like the Area 350 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 International Relations Course.  
 Prerequisite: A university degree or completion of one semester of IR-100.  
 Dr. Schurz, Miss Brown, and Mr. Luedtke

## 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.

**FT-100 INTRODUCTION TO WORLD TRADE (2 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.

Mr. Richter and Mr. Frikart

**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 the 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 and Mr. Richter

**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. Richter

- AC-200a ACCOUNTING FOR MANAGEMENT (3 hours)**  
This course covers the fundamental techniques of book-keeping and accounting, presented from the viewpoint of what is essential to management. 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. This course should not be undertaken without plans to follow it with AC-200b.  
Mr. Wilson
- AC-200b ACCOUNTING FOR MANAGEMENT (3 hours)**  
Prerequisite: AC-200a or its equivalent.  
A continuation of the work offered in AC-200a.  
Mr. Wilson
- AC-250a INTERMEDIATE ACCOUNTING FOR MANAGEMENT (3 hours)**  
Prerequisite: AC-200ab or its equivalent.  
An expansion of the theory and principles covered in AC-200ab. Primarily for those interested in practicing in the field of accounting after graduation.  
Mr. Wilson
- AC-250b INTERMEDIATE ACCOUNTING FOR MANAGEMENT (3 hours)**  
Prerequisite: AC-250a.  
A continuation of the work offered in AC-250a.  
Mr. Wilson
- AC-300 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. Use is made of financial statements of many of the leading business houses of the United States. Can only be taken concurrently with or subsequently to AC-200b.  
Mr. Wilson
- AC-350 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, such as cost analysis, auditing, income determination, etc.  
Prerequisite: AC-200b or its equivalent.  
Mr. Wilson

- MK-200a** **MARKETING, FOREIGN AND DOMESTIC** (3 hours)  
 This course covers the fundamental principles of marketing and their application to foreign trade. It includes a study of the marketing functions, the consumer, trade channels, the marketing of agricultural and manufactured products, marketing research and policies, export advertising and sales promotion and technical procedures in foreign marketing.  
 Mr. Murphy
- MK-200b** **MARKETING, FOREIGN AND DOMESTIC** (3 hours)  
 A continuation of Marketing 200a.  
 Mr. Murphy
- MK-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. followed in making export and import shipments.  
 Prerequisite: A course in the principles of marketing.  
 Mr. Murphy
- AD-200** **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
- SL-200** **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: A course in the principles of marketing.  
 Mr. Murphy
- MG-300** **SEMINAR IN MANAGEMENT** (1 or 2 hours)  
 Problems in management abroad, presented in a short intensive course. Research paper, Further details to be announced.  
 Mr. Hacker

- PR-300 SEMINAR IN PERSONNEL RELATIONS (1 or 2 hours)  
 Problems in personnel, industrial and labor relations in foreign countries presented in a short, intensive course. Research paper. Further details to be announced.  
 Mr. Hacker
- CL-200 COMMERCIAL LAW (2 hours)  
 A course in the prevailing laws of contracts, corporations, partnerships, real and personal property, designed to familiarize the student with the legal aspects of business and commercial activities and to alert him to the importance of seeking proper legal assistance in making business decisions.  
 Mr. Jones

### Department of Languages

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 later in 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 (grammatical analysis), 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, Portuguese or French 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 foreign languages at mealtimes and in the dormitories and recreational activities. Reading ability is increased through wide use of periodicals and books published in foreign languages.

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

- FR-100a ELEMENTARY FRENCH (8 hours)  
**Conversation:** Directed practice in oral expression. Small groups under the guidance of a French-speaking instructor, conducted in French.  
**Fundamentals:** Explanation of structural forms and intensive drill.  
**Laboratory:** Ear training and speech exercises; imitation of phonograph records; practice with voice recording machines; dictation; French sound-track films; pronunciation and intonation drills.

