

THE
AMERICAN INSTITUTE
FOR FOREIGN TRADE

CATALOGUE



1958 - 59

1959 - 60

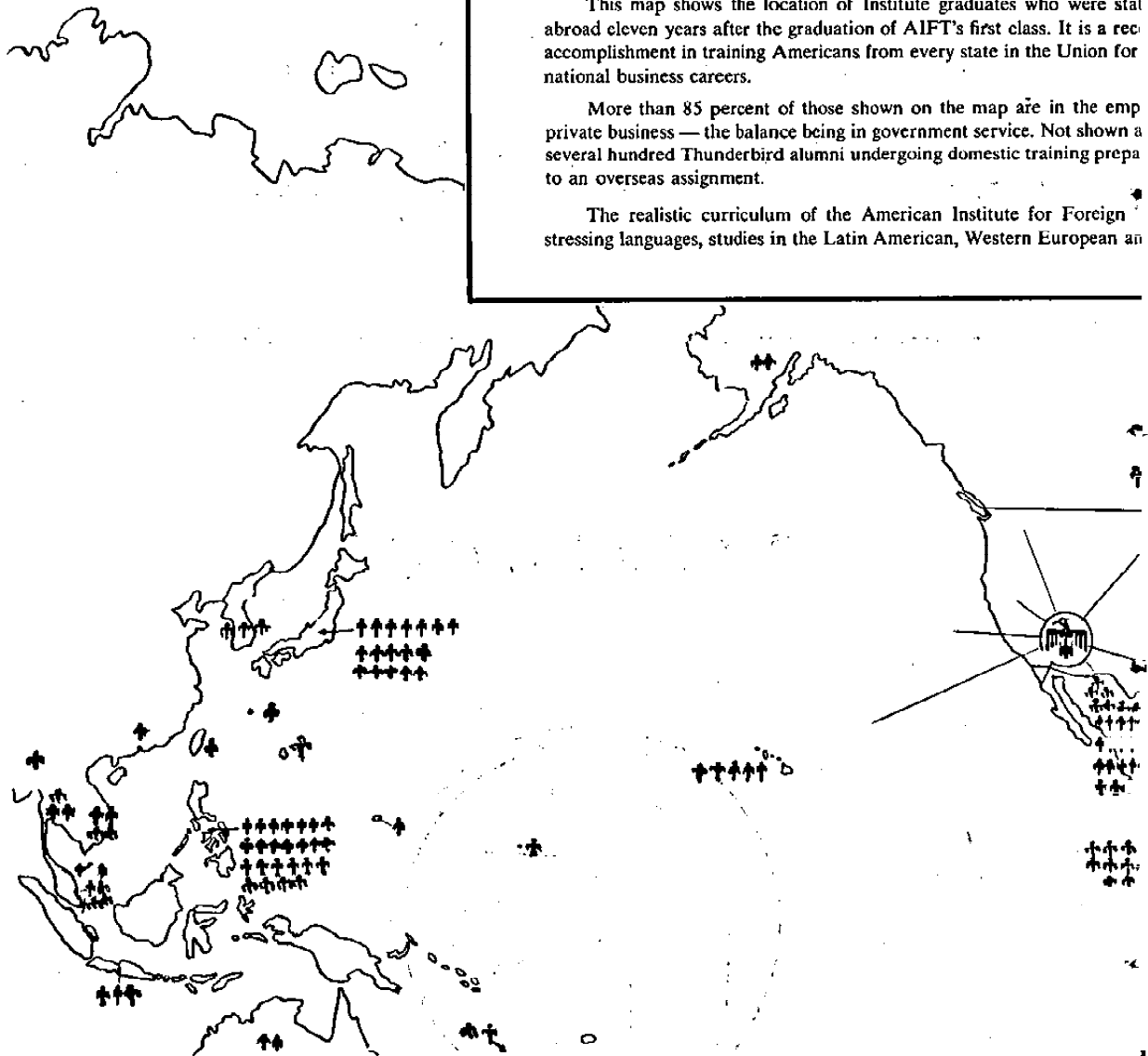
PHOENIX, ARIZONA

Accom

This map shows the location of Institute graduates who were stationed abroad eleven years after the graduation of AIFT's first class. It is a real accomplishment in training Americans from every state in the Union for national business careers.

More than 85 percent of those shown on the map are in the employ of private business — the balance being in government service. Not shown are several hundred Thunderbird alumni undergoing domestic training preparation to an overseas assignment.

The realistic curriculum of the American Institute for Foreign Training, stressing languages, studies in the Latin American, Western European and



LOCATION OF AIFT ALUMNI IN THE FOREIGN FIELD

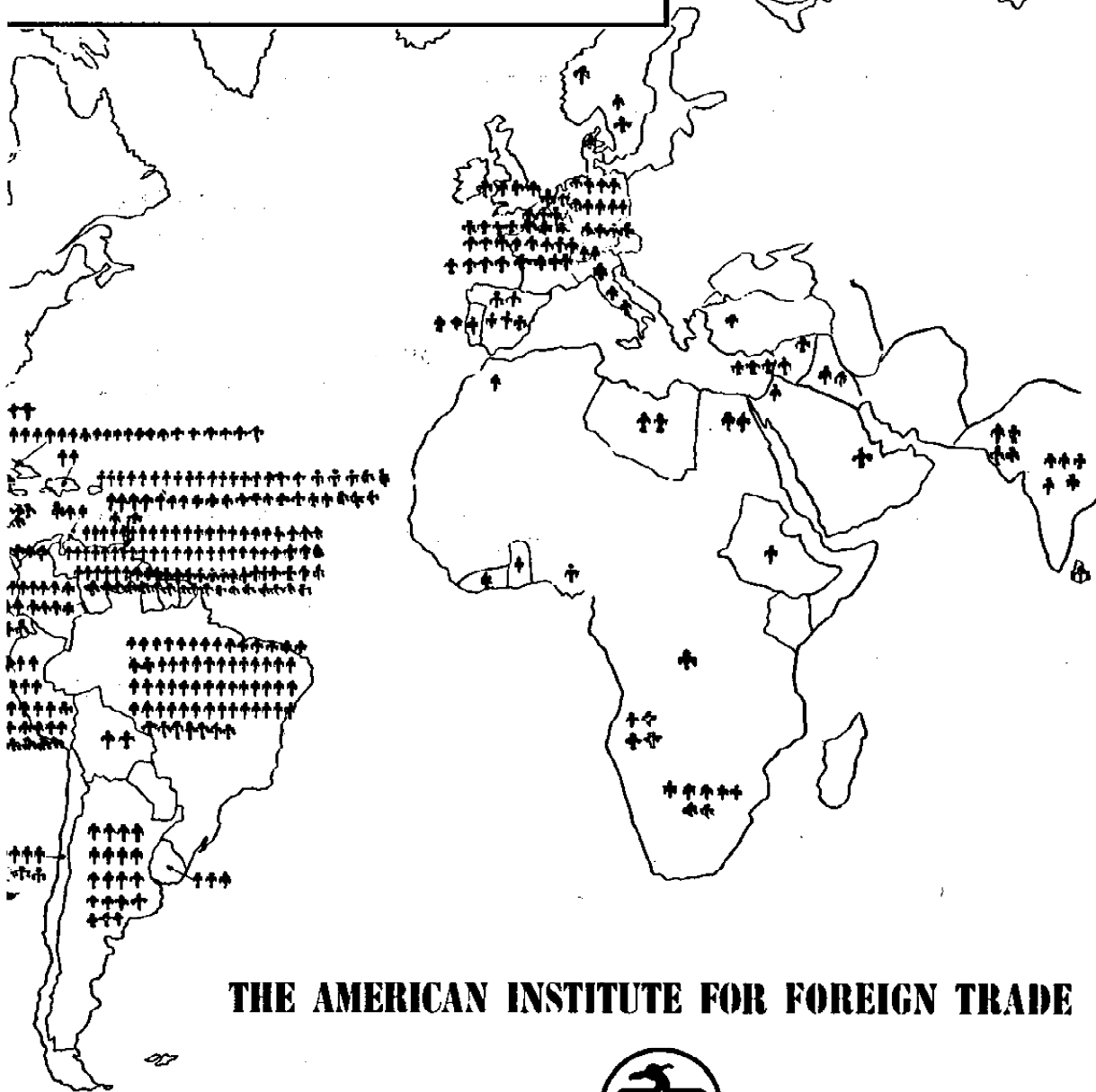
Alaska	2	Germany	12	Nigeria	1
Angola	4	Guatemala	1	Norway	1
Argentina	18	Hawaii	5	Okinawa	1
Australia	2	Honduras	2	Pakistan	4
Bahamas	2	Hong Kong	1	Panama	23
Belgian Congo	1	India	5	Peru	32
Belgium	8	Indonesia	3	Philippines	24
Bolivia	2	Iran	2	Portugal	3
Brazil	63	Iraq	1	Puerto Rico	43
Canada	9	Israel	1	Saudi Arabia	1
Canal Zone	4	Italy	3	Singapore	5
Ceylon	1	Jamaica	1	South Africa	7
Chile	11	Japan	17	South Vietnam	4
Colombia	32	Korea	3	Spain	5
Costa Rica	6	Lebanon	4	Sweden	2
Cuba	21	Liberia	1	Switzerland	4
Denmark	1	Libya	2	Thailand	3
Dominican Republic	2	Marianas Islands	1	Trinidad	3
Ecuador	4	Marshall Islands	1	Turkey	1
Egypt	2	Mexico	56	Uruguay	3
El Salvador	2	Morocco	1	Venezuela	87
England	4	Netherlands	2	Traveling Representatives	41
Ethiopia	1	Netherlands West Indies	2	TOTAL	654
Formosa	1	New Zealand	2	Countries	71
France	17	Nicaragua	7	As of July 15, 1958	

ment!

rn areas, and the business administration of foreign trade, is designed to
re students to be successful representatives, not only of their employers,
f the American system of free enterprise. Such preparation fulfills an
it need in a world growing daily smaller.

There is no set pattern to AIFT's students. Their backgrounds include engi-
ng, accounting, journalism, marketing, industrial relations, law, banking,
ulture, advertising, liberal arts, pharmacy, traffic management. Some are
rom college lecture rooms; others have had years of valuable experience.

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



THE AMERICAN INSTITUTE FOR FOREIGN TRADE



AIMS OF THE INSTITUTE

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

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

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

THE
AMERICAN INSTITUTE
FOR FOREIGN TRADE



Thunderbird Field I
59th Avenue at Greenway Road
Phoenix, Arizona

July, 1958

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1958

SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27
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1959

JANUARY							FEBRUARY							MARCH							APRIL						
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18	19	20	21	22	23	24	22	23	24	25	26	27	22	23	24	25	26	27	19	20	21	22	23	24	25		
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SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
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27	28	29	30				25	26	27	28	29	30	29	30					27	28	29	30	31				

1960

JANUARY							FEBRUARY							MARCH							APRIL						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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3	4	5	6	7	8	9	7	8	9	10	11	12	6	7	8	9	10	11	3	4	5	6	7	8	9		
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24	25	26	27	28	29	30	28	29					27	28	29	30	31		24	25	26	27	28	29	30		
31																											

MAY							JUNE							JULY							AUGUST						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6				1	2	3						1	1	2	3	4	5	6			
8	9	10	11	12	13	14	5	6	7	8	9	10	3	4	5	6	7	8	7	8	9	10	11	12	13		
15	16	17	18	19	20	21	12	13	14	15	16	17	10	11	12	13	14	15	14	15	16	17	18	19	20		
22	23	24	25	26	27	28	19	20	21	22	23	24	17	18	19	20	21	22	21	22	23	24	25	26	27		
29	30	31					26	27	28	29	30		24	25	26	27	28	29	28	29	30	31					
													31														

CALENDAR

Fall Semester 1958

September 8, Monday
Semester Starts

September 26, Friday
Last day for changes in schedule

November 5, Wednesday
Mid-semester progress reports

November 26, Wednesday, close of
instruction
Thanksgiving recess starts

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

December 12, Friday, close of
instruction
Christmas recess starts

1959

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

January 21, Wednesday
Last day of classes

January 22, 23, 24, 26
Examinations

January 27, Tuesday
Commencement

Spring Semester 1959

February 2, Monday
Semester Starts

February 20, Friday
Last day for changes in schedule

March 25, Wednesday, close of
instruction
Easter recess starts

March 31, Tuesday, 8 a.m.
Easter recess ends

April 8, Wednesday
Mid-semester progress reports

May 28, Thursday
Last day of classes

May 29, 30, June 1, 2
Examinations

June 3, Wednesday
Commencement

Fall Semester, 1959

September 9, Wednesday
Semester starts

September 30, Wednesday
Last day for changes in schedule

November 6, Friday
Mid-semester progress reports

November 25, Wednesday, close of
instruction
Thanksgiving recess starts

November 30, Monday, 8 a.m.
Thanksgiving recess ends

December 11, Friday, close of
instruction
Christmas recess starts

1960

January 4, Monday, 8 a.m.
Christmas recess ends

January 22, Friday
Last day of classes

January 25, 26, 27, 28
Examinations

January 29, Friday
Commencement

Spring Semester, 1960

February 3, Wednesday
Semester starts

February 23, Tuesday
Last day for changes in schedule

April 1, Friday
Mid-semester progress reports

April 13, Wednesday, close of instruction
Easter recess starts

April 19, Tuesday, 8 a.m.
Easter recess ends

May 27, Friday
Last day of classes

May 30, 31, June 1, 2
Examinations

June 3, Friday
Commencement

GIFTS AND BEQUESTS

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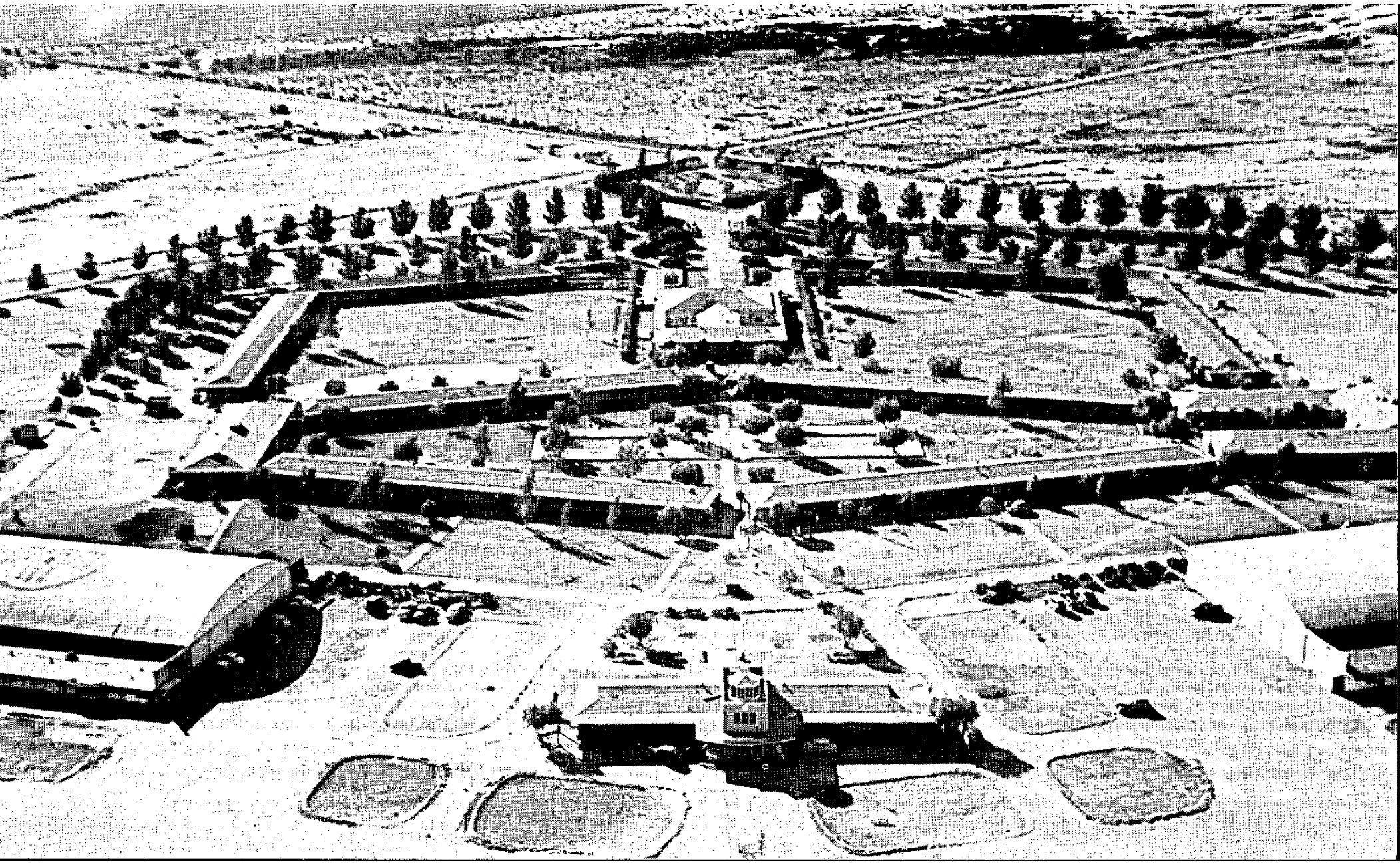
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President, Arizona State College, Tempe
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President, Harnischfeger Corporation
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FRANK L. SNELL Partner, Snell & Wilmer	Phoenix, Arizona
VERNON E. SOLT Manager, J. C. Penney Co. of Glendale, Arizona	Glendale, Arizona





