Bulletin of:

THE AMERICAN INSTITUTE
FOR FOREIGN TRADE

Catalogue Number
1947-1948

Thunderbird Field, Phoenix, Arizona

March, 1947
MISSIONS OF THE INSTITUTE:

To serve its students by preparing them, through intensive education, to engage usefully and productively in trade and other relationships with foreign countries.

To serve employers by creating a corps of personnel specially equipped for work abroad, and by providing a place where key personnel, already selected for foreign assignments, may receive necessary preparatory training.

To serve the cause of international understanding by helping to inculcate in representatives of the United States enterprises in other lands a more intelligent and sympathetic attitude towards the peoples and civilization of those countries.
The Administration Building and entrance to the Campus

The Faculty Office building formerly was the Flight Operations Office
# Calendar for 1947-1948

## 1947

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### 1947 Events:
- September 27, Saturday: Dormitories open for residence.
- September 29, Monday: Registration.
- October 1, Wednesday, 8 a.m.: Classes begin.
- November 11, Tuesday: Armistice Day.
- November 27, Wednesday, 3 p.m.: Thanksgiving recess begins.
- December 1, Monday, 8 a.m.: Thanksgiving recess ends.
- December 19, Friday, 3 p.m.: Christmas recess begins.

### 1948 Events:
- January 5, Monday, 8 a.m.: Christmas recess ends.
- February 4, Wednesday, 3 p.m.: First semester ends.
- February 5, Thursday, 8 a.m.: Registration for second semester.
- February 9, Monday, 8 a.m.: Classes begin.
- March 25, Thursday, 3 p.m.: Spring recess begins.
- March 30, Tuesday, 8 a.m.: Spring recess ends.
- May 31, Monday: Memorial Day.
- June 12, Saturday, 10 a.m.: Commencement.
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GOVERNMENT

Officers and Directors

BARTON K. YOUNT
President of the Institute
Phoenix, Arizona

ALFRED KNIGHT
Vice President of the Institute
President, Orangewood Realty Company
Phoenix, Arizona

FINLEY PETER DUNNE, Jr.
Secretary and Treasurer of the Institute
Phoenix, Arizona

WALTER R. BIMSON
President, Valley National Bank
Phoenix, Arizona

DAVID H. BONSALL
Southwest Flour and Feed Co.
Glendale, Arizona

FRANK C. BROPHY
President, Bank of Douglas
Phoenix, Arizona

HUGH C. GRUWELL
Executive Vice President, First National Bank of Arizona
Phoenix, Arizona

MELVIN S. JACOBUS
Executive Vice President, Dwight B. Heard Investment Company.
Phoenix, Arizona

BENTON, M. LEE
Benton M. Lee and Company
Phoenix, Arizona

JOHN C. LINCOLN
Chairman of the Board, Lincoln Electric Company
Phoenix, Arizona

JOHN J. LOUIS
Chairman of the Board, KTAR Broadcasting Company
Phoenix, Arizona

GEORGE W. MICKLE
President, Phoenix Title and Trust Company
Phoenix, Arizona

A. LEE MOORE
A. L. Moore & Sons
Phoenix, Arizona

ALBERT F. MORAIRTY
Jokake Inn
Phoenix, Arizona

EDWARD V. O'MALLEY
The O'Malley Lumber Company
Phoenix, Arizona

HERBERT L. PRATT, Jr.
New York, N. Y.

FRANK L. SNELL
Lawyer, Snell, Wilmer, Walsh and Melczer
Phoenix, Arizona
HENRY H. ARNOLD, General of the Armies (Retired)  
Formerly Commanding General, Army Air Forces  
*Sonoma, Calif.*

BRUCE BARTON  
Chairman of the Board, Batten, Barton, Durstine and Osborn  
*New York, N. Y.*

RALPH P. COUSINS, Maj. General, U.S.A. (Retired)  
Formerly Commanding General, Army Air Forces  
Western Flying Training Command;  
Vice President, Founders' Fire and Marine  
Insurance Company  
*Los Angeles, Calif.*

LEWIS W. DOUGLAS  
United States Ambassador to Great Britain  
*New York, N. Y.*

FRED J. KELLY  
Formerly Director, Division of Higher Education,  
U. S. Office of Education  
*Palo Alto, California*

PAUL W. LITCHFIELD  
Chairman of the Board,  
The Goodyear Tire and Rubber Company  
*Akron, Ohio*

THOMAS A. MORGAN  
Chairman of the Board, The Sperry Corporation  
*New York, N. Y.*

FLOYD B. ODLUM  
Chairman of the Board, The Atlas Corporation  
*New York, N. Y.*

EDWARD EWING PRATT  
Professor of Foreign Trade, New York University  
*New York, N. Y.*

C. R. SMITH  
Chairman of the Board, American Airlines  
*Washington, D. C.*

LOWELL THOMAS  
Author and Commentator  
*Pawling, N. Y.*

W. STOUDER THOMPSON  
Vice President, Weather-Seal Windows Corporation  
*Cleveland, Ohio*
Administration And Faculty

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

President of the Institute.
Asst. Chief U.S. Army Air Corps, 1938 to 1940; Commanding General, Third Air Force, 1941; Commanding General, Army Air Forces Training Command, 1942 to 1946.