- FR-100b INTERMEDIATE FRENCH (8 hours)  
 Prerequisite: Fr-100a or the equivalent.  
**Conversation:** Guided discussion of everyday life topics; oral reports on assigned readings.  
**Fundamentals:** Continuation of essential grammar explanations and intensive drill.  
**Laboratory:** Practice with phonograph records and voice recording machines; lectures; French sound-track films; dictation; pronunciation and intonation drills.
- FR-200a ADVANCED FRENCH (5 hours)  
 Prerequisite: FR-100b or the equivalent.  
 Content dealing with French points of view and current problems. Oral reports on assigned readings of French publications. Development of writing skill. Perfection of pronunciation and intonation.
- PO-100a 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 and intensive drill.  
**Laboratory:** Ear training and speech exercises; imitation of phonograph records; practice with voice recording machines; dictation; Portuguese sound-track films; pronunciation and intonation drills.
- PO-100b INTERMEDIATE PORTUGUESE (8 hours)  
 Prerequisite: PO-100a or the equivalent.  
**Conversation:** Guided discussion of everyday life topics, oral reports on assigned readings.  
**Fundamentals:** Continuation of essential grammar explanations and intensive drill.  
**Laboratory:** Practice with phonograph records and voice recording machines; lectures; Portuguese sound-track films; dictation; pronunciation and intonation drills.
- PO-200a ADVANCED PORTUGUESE (5 hours)  
 Prerequisite: PO-100b or the equivalent.  
 Content dealing with Brazilian points of view and current problems. Oral reports on assigned readings of Brazilian publications. Development of writing skill. Perfection of pronunciation and intonation.
- SP-100a 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 and intensive drill.  
**Laboratory:** Ear training and speech exercises. Use of Spanish sound-track films with scripts; imitation of phonograph records; practice with voice recording machines; dictation; pronunciation and intonation drills.

- SP-100b**      **INTERMEDIATE SPANISH**      (8 hours)  
 Prerequisite: SP-100a or the equivalent.  
**Conversation:** Guided discussion of everyday life topics, oral reports on assigned readings.  
**Fundamentals:** Continuation of essential grammar explanations and intensive drill.  
**Laboratory:** Spanish sound-track films; practice with phonograph records and voice recording machines; lectures; dictation; pronunciation and intonation drills.
- SP-200**      **SPANISH CONVERSATION**      (5 hours)  
 Prerequisite: SP-100b or the equivalent.  
 Content dealing with Latin American points of view and current problems. Written composition. Oral reports on assigned readings of Latin American publications. Development of writing skill. Perfection of pronunciation and intonation. Practice with voice recording machines.
- SP-300**      **ADVANCED SPANISH CONVERSATION**      (3 hours)  
 Prerequisite: SP-200 or the equivalent.  
 Practice in speaking for business and social occasions, news commentary and other public activities. Advanced written composition. Reports and discussions on outside reading. Expansion of vocabulary of a practical nature. Attention to individual problems of pronunciation and intonation.
- SP-310a**      **COMMERCIAL CORRESPONDENCE AND**      (3 hours)  
**BUSINESS SPANISH**  
 May be taken concurrently with or subsequently to SP-200a or its 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; current systems of measurements in Latin America.
- SP-310b**      **ADVANCED COMMERCIAL CORRESPONDENCE**  
**AND BUSINESS SPANISH** (a continuation of SP-310a)  
 Prerequisite: SP-310a or the equivalent.      (2 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; principles of accounting in Spanish.
- SP-320**      **TECHNICAL AND RESEARCH SPANISH**      (2 hours)  
 May be taken concurrently with or subsequently to SP-200b or its equivalent.  
 General terminology for mathematics, physics, chemistry and metallurgy, with particular reference to nomenclature needed in mechanical, hydraulic, electrical, and chemical engineering. Development of specialized vocabularies to suit individual requirements.

- LL-100**      **APPROACH TO LANGUAGE LEARNING**      (2 hours)  
 Designed for acquainting the prospective student of a foreign language with the procedures of learning to speak and understand the language through the application of linguistic principles and to train his powers of aural perception and oral production. The end result sought is to train him to be prepared to direct his own efforts in the learning of a new language with help of a native informant and, if possible, recordings.  
 Dr. Tessen
- LT-300**      **THE LINGUISTIC APPROACH TO THE TEACHING OF LANGUAGES**      (2 hours)  
 Summer Sessions Only. Designed for language teachers. Part I: Principles of linguistics; introduction to general phonetics and phonemics; problems in intonation; analysis of Spanish phonetics, analysis of Portuguese phonetics. Part II: Methods of language presentation; development of oral-aural skill in specific situations; grammar analysis; testing materials and testing procedures; placement examinations; normal, semi-intensive, and intensive presentations.  
 Dr. Tessen and others
- EN-100**      **FUNDAMENTALS OF ENGLISH.** Required of all students who fail to pass an entrance examination in the fundamentals of English.      (2 hours)  
 Explanation and considerable practice of the fundamentals of English. Current, practical language usage stressed in all elements of sentence structure. Attention given to vocabulary study, spelling, punctuation. Emphasis on principles of report writing: research, compilation, form.  
 Mr. Jackle
- EN-200**      **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 1951-52