Administration

CARL A. SAUER, B.A., University of Minnesota, 1923; M.A., University of Southern California, 1935; LL.D., Arizona State College, Tempe, 1958.

President and Dean

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, Bogotá, Colombia, 1942-43; Department of State, 1943-49 as Acting Chief, Division of Libraries and Institutes; Assistant to the President, American Institute for Foreign Trade, 1950-51; Dean and Vice President, 1951-53; President, 1953—.

STANTON S. VON GRABILL, B.S., B.MIL.Sc., Sc.D., Pennsylvania Military College, 1935, 1946, 1953.

Vice President

Instructor, Pennsylvania Military College and Pennsylvania Military Preparatory School, 1936-38; Assistant Registrar, Pennsylvania Military College, 1936-39; Adjutant, 1938-40; Director of Public Relations, 1939-40; Treasurer, 1940-42; Army of the United States, 1942-45; Treasurer, Pennsylvania Military College, 1945-47; Vice President and Bursar, 1947-53; Member of Board of Trustees, 1947—; Member of Executive Committee of Board of Trustees, 1949-53; Vice President, American Institute for Foreign Trade, 1953—.

BERGER ERICKSON, Texas Christian University.

Vice President and Business Manager

Administrative Assistant to Construction Quartermaster, U.S. Army, Alexandria, Va., 1940-41; Administrative Assistant to Chief of Supply and Maintenance, USAAF Training Command, 1941-46; Business Manager, American Institute for Foreign Trade, 1946—; Treasurer, 1951—; Vice President, 1957—.

WILLIAM S. SHATERIAN, Columbia University (College and Law School); M.F.T., American Institute for Foreign Trade, 1955.

Assistant to the President

Member, New York Bar; National City Bank of New York, Overseas Division, 1917-45; Instructor, N.Y. Chapter, American Institute of Banking, 1925-47, 1953—; author: Export-Import Banking; American Institute for Foreign Trade, 1947—.

RUTH JANET RICHARDSON, Russell Sage College; Katharine Gibbs School.

Registrar

Private Secretary, Boston, Mass., 1935-39; Secretary, Office of Business Manager, Connecticut College, New London, Conn., 1939-45; Staff Assistant, American National Red Cross, Wash., D.C. and Philippine Islands, 1945-46; Secretary, Education Dept., Univ. of Calif., Los Angeles, 1947-48; Stenographer, Dept. of the Navy, Wash., D.C. and Turkey, 1948-52; Secretary, President's Office, American Institute for Foreign Trade, 1952-55; Administrative Assistant, 1955-56; Registrar, 1956—.

EMILY C. BROWN, A.B., Ohio State University, 1930; M.A., Arizona State College, Tempe, 1955.

Director of Public Relations

MABEL ERICKSON, Texas Christian University; Grand Canyon College, summer 1958.

Director of Placement and Alumni Activities

Secretary to Chief of War Organization and Movements Division, USAAF, 1941-42; Secretary to Commanding General, USAAF Training Command, 1942-46; Secretary to President, American Institute for Foreign Trade, 1946-51; Registrar, 1951-56; Director of Placement and Alumni Affairs, 1956—.

LORA JEANNE WHEELER, B.A., University of Utah, 1944; B.S., School of Library Science, Columbia University, 1945.

Librarian

Circulation Librarian, University of Utah, 1945-48; Reference Librarian, University of Utah Library, 1948-53; Librarian, American Institute for Foreign Trade, 1953—.

MARTHA L. SNYDER, International College of Business.

Assistant to the Alumni Director

Legal Secretary, 1938-1943, 1946-1952; Staff, Second National Bank, Warren, Ohio, 1943; Secretary to Comptroller, Warren City Mfg. Co., 1943-45; Secretary to Registrar, American Institute for Foreign Trade, 1953-56; Assistant to Alumni Director, 1956—.

BETTY WILLIS, Kansas University, Kansas State College, Peirce School of Business Administration, Philadelphia.

Administrative Assistant to the President

U.S. Govt., 1930-1944; Secretary to President of Wellington Fund, Inc., 1944-46; Office Manager, Bishop & Hedberg, Inc., Phila., 1951-55; Secretary to President and Vice President, American Institute for Foreign Trade, 1956-57; Administrative Assistant to the President, 1957—.

Infirmary

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

Physician

JEAN E. MYERS, R.N., Brandon General Hospital, Brandon, Manitoba, Canada.

Resident Nurse

Instructional Staff

RICHARD BARRUTIA, B.A., Arizona State College, Tempe, 1958; Universidad Nacional de México, summer 1956; additional graduate study, Arizona State College, Tempe, summer, 1958.

Instructor in Spanish

United States Navy, 1943-46; owner and operator of private business, Salt Lake City, Utah, 1946-53; private and group music instructor, Salt Lake City, Utah, 1950-55; manager and performer of Latin American theatrical troupe, Intermountain West, 1947-55; American Institute for Foreign Trade, 1956—.

EMILY C. BROWN, A.B., Ohio State University, 1930; M.A., Arizona State College, Tempe, 1955; additional graduate study, Arizona State College, Tempe, 1957-1958.

Assistant Professor of 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, 1946-49; American Institute for Foreign Trade, 1950—.

JOHN DAVID CAMPBELL, B.A., Williams College, 1913.

Associate Professor of Marketing

Swift and Co., Sales Force, 1913-1917; U.S. Army, 1917-1919; Swift and Co., Overseas Division, 1919-1937; Paris, Liverpool, London; as Managing Director, Genoa, Rome, Antwerp; Assistant to the Vice President and Instructor in the Swift and Co. Trainee Program, 1938-1942; Manager, Swift and Co. Plants in Texas, 1942-1947; Managing Director, Export Division, 1947-1956; Director and Officer, Swift and Co. Foreign Corporations; American Institute for Foreign Trade, 1956—.

JORGE LUIS CARRERA C., Maestro de Educación, Escuela Normal de Guatemala, 1943; Certificate, Escuela de Estudios Comerciales, 1945; additional study, Facultad de Ciencias Económicas, Universidad de San Carlos, 1946-47; B.F.T., American Institute for Foreign Trade, 1951; M.A., Universidad de San Carlos, 1953.

Assistant Professor of Spanish

Teacher in Antigua and Chimaltenango, 1943-45; Instructor in Colegio Guatemala, 1945-46; Treasurer, Facultad de Humanidades, Escuela de Verano, Universidad de San Carlos, 1947; Chairman, Intermediate Spanish, Universidad de San Carlos, Summer, 1950, 1951; American Institute for Foreign Trade, 1948—.

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

Assistant Professor of Portuguese.

Teacher 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.

Department of State guest lecturer, Philadelphia, Pa., 1945; Instructor in Portuguese, Claremont Men's College, Summer, 1950; American Institute for Foreign Trade, 1948—. Author.

OPHELIA DE CASTRO E SILVA. Bacharel em Ciências e Letras, Colégio Notre Dame de Sion, Rio de Janeiro, Brasil, 1940.

Assistant in Instruction in Portuguese.

Tutoring in French, Rio de Janeiro, 1945-47; library staff, American Institute for Foreign Trade, 1949—; in charge of library, summer sessions, 1951 and 1952, and February-May 1953; tutoring in Portuguese, American Institute for Foreign Trade, fall semester, 1953-54; Assistant in Instruction, 1954—.

SUZANNE E. DIAMOND, Baccalauréat, Faculté de Bordeaux, 1925; B.A., James Millikin University, 1927; M.A., University of Illinois, 1929; additional graduate study, University of Illinois, 1930-31; Oklahoma A. and M. College, 1939-42; University of Texas, 1942-43; Stanford University, 1949-51.

Assistant Professor of French.

Student assistant, Millikin University, 1925-27; Graduate Assistant, University of Illinois, 1927-31; Instructor and Hostess, French Workshop, Summers 1939, 1941; Instructor, Spanish Workshop, Summer 1942; Assistant in French, 1940-41, in Spanish, 1941-42, Oklahoma A. and M. College; Tutor in Spanish, University of Texas, 1942-43; Instructor and Head of Language Department, Delmar College, Corpus Christi, Texas, 1943-47; Instructor and French House Hostess, Stanford University, 1949-51; Instructor in French, Army Language School, Monterey, California, 1951-1956; American Institute for Foreign Trade, 1956—.

HERLINDA DIEZ V., Bachiller en Humanidades, Colegio Alemán Alexander von Humboldt, México, 1950; Pasante en Letras Modernas Inglesas, Universidad Nacional de México, 1953; scholarship at Southwest Missouri State College, Springfield, Missouri, 1953-1954; graduate studies, Universidad Nacional de México, 1955.

Instructor in Spanish

Teacher of English at Academias Lefranc, México, D. F., 1951-1953; Teacher of English at Westminster School, México, D. F., 1955; private English and Spanish classes, 1951-1955. American Institute for Foreign Trade, 1955—.

MARTHA ALICIA G. de FAVREAU

Bachiller in Humanidades, Pasante en Letras Modernas Francésas, Universidad de México, 1950, 1953; Diploma del Instituto Francés de la América Latina, 1953; Certificat des Etudes Pédagogiques, L'Institut International des Etudes Pédagogiques, Université de Paris, 1956.

Instructor in Spanish

Teacher of French, Academia Hispano-Mexicana, México, D.F., 1953-1955; Teacher of French and Spanish Language and Literature, Colegio Yavne, México, D. F., 1953-1957; Teacher of Castilian, Centro Educativo Rafael Donde, México, D. F., 1957. Teacher of French and Dramatics, Escuela Nacional Preparatoria, Universidad Nacional de México, 1952-1957. American Institute for Foreign Trade, 1957—.

LAURENCE M. FINNEY, A.B., M.A., University of Kansas, 1948, 1952; B.F.T., American Institute for Foreign Trade, 1952.

Assistant Professor of Spanish

Army of United States, 1942-1946; tutor for Physical Education Department, University of Kansas, 1950-51; Assistant in Instruction, Department of Romance Languages, University of Kansas, 1950; American Institute for Foreign Trade, 1952——.

CONSUELO E. de FLEEK, Instituto Alice Block, Bogotá, Colombia; Bachillerato Inferior de Ciencias y Letras, 1944; Bachillerato Superior de Enseñanza, 1946; Universidad Nacional de Colombia, Bogotá, 1948-49; University of Michigan, English Language Institute, summer, 1950.

Instructor in Spanish

English instructor, Instituto New York, Bogotá, 1955; American Institute for Foreign Trade, 1956——.

RAQUEL F. de GAONA, University of Oklahoma, 1927-1929; Mills College, 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, Secretaría de Educación Pública, México, 1937-1947; Head Counsellor for Girls, Camp Wildwood, N.Y., summer 1949; American Institute for Foreign Trade, 1950——.

FRANCISCO L. GAONA, B.S. in Education, George Williams College, Chicago, 1930; M.A. in Spanish, Universidad Nacional de México, 1949; additional graduate study, Universidad Gabino Barreda, 1939; Escuela Nacional de Economía, México, 1937-1939; Universidad Nacional de México, 1953, 1954-1955.

Associate Professor of Spanish

Instructor in Psychology and Education, Colegio Morelos, Aguascalientes, México, and Instructor in Economic Problems of Mexico, Universidad Obrera de México, 1931-1941; Head of the section of labor statistics, Secretaría de la Economía Nacional, México, 1936-1940; private classes in Spanish, Mexico City, 1940-1946; Instructor in Spanish, Yale University, 1947-1950; Profesor en Fonética, Escuela de Verano, Universidad de México, 1953-1958; American Institute for Foreign Trade, 1950——. Author: Enseñanza de los Sonidos de la Lengua Española.

ARTHUR W. GOODEARL, A.B., Clark University, 1917; Oregon State College, summer, 1958.

Associate Professor of Foreign Trade

U.S. Navy, 1917; National City Bank of New York, Overseas Division, 1918-1930; Buenos Aires, 1918-1927; São Paulo, Brazil, 1927; Valparaíso, Chile, 1927-1930; E. A. Pierce and Company, San Francisco, 1930-1940; Pan-American World Airways, New York, 1941-1946; Otis, McAllister and Company, Manager, Export Division, New York, 1946-1955; Analyst, American Overseas Finance Corporation, 1955-1957; American Institute for Foreign Trade, 1957——.

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 Human 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 and 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 México, S.A., 1947-50; President, International Sewing Machine Co., Inc., 1950-51; sales management consulting practice, Los Angeles, 1951—; American Institute for Foreign Trade, 1952—.

FRANK ROBERT JACKLE, B.S., Missouri State College, Springfield, 1931; M.A., University of Missouri, 1935; additional graduate study, Universidad Nacional de México, 1936, 1955; University of Missouri, 1937, 1938, 1939; Fellow, The Foundation for Economic Education, summer 1952.

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 José, Costa Rica, 1945-46; Teacher of Spanish and Director of Languages, Will Rogers High School, Tulsa, Okla., 1939-45, 1946-49; American Institute for Foreign Trade, 1949—. Acting Director, Department of Languages, 1955-1956.

ROBERT CHARLES KELSO, LL.B., University of Illinois, John Marshall Law School, 1942; additional graduate study in international law, Universitaet von Goethe, Frankfurt/Main, Germany, 1951-1952.