FINLEY P. DUNNE, Jr., A.B., Harvard, 1925.
Secretary of the Institute and Director of Student Personnel.
Writer and Publicist. Lt. Col., served in Student Section, AAF Training Command, 1944 to 1946.

Dean of the Institute and Professor of Foreign Trade.
Professor of Foreign Trade, Louisiana State University, 1939 to 1942; Senior Economic Analyst, U.S. Embassy, Panama; Political Economist, Division of Caribbean and Central American Affairs, Department of State, and Senior Economic Analyst, U.S. Embassy, Mexico City, 1942 to 1946.

FRED J. KELLY, A.B., University of Nebraska, 1902; Ph.D., Columbia, 1914.
Educational Consultant.
Dean of Administration, University of Kansas, University of Minnesota, 1920 to 1928. President, University of Idaho, 1928 to 1930. Director, Division of Higher Education, U.S. Office of Education, 1931 to 1946.

JOHN C. PATTERSON, A.B., A.M., University of Texas, 1921, 1928; Ph.D., Duke University, 1930.
Adviser on Academic Affairs.
Professor of History, Westminster College, 1930 to 1938; Director, School of Public Affairs, American University, 1938 to 1940; Chief, Division of Inter-American Educational Relations, U.S. Office of Education, 1940 to 1946.

Director, Department of Area Studies.
Department of Commerce Foreign Service, in Paraguay, Bolivia, Brazil, and other Latin American countries, 1918 to 1926; Economic Adviser, Government of Cuba, 1926 to 1927; executive in export business and international advertising, 1927 to 1931; Department of State, 1941 to 1946, as Acting Chief, American Republics Area Division. Author: "Latin America, a Descriptive Survey," and other works.

MARJORIE C. JOHNSTON, A.B., A.M., Ph.D., University of Texas, 1927, 1931, 1939.
Director, Department of Languages.
Teacher of Spanish, Texas Public Schools, University of Texas, Stephens College, 1927 to 1942; Consultant in the Teaching of Spanish, Division of Inter-American Educational Relations, U.S. Office of Education, 1942 to 1946.

J. FRANK HEFLIN, A.B., A.M., West Virginia University, 1924, 1929.
Business Manager and Lecturer in Business English.
Lt. Colonel, O.R.C.; Commanding Officer, AAF Statistical School, 1943 to 1945; Admissions Officer, Graduate School of Business Administration, Harvard University, 1945 to 1946.

PHILIP E. RICE, A.M., M.D., University of Michigan, 1929, 1932.
Physician to the Institute.

DOROTHY BURGE, A.B., B.L.A., University of Oklahoma, 1934, 1936.
Librarian.
VIOLA P. MICHAIL, A.B., University of Wisconsin, 1929.
Assistant Librarian.

ELIZABETH C. KUKST, B.S., University of Washington, 1941.
Director of the Dining Hall.

WILLIAM L. OGILVIE, A.B., University of California, 1940.
Director of Recreation and Sports.

RUTH P. MILLER, Missouri State College.
Registrar.

BERGER ERICKSON, Texas Christian University
Accountant and Chief Bookkeeper.

DORIS W. AMBERSON, R.N.
Resident Nurse.

MABEL J. ERICKSON, Texas Christian University.
Secretary to the President.

HUAN MADDEN
Public Relations.

E. VERNELL WHITE, A.A., Colorado Woman's College, 1946.
Secretary to the Business Manager.

HELEN SABA, A.B., Our Lady of the Lake College, 1946.
Secretary to the Language Faculty.

MARY LOUISE CATE
Receptionist.

FRED L. GYGER
Chief of Maintenance.

JERRY A. JACKA
Chief of Guards.

CLEO M. BREKKIE
Housekeeper.

Faculty of Instruction

ROY ASHMEN, B.S., Drexel Institute of Technology, 1935; M.S., Columbia University, 1936; Graduate work at Northwestern University and University of Chicago.
Professor of Marketing.

HERNAN CABRERA, A.B., Universidad de San Simon, Cochabamba, Bolivia, 1932.
Professor of Spanish.

ARTHUR HIGHMAN, B.S., Illinois Institute of Technology 1935; M.B.A. University of Chicago, 1939.
Assistant Professor of International Finance and Foreign Exchange.
EMILIO SARMIENTO, B.S., Colegio Nacional Sucre, Cochabamba, Bolivia, 1931; LL.D., San Andres University, LaPaz, Bolivia, 1938.
Assistant Professor of Spanish.

Assistant Professor of Spanish.

JOHN R. TAYLOR, A.B., West Virginia University, 1936; M. A., University of Illinois, 1938; C.P.A.
Professor of Accounting.

ELWOOD J. WILSON, A.B., Stanford University, 1929; L.L.B., University of Washington, 1933; M.B.A., University of Chicago, 1941.
Assistant Professor of Management and Labor Relations.

HOWARD H. WILSON, Ph.B., Ph.D., University of Chicago, 1936, 1941; Department of State, 1941 to 1946.
Professor of International Relations.

ANTOINETTE ANGELUCCI, Commercial Certificate, Mackenzie College, São Paulo, Brazil, 1935.
Instructor in Portuguese.

