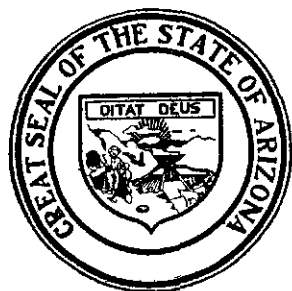


Volume 32

JUNE, 1917

Number 1

SUPPLEMENT TO
BULLETIN
OF THE
TEMPE NORMAL
SCHOOL
OF
ARIZONA
AT
TEMPE, ARIZONA



Calendar 1917-18

1917

First Semester begins.....	September 10
Entrance Examination and Classification.....	September 10-11
First Quarter ends.....	November 9
Second Quarter begins.....	November 12
Thanksgiving Vacation	November 29-30
Christmas Vacation begins.....	December 22
School re-opens	January 3

1918

First Semester ends.....	January 18
Second Semester begins.....	January 21
Entrance Examination and Classification.....	January 21-22
Third Quarter ends.....	March 29
Fourth Quarter begins.....	April 1
Examination and Commencement Exercises.....	June 2-7

Boards and Officials

NORMAL BOARD OF EDUCATION

Hon. C. O. Case, Supt. Public Instruction.....	Phoenix
Chas. C. Woolf, LL. B.....	Tempe
Dr. B. B. Moeur, Secretary.....	Tempe

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B. A. Packard.....	Douglas
C. G. Jones.....	Tempe

OFFICERS OF ALUMNI ASSOCIATION

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Leonard Hilbers, '16, Vice-President.....	Tempe
Miss Anna E. Blount, '13, Secretary.....	Tempe
Miss Flora M. Thew, '13, Treasurer.....	Tempe

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Dr. R. H. H. Blome, President, Northern Arizona Normal School	Flagstaff
S. C. Heywood, County Superintendent Schools.....	Safford
H. E. Matthews, City Superintendent Schools.....	Mesa
John D. Loper, City Superintendent Schools.....	Phoenix

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Alma Davis, Principal, Alma School.....	Mesa
Claude D. Jones, Assistant Principal, High School.....	Phoenix

Faculty 1917-18

A. J. Matthews, LL. D., Syracuse University.....	President
F. M. Irish, Assistant.....	Physical Science and Military Drill
W. J. Anderson, B. S., National University, Chicago.....	Art
George M. Frizzell, B. Pd., State Normal School, Warrensburg, Mo.	Mathematics
James F. Hall, A. M., Harvard University.....	Ancient Language
A. B. Clark, Chicago Normal School.....	Manual Training
Edith Salmans, B. S., Ohio Wesleyan University....	Modern Languages
Lillias D. Francis, Pratt Institute.....	Home Economics
James L. Felton, A. M., University of Chicago.....	English
Ira D. Payne, A. B., Stanford University.....	
.....	Education and Director of Training School
Ruth M. Wright, Pratt Institute, Library School.....	Librarian
John B. Griffing, A. M., Columbia University.....	Agriculture
Anna R. Stewart, Tempe Normal School.....	
.....	Assistant in Home Economics
John R. Murdock, B. S., Normal School, Kirksville, Mo.....	
.....	History and Civics
R. B. Beckwith, A. B., Olivet College.....	Biological Science
George H. Schaeffer, A. B., Pennsylvania State College.....	
.....	Assistant Instructor and Athletic Director
E. Blanche Pilcher, A. B., University of Kansas.....	
.....	Assistant in English
Ethel Zartman, A. B., Northwestern University.....	
.....	Elocution and Physical Culture
Victoria Avakian, Los Angeles Art School.....	Assistant in Art
Esther A. McKelvy, A. B., Univ. of Kansas.....	Assistant Librarian
L. W. Fike, A. M., University of California.....	Education
F. W. Hiatt, M. S., Univ. of Chicago.....	Earth Science and Physiology
Walter H. Sexton, A. B., Bowdoin College.....	Dept. of Commerce
Olive M. Gerrish, Columbia School of Music, Chicago.....	Vocal Music
James T. Ryan, B. S., University of Wisconsin.....	
.....	Machine Shop and Forge Work
Florence B. Hall, M. A., Drury College.....	
.....	Assistant in Mathematics and English