Associate Professor of International Commercial Law

Special Legal Advisor to U. S. Department of Defense in Europe on foreign and international law, 1951-1956; Delegate, International Congress of Jurists, Hamburg, 1953; United States counsel for Nitrodur Trust, Affiliate of Krupp Steel Co. and Coromant Steel Co. of Sweden, 1956—; Associated with Lewis Roca Scoville Beauchamp and Linton, 1956—; American Institute for Foreign Trade, 1958—; Admitted to practice, Supreme Courts of Arizona and Illinois and Federal Courts; Member, American Bar Association, American Foreign Law Association and Société de Legislation Comparée; Author: *The Commercial Code of Germany, Legal Problems Arising out of the Industrial Use of Atomic Energy, Comparative Law Affecting International Trade in Nuclear Power Facilities.*

JEAN ROBERT NONORGUES, Ecole Nationale d'Optique de Morez, Jura, France, 1948-1952; Cadet, Air Force training in the U.S., 1952-1954.

Instructor in French

Teacher of French, YMCA, Phoenix, Arizona, 1958; American Institute for Foreign Trade, 1958—.

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; graduate study, Universidad Nacional de México, 1953, 1955; Diplomada pela Faculdade de Letras, Universidade de Lisboa, 1954; Universidad de Valencia, Spain, 1956.

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, National City Bank of New York, 1941-46, 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; American Institute for Foreign Trade, 1949—.

GERARD R. RICHTER, University of Berlin, (Economics, Finance, Foreign Trade), 1925-1926; Seminar on Freedom and Competitive Enterprise, Claremont Men's College, summer 1954; Fellow, The Foundation for Economic Education, summer 1956.

Professor of Foreign Trade

American Export Dept., Wm. Hartmann & Co., Inc., Berlin, 1925-1926; Assistant Import Manager, Sociedad Imprenta y Litografía Universo, Valaparaíso, Chile, 1927-29; Assistant Export Manager, W. A. Sheaffer Pen Co., 1930-1942; Army of the United States, 1943; Assistant Export Manager, Export Promotion Manager, Miles Laboratories, Inc., 1944-45, 1949-51; Export Manager, Kirsten Pipe Co., 1946-48; American Institute for Foreign Trade, 1951—.

WILLIAM LYTLE SCHURZ, B. Litt., M. Litt., Ph.D., University of California, 1911, 1912, 1915; M.F.T. American Institute for Foreign Trade, 1957.

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

U.S. Trade Commissioner, Paraguay and Bolivia, 1918-20; Commercial Attaché, American Embassy, Rio de Janeiro, 1920-26; Chief, Crude Rubber Survey of the Amazon Valley, 1923-24; Economic Adviser, Government of Cuba, 1926-32; Deputy Administrator, N.R.A., 1933-35; Chief of Training, Social Security Board, 1936-41; Assistant Chief, Division of Cultural Relations, and Acting Chief, American Republics Area Division, U.S. Department of State, 1941-46; summer school faculty, Universities of Wyoming, Kansas, Texas, California, and Southern California, and Claremont Graduate School; member, Financial and Economic Mission, Government of Peru, 1952; President, American Institute for Foreign Trade, 1949-51; State Department Lecturer in Spain, 1956; American Institute for Foreign Trade, 1946—. Author: Latin America: A Descriptive Survey; The Manila Galleon; This New World; The Civilization of Latin America; and other works.

DORA R. de SOTO, Diploma de Corresponsal en Español, Colegio H. Aja, Hermosillo, Sonora, México; Certificate, Portuguese Key Man Course, American Institute for Foreign Trade, 1958.

Assistant in Instruction in Spanish

Secretary to the Municipal President, Ciudad Obregón, 1940-

42; Staff, Banco Ejidal, Ciudad Obregón, 1942-43; Staff, Difusora XEBH, Hermosillo, 1943-45; Staff, Policía Judicial, Hermosillo, 1945-47; Instructor, bilingual secretarial courses, 1951. American Institute for Foreign Trade, 1957—.

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

Associate Professor of Spanish

Teacher of Spanish, Miami, Arizona, High School, 1935-38; Coordinator of Inter-American Training, under U.S. Department of State, Purdue University, 1943-46; American Institute for Foreign Trade, 1946—.

HOWARD W. TESSEN, A.B., A.M., Oberlin College, 1927, 1929; M.A., Ph.D., Yale University, 1942, 1947; special graduate study, Linguistic Institute, University of Michigan, 1943, 1950, 1953.

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 Antropología, México, D.F., 1943-44; Director of Courses, English Language Institute in Mexico, 1944-46; Director of Latin American Programs, Overseas Training Service, Inc., Goshen, N.Y., 1948-1949; Language Consultant, Socony-Vacuum Oil Co. of Venezuela, 1949-52; Fulbright Professor of English and Linguistics, University of the Philippines, 1955-56; American Institute for Foreign Trade, 1949—.

RICHARD T. TURNER, B.A., Colgate University, 1920: Certificate, Université de Toulouse, France, 1919; Fellow, The Foundation for Economic Education, summer 1958.

Associate Professor of Marketing

Assistant Trade Commission, U.S. Embassy, Lima, Peru, 1920-23; Western Electric Co., District Manager for Cuba, Mexico, Central America, Colombia and Peru, 1928-32; Lehn & Fink Products Corp., Branch Manager in Argentina, Brazil and Uruguay, 1937-41; Office of Inter-American Affairs and Board of Economic Warfare, Washington, D.C., Senior Economic Analyst and Assistant Director of Projects, 1941-45; member of U.S. Economic Mission to Paraguay, 1944; McGraw-Hill International Corp., New York, editor-in-chief of business magazines in international field, 1945-55. Delegate to various Pan American congresses. American Institute for Foreign Trade 1956—.

PAUL M. WILSON, B.S., Indiana State Teachers College, 1937; M.A., Ohio State University, 1948; Fellow, The Foundation for Economic Education, summer 1957.

Associate Professor of Accounting and Secretary to the Faculty

Teacher of accounting, Ohio Public Schools, 1939-47; auditor, Defense Plant Corporation, Ashtabula, Ohio; Instructor in Business Law, Phoenix College Extension, 1950-51; American Institute for Foreign Trade, 1947—.

MARION WISE, Bachillerato Femenino, Colegio del Sagrado Corazón, Bogotá, Colombia, 1945; Oxford Matriculation, General

Certificate of Education, Holy Cross Convent, Woking, Surrey, England, 1952; Additional study at Universidad de Santiago de Compostela, Santiago, Spain, 1952, Istanbul Universitesi, Istanbul, Turkey, 1953, University of California at Los Angeles, 1955.

Assistant in Instruction in Spanish

Bi-lingual secretary for Moore-McCormack Lines, Inc., Belem do Pará, Brazil, 1950, and National City Bank of New York, Salvador, Bahia, Brazil, 1951; Secretary to Manager of Lloyd's Register of Shipping, Vigo, Spain, 1953. United States Escapee Program, Division of the FOA Mission to Turkey as teacher of Portuguese, Istanbul, 1953-1954; Interpreter for the United States Trade Mission, Bogotá, Colombia, 1955. Foreign Correspondent for *Cromos*, *Cumhuriyet*, *Faro de Vigo*, *El Correo de Medellín*, *Luz y Alegría* 1954-1957. American Institute for Foreign Trade, 1957—.

Business Department

DIANE M. PHEBUS

Bookkeeper

ROBERT JOHN WHEELER

Accountant

ELAINE FRITZ RICE, Columbia University; Arizona State College, Tempe; Certificate, American Institute for Foreign Trade, 1950; Universidad de Michoacán de Morelia.

Secretary to the Vice Presidents

PHYLLIS JEAN ZOHA

Receptionist

PAUL WIECHERT

Manager of Dining Hall

FRED G. GYGER

Superintendent of Buildings and Grounds

ARTHUR O'NEILL

Assistant Superintendent of Buildings and Grounds

AMANDA HENDERSON

Housekeeper

CHARLES BRALEY

Postmaster and Storekeeper

THOMAS SUNDERLIN

Driver

Secretarial Staff

MITZIE T. BARRUTIA, B.S., University of Utah; Universidad Nacional de México.

Secretary to the Registrar

MYRTLE CADY, Principia College

Secretary to the Director of Placement

NELLIE M. KIRKPATRICK, George Washington University

Secretary to the Department of Languages

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 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 worldwide 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.

Foreign Trade as a Career

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 Institute's program also extends to preparation for careers in various branches of the United States government services.

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 should 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 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 easily gained, 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.

Career Objectives

Training at the American Institute for Foreign Trade is directed towards ultimate assignment abroad in an administrative position. A company hiring an Institute graduate expects him to participate in a domestic training program and to demonstrate his willingness to accept and discharge responsibility before he receives his foreign assignment.

A student entering the Institute is not always aware of the variety of opportunities awaiting him in the field of foreign trade or government service abroad. To get the most out of his year's training, he is encouraged to reach his ultimate career objective decision early in the school year. To this end, he is given the best possible individual counselling and is urged to take full advantage of the research material available on world areas, on companies engaged in international trade, and on government agencies.

The career objective decision embraces a series of choices for which the following course outlines are presented. In addition to deciding whether he prefers business or government employment, the student should also decide which general geographic area most attracts him. Four broad categories of career objectives have been worked out and are described below.

Latin America — Business. At present, the greatest number of opportunities for the young American seeking a foreign trade career are with American companies operating in Latin America. Approximately 70 percent of the graduates of AIFT now in foreign countries are in that area. Among business careers in foreign trade the following are the principal fields: sales, banking, accounting, and production. In order to give the student a professional background in these fields, the student headed towards a business career in Latin America is advised to take the following subjects:

	Hours	
Language (Spanish or Portuguese)	13-16	} Basic Course
Latin America Area	6	
Foreign Trade, Documentation and Problems	5	
Marketing or Accounting	4 or 5	
Salesmanship	2	} Suggested Electives
Analysis of Financial Statements	3	
Management	2 or 4	
Advertising	2	
International Law of Commerce	2	
Business Communications	2	

Far East or Western Europe — Business. The general categories of business careers mentioned above obtain for the Far East or

Western Europe also. A student interested in the Far East will find opportunities available with the banks, oil and rubber companies, and, to a limited degree, with import-export houses and manufacturers of consumer goods. Job opportunities in Western Europe, however, are extremely limited.

A student preparing himself for Western Europe or the Middle East will take French. It is strongly recommended that a student preparing himself for the Far East also take French.

A suggested program for the Far East or Western Europe — Business, incorporating study of a language, follows:

	Hours	
Language (French)	16	} Basic Course
Far East or Western Europe Area	6-8	
Foreign Trade, Documentation and Problems	5	
Marketing or Accounting	4 or 5	
Salesmanship	2	} Suggested Electives
Analysis of Financial Statements	3	
Management	2 or 4	
Advertising	2	
International Law of Commerce	2	
Business Communications	2	

Government Service Abroad. This field of specialization contemplates employment by those civilian agencies of the Federal Government which are concerned with foreign problems, or with international organizations of an official or semi-public character, such as the United Nations or its various affiliates. The former category includes the Department of State, the U. S. Information Agency, and other government agencies.

The course of studies should emphasize area and language studies and presupposes some previous acquaintance with those disciplines.

Any work taken in the Foreign Trade Department should have a bearing on possible utilization in the field of economic reporting.

For the average student, the following arrangement of courses is suggested:

	Hours	
Language (Spanish, Portuguese, or French)	13-16	} Basic Course
Area Studies (Latin America, Far East, Western Europe)	12	
International Relations	6	

Alternative or additional work may be taken in the form of directed research in Area Studies or in pertinent Foreign Trade courses.

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 the home office of an export department, 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 of a financial house. Although in all of these employments familiarity with a foreign language is highly desirable, it is not essential to success in many positions. The suggested course outline follows:

	Hours	
Area Study (depending on major area interest)	6	} Basic Course
Foreign Trade, Documentation and Problems	5	
Marketing	4 or 5	
Accounting	9	
Salesmanship	2	} Suggested Electives
Management	2 or 4	
Advertising	2	
International Law of Commerce	2	
Business Communications	2	
Additional Area Studies	2-6	

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. Placement services are available to the students only when they are completing the one year course.

Each academic year, leading business firms and U. S. Government agencies send representatives to Thunderbird to interview prospective graduates. In addition, the Placement Office is in correspondence with many other firms interested in employing AIFT graduates.

Students are expected to cooperate with the Placement Office by compiling lists of firms in which they are interested, writing individual letters of application, preparing resumés and providing photographs for application forms.

Each student is handled individually, and the Placement Office provides as much assistance as possible in helping him secure employment in the foreign field. The Institute cannot, however, guarantee satisfactory assignments for any of its students.

Graduates should anticipate that travel to areas of employment must be made at their own expense at the completion of the course.

Employers express greatest interest in graduates in the 25- to 31-year-old bracket.

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.

Opportunities for women graduates are limited in comparison to those available for men graduates. Employment with U. S. Government agencies is one field open to women graduates. In addition, registered nurses, dieticians, and school teachers are in demand.

Students on probation or under suspension from the Institute are not eligible to make use of the Institute's Placement services.

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 2500 graduates of the American Institute for Foreign Trade, more than 650 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 the fact be overlooked that those who go into domestic business have likewise found value in the school's intensive courses in commercial techniques.

ALUMNI CHAPTERS

The Institute maintains an Alumni Office for the convenience of its alumni and students. Up-to-date information on the activities of the widely scattered alumni is made available through the Alumni Bulletin, the Alumni Directory, and the Overseas List.

Active alumni chapters in the United States have been organized and are functioning in Phoenix, San Francisco, Los Angeles, Chicago, New York, and Akron. Chapters abroad are located in Mexico City; São Paulo, Brazil; San Juan, Puerto Rico; Caracas, Venezuela; Lima, Peru; Rio de Janeiro, Brazil; Buenos Aires, Argentina, and other foreign cities where substantial numbers of AIFT alumni are located.