## Class of June, 1952

Akers, William Gardner B.A., B.S., Kent State University	Chagrin Falls	Ohio
Alberts, William Henry B.S., University of Southern California	Ventura	California
Alexander, Sarah B.F.A., University of Arizona	Kirkland	Arizona
Azevedo, Richard W. B.S., University of San Francisco	Livermore	California
Bagnall, Eileen M.	Phoenix	Arizona
Ballam, Edward W.	La Jolla	California
Barrington, Lowell B.A., University of Wisconsin	Balboa Island	California
Bastable, James L. A.B., University of California	Felton	California
Bell, James L.	Los Angeles	California
Bergin, William J.	Glendale	Arizona
Black, Paul C. A. B., Union College B.M., Boston University	Hoosick Falls	New York
Blackie, Norman	Owego	New York
Bliss, Edwin C.	Aberdeen	North Carolina
Brenke, Paul R.	San Francisco	California
Bridgeman, James A.	Duluth	Minnesota
Brown, Wyburn D. B.S., U. S. Military Academy	Marion	South Carolina
Byers, John G.	Sacramento	California
Caldwell, Bruce M.	Glendale	Arizona
Cantore, Eugene	Summit	New Jersey
Chan, Ralph B.S., University of California	San Francisco	California
Coleman, Donald M. B.S., University of Pennsylvania	Freeport, L. I.	New York
Conley, Ernest A. B.S., Texas Tech College	Lubbock	Texas
Cornell, L. Stephen	Aurora	Illinois
Cozzetto, Peter R. B.A., University of Colorado	Aguilar	Colorado
Curtis, George	Redondo Beach	California
Deming, Richard B.A., University of Wisconsin	Kenosha	Wisconsin
De Weese, Charles H.	Banning	California
Douglas, Lillian D.	Weirsdale	Florida
Duff, David B.A., Woodbury College B.B.A., Mexico City College	Adams	Oregon
Dunlavey, W. Curtis	Estherville	Iowa
Edmunds, Barbara J. B.A., Grinnell College	Sioux Falls	South Dakota
Eichman, Otto K.	Palmyra	Missouri

Fair, Frederick M. B.A., Lehigh University	Pittsburgh	Pennsylvania
Finney, Laurence M. A.B., Kansas University	Lawrence	Kansas
Fisher, Clarence M.	Tulsa	Oklahoma
Francis, Richard H.	Phoenix	Arizona
Frechette, Charles A. B.A., Eastern Washington College	Norwich	Connecticut
Gabriel, Robert E. A.B., Hanover College	Snyder	New York
Garfield, Ernest	Aguila	Arizona
Gies, Lauron W. B.A., B.Ed., Washington State College	Odessa	Washington
Gillen, Raymond T. Ph.B., Loyola University (Illinois)	Chicago	Illinois
Gleason, Edward H. A.B., Harvard University	Cohasset	Massachusetts
Greenaway, John R.	Jamestown	New York
Hartley, Fred B., Jr.	Pasadena	California
Hays, John V. A.B., Mexico City College	Kirkland	Arizona
Hill, William E.	Waco	Texas
Hupman, John N. B.S., Miami University	West Carrollton	Ohio
Hupman, Vaneda R.N., Baptist Memorial Hospital (Memphis)	Ulm	Arkansas
Insch, William E. B.A., Tulsa University	Tulsa	Oklahoma
Johnson, Harold R. B.A., University of Oregon M.A., Georgetown University	Portland	Oregon
Johnson, Richard I. B.A., Harvard University	Belmont	Massachusetts
Jung, Werner A.	Phoenix	Arizona
Kelly, Ralph R.	Atchison	Kansas
Krull, Billie J.	Hobart	Indiana
Le Hoven, Edward A. B.A., University of Wisconsin	Milwaukee	Wisconsin
Liddicoat, George W. B.S., University of Southern California	Palo Alto	California
Lillock, Richard J.	Oakland	California
Lincoln, Brayton A.B., Kenyon College	Auburn	Massachusetts
Lindeman, Waldemar P. B.S., Michigan State College	Avoca	Wisconsin
Longfield, Samuel	Madison	Wisconsin
Lukens, Billy F. A.B., University of Missouri	Columbia	Missouri
Macy, John A. B.A., Willamette University	Monmouth	Oregon
Madison, Toby R. B.A., University of California at Los Angeles	Beverly Hills	California
Madsen, Alex O.	Van Nuys	California
Mangan, Thomas J., Jr. B.A., University of California at Santa Barbara	Altadena	California
Mansfield, William H. B.A., Eastern Washington College	Norwich	Connecticut