JOÃO GOMES DE ARAUJO, Graduate, Faculdade de Farmacia i Odontologia do Estado do Rio de Janeiro, 1935.
Instructor in Portuguese.

JOHN M. FRIKART, A.B., University of Arizona, 1925; Institut Schmidt, St. Gallen, Switzerland; Escuela Nacional de Ingenieros, Oruro, Bolivia; Escuela Nacional de Agricultura y Ganaderia, Cordoba, Argentina.
Instructor in Spanish.

INÉS MUÑOZ, Certificate from private tutors, Province of Matanzas, Cuba, 1898.
Instructor in Spanish.

PLACIDA G. SMITH, A.B., University of Utah, 1927.
Instructor in Spanish.

MARY S. WHITLOW, A.B., Southern Methodist University, 1941.
Instructor in Spanish.

ROBERT W. MALMQVIST, B.B.A., University of Minnesota, 1939.
Graduate Assistant in Accounting.

JAMES M. DEASON, A.B., Howard College, 1946.
Graduate Assistant in Marketing.

CHARLES C. DI PESO, A.B., Beloit College, 1942.
Graduate Assistant in Area Studies.

HENRY L. WILLIS, Jr., B.A., Michigan State College, 1943.
Graduate Assistant in Accounting.

MARVIN E. MAYEUX, Tulane University.
Student Assistant in Portuguese.
THE INSTITUTE

The American Institute for Foreign Trade, a non-profit institution, was founded on April 8, 1946, by a group of leading business men of Phoenix, Arizona, in association with Lt. General Barton K. Yount (Retired), and Messrs. W. S. Thompson and Finley P. Dunne, Jr., both of whom had served during the war as officers under General Yount in the Army Air Forces Training Command.

The following paragraph is taken from the Institute's original charter:

"To establish and maintain an institution of learning for the education and training of students in the arts, sciences, languages and all branches of learning, including, but not limited to, foreign languages, business and social habits and customs of other countries, and generally to train and equip men and women to live in foreign countries, and properly to represent American business institutions and any departments of the Federal Government of the United States of America, or any subdivision thereof."

Having previously inquired as to the feasibility of obtaining, as a site for the Institute, one of the many army air training fields which had been declared surplus and for which no practical peacetime use had been discovered, the Board, on April 10, 1946, entered a formal bid for Thunderbird Field No. 1, located near Phoenix. On June 7, 1946, in the absence of other bidders, Thunderbird Field was awarded to the Institute, with the provision that, if at any time during the subsequent ten years it were put to any other than non-profit educational use, it would revert to the government.

The Institute opened its doors on October 1, 1946, with a faculty of 22 members and an enrollment of 296 students from 45 states. Its program during the first year has been directed towards training its students for the Latin American countries. However, as other areas of the world are re-opened to private trade and enterprise, it is the intention of the Institute to anticipate the demand for trained American representatives in those areas by a corresponding expansion of its facilities.

The courses of instruction given by the Institute are at the level of the senior year of college or the first year of graduate work. Owing to the need on the part of many veterans to begin their business careers with the least possible delay, the present course of study is organized so as to accomplish its purposes in a single school year of
approximately nine months. Consideration is being given to the presentation of both a one-year and a two-year course, depending on the previous educational experience of the student.

Educational Objective

The educational objective of the Institute is to prepare young men and women for positions of responsibility. Such positions may be either in private business engaged in foreign trade, in departments of the government intimately concerned with international relations, or in professional pursuits. The Institute does not propose to give detailed training at the lower vocational levels. It is a school of administration, supplying its students with the knowledge and training necessary for them to generate sound policies and carry them to execution.

One of the most interesting developments in American life during the past quarter century has been the growing recognition that, in an economy of increasing complexity, the possession of untrained native "business ability" is no longer a sufficient passport to success. This is equally true in domestic and in foreign commerce, perhaps even more so in the latter. Usually the United States citizen residing and making his living in a foreign country must have broader abilities than would be required in this country. He is much more "on his own," and frequently must make major decisions without the opportunity to refer to his home office. He must be exceptionally flexible in his thinking. He must be able to understand and appreciate the outlook of a foreign people whose traditions and culture are different from his own.

Under these circumstances, so-called "practical" training in the detailed operations of foreign trade is important. However, the successful administrator must also have a sound knowledge of the fundamental principles which determine what "practical" measures should be taken. If he is to administer international credits, he must understand the theories of money and banking. If he is to do business across national boundaries, he must be familiar with international law. If he is to sell, advertise and promote a product of industry overseas, he must be versed in the principles of marketing. He should know accounting, from the standpoint of the executive. If he is to supervise or share the work of foreign nationals, he should be well grounded in employee and labor relations.

Of at least equal importance is a knowledge of the foreign area with which he hopes to do business. He should know its history, its economy, the composition of its population, its political characteristics, and its business and social customs. He should be able to speak, read,
write and understand its language easily, accurately and fluently.

Lack of ability to speak a foreign language has been one of the greatest stumbling blocks in United States commercial and other relations with foreign nations. There is no sound reason why our future dealings with the rest of the world should be so handicapped.

The Institute is primarily a school of Business. It believes in the American way of life, and that a sound, successful business structure is essential to that way of life. It further believes that in this country's ultimate relations with other countries, the representative of the United States who wields the greatest power to foster international good will and mutual understanding is the working business administrator in the field of foreign trade.