AWARDS

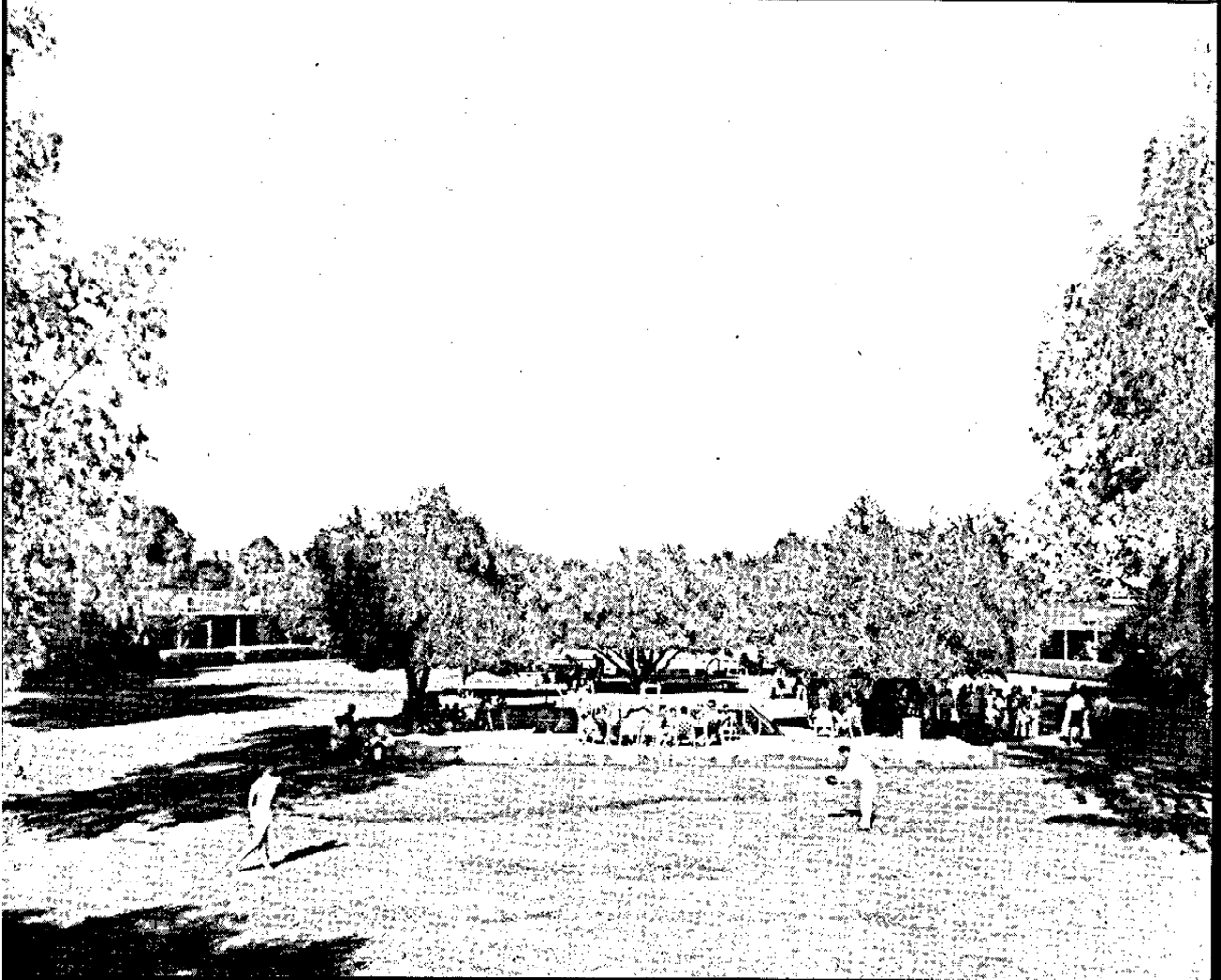
The Barton Kyle Yount Memorial Award. Established in 1949 by colleagues and friends of General Yount, with the object of preserving the ideals for which he stood, the Barton Kyle Yount Memorial Award is given to a member of each graduating class of the Institute who is considered especially deserving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

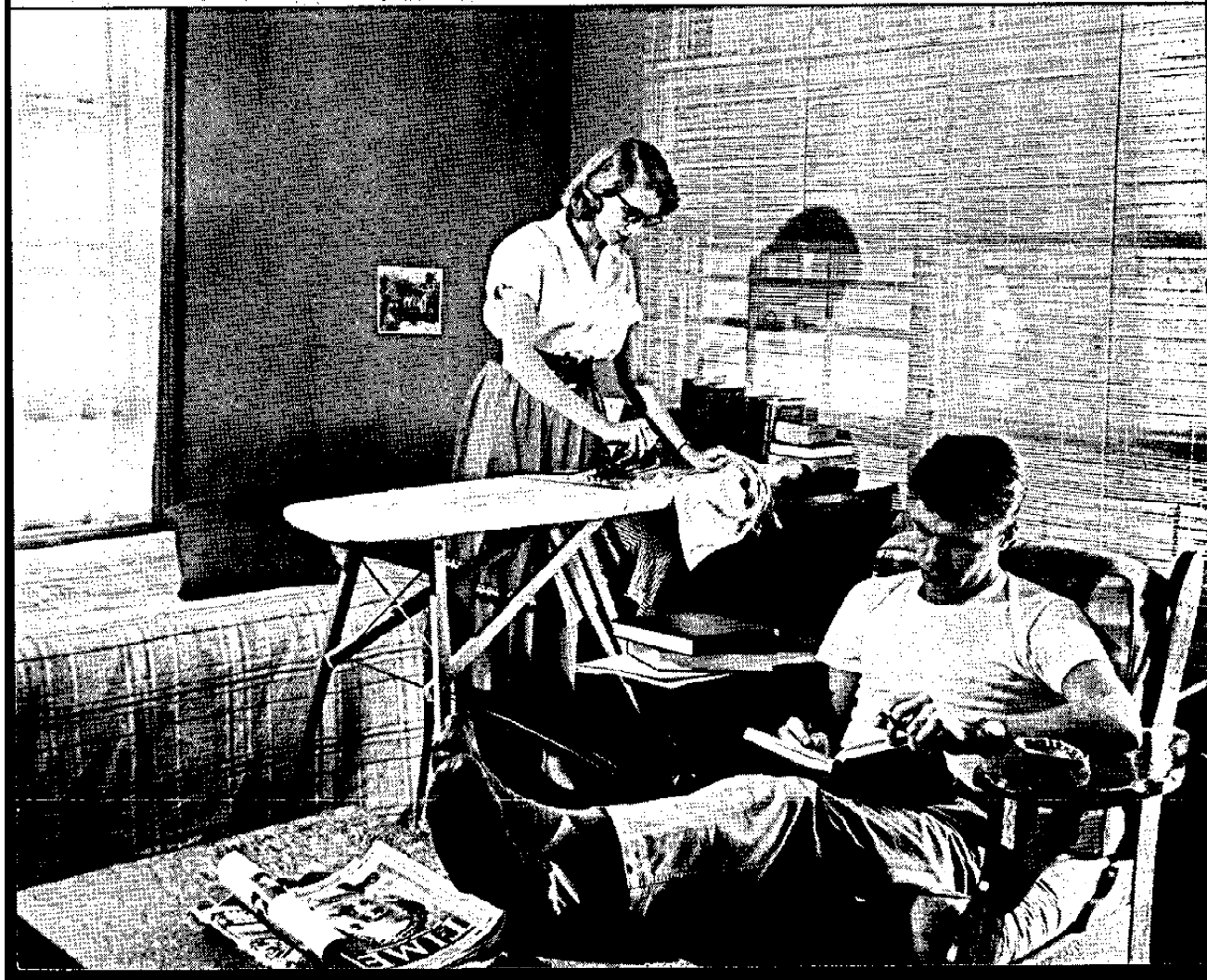
The Alfred Knight Scholarship Award. This award is presented in the name of Dr. Alfred Knight, one of the founders and officers of the American Institute for Foreign Trade, who so well symbolizes the dignity and worth of sound scholarship. It is conferred upon that member of each graduating class who best meets the ideals of the donor and the Institute for excellence in scholastic accomplishment. This award, established in 1954, carries no stipend.

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

The Wall Street Journal Award. A silver medal and a year's subscription to the Wall Street Journal are awarded at the end of the spring semester to a graduating senior who has been a member of a class in advanced accounting. 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 Marketing Club Award. This award was established to honor those students who demonstrate a sincere interest in marketing through their active participation in Marketing Club activities, and through their facility in handling the assigned problem in the Research in Foreign Marketing course. The award, established in 1957, carries a \$25 stipend.





GENERAL INFORMATION

Campus and Buildings

The American Institute for Foreign Trade is situated approximately 16 miles northwest of Phoenix, and six miles north of Glendale, 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 agreeable climate and extensive recreational facilities.

The forested mountain regions of northern Arizona, and Nogales, Hermosillo, and Guaymas in the Mexican State of Sonora, to the south, are easily accessible.

The entire property consists of 180 acres, of which the buildings occupy approximately forty acres of 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 quadrangles of lawn and shrubbery, one of which contains two regulation-size swimming pools. The Administration Building, facing the main gate, contains the administrative offices and the infirmary. The largest of the buildings is the Dining and Recreation Building, containing the dining hall, kitchens, canteen, the main assembly hall, and a lounge for students.

The Library

The Library of the Institute is a series of 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 of 12,000 volumes is concentrated 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. The collection includes Spanish, Portuguese, and French books. Emphasis is placed on current information. Ninety periodicals and nine 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.

The Library 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.

Medical Services

The Institute looks upon the physical well-being of its students as of major importance.

The Institute has a well-equipped infirmary under the direction of a physician, with a registered nurse in regular attendance. Consultation hours with the nurse are held week days, 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. Visits to the office of the physician by wives, however, are at their own expense. Charges are made for infirmary services to children.

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 language and area studies. No tuition charge is made to those who complete the work. A special fee of \$25 must be placed on deposit at registration. This fee is refunded upon completion of the course but must be forfeited if the wife drops out after the last day for changes of schedule. Work in addition to language and one area study sequence is charged for at the normal unit rate.

The rules governing attendance and scholastic standing apply to the wives enrolled in area or language courses for credit. No auditing of classes is permitted in the language courses. Successful completion of the area study and language sequences entitles the wife to a certificate of recognition.

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 husband's careers and have proven themselves to be much more adaptable to situations encountered in foreign countries. Some 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.

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.

Students are urged to use Spanish, Portuguese, or French as the language of daily existence. Although entirely voluntary and by no means uniformly followed, this tends to strengthen the bonds of friendship, as well as to help develop fluency.

Student life is enlivened by frequent dances and other all-campus social activities. The pleasant Arizona winter climate makes possible participation in all outdoor sports during the school year. During the milder months, the two swimming pools are the center of most recreational activity.

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 acceptable behavior, he is warned. Repeated excess results in his being asked to move off campus. This latter action is automatically considered as placing a student on probation. In some instances, he may be asked 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 a softball diamond, shuffleboard court, volleyball court, 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 campus, the surrounding countryside offers excellent opportunity for horseback riding, golf, and hunting. Students make use also of the winter sports areas in northern Arizona.

Extracurricular Activities

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. Recreational features in English are shown on campus.

Programs and Dances. A series of entertainments and dances is sponsored annually by the various clubs and social organizations. It is suggested that students bring costumes and musical instruments, if they have them, to participate in these events.

Publications. The Institute's annual, *The Thunderbird*, is published every May. It is edited by a student staff.

Clubs. Campus clubs include the **Marketing Club**, affiliated with the American Marketing Association; **Delta Phi Epsilon**, the national foreign trade fraternity; the **Speakeasy Club**, organized to help students develop poise and fluency in public speaking; the **Colorgraphic Club**, formed by students interested in color photography, who provide colored slide programs on the various areas of the world; the **Newman Club**, Catholic students' organization; the **French Club**, and the **Portuguese Club**, which are concerned with developing social fluency in these languages; and the **Thunderbird Women's Club**, composed of women students and wives, who sponsor programs to inform themselves on the practical aspects of foreign living. The Women's Club also sponsors the campus cooperative nursery and allied programs.

Language Choruses. Organized Spanish, Portuguese, and French choruses meet weekly for practice sessions. They 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.

Special Instructions

The Post Office address for students is:

c/o 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.

Clothing. 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.

Road Directions. For the benefit of those arriving by automobile, the best means of reaching Thunderbird Field is to proceed to Glendale, Arizona, approximately eight miles northwest of Phoenix on Route 70, then turn north on North Central Avenue in Glendale (called North 59th Avenue north of the Glendale city limits). Proceed north for approximately six miles. One mile after crossing the Arizona Canal, AIFT is on the right.

Transportation. When date and time of arrival and means of transportation are determined, the Registrar should be notified so that transportation from Phoenix to Thunderbird may be arranged, if necessary.

Pets

Because of the close communal living facilities on campus, pets of all kinds (cats and birds included) are prohibited from the single students' and married couples' quarters. Those who reside in campus family units or apartments are permitted to keep small pets. Dogs are not permitted on the campus.

LIVING ACCOMMODATIONS

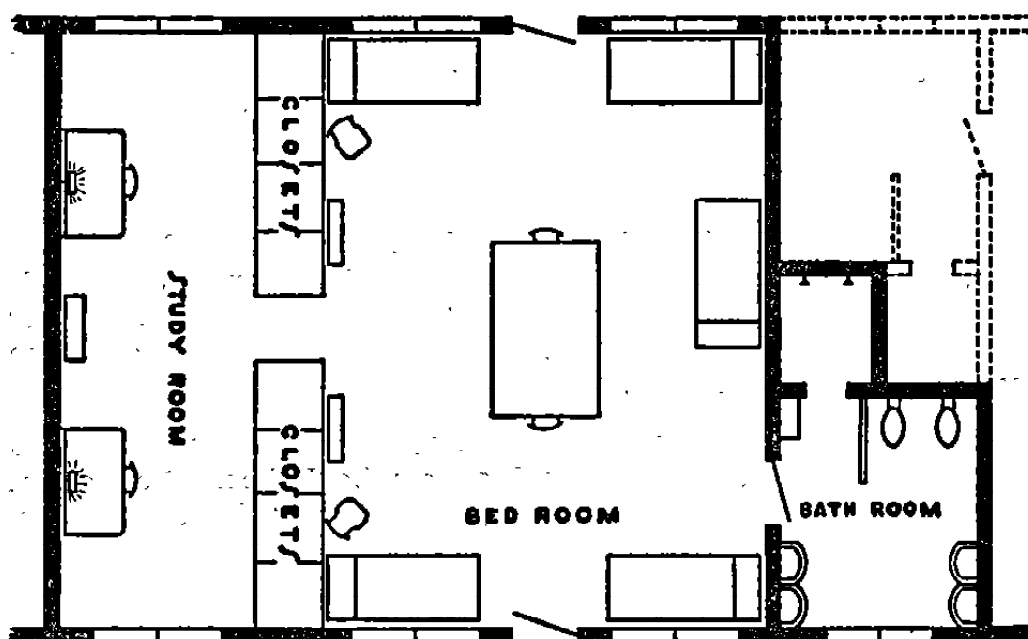
The Unmarried Students' Dormitories

Unmarried students are housed in large rooms, 29 x 24 feet, open on both sides for light and air. The occupancy of each room is limited to a maximum of six students. Each room has its private bath and its own heating and air-conditioning units.

The Institute provides beds, mattresses, pillows, straight chairs, study tables, study lamps, and drapes. Students should supply their own blankets, sheets, pillowcases, and other linens. Students should also bring any rugs, extra lamps, or chairs they may desire.

Cooking is not permitted in these quarters.

The following diagram shows a typical arrangement of unmarried students' quarters.



The lodging charge for single students is \$75 per semester. Board for single students is \$275 per semester.

Linen Service

Linen service is available through the American Linen Supply Company. Cost of a bundle of two sheets, one pillowcase, 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 on the basis of available space (see page 35 for description of these rooms).