Faculty--Continued

TRAINING SCHOOL

Ira D. Payne, A. B., Stanford University.....Director

CRITIC TEACHERS

Mary E. McNulty, Tempe Normal School.....Primary Grades
Leona M. Haulot, Tempe Normal School.....Grammar Grades
Louise B. Lynd, Tempe Normal School.....Rural Critic
Mrs. Ida O'Connor, Tempe Normal School.....Primary Grades
Olive M. Gerrish, Columbia School of Music, Chicago.....
..... Music Supervisor
Theresa Anderson, B. Pd., Michigan State Normal College.....
..... Intermediate Grades
Amanda L. Zeller, National Kindergarten College, Chicago.....
..... Kindergarten
Helen C. Roberts, Tempe Normal School.....Primary Grades
Sidney B. Moeur, Tempe Normal School.....Grammar Grades
Sara Davis Hayden, Stanford University.....
.....Intermediate Grades and Playground Supervisor

ADMINISTRATIVE OFFICERS

A. J. MatthewsPresident
Laura Dobbs.....Secretary and Accountant
Amelia Kudobe.....Records of Students
Anna H. Ridenour.....Preceptress of Girls' Dormitories
Mrs. Erma E. Crawford.....Assistant Preceptress

L. C. Austin.....General Foreman
J. A. Bloys.....Head Janitor
J. G. NewtonEngineer
Robert KrauseChef
Mrs. R. N. Krause.....Matron of Dining Hall

The Tempe Normal School of Arizona

General Information

EXPENSES OF STUDENTS

DORMITORIES: Board, room, light, heat, etc., are furnished for \$19.00 per school month of four weeks, payable monthly in advance. There is an additional charge of \$1.00 per month for room laundry. (No allowance is made for vacations, absence over week-ends, or absence due to disciplinary action.)

Dormitory students are required to deposit \$5.00 before taking possession of a room. This amount will be refunded at the close of the year, less such charges as may be made for careless destruction or damage to dormitory furniture and equipment. Board and room may be secured, with the approval of the faculty, in private families in Tempe at from \$22 to \$28 per month.

REGISTRATION FEE: All students are required to pay an annual registration fee of \$5.00 to be paid in advance on date of registration. This fund is used for student supplies, hospital service, and such other purposes for the benefit of the students and school as the Board may approve.

TUITION: Tuition is free to all students of this State who enter the Normal School with the intention of completing the work leading to graduation in either the professional or the academic course. A fee of \$5 per quarter, payable in advance, is due from all students who desire to engage in work of a special or irregular nature without intention of completing either a professional or academic course.

Students entering the school from other States will be required to furnish a health certificate from a physician appointed by the Normal School; must pursue successfully the full amount of work required of students in any course; and must sign a declaration of intention to teach in the public schools after graduating from the Normal School.

TEXT BOOKS: The necessary outlay for books and stationery varies from \$10 to \$15 per year. Examination paper, pens, ink, pencils, and the like are furnished the students without expense.

MILITARY UNIFORM AND GYMNASIUM COSTUME: The cost of these articles varies somewhat with the taste and preference of the student. The gymnasium costume usually costs from three to four dollars, and the style is fixed by conference with the director. The style of military uniform conforms to the regulations of the United States Army, but the quality is fixed by vote of the company, and costs usually in the neighborhood of twenty dollars. It should be noted that, as the uniform is worn three days in the week, it easily saves the cost of at least one civilian suit during the year and therefore is hardly to be considered an extra expense.

It will be noted from the foregoing that the State of Arizona provides the advantages of a first-class education at an expense to the student not greatly in advance of that incurred by the average young man or woman at home. This, together with the fact that there is in Arizona a constantly increasing demand for well trained teachers, is worthy of thoughtful consideration by those who, having completed the work of the public school or the high school, are contemplating the continuation of their education along academic or professional lines.