The creation of such a business administrator, capable of representing United States business and government requires a long and often difficult process of education, through both experience and special training. It is not claimed that there is any substitute for experience. But experience gained in practical operations is made more valuable, and produces results in a shorter time, when there is a foundation of prior intensive education at such a specialized school of administration as the American Institute for Foreign Trade.

Placement Of Graduates

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

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

During the period of the student's residence, much attention is devoted to determining the particular type of employment for which he is best adapted and which holds the greatest promise for him. There are frequent conferences between individual students and members of the faculty and the Director of Student Personnel. In addition, the great majority of veteran students have undergone the Veterans Administration Vocational Aptitude Tests, which have been proven of considerable value.

For obvious reasons, the Institute cannot and does not guarantee to place all of its graduates. Those who do acceptable academic work
here, and who possess the other personal qualifications for a successful career, are assisted in every possible way. A number of the larger firms have already sent representatives to interview students as prospective employees. Others have been in communication with students through correspondence, with a view to conducting subsequent personal interviews with prospects at a convenient time and place. As a result, a considerable number of students, even in this first year of operation, have found desirable foreign trade employment before graduation.

The Institute, in addition, is preparing to establish an Alumni Bureau, with a view to maintaining close connections with its graduates in every part of the world, so as to assist them in every possible manner.

Campus And Buildings

The American Institute for Foreign Trade occupies the buildings and grounds of one of the best-known of the Army Air Forces' wartime primary pilot schools, Thunderbird Field No. 1. It is situated approximately 14 miles northwest of Phoenix, Arizona. The Salt River Valley, of which Phoenix is the principal city, is one of the great winter resort areas of the country, famed for its healthful climate and extensive recreational facilities. An excellent paved highway connects the Institute with the city of Glendale, six miles away, and with downtown Phoenix. There is bus service to both cities.

The entire property consists of 180 acres, some three-fourths of which comprise the former landing field. The buildings occupy approximately forty acres of beautifully landscaped grounds, with a fine view of the nearby mountains. The buildings are of the long low ranch type characteristic of western architecture, with vine-covered galleries supported by rough-hewn cedar posts.

There are eight one-story dormitory buildings, arranged so as to form three spacious quadrangles of lawn and shrubbery. The Administration Building, facing the main gate, contains, besides the administrative offices, an excellent infirmary with two wards and a complete pharmacy. The largest of the buildings is the Dining and Recreation Building, containing the dining hall, kitchens, canteen, barber shop, the main assembly hall and an attractive lounge and reading room for students and faculty.
members. The former flight operations tower, fronting on the landing field, has been converted into a Faculty Building.

There are eleven classrooms, five of them located in the former ground school building and six in the wing of one of the hangars. The interior of the same hangar has been converted into a gymnasium. A wing of another hangar houses the library.

The Library

The library of the Institute is a series of bright air-conditioned connecting rooms, including a periodical room with exhibit cases and comfortable lounge chairs. A complete Latin American map collection, assembled by Dr. William L. Schurz, is housed in a special room.

The library, seating 120 people, has been planned with the specific needs of the students and faculty in mind. The book collection is concentrated principally on the various phases of business, commerce, international law, international relations, air transportation, and the history and background of life in Latin America. There is a large collection of Spanish and Portuguese books. Emphasis has been placed on current information: 172 periodicals and 15 newspapers, including important South American publications, are received. The library subscribes to several special business research services, and to all government publications concerning our neighbors to the South, their commerce, and related subjects. An extensive vertical file of pamphlets, both in English and Spanish, is maintained. Books may also be secured through an inter-library loan agreement. Phonograph records for Spanish and Portuguese instruction are available for circulation, or for use in the library.

Instruction For Wives

One of the most important factors in the career of a man engaged in Foreign Trade is the part played by his wife. If she is able to adapt herself to the living conditions and social life of the country where her husband is stationed, she can contribute tremendously to his success. If she fails in this respect, she may seriously handicap his efforts.

The Institute offers its Language and Area courses to the wives of married students without tuition charge. In addition, wives are encouraged to take part in the special social activities of the Institute which are directed towards a greater and easier intimacy with the social customs of the Latin American countries.
STUDENT LIFE

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

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

One distinguishing characteristic of life at the Institute is that the usual languages of daily existence are Spanish and Portuguese. This is not a fixed requirement of the Institute, but is a matter of voluntary choice on the part of the students who realize that the constant use of a language in everyday affairs is the best means of developing a natural and easy fluency in conversation.

Moreover, the limited enrollment, totalling less than three hundred students, has resulted in an unusual degree of intimacy among students from widely-separated parts of the country, and in the formation of friendships which may well continue in every corner of the world for years to come.

The Unmarried Students’ Dormitories

Unmarried students are housed in six dormitory buildings, containing 42 large rooms, each of which, during the war, quartered 12 Aviation Cadets. The Institute, however, limits the occupancy of each such room to a maximum of six students. Each of these rooms is approximately 29 by 24 feet in dimensions, and is divided into two sections, one of which is commonly used for sleeping and the other as a study or living-room. Each room has its private bath, excellent cross-ventilation, and its own heating and air-conditioning unit.