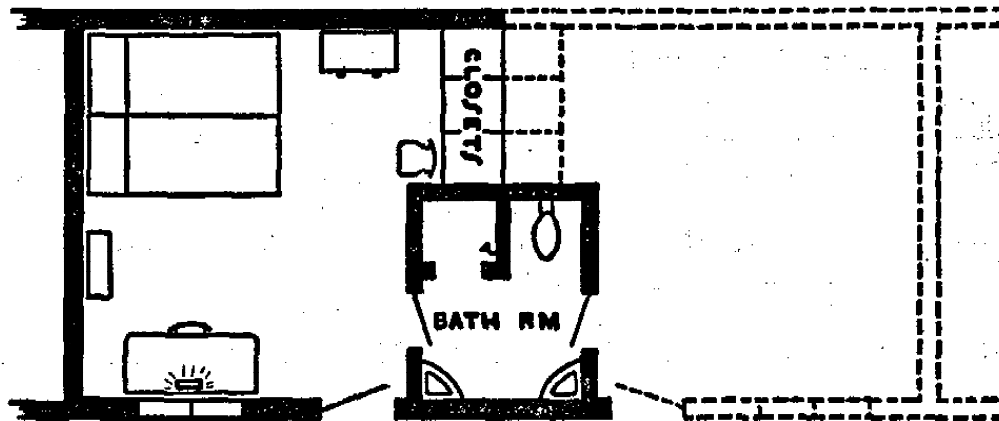
The Married Students' Dormitories

Married students and their wives are housed in dormitory buildings flanking the center quadrangle. These two buildings provide 56 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 study lamp, two mattresses, two pillows and drapes. Each couple should bring their own blankets and linen (see page 34 for linen service). Rugs 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.

Cooking is not permitted in these quarters.

The following diagram shows an arrangement of married students' quarters.



The lodging charge for married students resident on Thunderbird campus with their wives is \$150 per couple, per semester. Board for married couples is at the rate of \$275 per person per semester.

Family Housing

There are limited accommodations available on the Thunderbird campus for married students with children. Since there is a great demand for these quarters, priority is determined in all cases by the date of the \$20 fee requested in the official acceptance letter.

These quarters, 29 by 24 feet in size, are partitioned into the various living areas by means of storage cabinets (see page 34 for floor plan). Three-burner gas plates and ice boxes are provided. Students desiring electric refrigeration or regulation-type stoves should provide their own equipment. Rental for these quarters is \$50 per month. The Institute provides beds, mattresses, straight chairs, tables, a study lamp, and drapes. Blankets and additional furnishings should be provided by the student.

Students who cannot be accommodated on campus can find rentals in Glendale or Phoenix. Off-campus housing is arranged by the student.

FEES AND STUDENT AID*

Tuition. The charge for tuition is \$450 per semester, plus the comprehensive fee.

For this amount the student is permitted up to 20 semester hours of instruction, though the minimum load to meet graduation requirements is 16 hours per semester. Students who, by successful petition to the Academic Committee, are permitted to carry more than 20 hours will be charged at the rate of \$27.50 per semester hour for the excess.

A student completing his graduation requirements in two semesters will be charged at the semester rate regardless of any imbalance of work carried (e.g., 21 hours during the first semester and 11 during the second). Students who do not have a baccalaureate degree and who need four semesters to complete requirements for the Bachelor of Foreign Trade degree (see p. 43) will likewise be charged at the semester rate.

Students who carry 12 or more semester hours are regarded as full-time students and are subject to the customary \$450 tuition charge plus the comprehensive fee per semester. Students who carry less than 12 semester hours per semester are regarded as part-time students, whose tuition is chargeable at the rate of \$27.50 per semester hour plus the comprehensive fee. This does not apply to those mentioned in the third paragraph above.

Charge for the **Key Man Course** (see p. 47) is \$1,000 per man, including room and board. Wives are enrolled with their husbands for an additional \$500.

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, but does not include infirmary or nursery fees for children.

A \$20 acceptance fee is charged all applicants upon acceptance. This fee is **not refundable**.

A late registration fee of \$5.00 is applied after the day on which the semester starts.

A thesis fee of \$25.00 will be assessed each candidate for the Master's degree during his fourth semester in residence.

A fee of \$25.00 each semester will be charged student wives enrolling for the area study and language courses. This fee is refundable upon completion of the course (see page 30).

Board. Board at the Thunderbird dining hall is at the rate of \$275 per person, per semester. Single students and childless couples living on campus are expected to eat in the dining hall.

*Veterans, see pages 39 and 40.

Lodging. Lodging is at the rate of \$75 per person, per semester: i.e., married couples, \$150 per semester. Rental of quarters for married students with children is at the rate of \$50 per month.

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

Single Students		Married Couples	
Tuition	\$900	Tuition	\$900
Fees	50	Fees	50
Board	550	Board	1100
Lodging	150	Lodging	300
	\$1650		\$2350

Books and instructional supplies are not included in the regular tuition charge. In most cases their cost will not exceed \$75 yearly.

Payment of Fees. Tuition and all fees are payable at registration. Students who plan to earn a part of their requirements and Veterans under Public Law 550 (Korea) may, however, make arrangements for deferred payments, but they should have available at the time of registration funds that will cover substantially one half of the total semester's expenses, the amount of which will, of course, depend upon the student's personal arrangements as to board and lodging. Nonpayment of fees may be cause for dismissal.

All veterans should have available sufficient funds to carry them until veterans benefits payments begin. Certificates of Eligibility must be properly on file at the time of registration.

If arrangements are made for deferred payments, a two percent fee will be charged on the balance owed by the student after he registers.

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	Percent of Semester Tuition and Fees to be Retained by the Institute	
One week or less	20%	(\$90.00)
Between One and Two Weeks	20%	(\$ 90.00)
Between Two and Three Weeks	40%	(\$180.00)
Between Three and Four Weeks	60%	(\$270.00)
Between Four and Five Weeks	80%	(\$360.00)
Over Five Weeks	100%	(\$450.00)

Board is refundable to the nearest following 1st or 15th of the month. Lodging is not refundable.

Scholarships

Arizona Scholarships. The Board of Directors of the Institute has made available four tuition scholarships: one to a bona fide male resident of Glendale, Arizona; and one each to a male graduate of the University of Arizona, Arizona State College at Tempe and Arizona State College at Flagstaff. Applications for these scholarships should be made to the Scholarship Committee of the institution from which the student was graduated. In the case of the Glendale award, applications should be made to the Glendale Chamber of Commerce.

The above scholarships are granted on a one-semester basis, renewable. Each recipient's achievement will be reviewed before renewal of the scholarship for the second semester. All scholarship applications should be in the hands of the Registrar of the Institute by May 1 for the ensuing academic year.

Barton Kyle Yount Memorial Scholarships. This group of tuition scholarships has been established by students of the Institute in honor of its first President. They are limited to second semester students and provide an average of \$150 each. The main criteria applied are: scholastic performance during the first semester, established financial need, and character, with emphasis on integrity, personality, and demonstrated suitability for foreign trade. Students interested in qualifying for the Barton Kyle Yount Memorial Scholarships should contact the Registrar for further information after mid-term of their first semester. All applications must be in the hands of the Registrar by May 1 for the Fall Semester and by December 15 for the Spring Semester.

Harnischfeger Scholarships. Mr. Walter Harnischfeger, President of the Harnischfeger Corporation, has made available two scholarships of \$500 each to Milwaukee School of Engineering graduates. Nominations for these scholarships will be made by the faculty of the Milwaukee School of Engineering.

All scholarship students are expected to live on campus, with the exception of those permanently domiciled in Glendale or Phoenix, or those requiring family housing. (Because of the limited number of campus family units, it is not always possible to assure accommodations. See p. 35 for priority policy applicable to all students.)

There are no room and board scholarships.

All applicants for scholarship aid must be U.S. citizens.

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 Committee and continuing support is given by

alumni, industry, and interested friends of the school. Loans from this fund are applicable only to payment of tuition and fees, and are granted only to second-semester students.

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.

The Altrusa Club of San Diego. The Altrusa Club of San Diego has established a revolving loan fund to help women students interested in careers in foreign trade or government service abroad.

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 in the administrative or faculty offices, in various capacities in the dining hall, in the library, or on the maintenance staff. Application for part-time employment should be made to the Business Manager in advance of the opening of school. Application forms may be obtained from the Registrar.

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 students who need to obtain off-campus employment.

Inasmuch as the concentrated course of study requires the best efforts of the student, very few hours per day are available for gainful employment, and the amounts which may be earned are, therefore, necessarily small.

Veterans

The Institute's program is approved for veterans under Public Laws 346, 16, 894 and 550. All veterans are urged to consult local Veterans Administration officials for counseling. 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 346. In order to provide for the payment of his tuition and fees at the Institute's rate of \$950.00 for the school year, plus a maximum of \$75 for required textbooks and supplies, the veteran enrolling under Public Law 346 may sign a waiver of sufficient future eligibility to cover the excess over \$250 per school semester. Two semesters attendance (eight and one-half months approximately) will require fourteen months and approximately 15 days of entitlement at the accelerated rate. When requesting his Certificate of Eligibility and Entitlement, a veteran should make certain that Space 8 of that certificate contains the following wording: "Valid for a course in

Foreign Business Administration and Relations at the American Institute for Foreign Trade, Phoenix, Arizona, commencing with the Fall 195..... (or Spring, 195.....) term." (Candidates for the Bachelor and Master of Foreign Trade should apply for **Course III**; Candidates for the Certificate of Graduation should apply for **Course II**.)

Public Law 16. A veteran candidate under Public Law 16 should consult local Veterans Administration officials for counseling. The veteran must be approved for training before he enters training at the Institute.

Public Law 550 (Korea). A veteran entitled to education or training allowances provided for under Public Law 550 must file an application with the Veterans Administration (VA Form 7-1990). In applying for training at the Institute, Space 15 on VA Form 7-1990 should indicate contemplated goal (Foreign Sales Representative, Export Manager, Manager-Advertising and Sales Promotion, Foreign Service Staff, International Advertising Director, Traveling Auditor, Economic Consultant or Analyst, Foreign Technical Representative, Economic and Industrial Research Director, etc.) Space 16 on VA Form 7-1990 must read: **Foreign Business Administration and Relations Course III (Graduate)** for candidates for the Degree of Bachelor of Foreign Trade and Master of Foreign Trade, and **Foreign Business Administration and Relations Course II** for candidates for the Certificate of Graduation.

Veterans under Public Law 550 may not sign a waiver of future eligibility as is allowable under Public Law 346.

Public Law 894. A veteran candidate under Public Law 894 should consult local Veterans Administration officials for counseling. The veteran must be approved for training before he enters training at the Institute.

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."

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.

The Institute is an associate member of the Western College Association.

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—Excellent	100% - 93%	(Carries 1 grade point)
2—Very good	92% - 85%	(Carries 2 grade points)
3—Good	84% - 77%	(Carries 3 grade points)
4—Acceptable	76% - 70%	(Carries 4 grade points)
5—Failure	69% and less	(Carries 5 grade points)
Inc.—Incomplete	Must be removed within one semester by completing work, otherwise it reverts to "5."	
W—Withdrawal	Allowed during the first quarter of each semester, with the Dean's approval. After the first quarter of each semester, WP—Withdrawal Passing; WF—Withdrawal Failing.	

Attention is called to the fact that the lowest passing grade is 70%, which is equivalent to the lower limit of the normal undergraduate "C" level.

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.

Degrees or certificates of graduation require a grade-point average of not more than 3.2.

If a student's grade-point average is more than 3.2 at the time of any progress report, he will be placed on probation. If this probation has not been removed by the end of the semester, his case will be reviewed by the Academic Committee to determine whether he will be allowed to enroll for another semester or will be asked to discontinue his course.

In case a student is asked to discontinue his course for reasons of unsatisfactory progress or conduct, he may petition in writing for reinstatement after a lapse of at least one full semester. If reinstated, he is considered to be on probation until the probation is lifted.

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 at 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.

As a matter of policy, unexcused absences can be granted only to the number of credit hours 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 Registrar (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 makes Thanksgiving and Easter recesses too short to permit extended trips or visits to distant homes. A Christmas recess of approximately three weeks is granted.

At the request of prospective 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

One transcript of credits may be obtained by each student after he leaves the Institute. Any student requiring additional transcripts may obtain them through the office of the Registrar at a cost of \$1.00 each.

ADMISSION REQUIREMENTS

The Committee on Admissions gives careful consideration to the applicant's formal academic preparation and scholastic achievements as evidenced by official transcript, to the report of his physical condition, to character, maturity, and personality, and to his potential for employment in the field of foreign trade as evidenced by evaluation of the preceding factors. Due to the highly specialized nature of the training program, its presumable benefits to the applicant are of uppermost consideration by the Committee. Admission may be denied on the basis of failure to meet any of the above qualifications. There are no entrance examinations.

Graduates of American colleges and scientific schools of good standing, who have completed the normal four-year program leading to the Bachelor's degree and who present evidence of ability to pursue graduate study, are eligible for consideration for admission as full-time students to the following programs:

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. 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 official senior standing acquired elsewhere, upon completion of four semesters study at the Institute.

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. 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.

* * *

In the case of those students who have not received a recognized baccalaureate degree from an American college or university, the following courses are open:

Candidates for the Basic Certificate of Graduation. The Institute admits as candidates for its Certificate of Graduation those who have

completed at least two years of study above the high school level in a recognized institution of higher learning and who meet the other requirements for admission in terms of maturity and experience significant to the training program of the Institute. The Certificate is awarded after successful completion of at least two semesters of required study.

The number of candidates admitted for the Basic Certificate of Graduation is limited, and admission is granted on a selective basis.

Candidates for Special Training. 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, international relations, or foreign trade. In such cases he will be enrolled as a Special Student, not subject to the basic curriculum requirements.

Method of Application

The prospective student should write to the Registrar requesting an application blank, which will be forwarded with necessary instructions. Applications are considered only when made on this form and submitted with all required supporting papers, prior to registration.

The fee upon acceptance is \$20.00. An applicant should forward his check or money order in this amount to the Registrar upon receipt of notification that he has been accepted. The fee will not be refunded.

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





THE COURSES OF STUDY

The Institute offers, altogether, four semesters (two academic years) of work comprising three major courses of study and one special course.

1. Course I (Basic) leading to the **Bachelor of Foreign Trade** degree or the **Basic Certificate of Graduation** after two full semesters of study. (See "Admission Requirements," p. 43).

The Basic Course is complete in itself, irrespective of any previous 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.

2. Course II (Special) leading to the **Special Certificate of Graduation** after four 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. 43).

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.

4. The Key Man Course is designed to provide language and area training in a six weeks intensive course for executives assigned to a foreign post who need to acquire, rapidly, a basic conversational ability in the language spoken and some understanding of the area and its people.

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 at the graduate level.

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). The minimum course of study required for the Bachelor of Foreign Trade degree or the Basic Certificate of Graduation 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 24, 25, and 26.

1. **Languages.** Course 100ab or 100b-200
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 300
plus (choice of one):
Marketing 200, or Marketing 210, followed
where possible by Marketing 350
Accounting 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.

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 undertaken 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 four semesters 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 27 semester hours at the 200 level.
4. A maximum of 17 hours at the 100 level: limited to 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 or business administration. If English 100 is required, it will be taken for no credit towards the Master of Foreign Trade degree.

Note: All courses submitted for graduate credit must be completed with a grade point average of 2.00 (see p. 41).

At the time a student applies for enrollment in Course III (Graduate), the Academic Committee may accept a limited amount of graduate work completed with distinction at a well recognized graduate school as a part of the program for the Master's degree, but the amount so accepted will not exceed the equivalent of six semester hours of work.

Key Man Course. This is a six weeks intensive training course in language and area studies, offered four times each academic year in either Spanish, Portuguese, or French for the purpose of providing an executive, already assigned to a foreign post by his company, with a basic conversational ability in the language spoken and some understanding of the area and its people.

In the six weeks period, the trainee receives the equivalent of two years of college conversational language instruction. He will have accumulated a vocabulary of 1600 to 2200 words and should be able to speak and comprehend the language at the normal conversational level. The development of the reading and writing skills will come readily because of the background gained. Once he is in a foreign situation, his progress is rapid and sure.