GOVERNMENT OF STUDENTS

Students who come from homes outside of Tempe or who are not so situated as to be able to make their homes with relatives in Tempe are advised to live in the dormitories. Students desiring to engage room and board outside the dormitories must first obtain written approval from the office, and such students must further agree to observe the faculty regulations for the government of dormitory students.

Students entering the dormitories may not leave them to board or room outside until a written or personal request is made by the parent or guardian directly to the President. The right to change the boarding or rooming place of a student on the outside is reserved by the faculty when such place is not satisfactory or does not co-operate in enforcing the regulations of the school.

It is the judgment of the faculty that the environment of all the students entrusted to their care should be the best, and it is with this end in view that strict regulations are made

as to the conduct of the students both on and off the campus. It is understood always that when a student cannot and does not conform to the rules laid down for the welfare of the school such student will be asked to withdraw from the institution.

DEPARTMENTS

The school is organized into three departments, the Normal School, the Training School, and the School of Industrial Arts. The Normal School offers four courses; to those who have completed the eighth grade of the public school, a six-year English course or a six-year classical course; a two-year course to those who have finished a four-year high school course; and a four-year academic course to those who do not expect to become teachers, and who, therefore, do not desire to pursue a professional course.

The Training School is primarily intended to give the senior class of the Normal School actual experience in teaching under the supervision and advice of trained critic teachers. The course includes the eight grades of the public school course for Arizona, and articulates directly with the first year of the Normal course; thus a pupil entering the first grade of the Training School may continue his education without interruption, to the completion of his Normal or academic work and the reception of his diploma. Students not fully prepared to enter the work of the Normal School may find it to their advantage to complete their preparatory work in the Training School.

The School of Industrial Arts offers special courses to those who do not desire to secure the regular teachers' diploma, but who wish to procure special diplomas entitling them to teach home economics, manual training, art, music, kindergarten, agriculture or commerce.

CORRESPONDENCE

Any information regarding studies, credits, expenses, etc., and requests for catalogs and announcements should be directed to the office of the President, Tempe Normal School, Tempe, Arizona. Those who contemplate attending the Normal School should write stating the time of their prospective arrival in order that they may be met at the train. In case incoming students find no one at the station to meet them, they should proceed directly to the Normal School, where they will be taken care of at the office of the President.

Admission and Graduation

ADMISSION TO THE NORMAL SCHOOL: Candidates for admission to the Normal department will be required to pass a satisfactory examination. Certificates from an accredited grammar school or recommendations from teachers may be accepted in lieu of such parts of this examination as the faculty may decide.

ADMISSION TO ADVANCED STANDING: Candidates for advanced standing in the Normal department must convince the faculty that their preparation for any particular subject has been sufficiently thorough to enable them to pursue it profitably. This preparation may be shown either by an examination, by class records in the Normal School or by the certificate of accredited schools. Students who offer credentials from high schools or other schools in lieu of entrance examinations, must forward such credentials with the application for entrance or present them at the time of registration. These credentials even in the case of those holding high school diplomas or certificates, must show the character of the work done, as well as the number of weeks devoted to each subject and the number of hours of work per week.

ADMISSION FOR HIGH SCHOOL GRADUATES: Graduates from high schools maintaining a full four-year High School course will be admitted to a special two-year professional course. Provided, that the High School course pursued conforms to the academic requirements of this Normal School. Graduates from such a course will receive a diploma which will entitle them to teach for life in the public schools of Arizona, California and other states, and will entitle them to at least one year's credit on a university or college course.

TIME OF ADMISSION: Students will find it greatly to their advantage to enter the Normal School at the beginning of each semester; but they will be admitted at any time by special arrangement of work.

GRADUATION: 1. In order to receive a diploma from this institution, a student must have attained the age of 18 years.

2. No student will be admitted to senior standing who has five hours work per week for the year, in addition to the

regular senior course, or its equivalent, without the consent of faculty.

3. Candidates for graduation must have completed at least one full year's work in this school, and, in addition to the required standing in scholarship, must give satisfactory evidence of a good moral character and the executive ability necessary to the proper management of a school.