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

The diagram below shows a common arrangement of such a room:

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The Married Students' Dormitories

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

These accommodations are plain, but have proven eminently satisfactory, and the married students and their wives have arranged them very attractively. Each of these rooms for married couples is equipped with two single beds, one desk, two straight chairs, a lamp, two mattresses, two pillows, and blankets. As in the case of the unmarried
students, each couple should bring their own linen, rugs, curtains, and any additional furnishings desired.

The diagram below shows a common arrangement of married students' quarters:

![Diagram of married student quarters]

**Married Students With Children**

There are no satisfactory living quarters on Thunderbird Field for married students with children. During its first year, the Institute has been fortunate in being able to assist 14 student families in obtaining quarters in a new Veterans' Administration Housing Project in Glendale, approximately 6 miles from the Institute. Several other student families have found other accommodations in Glendale, or in Phoenix. Although the Institute will make every effort to help students with children find a place to live off the campus, it cannot guarantee that it will be able to find acceptable housing for them. Prospective students planning to bring their wives and children to Phoenix should so advise the Registrar not later than two months before the start of the semester. It should be remarked that the housing situation in the Phoenix area is no better than that in most of the rest of the country and the finding of suitable housing for a wife and children must remain the responsibility of the individual, and cannot be assumed by the Institute.

In order that wives of married students with children may enjoy the same educational advantages as wives of students without children, the Institute operates a small day-nursery, under the supervision of a qualified nursery-school director, where children may be left while their mothers are attending classes.

**Tuition**

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

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

<table>
<thead>
<tr>
<th>Period of Student's Actual Attendance in Institute from Date of Enrollment for Semester</th>
<th>Per Cent of Semester Tuition to be Retained by the Institute</th>
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<tbody>
<tr>
<td>One week or less</td>
<td>20% ($85.00)</td>
</tr>
<tr>
<td>Between One and Two Weeks</td>
<td>20% ($85.00)</td>
</tr>
<tr>
<td>Between Two and Three Weeks</td>
<td>40% ($175.00)</td>
</tr>
<tr>
<td>Between Three and Four Weeks</td>
<td>60% ($255.00)</td>
</tr>
<tr>
<td>Between Four and Five Weeks</td>
<td>80% ($340.00)</td>
</tr>
<tr>
<td>Over Five Weeks</td>
<td>100% ($425.00)</td>
</tr>
</tbody>
</table>

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

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

**Board And Lodging**

*Meals*. It is the policy of the Institute to serve abundant, scientifically balanced and attractively prepared meals. There is a normal charge of $450 per person for all meals for the entire academic year, or $225 per semester.

*Dormitory Rentals*. The charge for living quarters is $150 per person per year, or $75 per semester. The charge for married students resident on Thunderbird Field with their wives is, therefore, $300 per couple for the entire year, or $150 per semester.
The charges for board and lodging are payable by semesters. The charges for each semester are due and payable on the first day of each semester. However, for the convenience of students, charges for board and lodging may be paid on the installment plan.

For information concerning the registration fee, see "Admissions."

Student Government

An elective Student Council of eleven members works closely with the faculty and administration in determining policy in matters affecting the student body as a whole. Representatives to the Council are elected for a term of one semester. The Council is composed of one member from each of the eight dormitories, one woman student, one student wife and one representative of the students residing off the campus. In addition to serving as advisor to the administration on all student affairs, the Council administers the Student Fund and arranges for dances and other social functions.

Undergraduate Employment

The Institute is not able to guarantee employment to students, and students are not encouraged to enter the Institute without adequate resources. A limited number of students or wives of married students may expect to find part-time employment as assistants in the administrative or faculty offices, in various capacities in the dining hall, in the library, or on the maintenance staff. Allocation of students to available employment is a responsibility of the Business Manager. It should be remarked that, inasmuch as the concentrated course of study requires the best efforts of the individual student, very few hours per day are available for gainful employment, and that the amounts which may be earned are therefore necessarily small.

Medical Service

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

The Institute has a well-equipped infirmary, under the direction of the Physician, and with a Registered Nurse in constant attendance. Regular consultation hours at the Infirmary are held daily.
Conversation Classes are small, and are frequently held out-of-doors.
Consultation and treatment in cases of emergency is available 24 hours per day.

The Physician visits the Infirmary, to prescribe for patients, at least twice a week, and more frequently when necessary. Charges for the services of the Physician and the Nurse, at the Infirmary, and for visits to the Physician’s office in Glendale, when directed by the Nurse, are included in the tuition charge, which also covers limited hospitalization in the Infirmary.

The Infirmary is not equipped to care for major illnesses or operations. When prolonged hospitalization is required in such cases, it must be arranged with the Veterans’ Administration or with civilian hospitals, and the expense borne by the individual student. Visits to the office of the Physician in Glendale, unless specifically directed by the Nurse, are at the expense of the individual.

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

Sports And Physical Education

Every student is encouraged to take part regularly in some form of physical exercise, for which there are excellent facilities.