McDonald, Jack T. B.A., University of Southern California	San Pedro	California
McIntyre, Morris William A.B., M.A., Arizona State College	Glendale	Arizona
McPherson, J. Roger	St. Louisville	Ohio
Mehaffey, Graham C. B.A., University of California at Santa Barbara	Beverly Hills	California
Miller, William M. B.S., Baldwin-Wallace College	Pulaski	New York
Mitzner, Keith D. B.A., University of California at Santa Barbara	Los Angeles	California
Morton, Oliver L.	San Francisco	California
Munoz, Raoul P. B.A., University of California at Santa Barbara	Corona	California
Myhre, Philip E. B.S., University of Washington	Silverdale	Washington
Ogle, Robert L.	Coronado	California
Olano, Andy F. B.A., Woodbury College	Battle Mountain	Nevada
Olliver, William P. B.S., University of Arizona	Phoenix	Arizona
O'Neal, Clarence R. B.A., Stanford University	Pasadena	California
Paca, Edmund C. B.S., Miami University	Canton	Ohio
Packard, Richard P. A.B., Stanford University	Phoenix	Arizona
Peckham, George J. B.A., College of Wooster	Reno	Nevada
Pellegrini, Louis N.	Madison	Connecticut
Pellegrini, Rinaldo P.	Madison	Connecticut
Pfau, Alexander J.	Dickinson	North Dakota
Potter, Clinton H. B.S., University of California	San Diego	California
Price, Lewis K. A.B., University of Chattanooga	Jasper	Tennessee
Pruett, Alvin W.	San Francisco	California
Rhoton, Herman G.	Mesa	Arizona
Rohrbough, Karl S. B.A., Mexico City College	Buckhannon	West Virginia
Rowland, Dorothy V. A.B., MacMurray College for Women M.N., Western Reserve University	Redwood City	California
Rowles, Layton A.	Cuyahoga Falls	Ohio
Rubert, Raymond E.	Berkeley	California
Schroder, Julius R. B.A., University of Washington	Charleston	South Carolina
Schulman, Samuel B.A., University of California at Los Angeles	Long Beach	California
Seller, Madeleine A. B.A., Mount Saint Mary's College	Phoenix	Arizona
Sherwood, Eleanor I. B.A., University of California at Los Angeles	Pasadena	California
Stege, Elmer W.	San Diego	California
Stoklosa, Tadeusz	Taftville	Connecticut

Swanson, Richard D. B.S., Oregon State College	Portland	Oregon
Sykes, Mary	Caborca, Sonora	Mexico
Tanner, Charles D. B.A., University of Arizona	Globe	Arizona
Terrell, Robert G. B.A., Texas Christian University	Forth Worth	Texas
Townsend, Lloyd R. A.B., LL.B., Western Reserve University	Youngstown	Ohio
Truitt, Elizabeth J.	Sanford	North Carolina
Turley, Kermit G. B.S., Boston University	Minneapolis	Minnesota
Undlin, Russell O. B.S., Arizona State College	Detroit Lakes	Minnesota
Waterbury, Clifford G.	Phoenix	Arizona
Weaver, Frederick Richard B.A., Kenyon College	Mansfield	Ohio
Weaver, John P. B.S., Mount Union College	Canton	Ohio
Wee, Jason C.	Wahiswa	Territory of Hawaii
Westland, Warren D.	Detroit Lakes	Minnesota
Wilde, Donald K. B.A., University of California at Santa Barbara	Santa Ana	California
Wirsching, Joseph E. B.S., University of Nevada	Reno	Nevada
Withers, H. Theodore	Kansas City	Kansas
Wood, Charles M. B.A., University of California at Santa Barbara	Claremont	California
Yagle, Gerald J. B.A., Adrian College	Glendale	Arizona
Yamamoto, George T. A.B., San Jose State College	Palo Alto	California