4. Students from other institutions applying for senior standing must have completed a four-year high school course, and in addition thereto must have completed some of the required professional units in a college or normal school and have had some experience in teaching in the public schools.

5. The diploma entitles the holder to teach in the public schools of Arizona during life without examination. It is also accredited in the State of California and in several other states.

EXAMINATION AND REPORTS: Students must attend such examinations as may be required during the year, and such other examinations as may be required by the faculty or Board of Education upon entering or before graduating from the Normal School, but final grades are based upon both class standing and examination. Examinations are written or oral and are conducted by the instructors in charge of the several subjects. Examinations are held at irregular intervals, generally without notice and occupy only the length of the usual recitation period.

A quarterly report is made to every student showing his standing in each subject studied, and a copy of this report is forwarded to the parent or guardian. Standings are indicated by letters. A student who satisfactorily completes a subject is assigned a grade C; A and B are assigned for grades of excellence above passing; D indicates a condition to be removed; and E indicates a failure, and that the work must be repeated.

Semester grades only are effective in determining the student's standing.

COURSE OF STUDY

To Secure Regular Normal Diploma

REGULATIONS OF STATE BOARD: In conformity with the law requiring the normal schools of Arizona to maintain uniform courses of study for the purpose of securing the regular normal diploma to be approved by the State Board of Educa-

tion, the following regulations were approved by said Board of Education:

1. The minimum length of the school year shall be thirty-eight (38) weeks, exclusive of summer school.

2. There shall be three regular courses of study leading to graduation for the purpose of securing a diploma to teach in the schools of this state.

(a) A minimum English course of six years for those who have completed the eighth grade of the public schools.

b) A minimum classical course of six years for those who have completed the eighth grade of the public schools.

(c) A minimum course of two years for graduates from a four-year high school course.

3. Students who are graduates from a four-year high school course, accredited by the Normal School, and in addition thereto have taken some professional work in a college, university or normal school, and who have one year's experience in teaching in the public schools, may receive credit on the two years' course, but in all such cases students will be required to take at least one year's work in residence before receiving a Normal diploma.

In order to simplify the arrangement and uniformity of the course the work is reduced to units. The term unit is used to denote a subject studied through one school year with five class exercises or periods per week, two laboratory periods to equal one class exercise. The school year is divided into two semesters, each of nineteen weeks. A recitation period is 45 minutes. A minimum of twenty-five units is required for the Normal diploma, as shown below.

UNITS REQUIRED IN THE SIX-YEAR PROFESSIONAL COURSES

English	3	units
Physics, 1; Chemistry, 1; or $\frac{1}{2}$ unit of each.....	1	unit
Biology, including Physiology.....	1	unit
U. S. History and Civics.....	1	unit
Ancient and Medieval History.....	1 $\frac{1}{2}$	units
Algebra	1	unit
Geometry	1	unit
Music	1	unit
Drawing	1	unit
Agriculture	1	unit

Home Economics or Manual Training.....	1	unit
Psychology, $\frac{1}{2}$; Pedagogy, $\frac{1}{2}$	1	unit
Teaching Practice, 1; Methods, 1.....	2	units
History of Education, $\frac{1}{2}$; Ethics and Sociology, $\frac{1}{2}$	1	unit
Review of common branches:		
Arithmetic, $\frac{1}{2}$; Grammar, $\frac{1}{2}$	1	unit
Geography, $\frac{1}{2}$; Reading, $\frac{1}{2}$	1	unit
School Law and School Economy.....	$\frac{1}{2}$	unit
Units to be assigned in course to meet requirements for graduation	5	units
Total	25	units

In addition to the above units, all students registered in the Normal School are required to take physical training or military drill at least two periods per week during the entire period of attendance.