One of the hangars, 200 by 100 feet in size, is equipped as an indoor gymnasium, with facilities for badminton, tennis, boxing, wrestling and conditioning exercises. Basketball is played out-of-doors, and is one of the most popular sports. The Institute has its own informal team, which competes in the Phoenix Metropolitan League. There are two softball diamonds, where intra-mural contests among teams representing the eight dormitories are played, several volleyball courts and a soccer field. Informal classes in calisthenics and boxing are held at frequent intervals. The two swimming pools in the central quadrangle are usable for the greater part of the school year, and are a valuable adjunct to the Institute’s health and conditioning program.

An unusual feature of the program is that, as an integral part of the general academic program, instruction is given in those sports, especially soccer football, which are most popular in the Latin American countries.

In addition to the facilities existing at Thunderbird Field, the surrounding countryside affords excellent opportunities for horseback riding, golf, tennis and hunting, and students frequently patronize the winter-sports resorts in northern Arizona.
A room in the Single Students' quarters

A corner in the Married Students' quarters
Extra Curricular Activities

The following are among the non-class activities on the campus:

Lectures and Forums. Each semester a number of practising 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 constantly changing practical developments in our relations with other nations.

Motion Pictures. Films are shown regularly to supplement the language, area and business courses, and popular recreational features are shown twice weekly.

Stage. Singing, dancing and dramatic entertainments, in Spanish or Portuguese, are written and produced monthly by the students. These have proved very popular.

Dancing. Weekly dances are held, and special instruction in the dances of Latin-America is given. These dances are separate from the larger dances and parties presented periodically by the Student Council.

Teas. Spanish and Portuguese-speaking teas in which Latin-American social usages are featured, are given each semester. Hostesses for these teas are members of the women’s language classes.

Clubs. The Spanish and Portuguese Clubs, comprising both students and faculty members hold weekly meetings. There is also a Cercle Francais, formed by French-speaking students and faculty members.

The Camera Club is very active, and handles all photographing of students for the Institute’s job-placement service. Beginners in photography are welcomed as members.

The Phoenix, Arizona, port of the Propellor Club of the United States was founded at the Institute on January 15, 1947, and has its headquarters at Thunderbird Field. This is the 102nd port of this national organization to further the United States merchant marine and foreign trade. The Port holds monthly meetings, with nationally-known guest speakers.

The Thunderbird. The Institute’s student newspaper, The Thunderbird, is published weekly. It is edited and produced by a student staff, and reports current foreign trade news as well as student activities. Special sections are printed in Spanish and Portuguese.
A class in Personnel Management meets in the student lounge.

There are seats for 120 in the bright, comfortable Library.
ADMISSIONS

ADMISSION to the Institute is limited to applicants who are at least twenty years of age and who have completed at least two years of study above the high school level in a recognized institution of higher learning, or whose civilian and military experience is such as to constitute the equivalent of two or more years of college work.

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

It is desirable, although not required, that applicants interested in executive positions in business have in their educational record the satisfactory completion of at least one college-level course in economics, and one or more courses in accounting, marketing, finance or other business subjects.

In view of the very large number of openings in the technical fields abroad, applicants holding a degree in engineering or other technical subjects will be given a high priority in consideration for admission to the Institute. Either civilian or military experience in technical fields, in an applicant not holding a degree in such fields, will likewise be considered in an applicant's favor.

Much weight is likewise placed upon the applicant's accomplishments in the liberal arts and in modern languages.

Method or Application

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

Each applicant is required to submit complete data as to his previous schooling, his record of gainful employment if any, and, if he served in the Armed Forces, a summary of his experiences and responsibilities therein. Each applicant should submit, as a part of his application, an official transcript of his college grades, and a dated recent photograph of himself. In addition, each application must be supported by letters
from at least two reputable persons, testifying as to the applicant's character and ability to accomplish responsible administrative work at a high level. Space is provided on the Application Blank for the applicant to state his reasons for desiring to enter the field of Foreign Trade, and any special qualifications he possesses for this type of career.

The Registration Fee is $20.00. Applicants should forward their check or money order in this amount to the Director of Admissions upon receipt of notification that they have been accepted for admission. This deposit will be applied to the first bill for board and lodging when the student registers. In the event the applicant does not register, the Registration fee will not be refunded. There is an additional charge of $15.00 for late registration, but in extraordinary circumstances, at the discretion of the Institute, this fee may be remitted.

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

A view of the Central Quadrangle
CURRICULUM

The Curriculum of the Institute is intensive. Insofar as practicable, non-essentials are eliminated, so that all of the student's time and effort may be devoted to matters of real value to him. In this manner, rapid progress can be made without sacrificing thoroughness.

The Institute is a place where the center of gravity is learning rather than teaching. The primary responsibility for achievement rests with the student. In many aspects of the work, independent study with faculty guidance replaces the customary collegiate procedure of faculty assignments and recitations.

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

All courses are elective, and great flexibility in meeting the needs of individual students is thus rendered possible. At the time of registration, the Dean and faculty, after consultation with each student, attempt to devise a program of study which will strike an effective balance among the offerings of the three Departments. The selection of courses to be pursued depends, in each case, upon the student's past education and experience, and his ultimate objectives. The Institute provides both fundamental courses of instruction for students who require them, and advanced work, at graduate level, for those who have already completed undergraduate college training in a given field. The emphasis on graduate work is increasing.