#### Class of January, 1953

Angel, Bernardo	Medellin	Colombia, S.A.
Arnstein, Robert Jerome B.S., U. S. Merchant Marine Academy	Palo Alto	California
Barker, Richard A. B.A., University of Washington	Stillwater	Minnesota
Barron, Vincent J. B.A., Allegheny College	Ithaca	New York
Bartlett, Charles H. A.B., Notre Dame LL.B., Harvard Law School	Cuba City	Wisconsin
Bennett, Ivan E., Jr.	Chicago	Illinois
Bowen, Richard S. B.A., University of California at Santa Barbara	Los Angeles	California
Brown, Jack R.	Pittsburgh	Pennsylvania
Canfield, Thomas A. B.S., Bryant College	Watertown	Connecticut
Chou, Jean F. B.S., Purdue College	Fort Wayne	Indiana
Christiansen, Alan H.	Phoenix	Arizona
Davee, James R. B.A., University of California at Santa Barbara	Laguna Beach	California





Day, Roland B. B.A., University of California at Santa Barbara	Santa Barbara	California
Doiel, James L. B.S., University of Denver	Seal Beach	California
Frawley, John G.	Buffalo	New York
Grassie, Joseph R.	Buenos Aires	Argentina, S.A.
Green, Stuart R.	Cleveland Heights	Ohio
Hawkes, Benjamin C. B.A., University of Arizona	Tucson	Arizona
Hurtado, Hernan B.A., Stanford University	Ibague	Colombia, S.A.
Janson, Charles C.	Phoenix	Arizona
Kelly, Allen M.	Amawalk	New York
Krimminger, Kay	Kansas City	Missouri
Langa, Vincent M. A.B., San Jose State College	San Jose	California
Lehoucq, Adonis F.	Brussels	Belgium
McConnell, Robert B. A.B., Brown University	Upper Montclair	New Jersey
Navarro, A. Jose Lic., Universidad de Madrid	Chinandega	Nicaragua, C.A.
Newett, Marie Louise A.B., University of California at Santa Barbara	Santa Barbara	California
Protheroe, Walter J.	Alexandria	Virginia
Rodgers, Stanley H.	Phoenix	Arizona
Schollard, William, Jr. B.B.A., Clark University (Massachusetts)	Millbury	Massachusetts
Siegrist, Carol H. B.A., University of California	Monrovia	California
Smeed, James Robert B.S., University of South Dakota	Sioux Falls	South Dakota
Sykora, Wilfred F. B.S., University of Omaha	Omaha	Nebraska
Urias, Brigido V.	Phoenix	Arizona
Von Koeller, Hans J. A.B., Calvin College	Goettingen	Germany
Wiesmore, Robert W.	Los Angeles	California
Willing, James J. B.S., University of North Dakota	Grand Forks	North Dakota
Willison, George M. B.A., Western Washington College	Blaine	Washington
Wilson, Raymond W.	Phoenix	Arizona
Winter, Galen D. B.S., LL.B., University of Wisconsin	Shawano	Wisconsin
Wood, Charles Thomas B.A., Colgate University	Syracuse	New York

**Course II.**

Bartholf, Jack B.	Eau Gallie	Florida
Burke, Luanna	Globe	Arizona
Duncanson, Robert L.	Beverly Hills	California
Kuhnley, John F.	Arrow	Ohio
Maerkisch, Ruth M.	North Fairfield	Ohio
March, Steve	Chicago	Illinois
Melius, Judson Ames	Oneonta	New York
Ogilvie, William B. A.B., University of California	Berkeley	California
Rowland, Robert Milton B.S., Morehead State College	Redwood City	California
Wedgwood, Orrin W.	Glendale	California

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**Enrollment By States and Countries**