Language instruction throughout the course is entirely by ear. (Books containing the material required are presented along with the Certificate of Completion.) The trainee is at first required to memorize set conversations, introduced by instructors who are native

speakers of the language, and later repeated in "study" periods on recorded discs and tapes. Great stress is placed from the beginning on the acquisition of good pronunciation and intonation patterns, to the end that the languages spoken have as little "American accent" as possible. Original conversations, involving fixed situations and known, accumulated vocabulary, are introduced as early as the second week. Flexibility in conversation increases with the acquisition of additional vocabulary and structural items (minimum necessary grammar), the latter taught by specially trained American linguists who are thoroughly familiar with the pitfalls encountered by Americans trying to master the language in question. Conversations are invariably prepared with partners, who change daily.

Three to six language instructors are assigned to each Key Man group. The training is unusually intensive. Class-contact hours with instructors are 27½ per week: four 75-minute periods Mondays through Fridays and two on Saturday mornings.

The maximum number of persons in one group is eight; more are not accepted because of the dilution of individual attention; fewer than four are not economically feasible.

Language ear training and memorization require an unflagging minimum of five hours outside preparation daily. Since human beings vary in powers of receptivity, retention, mimicry, and the following of structural patterns, more than this minimum may be required for the person with less than average language aptitude. In rare cases it may become necessary to ask that an individual withdraw because of a lack of language proficiency or because of some auditory disability. Unfortunately, lack of aptitude cannot be satisfactorily established ahead of time in all cases.

All language instruction is under the direction of Dr. Howard W. Tessen.

Area discussions are conducted by Dr. William L. Schurz. They follow a minimum introductory pattern, but diverge rapidly under question-and-answer approaches. Chief emphasis is placed on an understanding of the people.

In groups which contain men destined to work overseas in the general field of distribution, marketing, and sales, the Institute is prepared to augment the area presentation with a brief introduction to the essential differences in approach in marketing, sales, and advertising as applicable in Latin America.

Wives of men enrolled in the Key Man courses are enrolled with them. Experience has proven that couples trained as teams for overseas service are the most effective representatives abroad.

Housing is provided at Thunderbird, and meals are served in the Institute's dining hall.

Charge for the Key Man course is \$1000 per man, including room and board. Wives are enrolled with their husbands for an additional \$500.

Key Man courses are normally offered twice during the fall semester (starting around September 15 and November 1) and twice during the spring semester (starting around February 8 and April 1).

COURSES

Courses marked by an asterisk (*) may be taken in either a-b or b-a sequence.

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 introduced to the modes of life in the various countries of the areas, the health conditions, social customs, religious beliefs, and other aspects of their cultures.

The method of instruction is through lectures, readings, use of visual education devices, and 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 made aware of not only the externals, but also the thought-patterns and motivations of the peoples he has studied. He should 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
- *LA-200b LATIN AMERICA** (3 hours)
A continuation of LA-200a.
Dr. Schurz
- *FE-200a THE FAR EAST** (3 hours)
A course on the geography, history, economy, politics and culture of middle and eastern Asia. Countries studied are India, Pakistan, Ceylon, and China. Lectures, discussions, and readings.
Miss Brown
- *FE-200b THE FAR EAST** (3 hours)
A continuation of FE-200a. Japan, Australasia, and the countries of Southeast Asia are studied.
Miss Brown

***WE-200a THE ECONOMICS OF WESTERN EUROPE (2-3 hours)**

This course deals with the basic economic geography of Europe, the state of industrial development 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, readings, and oral presentations.

Prerequisite: A course in the modern history of Europe.

Dr. Schurz

NOTE: Students taking only WE-200ab are required to take an additional one-hour Area 350 course each semester to fulfill the six-hour area study requirement. This requirement can also be met by IR-200a or b.

***WE-200b THE ECONOMICS OF WESTERN EUROPE (2-3 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 (1-2 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

IR-350 RESEARCH PROBLEMS IN INTERNATIONAL RELATIONS (1-2 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 200.

Dr. Schurz, Miss Brown

Department of Foreign Trade

The courses offered by the Department of Foreign Trade are sufficiently varied to give the student a practical and thorough knowledge of the subjects which he must understand for employment and advancement in the several fields of international trade. Because of the element of time the courses have been selected for subject matter considered to be most useful to foreign traders.

The basic essentials of foreign trade could perhaps be covered by integrated studies of its financial and merchandising aspects. Here, the financial and merchandising aspects are separated into distinct courses to insure specialization in presentation, thoroughness of coverage, and adjustment to individual students.

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

The courses in this department are supplemented by special lectures given from time to time by men who are leaders in their respective fields.

FT-100 INTRODUCTION TO WORLD TRADE (1 hour)
This course is designed to provide a general understanding of international trade, its development and its current status. As an introductory course, it touches on many practical aspects of foreign trade in relation to both historical trade patterns and contemporary political realignments. It familiarizes the student with terms used in the field so that these will not be strange to him when he enters the more detailed or specialized courses offered in foreign trade or marketing. From a personal standpoint, it is designed to give the student a knowledge of the factors which lead to individual success in the foreign field.

Mr. Campbell

FT-200 THE DOCUMENTS AND FINANCIAL OPERATIONS OF FOREIGN TRADE (3 hours)
This fundamental course provides a comprehensive knowledge of all the documents and terms used in foreign trade and the procedures used in financing exports and imports. It clarifies 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. Though basic in the field of international commerce, 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. Richter, Mr. Goodearl

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. The student is required to gather 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 course is set up in small sections so that the work of each member of the section may be analyzed and discussed for the benefit of all. It puts into practice the knowledge acquired in Foreign Trade 200 and in certain phases of the study of foreign marketing.

Prerequisite: Foreign Trade 200.

Mr. Richter, Mr. Campbell, and Mr. Goodearl

AC-200a ACCOUNTING FOR MANAGEMENT (2 hours)
This course covers the fundamental techniques of book-keeping and accounting, presented from the viewpoint of what is essential to management. It 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 (3 hours)
FOR MANAGEMENT
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 (3 hours)
FOR MANAGEMENT
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 concurrent with or subsequent to AC-200b.

Mr. Wilson

AC-350 RESEARCH PROBLEMS IN ACCOUNTING (2 hours)
This course consists of intensive study under individual faculty direction. 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-200 MARKETING, FOREIGN AND DOMESTIC (3 hours)**
 This course introduces the student to the fundamental principles of marketing and applies those principles 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 procedures in foreign marketing.
 Mr. Campbell, Mr. Turner
- MK-210 FOREIGN MARKETING (2 hours)**
 This course assumes a knowledge on the part of the student of the principles of domestic marketing, applies those principles to problems of marketing in international commerce, and provides the student with a practical knowledge of the techniques used. It covers marketing functions, trade channels, export advertising, merchandising, sales promotion, and the procedure followed in making export and import shipments.
 Prerequisite: A course in the principles of marketing.
 Mr. Campbell, Mr. Turner
- MK-350 RESEARCH IN FOREIGN MARKETING (2 hours)**
 This course is designed to familiarize the student with the best accepted methods of analyzing foreign markets for the sale of U.S. products. The student chooses the product and the foreign country in which he proposes to market it. He makes a written market analysis on the potential for the sale of the product and presents definite conclusions and specific recommendations as to the most effective method of marketing the commodity in the country he has chosen.
 Prerequisite: MK-200, MK-210 or equivalent.
 Mr. Campbell, Mr. Goodearl, and Mr. Turner
- AD-200 ADVERTISING THEORY AND PRACTICE (2 hours)**
 This course provides an introduction to the economics of advertising, consumer research, product and market analysis, copy appeal, layout, advertising media and techniques, testing methods, the advertising agency, the advertising department, and the advertising budget. It is conducted by lectures and by the preparation of advertising campaigns on an agency basis.
 Mr. Turner
- SL-200 BASIC PRINCIPLES OF SALESMANSHIP (2 hours)**
 This course is designed to prepare the student for administrative work requiring the supervision of salesmen as well as for actual sales work. It covers the basic essentials of personal selling — including pre-approach, approach, presentation, demonstration and close — and their application to foreign selling. Lectures and discussions are supplemented by talks by leading sales executives. Time is devoted to actual sales demonstrations by students.
 Mr. Richter

CL-200 INTERNATIONAL LAW OF COMMERCE (2 hours)
The course is designed to familiarize the student with the prevailing principles of the laws of contracts, sales, agency, corporate and non-corporate forms of business organizations, merchants and non-merchants and other legal aspects of carrying on a business under foreign legal systems. It is the purpose of the course to provide sufficient knowledge of American and foreign legal concepts to enable one to recognize the need and importance of legal assistance in international business transactions.

Mr. Kelso

***MG-300a SEMINAR IN MANAGEMENT (2 hours)**
Problems in management with emphasis on organization, division of responsibilities, and functions, presented in a short intensive course. Research paper.
Prerequisite: Sixteen semester hours of upper division work in Business Administration or its equivalent in administrative business experience.

Mr. Hacker

***MG-300b SEMINAR IN MANAGEMENT (2 hours)**
A continuation of MG-300a, with emphasis on human relations.

Mr. Hacker

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; the 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 recorded materials.

In addition to the laboratory, the Language Department is equipped with sixteen language listening booths, where students may prepare their work.

Emphasis in the beginning classes is on comprehension and speaking ability. In the advanced work, reading and writing ability is increased. Periodicals and books published in foreign languages

serve as texts. Advanced courses are also given in Spanish business communications.

Students who have previous conversational experience in Spanish, Portuguese, or French are assigned to classes after their oral-aural 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.

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: Ear training and speech exercises.

FR-200 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.

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: Continuation of ear training and speech exercises.

PO-200 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-350 TECHNICAL AND RESEARCH SPANISH (2 hours)**
 May be taken concurrent with or subsequent to SP-200 or its equivalent.
 Assignment of a research project which includes the development of specialized vocabularies to suit the requirements of the project.
 Mr. Carrera and Dr. Tessen
- EN-100 FUNDAMENTALS OF ENGLISH. Required of all students who fail to pass a qualifying entrance examination in the fundamentals of English. (2 hours)**
 Explanation and practice of the fundamentals of English. Current, practical language usage stressed. Attention given to spelling, punctuation, and good writing.
 Dr. Tessen and 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 business writing—sales letters, reports, advertising, and employment application 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

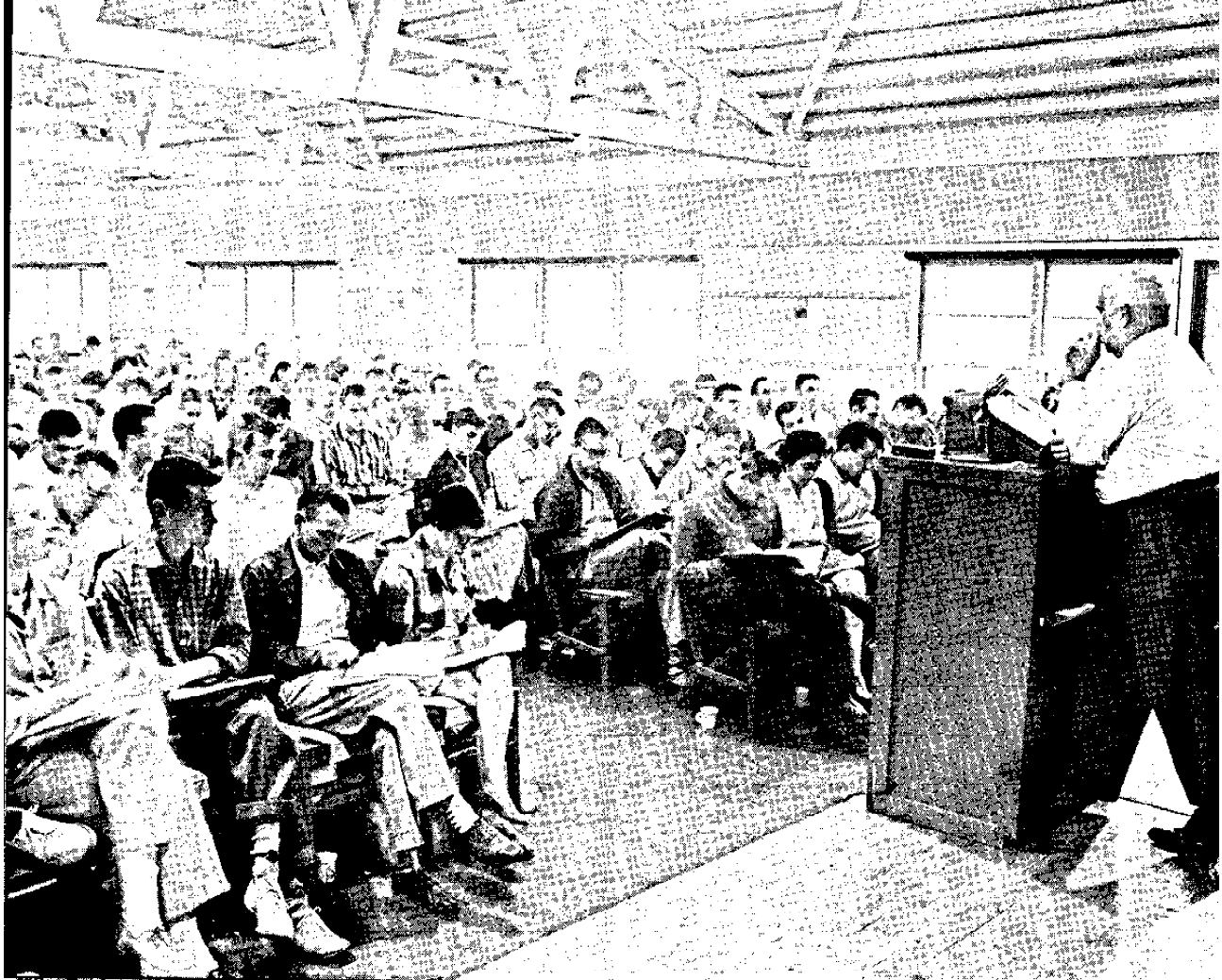
STUDENT BODY 1958-1959

Class of June 1958

Allen, Stanley Curtis B.S., University of Oregon	Salem	Oregon
Andersen, Arnold Kay B.A., San Diego State College	San Diego	California
Anderson, William Hugh B.S., San Diego State College	Riverside	California
Andreson, Frederick Richmond B.S., Colorado State University	El Paso	Texas
Barth, Werner W.	Karlsruhe	Germany
Block, Ephraim Lester B.A., University of Texas	Laredo	Texas
Bodenhamer, Howard Gene B.A., University of Arizona	Somerton	Arizona
Boonstra, James Corwin B.A., Hope College	Zeeland	Michigan
Brolley, Stuart D. B.A., Stanford University	Saratoga	California
Brown, Charles David B.S., Northwestern University	Evanston	Illinois
Brown, David Albert B.A., University of Utah	Evanston	Illinois
Brown, LeVerne Maynard B.S., North Dakota State	Medora	North Dakota
Bruce, Robert Lindley A.B., University of California, Berkeley	Long Beach	California
Bruno, Russell F. B.A., Yale University	Torrington	Connecticut
Busch, Edgar Thomas B.S., Indiana University	Evansville	Indiana
Bustard, Walter A. B.A., Southwestern College, Memphis	Bronx	New York
Candiano, Charles John B.S., University of Arizona	Chicago	Illinois
Carstens, Michael Howard B.S., Yale University	Lake Forest	Illinois
Casagranda, Donald Ray B.A., University of Montana	Butte	Montana
Cassell, Andrew T., Jr. B.A., University of California, Berkeley	Pasadena	California
Cavanagh, Philippe Pierre A.B., University of Notre Dame	Santa Barbara	California
Champion, Donald Emmet B.A., University of Illinois	Waukegan	Illinois
Child, Roger William B.S., California State Polytechnic College, San Dimas	Long Beach	California
Christopher, Douglas Duane B.A., Colorado State College	Greeley	Colorado
Clippinger, Donald Edward B.A., Lawrence College	Evanston	Illinois
Cogdill, Kenneth Clark B.S., Arizona State College, Flagstaff	Flagstaff	Arizona
Cole, Bennett Ogburn B.A., University of Virginia	Radford	Virginia
Cox, Melvin Douglas B.A., University of Southern California	Bellport	New York