The majority of students at the Institute elect and carry through a heavy schedule of study. The normal class schedule at the Institute consists of nineteen semester hours, which are frequently divided as follows:

<table>
<thead>
<tr>
<th>Language</th>
<th>8 hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foreign Trade</td>
<td>8 hours</td>
</tr>
<tr>
<td>Area Studies</td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>19 hours</strong></td>
</tr>
</tbody>
</table>

Students who are already proficient in a language, however, are limited to a maximum of five semester hours in that language, and the additional three hours are usually assigned to additional study of the business administration subjects.
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. Accordingly, academic tests are looked upon primarily as measures of progress along specific lines of study.

Progress tests in the different courses are given at such intervals as are deemed advisable by the Dean and the Directors of the three academic Departments. Students are required to maintain satisfactory progress in courses comprising at least 12 semester hours of study.

The Institute's Certificate

The Institute does not award formal degrees. Students satisfactorily completing the regular course of study will be awarded a Certificate of Graduation, indicating the work completed in the Institute.

Attendance

In view of the intensive nature of the course of study, regular and faithful attendance at scheduled class sessions is highly desirable. The Institute reserves the right to require such attendance in any case where it is deemed necessary in order that the student may receive full benefit from his studies. In other instances, especially where it is felt that a student's progress would be better served by additional research, attendance at class sessions may, at the discretion of the faculty, be made optional on the part of the student.

Unexcused absences may not be incurred directly preceding or following any Institute recess.

In the cases of students who are required to attend class sessions, a limited number of absences for which no excuse need be presented, may be incurred during each semester.

Department Of Foreign Trade

In the Department of Foreign Trade the student is equipped with the necessary business tools for a position with a company engaged in foreign commerce. All of the courses are defined in terms of training for managerial positions in foreign trade. During the present year, 1946-1947, foreign trade with Latin America has been emphasized.
A concrete rather than an abstract approach is made in presenting subject matter. Actual commercial situations are approximated and realistic business data are incorporated in so far as possible. For example, in financial analysis the data used are from statements submitted to the Securities and Exchange Commission by companies whose securities are listed on national stock exchanges. Hypothetical data are used only when they will more clearly demonstrate the subject matter under consideration.

The philosophy of the department is premised upon two considerations, namely:

(1) The individual needs of each student.

(2) The type of position for which each student is preparing himself.

The Institute believes that those entering foreign trade must be intensively trained in some particular phase of foreign commerce, and must have, in addition, an intelligent understanding of all the allied fields. A graduate of the American Institute for Foreign Trade will have definite knowledge and ability to offer prospective employers, together with a broad but integrated business training.

Area Studies

The Department of Area Studies conducts a group of courses designed to acquaint students with the characteristics—geographical, ethnological, economic and social—of the world areas where, as future graduates engaged in foreign trade or foreign service, they are most likely to be active. The present courses are all concentrated on Latin America, as one of the great actual and potential markets for United States goods, but this Department is preparing to offer courses in other principal world areas, such as the Far East, India, Europe, and the Near East-Africa complex, as they become more active trade regions.

Emphasis is placed upon the economic history and potentials of the area, and the conditions of commerce found therein, as well as on the political situations. Concurrently, the student is “briefed” on the modes of life in the various countries of the area, the health conditions, social customs, religious beliefs, the culture and even the recreational facilities, such as drama, music and sports, which he will find.

The method of instruction is through lectures, readings, use of visual education devices, and development by students, under faculty guidance, of special research projects on particular portions of major areas, or on particular problems.
In summary, the successful student in the area courses is indoctrinated, not only with the externals, but with the thought-patterns and motivations of the peoples he has studied. He will be able to formulate his business and other decisions upon a sound knowledge of the area and its civilization.

Language Training

A speaking, reading and writing knowledge of the language of the country in which he is stationed assists the representative of United States government or business abroad to understand the people among whom he lives, and therefore contributes markedly to his chances of success. The American Institute for Foreign Trade seeks to give its students this qualification.

Language instruction at the Institute is based upon the methods employed in the Armed Forces during the war years. The fixed purpose is to develop in the student a facility for speaking and understanding the language which he studies. This is done not through any magic process but through many hours of instruction and work on the part of the student. Such knowledge of the language can be acquired in the time allotted at the Institute, if the student makes the proper use of that time.

Under the guidance of instructors whose mother tongue is Spanish or Portuguese, students begin at once to express themselves in the language. The conversation classes are supplemented by the use of voice-recording machines, phonograph records, and instruction in grammar, composition and reading. Students who have already had an introduction to Spanish or Portuguese are assigned to appropriate classes after their proficiency has been determined by placement tests.