ARIZONA	23	OHIO	10
ARKANSAS	2	OKLAHOMA	2
CALIFORNIA	47	OREGON	4
COLORADO	1	PENNSYLVANIA	2
CONNECTICUT	6	SOUTH CAROLINA	2
FLORIDA	2	SOUTH DAKOTA	2
ILLINOIS	4	TENNESSEE	1
INDIANA	2	TEXAS	3
IOWA	1	VIRGINIA	1
KANSAS	3	WASHINGTON	3
MASSACHUSETTS	4	WEST VIRGINIA	1
MINNESOTA	5	WISCONSIN	6
MISSOURI	3		
MONTANA	1	ARGENTINA	1
NEBRASKA	1	BELGIUM	1
NEVADA	3	COLOMBIA	2
NEW JERSEY	2	GERMANY	1
NEW YORK	11	HAWAII	1
NORTH CAROLINA	2	MEXICO	1
NORTH DAKOTA	2	NICARAGUA	1



## GIFTS AND BEQUESTS

The American Institute for Foreign Trade is a privately governed, nonsectarian, non-profit institution. It is not tax-supported. It derives its income from student fees, augmented during the past two years by contributions from such world-minded business concerns as *American Airlines; American Express Co.; American Foreign Insurance Ass'n.; Arizona Brewing Co.; Arizona Public Service Co.; The Arizona Republic and The Phoenix Gazette; J. Aron & Co.; The First National Bank of Boston; Goodyear Tire and Rubber Co.; Gulf Oil Corp.; Harnischfeger Corp.; S. C. Johnson & Sons; Lone Star Cement Corp.; Merrill Lynch, Pierce, Fenner & Beane; Minneapolis-Moline Co.; The National City Bank of New York; National Paper and Type Co.; Nehi Bottling Co. of Tucson, Arizona; Otis Elevator Co.; Peterson, Brooke Steiner & Wist; Phoenix Title and Trust Co.; Procter and Gamble Co.; Punta Alegre Sales Corp.; Radio Corporation of America; Rosenzweig, Jewelers; Rovensky and Associates; Sears, Roebuck & Co.; Signode Steel Strapping Co.; Southwest Flour & Feed Co.; E. R. Squibb & Sons, Inc.; Standard Brands International; Standard Oil Co. of California; Standard-Vacuum Oil Co.; Stratton Grain Co.; Sydney Ross Co.; Thunderbird Sales Corp.; Time, Inc.; United Fruit Co.; The Valley National Bank; Wilbur-Ellis Co.* Significant opportunities await those who would like to associate themselves with this national institution which is already pre-eminent in taking practical steps to improve the quality of American representation abroad and to bring about better understanding among the nations. The Institute particularly needs adequate endowment from which it may derive a regular income.