UNITS REQUIRED IN THE TWO-YEAR PROFESSIONAL COURSE

Psychology, $\frac{1}{2}$; Pedagogy, $\frac{1}{2}$	1	unit
History of Education, $\frac{1}{2}$; Ethics and Sociology, $\frac{1}{2}$	1	unit
Methods	1	unit
Teaching Practice	1	unit
School Law and Commercial Law.....	$\frac{1}{2}$	unit
Music	1	unit
Drawing	1	unit
Arithmetic, $\frac{1}{2}$; Grammar, $\frac{1}{2}$	1	unit
Geography, $\frac{1}{2}$; Reading, $\frac{1}{2}$	1	unit
Playground Supervision	$\frac{1}{2}$	unit
Elective	1	unit
Total	10	units

In addition to the above all students entering this course are required to take physical training or military drill during the entire period of attendance.

ACADEMIC COURSE

A four-year academic course is offered, open to those who have completed the work of the common schools but who do not wish to prepare themselves for teaching. This course re-

quires for its completion a minimum of fifteen units as shown below.

Required units:

English	3	units
History and Civics.....	2	units
Mathematics	2½	units
Science	2	units
Languages	2	units
Electives	3½	units

Electives offered:

Latin	4	} Two units required.
Spanish	3	
German	2	
English	1	
Mathematics	1	
Science	1	

Vocational Subjects:

Commerce	4	} Maximum number of credits allowed from this group, 3.
Manual Training	2	
Art	2	
Agriculture	2	
Home Economics	2	
Music	1	

In addition to the above, all students entering this course are required to take physical training or military drill during the entire period of attendance.

Students desiring to enter the academic course must register for same not later than the beginning of the academic senior year. Transfers will not be made within that year.

Academic students must complete in this Normal School at least one full year's work of not less than four academic units in addition to the physical training or military drill.

For convenience in reference, the courses offered are designated as follows:

Course A. A six-year professional course open to those who have completed the work of the grammar school.

Course B. A six-year professional course arranged to include the languages, Latin, German and Spanish. This course is also open to those who have completed the regular grammar school course.

Course C. A two-year professional course open to graduates of a four-year high school course.

Course D. A four-year academic course for students who do not desire to prepare for teaching.

Special Courses in School Art, Industrial Arts, Home Economics, Kindergarten Training, Agriculture, Commerce. These courses are provided for those who wish to specialize along some particular line of work with a view to qualify as a special teacher.

Students completing courses A, B, or C receive the regular Normal diploma which is granted for life and entitles the holder to teach without examination in the public schools of Arizona, California, Oregon, Washington, Montana, Idaho, Michigan, New York, and, in fact, in any state in which credentials of any kind are accepted. As such diplomas represent four years of academic and two years of professional work, the holders are usually accredited with one year's work on college and university courses.

Graduates from Course D receive a diploma equivalent to a high school diploma. This diploma represents four years (16 units) of high school work and admits the holder to Freshman standing in a college or university. This diploma does not entitle the holder to teach.

Graduates from the special courses are granted diplomas which entitle the holder to teach the special subject for which the diploma is granted in any of the public schools of the state.

A candidate for any diploma must make his candidacy known not later than the beginning of that school year at the close of which he expects to graduate, and must at the same time state for what diploma he is a candidate.

Diplomas are awarded by the Normal Board of Education upon the recommendation of the faculty and no diploma will be awarded to any person until all the work prescribed by the course and pursued by the student has been satisfactorily completed. The regular graduations occur in January and June, but the diplomas are awarded whenever the work of the course has been satisfactorily completed. Mid-year graduates are classified as members of the class of the following June.

COURSE A

SIX-YEAR PROFESSIONAL COURSE FOR THOSE WHO HAVE FINISHED THE GRAMMAR SCHOOL

FIRST YEAR

First Semester	Hrs.	Second Semester	Hrs.
English 1 and Library.....	5	English 1 and Library.....	5
Algebra 1	5	Algebra 1	5
Agriculture 1	5	Agriculture 1	5
Art 1	5	Manual Training 1 or Home Economics 1	5

SECOND YEAR

English 2 and Library.....	5	English 2 and Library.....	5
Spelling and Word Analysis...	5	Reading	5
Biology 1	5	Biology 1	5
Algebra 2	5	Arithmetic 1	5
*Music 1	5	*Music 1	5