Crain, Donnell Leslie B.A., University of Washington	Seattle	Washington
Crandall, Edwin B. A.B., University of Nevada	Truckee	California
Croisant, Robert Donald B.S., University of Oregon	Seaside	Oregon
Crosby, Jack Tyrus, Jr.	Haslett	Michigan
Culbertson, Ivan, Jr. B.S., B.A., University of Arizona	Tucson	Arizona
Currie, Gary Ronald B.S., Colorado State University	Council Bluffs	Iowa
Dahlstrom, James Stephen B.S., Oregon State College	Madras	Oregon
Davis, Donald Dewitt B.S., U.S. Merchant Marine Academy	Torrance	California
Davis, Philip Jordan B.S., University of California, Berkeley	Sacramento	California
Davis, Robert Stovall B.A., University of Virginia	Birmingham	Alabama
Day, Herbert Dunham A.B., Colgate University	Plainfield	New Jersey
Deakin, Richard Whitman B.A., Stanford University	Vashon	Washington
del Moral, Paul Costero B.S., St. Cloud State Teachers College	Manila	Philippine Islands
Dietrich, Dean Willis B.A., Colorado State College	La Porte	Indiana
Doran, Robert Edmund B.A., Arizona State College, Tempe	Carpinteria	California
Driver, Louis Edward B.A., Texas A & M College	San Antonio	Texas
Drum, William Havens B.A., Montana State University	Miles City	Montana
Eastabrooks, Samuel Royce A.B., Tufts College	Maui	Hawaii
Farber, Robert Alan B.S., University of Arizona	Van Nuys	California
Fischer, Wayne Paul B.S., Bowling Green State University	Woodstock	Illinois
Fishback, William Spencer A.B., Indiana University	Indianapolis	Indiana
Forline, Hamilton Frank	Phoenix	Arizona
Foster, William J. H. B.A., Arizona State College, Tempe	Fredonia	Arizona
Friend, Charles Wood B.A., Williams College	Pittsburgh	Pennsylvania
Fritzner, Alvin George B.S., Arizona State College, Tempe	Gaylord	Minnesota
Gavanas, Denis B.S., Tufts University	Brockton	Massachusetts
Geetersloh, James Thomas A.B., Syracuse University	East Hartford	Connecticut
Gerbasi, Anthony Edward B.A., University of Pittsburgh	Farrell	Pennsylvania
Gil del Real, Joaquin B.A., University of Southern California	Burbank	California
Giles, Wesley Reginald B.B.A., Clark University	Worcester	Massachusetts
Goldhagen, Juergen Richard B.S., University of California, Los Angeles	Berkeley	California





Graham, Richard Coleman B.A., Western Maryland College	Christiansburg	Virginia
Hanford, Walter Raymond, Jr. B.A., University of Connecticut	Hartford	Connecticut
Harkness, Clifford Ernest, Jr. A.B., University of Illinois	Chicago	Illinois
Havard, Chester Arthur B.S., Texas A & M College	Kirbyville	Texas
Heaton, Frank Warren A.B., Stanford University	Los Angeles	California
Hernandez, Conrad P. B.S., University of Arizona	Nogales	Arizona
Hinkle, Robert Ashbridge	Pound Ridge	New York
Hitchcock, James Watson B.S., University of North Dakota	Lisbon	North Dakota
Hoffman, Philip Donald B.A., University of Missouri	Kansas City	Missouri
Hogan, David Guiou B.A., Bowdoin College	Houlton	Maine
Holt, William Billings B.S., Utah State University	Chicago	Illinois
Jansa, Astrid K. B.A., Scripps College	Bogota	Colombia
January, Irving Philip B.A., University of Virginia	Suffolk	Virginia
Johnson, Marlin Telfer B.A., Mount Union College	Belvidere	Illinois
Jordan, Dowdell Wylie B.A., Texas University	Brady	Texas
Kawakami, Nobu B.B.A., Woodbury College	West Covina	California
Karrer, Richard Grover B.S., Northwestern University	Chicago	Illinois
Keen, George Benson B.S., University of Maryland	Baltimore	Maryland
Kelley, Gerald Escola B.A., Willamette University	St. Helens	Oregon
Kellogg, Walter A. B.A., Lake Forest College	Antioch	Illinois
Kelsey, Mark Jr. B.S., University of Southern California	Los Angeles	California
Kendall, Michael Francis B.A., University of Minnesota	Rochester	Minnesota
Kerschner, Bruce Searl B.A., Denison University	Akron	Ohio
King, David Jay B.S., Montana State University	Lewistown	Montana
Kozacik, Bernard Ondrey B.B.A., Woodbury College	Mountlake Terrace	Washington
Krause, Elizabeth Louise B.A., Mills College	Phoenix	Arizona
Krok, Stanley Albert, Jr. B.A., Kenyon College	Holyoke	Massachusetts
Labhard, Rolf W.	Mt. Kisco	New York
Lange, Robert John A.B., University of California, Berkeley	Compton	California
Laport, Robert Edmund B.A., Upsala College	Glen Ridge	New Jersey

Lee, George B.S., University of California, Berkeley	Vancouver	British Columbia
Leighton, Blaine Archer B.A., University of New Hampshire M.A., Boston University	Laconia	New Hampshire
Libby, Fred Wayne B.A., University of Maine	Hartland	Maine
Lombard, Thomas Allen, Jr. B.A., Stanford University	Fillmore	California
Lucas, John Gerald B.A., San Jose State College	Lodi	California
Magoun, James A. H. B.A., Princeton University	Toledo	Ohio
Maimbourg, Eddie Lane A.B., Oklahoma City University	Oklahoma City	Oklahoma
Maratos, William A.B., Mercer University	Augusta	Georgia
Maremaa, Rein A.B., Western Reserve University	Cleveland	Ohio
Marsee, James Arthur B.A., Stetson University	Williamsburg	Kentucky
Marshall, John B. B.S., Drake University	Des Moines	Iowa
McGill, John Paul B.S., LeMoyne College	Syracuse	New York
McLaughlin, William George B.S., Purdue University	Chicago	Illinois
Mittelsdorf, Frederick A. B.A., Michigan State University	Lansing	Michigan
Morales, Oscar Diaz B.S., University of Arizona	Tucson	Arizona
Morgan, Edgar Ray B.A., University of California, Los Angeles	Los Angeles	California
Morgan, William Wade, Jr. B.S., Fresno State College	Le Grande	California
Neag, Raymond B.A., University of Connecticut	Torrington	Connecticut
Needham, Charles Richard A.B., San Diego State College	Vista	California
Neel, William Seeley B.A., Willamette University	Portland	Oregon
Nunley, Arthur Willis, Jr. A.B., University of Missouri	Florissant	Missouri
O'Brien, Pierce Francis B.S., Siena College	Troy	New York
Olsan, David Paul A.B., University of California, Berkeley	Riverside	California
Ortiz, Jasper Don B.A., University of New Mexico	Albuquerque	New Mexico
Pacini, Louis Joseph B.A., Tufts University	Arlington	Massachusetts
Pate, Kenneth Arden A.B., University of Southern California	Ventura	California
Perdue, Evin L. B.S., Southwestern College, Memphis	Memphis	Tennessee
Perkins, John Harold B.S., Cornell University	Niagara Falls	New York
Peterson, Dwight Tarbell B.A., Stanford University	Beverly Hills	California
Peterson, Richard Lee B.A., University of Washington	Seattle	Washington

Pevoto, Ovie Renford, Jr. B.B.A., Lamar State College of Technology	Beaumont	Texas
Pinckard, Frank Ellis, Jr. B.B.A., University of Cincinnati	Cincinnati	Ohio
Pittman, Richard James B.S., Southern Oregon College	Eugene	Oregon
Poulios, Ploutarehos I. B.S., B.A., University of Denver	Portland	Maine
Priebe, Robert William B.S., California State Polytechnic College, San Luis Obispo	Woodland Hills	California
Rae, Wendell Roger B.S.C., University of Iowa	Marcus	Iowa
Randall, Heaton Henry B.A., University of Washington	Seattle	Washington
Ratliff, Charles Bennett A.B., University of Southern California	La Jolla	California
Redder, Richard Alphonse B.S., University of Minnesota	Canby	Minnesota
Rees, William Marvin, Jr. B.S., Michigan State University	Toledo	Ohio
Rende, Richard Mario B.S., Fordham University	West Hempstead	New York
Rice, Karen Farrington B.A., University of Oregon	Portland	Oregon
Rice, William Alexander B.A., Arizona State College, Flagstaff	Flagstaff	Arizona
Rigoli, Julio Albert B.S., University of Arizona	Tucson	Arizona
Robertson, Howard Q. B.S.A., University of Arizona	Mesa	Arizona
Robertson, Malcoumbe Clark B.A., Northwestern University	Lafayette	Indiana
Roe, Herbert James B.S., B.A., University of Arizona	Riverton	Wyoming
Rosa, Joseph William B.A., San Diego State College	San Diego	California
Rosellini, Donald George B.A., Texas Western	Chicago	Illinois
Rosenau, Robert Bernard B.A., Bryan University	Bronson	Michigan
Roush, John Kenneth A.B., University of California, Berkeley	Orinda	California
Sanchez, Canuto, Jr. B.S., New Mexico A & M State College	Santa Rosa	New Mexico
Schlosser, Gerald Michael B.S., University of San Francisco	San Leandro	California
Schmitt, Daniel W. B.A., Montana State University	Billings	Montana
Schmoldt, Donald Howard B.A., University of Minnesota	Grand Forks	North Dakota
Seay, Erskine Austin, Jr. B.A., Vanderbilt University M.A., Mexico City College	Griffin	Georgia
Sektan, Marvin Joel B.A., University of Minnesota	St. Paul	Minnesota
Shannon, John Sinon B.A., University of California, Berkeley	Jamestown	New York
Sheppard, Ernest Charles B.S., San Diego State College	Rialto	California
Sherman, John Joseph, Jr. B.A., Dickinson College	Coopersburg	Pennsylvania

Sigler, Ronald V. B.S., University of Oregon	Parkdale	Oregon
Sill, Frederick P. S. B.A., Trinity College	Balboa Heights	Canal Zone
Sillik, William Lafal	Tucson	Arizona
Smith, Loren Day B.A., Stanford University	Palo Alto	California
Stamatiou, Dean A.B., West Virginia University	Morgantown	W. Virginia
Stelling, Rudi	Hamburg	Germany
Thayer, James Alfred B.S., Arizona State College, Tempe	Tucson	Arizona
Thomae, Charles William A.B., Hope College	Bergenfield	New Jersey
Tillotson, Gordon James B.S., Oklahoma State University	Oklahoma City	Oklahoma
Tolles, George Ray B.S., Ohio State University	Toledo	Ohio
Trahern, James William, Jr. B.A., College of the Pacific	San Lorenzo	California
Trauger, Thomas Chandler B.A., Colorado University	South Pasadena	California
Tuggle, Marjorie Jeanne B.A., University of Oregon	Silverton	California
Vackimes, Steve B.A., University of California, Berkeley	Berkeley	Oregon
Vandiver, Curtis Odell B.B.A., Texas Technological College	Lubbock	Texas
VanOsdol, Philip Gary B.S., Indiana University	Rushville	Indiana
Vecellio, Robert Joseph B.A., Colgate University	Groton	New York
Vornsand, Allen James A.B., University of Illinois	Hinsdale	Illinois
Vos, Pieter Arie B.A., University of Oregon	Dordrecht	Holland
Waechter, Walter Henry, Jr. B.A., Amherst College	Glenside	Pennsylvania
Wagner, LeRoy LaMar B.S., Pennsylvania State University	Middletown	Pennsylvania
Wahren, Uno Unosson B.S., University of Houston	Lunsberg	Sweden
Wait, Allen L. B.B.A., North Texas State	Sherman	Texas
Weaver, Jesse Oscar	Steele	Missouri
Wegenka, Jan David B.A., University of Michigan	Grand Rapids	Michigan
Wells, Frederick Matthew B.A., University of Connecticut	Simsbury	Connecticut
Wenzel, Florence B.A., Juanita College	Philadelphia	Pennsylvania
Westcott, Robert Lee B.A., Pomona College	Ventura	California
Wheat, John Russel B.A., Colorado College	Grosse Pte. Farms	Michigan
Wheelwright, George William B.A., University of Arizona	Tucson	Arizona
White, Peter Logan B.A., University of Arizona	Tucson	Arizona

Wilson, Stanford Price B.A., University of Arizona	Waymart	Pennsylvania
Woods, Alfred Venoy, Jr. B.S., University of California, Berkeley	Baldwin Park	California
Wright, Curtis Elmer B.S., University of Colorado	Hebron	Illinois
Wygant, John Alan B.S., Purdue University	Mishawaka	Indiana
Young, Raymond William, Jr. B.A., Yale University	Hohokus	New Jersey
Yug, Mirko B.S., University of California, Los Angeles	Tujunga	California

Class of January 1959

All, Kenneth Osgood A.B., San Diego State College	San Diego	California
Allen, Radford Harry B.S., Los Angeles State College	Van Nuys	California
Bader, Sidney Richard B.S., University of Bridgeport	Miami	Florida
Baird, Robert N. B.A., Arizona State College, Tempe	Santa Monica	California
Basso, Lawrence Donald B.B.A., Woodbury College	Staten Island	New York
Beerman, Eric B.A., University of Oregon	Sonora	California
Bennitt, Richard L.	Phoenix	Arizona
Blankinship, James Darrell B.S., University of Arizona	Tucson	Arizona
Brumley, Seth Vernon, Jr. A.B., University of North Carolina	Statesville	North Carolina
Buras, Dwight Lawrence B.S., Louisiana State University	Baton Rouge	Louisiana
Byrne, Barry Andrew B.S., Creighton University	Omaha	Nebraska
Carroll, James Milton B.A., University of California, Berkeley	Long Beach	California
Clements, George Gilbert A.B., University of California, Los Angeles	Los Angeles	California
Dockstader, Rodgers A. B.B.A., University of Oregon	Long Beach	California
Evans, R. Glenn B.A., Colgate University	Bangor	Pennsylvania
Farnan, John Andrew, Jr. B.A., Mexico City College	Lemon Grove	California
Fernandez, Edward A., Jr. B.B.A., Texas A. and M. College	Sherman	Texas
Futerer, Donald Eugene B.S., Arizona State College, Tempe	Phoenix	Arizona
Gaarder, Jerome Le Roy B.B.A., University of Minnesota	Albert Lea	Minnesota
Gaither, Terence W. B.S., University of Oregon	Toledo	Oregon
Gale, Thomas Sheridan B.B.A., Southern Methodist University	Melvin Village	New Hampshire
Gilbert, Lawrence B.A., Brandeis University	Mattapan	Massachusetts
Gillespie, John Joseph B.A., University of California, Los Angeles	Glendale	California