### 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.

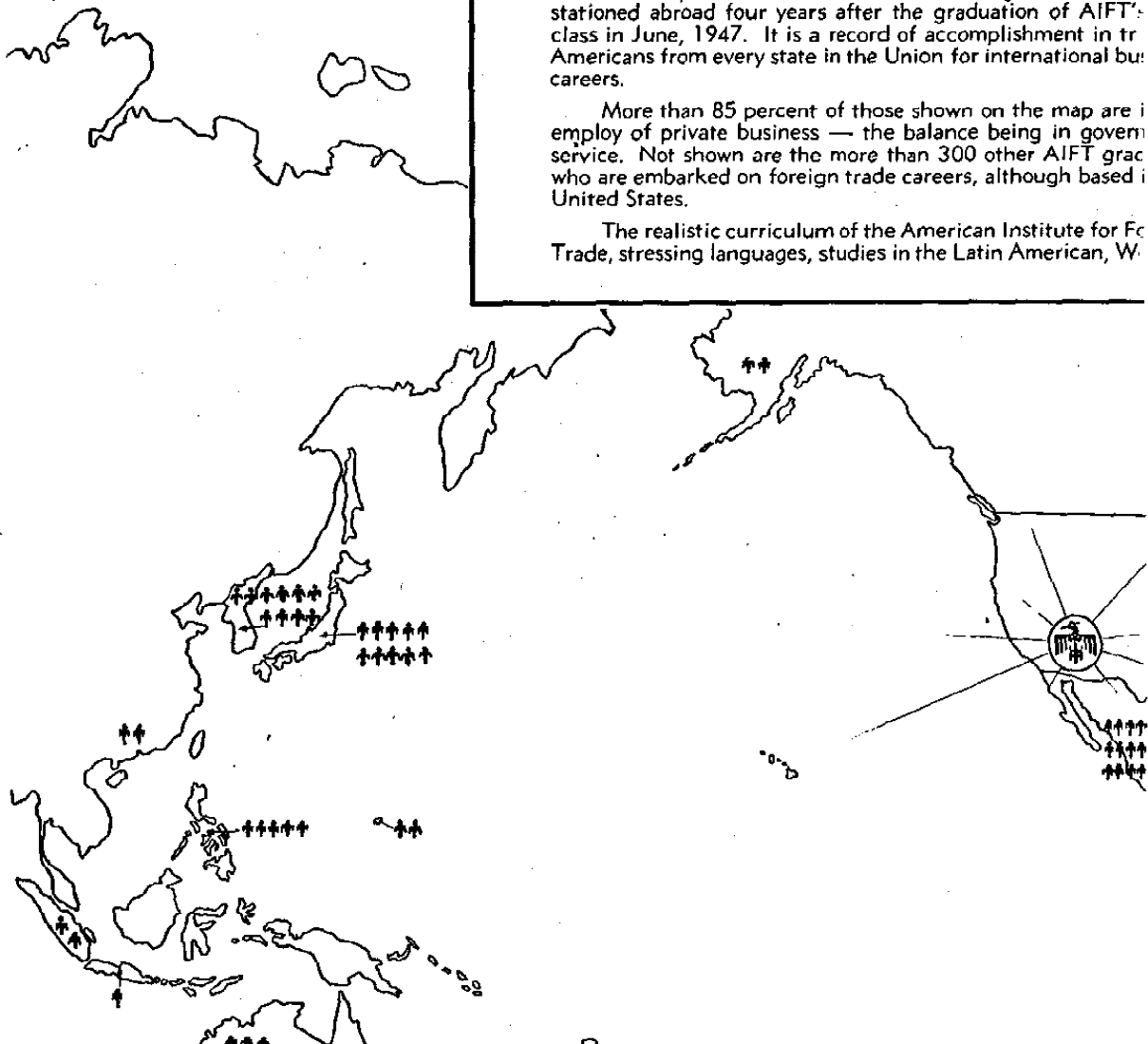
(Contributions to the American Institute for Foreign Trade are deductible for income tax purposes.)

# Accom

This map shows the location of Institute graduates who stationed abroad four years after the graduation of AIFT's class in June, 1947. It is a record of accomplishment in the careers of Americans from every state in the Union for international business careers.

More than 85 percent of those shown on the map are in employ of private business — the balance being in government service. Not shown are the more than 300 other AIFT graduates who are embarked on foreign trade careers, although based in the United States.

The realistic curriculum of the American Institute for Foreign Trade, stressing languages, studies in the Latin American, W



## LOCATION OF INSTITUTE GRADUATES ABROAD

Alaska.....	2	Gold Coast.....	1	Nicaragua.....	3
Argentina.....	12	Greece.....	1	Panama.....	3
Aruba, N. W. I.....	2	Guam.....	2	Peru.....	6
Australia.....	3	Guatemala.....	5	Philippine Islands.....	5
Brazil.....	40	Haiti.....	1	Portugal.....	1
Canada.....	3	Honduras.....	4	Puerto Rico.....	20
Chile.....	4	Hong Kong.....	1	South Africa.....	3
Colombia.....	9	India.....	3	Sweden.....	2
Costa Rica.....	7	Indonesia.....	3	Trinidad.....	2
Cuba.....	7	Israel.....	1	Tripoli.....	1
Dominican Republic.....	3	Japan.....	10	Turkey.....	1
Ecuador.....	1	Kenya Colony.....	1	Uruguay.....	3
El Salvador.....	2	Korea.....	10	Venezuela.....	45
England.....	1	Lebanon.....	2	Traveling Assignments.....	13
Ethiopia.....	1	Liberia.....	1		
France.....	4	Mexico.....	33		
Germany.....	12	Netherlands.....	1		

TOTAL 301

10 July 1951

# ment!

ean and Far Eastern areas, and the business administration  
eign trade, is designed to prepare students to be successful  
entatives, not only of their employers, but of democracy

There is no set pattern to AIFT's students. Their backgrounds  
de engineering, accounting, journalism, marketing, indus-  
zations, law, banking, agriculture, advertising, liberal arts,  
nacy, traffic management. Some are fresh from college lec-  
rooms; others have had years of valuable experience.

Although it is a small school, its favorable impact on world  
s can be powerful and widespread — how widespread, this  
suggests.