THIRD YEAR

English 3	5	English 3	5
Physics 1	5	Chemistry 1	5
Ancient History 1.....	5	Ancient History 1.....	5
Manual Training 2 or Home Economics 2	5	Art 2	5

FOURTH YEAR

Modern History 2.....	5	U. S. History 3.....	5
Geometry	5	Geometry	5
*English 4 }	5	*English 4 }	5
*Arithmetic 2 }	5	*Arithmetic 2 }	5
Elective	5	Elective	5

JUNIOR YEAR

Psychology	5	Pedagogy	5
Science of Government.....	5	Physiology	5
Physiography	5	Geography	5
Music 2	2	Music 2	2
Writing	2	Writing	2

SENIOR YEAR

First Semester	Hrs.	Second Semester	Hrs.
Methods	5	Methods	5
Teaching	5	Teaching	5
Ethics	5	History of Education.....	5
Agriculture	2	Agriculture	2
*Commercial Law	1	*Commercial Law	1
*School Law and School Econ- omy	4	*School Law and School Econ- omy	4
English 6 (Special English)....	3		

*Course repeated; half of class takes this work the first semester, the other half the second semester.

(a) Physical training or military drill required throughout the course.

(b) English (6) is a special course designed for students who are deficient in English in any of the advanced grades.

(c) Students who desire to emphasize any of the vocational subjects, without forfeiting their regular diploma, may do so by substituting five (5) hours per week of the subject for music and writing in the junior year and (3) hours per week for agriculture and commercial law in the senior year.

COURSE B

SIX-YEAR PROFESSIONAL FOREIGN LANGUAGE COURSE FOR THOSE WHO HAVE FINISHED THE GRAMMAR SCHOOL

FIRST YEAR

First Semester	Hrs.	Second Semester	Hrs.
Latin	5	Latin	5
English 1 and Library.....	5	English 1 and Library.....	5
Algebra 1	5	Algebra 1	5
Art 1	5	Manual Training 1 or Home Economics 1	5

SECOND YEAR

Latin or Spanish.....	5	Latin or Spanish.....	5
English 2 and Library.....	5	English 2 and Library.....	5
Biology 1	5	Biology 1	5
Algebra 2	5	Arithmetic 1	5
*Music 1	5	*Music 1	5

THIRD YEAR

First Semester	Hrs.	Second Semester	Hrs.
Latin, German or Spanish.....	5	Latin, German or Spanish.....	5
English 3	5	English 3	5
Physics 1	5	Chemistry 1	5
Manual Training 2 or Home Economics 2	5	Art 2	5

FOURTH YEAR

Latin, German or Spanish.....	5	Latin, German or Spanish.....	5
Modern History 2.....	5	U. S. History 3.....	5
Geometry	5	Geometry	5
*English 4 }	5	*Arithmetic 2 }	5
*Arithmetic 2 }		*English 4 }	

JUNIOR YEAR

Psychology	5	Pedagogy	5
Science of Government.....	5	Physiology	5
Physiography	5	Geography	5
Music 2	2	Music 2	2
Writing 2	2	Writing	2

SENIOR YEAR

Methods	5	Methods	5
Teaching	5	Teaching	5
Ethics	5	History of Education.....	5
Agriculture	2	Agriculture	2
*Commercial Law	1	*Commercial Law	1
*School Law and School Econ- omy	4	*School Law and School Econ- omy	4
English 6 (Special English)....	3		

*Course repeated; half of class takes this work the first semester, the other half the second semester.

(a) Physical training or military drill required throughout the course.

(b) English (6) is a special course designed for students who are deficient in English in any of the advanced classes.

(c) Students who desire to emphasize any of the vocational subjects, without forfeiting the regular diploma, may do so by substituting five (5) hours per week of the subject for music and writing in the junior year and three (3) hours per week for agriculture and commercial law in the senior year.