Gindling, John Anthony B.A., University of Notre Dame	Bonham	Texas
Goldsmith, Stuart B.A., Wesleyan University, Middletown	Montreal	Canada
Golley, James Baird B.B.A., University of Wisconsin	Chicago	Illinois
Halverson, David Rex B.A., University of California, Los Angeles	Lynwood	California
Hamilton, Robert C. B.A., University of California, Los Angeles	Los Angeles	California
Hannifin, Philip Patrick B.A., University of Nevada	Reno	Nevada
Harris, Edgar Stanley, Jr. B.S., University of North Carolina	Fayetteville	North Carolina
Hartzell, Barton Lee B.S., College of Puget Sound B. Ed., University of Washington	Tacoma	Washington
Healy, Donald John A.B., Niagara University	Rego Park	New York
Hedeon, Donald Franklin B.A., University of Washington	Snohomish	Washington
Hewitt, Jerre Lee, Jr. B.A., University of California, Santa Barbara	Glendale	California
Hinkley, Charles Burdette B.A., Principia College	Kansas City	Missouri
Hollar, Kenneth L.	Billings	Montana
Ingram, John Whitman B.A., University of Nevada	Gridley	California
Jacobsen, Daniel Tower B.A., Knox College	Des Plaines	Illinois
Johnson, Arthur Everett B.A., University of Notre Dame	Ohio	Illinois
Johnson, Wallace Lee B.A., University of Colorado	Englewood	Colorado
Keller, Samuel Alvin B.S., Iowa State College	San Jose	California
Kibbe, Robert Vance	Santa Monica	California
Kyle, Beatrice Arlene	San Diego	California
Kyle, John Gilbert, Jr. A.B., San Diego State College	San Diego	California
Lloyd, Albert Addison B.S., Kent State University	Akron	Ohio
Maling, Donald B.A., University of Arizona	Chicago	Illinois
Mallott, Harry Roger Jack B.A., University of Denver	Denver	Colorado
Manley, James Harris B.S., Arizona State College, Tempe	Goodyear	Arizona
Manning, John Ross B.S., University of Oregon	McMinnville	Oregon
Marsh, Henry Simpson B.S., Kent State University	Tucson	Arizona
McEachren, A. Douglas A.B., Colgate University	Salem	New York
McGrath, Terrence Thomas B.A., University of California, Berkeley	Berkeley	California
McGregor, Douglas Arnold B.S., University of Utah	Salt Lake City	Utah
McManaway, Clayton E., Jr. B.S., University of South Carolina	Greenville	South Carolina

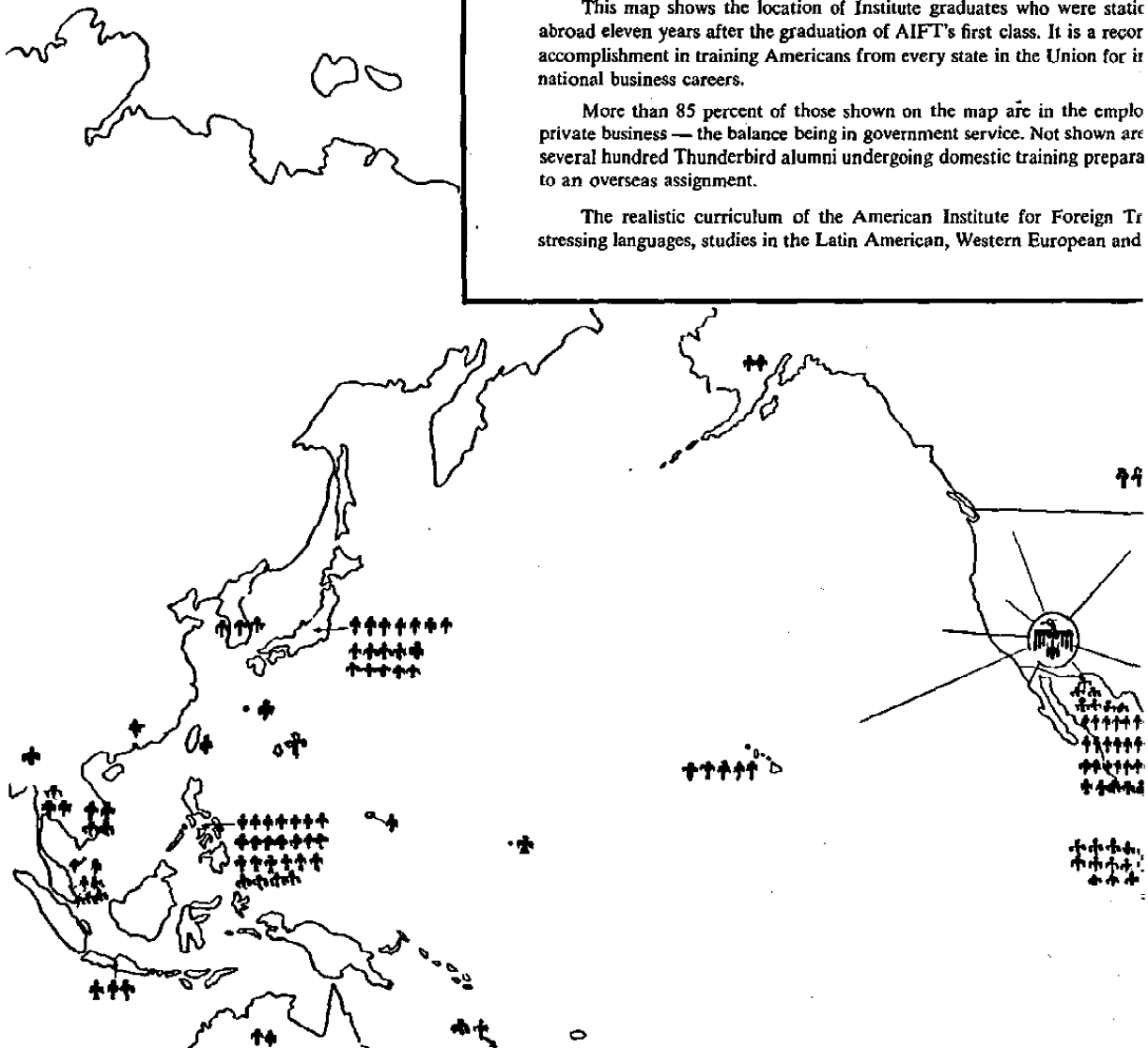
Miller, Paul Emil, Jr. B.A., Bowling Green State University	North Baltimore	Ohio
Moore, Louis Calvin B.A., University of California, Berkeley	Vallejo	California
Osment, Clarence Eugene, II A.B., Birmingham-Southern College	Birmingham	Alabama
Palin, Douglas Gray B.A., New Mexico College of Agriculture and Mechanic Arts	Newport	Vermont
Perkins, Bruce L. B.A., Arizona State College, Tempe	North Hollywood	California
Picardi, John James A.B., San Jose State College	Redwood City	California
Pierson, Donald Eugene B.A., University of Wyoming	Cheyene	Wyoming
Plouf, David Anthony B.S., South Dakota State College	Milbank	South Dakota
Porta, Louis Joseph B.A., University of Nevada	Reno	Nevada
Ramsey, Patricia M. B.S., St. Joseph College	Portland	Oregon
Read, Maximilian Larkin B.A., University of New Mexico	Lumberton	New Mexico
Riggs, Alf E. B.S., University of Arizona	Phoenix	Arizona
Robertson, Gerald C. B.A., University of Nebraska	Lyons	Nebraska
Salditt, Richard Alois A.B., University of Michigan	Wauwatosa	Wisconsin
Schuckmann, Ernst	Stuttgart	Germany
Smythe, William H. L., Jr. B.B.A., University of Wisconsin	Milwaukee	Wisconsin
Sullivan, James Owen B.S., Worcester Polytechnic Institute	Arlington	Massachusetts
Tanita, Toru B.S., University of Arizona	Glendale	Arizona
Tynan, Brandon Earl B.S.L., University of Minnesota	Wayzata	Minnesota
Van Demark, Charles Eugene B.A., Arizona State College, Tempe	Phoenix	Arizona
Verrees, Guy William B.A., University of Arizona	Turnhout	Belgium
Wallace, Frederic William, III B.A., University of Florida	Nokomis	Florida
Westendorf, Leon Frederick B.A., University of Minnesota	Zumbro Falls	Minnesota
Whitman, James McKinnon B.A., Stanford University	Papikou	Hawaii
Wilson, Margaret Lynn B.A., Lawrence College	Highland Park	Illinois
Wolfe, William Donald B.S. University of Tennessee	Big Stone Gap	Virginia
Wright, Francis Mitchell B.A., University of Colorado	Atherton	California
Yañez, Gabriel Rojas B.S., Arizona State College	Yuma	Arizona

Accom.

This map shows the location of Institute graduates who were static abroad eleven years after the graduation of AIFT's first class. It is a record accomplishment in training Americans from every state in the Union for international business careers.

More than 85 percent of those shown on the map are in the employ private business — the balance being in government service. Not shown are several hundred Thunderbird alumni undergoing domestic training prepara to an overseas assignment.

The realistic curriculum of the American Institute for Foreign Tr stressing languages, studies in the Latin American, Western European and



LOCATION OF AIFT ALUMNI IN THE FOREIGN FIELD

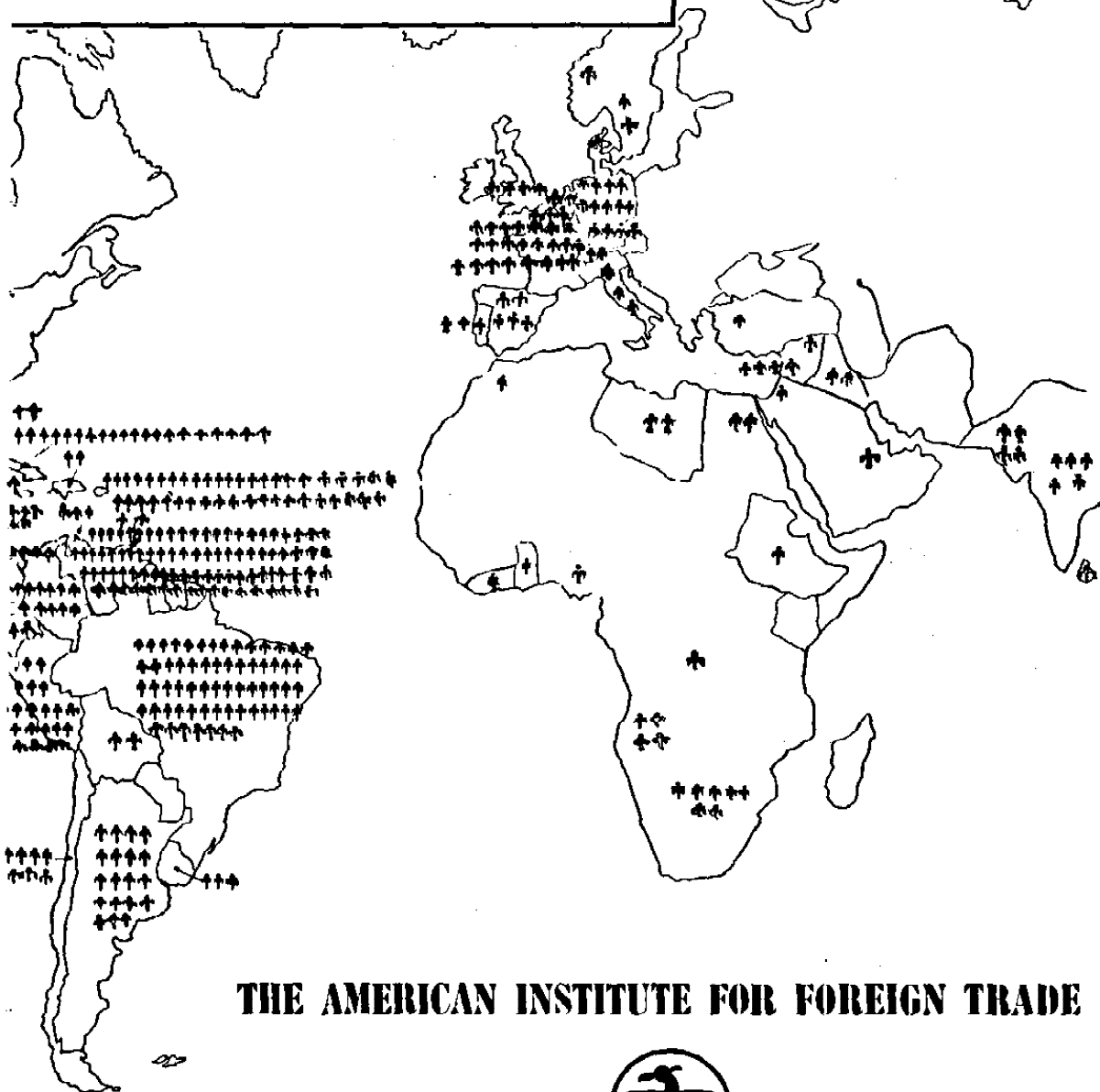
Alaska	2	Germany	12	Nigeria	1
Angola	4	Guatemala	1	Norway	1
Argentina	18	Hawaii	5	Okinawa	1
Australia	2	Honduras	2	Pakistan	4
Bahamas	2	Hong Kong	1	Panama	23
Belgian Congo	1	India	5	Peru	32
Belgium	8	Indonesia	3	Philippines	24
Bolivia	2	Iran	2	Portugal	3
Brazil	63	Iraq	1	Puerto Rico	43
Canada	9	Israel	1	Saudi Arabia	1
Canal Zone	4	Italy	3	Singapore	5
Ceylon	1	Jamaica	1	South Africa	7
Chile	11	Japan	17	South Vietnam	4
Colombia	32	Korea	3	Spain	5
Costa Rica	6	Lebanon	4	Sweden	2
Cuba	21	Liberia	1	Switzerland	4
Denmark	1	Libya	2	Thailand	3
Dominican Republic	2	Marianas Islands	1	Trinidad	3
Ecuador	4	Marshall Islands	1	Turkey	1
Egypt	2	Mexico	56	Uruguay	3
El Salvador	2	Morocco	1	Venezuela	87
England	4	Netherlands	2	Traveling Representatives	41
Ethiopia	1	Netherlands West Indies	2	TOTAL	654
Formosa	1	New Zealand	2	Countries	71
France	17	Nicaragua	7	As of July 15, 1958	

ment!

rn areas, and the business administration of foreign trade, is designed to re students to be successful representatives, not only of their employers, f the American system of free enterprise. Such preparation fulfills an t need in a world growing daily smaller.

There is no set pattern to AIFT's students. Their backgrounds include engi- g, accounting, journalism, marketing, industrial relations, law, banking, ulture, advertising, liberal arts, pharmacy, traffic management. Some are from college lecture rooms; others have had years of valuable experience.

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



THE AMERICAN INSTITUTE FOR FOREIGN TRADE