COURSE C

A TWO-YEAR PROFESSIONAL COURSE FOR GRADUATES OF A FOUR-YEAR HIGH SCHOOL COURSE

JUNIOR YEAR

First Semester	Hrs.	Second Semester	Hrs.
Psychology	5	Pedagogy	5
*Arithmetic 2 }	5	*English 4 }	5
*English 4 }	5	*Arithmetic 2 }	5
Reading	5	Geography	5
Music	2	Music	2
Art 1 A.....	2	Art 1 A.....	2
Elective	5	Elective	5
Writing	2	Writing	2

SENIOR YEAR

Methods	5	Methods	5
Teaching	5	Teaching	5
Ethics and Sociology.....	5	History of Education	5
*School Law and School Economy	4	*School Law and School Economy	4
*Commercial Law	1	*Commercial Law	1
*Playground Supervision	5	*Playground Supervision	5
Music	2	Music	2
Art 2 A.....	2	Art 2 A.....	2
English 6	5		

*Course repeated; half of class takes this work the first semester, the other half the second semester.

(a) Physical training or military drill required throughout the course.

(b) English (6) is a special course designed for students who are deficient in English in any of the advanced classes.

(c) Students who desire to emphasize vocational subjects, without forfeiting the regular diploma, may do so by substituting five hours per week of the desired subject for the elective in the junior year and three hours per week for music and drawing in the senior year.

COURSE D

Students registering for Course D will arrange their schedule of work by consultation in the office, the subjects being selected in accordance with the outline presented on page 14.

Special Vocational Courses

Six special courses are now offered which lead to graduation and to a special diploma entitling the holder to teach or supervise a special line of work in the public schools of the State.

- (a) School Art,
- (b) Industrial Arts,
- (c) Home Economics,
- (d) Kindergarten Training,
- (e) Agriculture,
- (f) Commerce.

Candidates for admission to any of the above courses must qualify under one of the following conditions:

(1) Students pursuing the six-year Normal Course must have completed the 15 units required in the first four years of said course, including the unit of vocational work corresponding to the special line selected.

(2) Graduates from a full four-year academic course must present recommendations for special training and ability along the line of the particular vocational course selected. These references must be signed by the instructor under whom the special work has been taken and by the principal of the high school or academy, and the candidate must file with the head of the department a description of the courses pursued, a statement of grades received, and, where practicable, samples of work done.

(3) Candidates who are not graduates of any high school, but who have to their credit work equivalent to that required in the first four years of Course A, page 16, may be admitted to any of these courses under such conditions as the heads of the respective departments may require.

SPECIAL COURSE IN ART

A COURSE IN SCHOOL ART FOR THE TRAINING OF DEPARTMENTAL
TEACHERS AND SUPERVISORS

JUNIOR YEAR

First Semester	Hrs.	Second Semester	Hrs.
Psychology	5	Pedagogy	5
Drawing and Painting 1.....	5	Drawing and Painting 2.....	5
Art History 1.....	1	Art History 2.....	1
Composition and Design 1.....	5	Composition and Design 2.....	5
Mechanical Drawing	4	Art Crafts 1.....	4
Academic Elective	5	Academic Elective	5

SENIOR YEAR

Methods and Teaching.....	5	Methods and Teaching.....	5
Art History 3.....	1	Art History 4.....	1
Costume Design	4	Interior Decoration	4
Composition and Design 1.....	5	Illustration	2
Drawing and Painting 3.....	5	Drawing and Painting 4.....	5
Academic Elective	5	History of Education.....	5
		Art Crafts 2.....	3

SPECIAL COURSE IN MANUAL ARTS

A COURSE IN MANUAL ARTS FOR THE TRAINING OF DEPART-
MENTAL TEACHERS AND SUPERVISORS

JUNIOR YEAR

First Semester	Hrs.	Second Semester	Hrs.
Psychology	5	Pedagogy	5
Academic Elective	5	Academic Elective	5
Composition and Design 1.....	5	Pattern Making	5
Turning and Lathe Practice... 5	5	Case and Cabinet Construction	5
Mechanical Drawing 2.....	5	Mechanical Drawing and Sheet Metal	5

SENIOR YEAR

Methods and Teaching.....	5	Methods and Teaching.....	5
Academic Elective	5	Machine Design	5
Forge and Foundry Work.....	5	History of Education.....	5
Architectural Drawing	5	Interior Decoration	4
Machine Shop	5	Economics of Manual Train- ing, Shop Courses and Prac- tices	5
		Art Crafts (2).....	3

SPECIAL COURSE IN HOME ECONOMICS

A COURSE IN HOME ECONOMICS FOR THE TRAINING OF DEPARTMENTAL TEACHERS AND SUPERVISORS

JUNIOR YEAR

First Semester	Hrs.	Second Semester	Hrs.
Psychology	5	Pedagogy	5
Composition and Design.....	5	Geography or Acad. Elec.....	5
Biology 2	5	Physiology	5
Household Chemistry	5	Household Chemistry	5
Home Economics 11.....	5	Home Economics 12 (Foods)....	5

SENIOR YEAR

Method and Teaching.....	5	Method and Teaching.....	5
Ethics or Acad. Elec.....	5	History of Education.....	5
Home Economics 21 (Foods)....	5	Home Economics 22.....	5
Home Economics 23 (Clothing) 5	5	Home Economics 24.....	5
ing)	5	Home Economics 26.....	5
Costume Design	5		

SPECIAL COURSE IN AGRICULTURE

A COURSE IN AGRICULTURE FOR THE TRAINING OF SPECIAL TEACHERS AND SUPERVISORS

JUNIOR YEAR

First Semester	Hrs.	Second Semester	Hrs.
Psychology	5	Pedagogy	5
Academic Elective	5	Academic Elective	5
Bacteriology	5	Physiology	5
Animal Husbandry	5	Animal Husbandry	5
Agricultural Chemistry	5	Agronomy	5

SENIOR YEAR

Methods	5	Methods	5
Teaching	5	Teaching	5
Ethics	5	History of Education.....	5
Horticulture	5	Dairying	5
Rural Economics	3	Rural Economics	3
Agricultural Education	2	Agricultural Education	2

SPECIAL COURSE IN KINDERGARTEN TRAINING

A COURSE FOR THE TRAINING OF KINDERGARTEN AND PRIMARY
TEACHERS AND SUPERVISORS

JUNIOR YEAR

First Semester	Hrs.	Second Semester	Hrs.
Psychology	5	Pedagogy	5
Reading	5	Physiology	5
English Grammar 4.....	5	Literature	2
Music	2	Juvenile Literature	2
Drawing	2	Music	2
Kindergarten Theory and Technics	5	Drawing	2
		Sociology	2
		Kindergarten Theory and Technics	5

SENIOR YEAR

Methods	5	Teaching	15
Teaching	5	History of Education.....	5
Ethics	5	Maternal Efficiency (2) } Kindergarten Theory } and Technics (3) }	5
Public Speaking (2) } Literature (1) } Nature Study (2) }	5		
Kindergarten Theory and Technics	5		

SPECIAL COURSE IN COMMERCE

JUNIOR YEAR

First Semester	Hrs.	Second Semester	Hrs.
*Psychology	5	*Pedagogy	5
*Bookkeeping A	5	Economics of Business.....	5
Shorthand 1	5	*Accounting A	5
Stenotype 1	5	Shorthand 2	5
Typewriting 1	5	*Commercial Geography	5
Economics 1	5	Stenotype 2	5
Commercial Arithmetic	5	Typewriting 2	5

SENIOR YEAR

First Semester	Hrs.	Second Semester	Hrs
*Methods and Teaching.....	5	*Methods and Teaching.....	5
*Accounting B	5	*Accounting C	5
Shorthand 3	5	Shorthand 4	5
*Business Organization	5	Stenotype 4	5
Stenotype 3	5	*Corporation Finance	5
Commercial Law 1.....	5	Industrial Management	5
Typewriting 3	5	Typewriting 4	5
Psychology of Commercial		Business Statistics	5
Subjects	5		

Required subjects are starred. A minimum of 25 hours per week must be made up from the electives.

Palmer writing is required of all students in this course until a satisfactory attainment of form and speed is acquired.