All courses in Spanish and Portuguese are supplemented by optional activities such as music, films, lectures to interpret Latin American life and customs, and informal discussions with members of the teaching staff and guest lecturers. Progress in speaking is furthered through the use of Spanish or Portuguese at mealtime and in the dormitories and recreational activities. Reading ability is increased through wide use of current Latin American newspapers, magazines, and language books in the library.
COURSES

Department Of Foreign Trade

FT-101 PRINCIPLES AND PRACTICES OF FOREIGN TRADE
A course dealing with the theory of foreign trade and the foreign trade practices followed by American business with particular emphasis on our trade relations with Latin America.
2 hours per week throughout the year - - - Dr. Bradbury

FT-102 PRINCIPLES AND PRACTICES OF FOREIGN TRADE
Theory and practice of foreign trade with emphasis on our trade with Latin America. Similar in content to FT-101.
3 hours per week, Second Semester - - Asst. Professor E. Wilson

FT-201 RESEARCH PROBLEMS IN FOREIGN TRADE
Open to students who have had FT-101, or a foreign trade course at the university level. Directed study in special problems related to foreign trade.
2 hours per week, First Semester - - - Dr. Bradbury

FT-111 MARKETING PRINCIPLES AND SALES ADMINISTRATION
Stresses marketing by manufacturers as essential background for export trade, and relates principles to problems for purposes of making policy decisions and to develop capacity in marketing management.
3 hours per week, 1 Semester - - - Professor Ashmen

FT-211 EXPORT-IMPORT PROCEDURE AND MARKETING ABROAD—INDEPENDENT STUDY
For advanced students who wish to conduct independent research in one of the following fields of concentration: (1) Export-Marketing Procedure and Marketing in Latin America; (2) Import-Marketing Procedure and the Marketing of Non-Manufactured Products.
2 hours per week, 1 Semester - - - Professor Ashmen

FT-212 ADVANCED MARKETING — INDEPENDENT STUDY
For advanced students who have established high records and who have a particular interest in the independent study of one of the special phases of marketing and its relation to foreign trade. Fields of concentration are as follows: (1) Advertising; (2) Retailing and Small Business Management; (3) Wholesaling, Warehousing and Brokerage; (4) Market Analysis Methods; (5) Management and Control of Salesmen; (6) Market Risk, Pricing and Marketing Policies; (7) Marketing and Legislation.
2 hours per week, 1 Semester - - - Professor Ashmen

FT-121 ACCOUNTING FOR MANAGEMENT
A review of the fundamental techniques of bookkeeping and accounting. The latter part of the course is devoted to studying the basic concepts, principles and standards underlying present-day accounting practices. This course is designed for those students who have had no accounting before entering the Institute. Its purpose is to give students sufficient background to understand the more common business reports.
3 hours per week, 1 Semester - - - Professor Taylor

FT-122 STATISTICS FOR MANAGEMENT
A review of the essential methods of statistics and practice of selecting the proper methods to employ in the investigation of a given business problem. It is assumed that the student has proficiency in arithmetic and some knowledge of algebraic symbolism—only enough to substitute values in a formula. This course is designed for the users of statistical data. Its purpose is so to condition the user mentally that he may effectively consume the statistical reports he will use in the business world.
2 hours per week, 1 semester - - - Professor Taylor
FT-220 INTERPRETATION OF FINANCIAL REPORTS FOR MANAGEMENT
A review and analysis of numerous methods and devices for interpreting the financial and operating data of businesses. These methods may be used to establish credit ratings, determine the soundness of a potential investment, test the efficiency of managerial decisions, and determine whether managerial policies should be continued or changed. Emphasis is placed on interpreting business reports rather than on their preparation. Prerequisite - 6 Semester hours of Basic Accounting or FT-121.
2 hours per week, 1 semester  -  -  -  -  Professor Taylor

FT-221 BRANCH OFFICE ACCOUNTING
A study of the problems associated with retail and manufacturing branches with emphasis being placed on foreign branches. This course considers also incorporated branches and their treatment in consolidations. Prerequisite - 6 Semester hours of accounting or FT-121.
2 hours per week, 1 semester  -  -  -  -  Professor Taylor

FT-222 RESEARCH PROBLEMS IN ACCOUNTING
This course consists of independent study under the direction of the Accounting and Statistics Division. It is designed for those students who are thoroughly grounded in the general principles and practices of accounting and who want to become proficient in a particular branch; for example, cost analysis, auditing, income determination, etc. Prerequisite - 12 Semester hours of accounting.
2 hours per week, 1 semester  -  -  -  -  Professor Taylor

FT-223 RESEARCH PROBLEMS IN STATISTICS
This course consists of independent study under the direction of the Accounting and Statistics Division. It is designed for those students who are thoroughly grounded in the general principles and methods of statistics and who want to specialize in some particular branch; for example, sampling, etc. Prerequisite - 3 Semester hours of basic statistics or FT-122.
2 hours per week, 1 semester  -  -  -  -  Professor Taylor

FT-131 INTERNATIONAL ECONOMIC RELATIONS AND INTERNATIONAL LAW
A survey of economic, political, historical and legal aspects of contemporary international commercial policies; an examination of the relative importance and modus operandi of economic factors and objectives in international relations and a review of basic principles of international law with special reference to questions affecting American enterprise abroad.
3 hours per week, 1 semester - - - - Dr. H. Wilson

FT-231 INTERNATIONAL POLITICAL RELATIONS
A survey of national policies and questions of a political character affecting the American Republics and discussion of methods adopted to achieve such policies through diplomatic and other international procedures.
2 hours per week, 1 semester - - - - Dr. H. Wilson

FT-232 RESEARCH IN INTERNATIONAL RELATIONS
This course consists of independent study under the direction of the professor in charge. It is designed for those students who have had FT-131 or sufficient background at university level.
2 hours per week, 1 semester - - - - Dr. H. Wilson

FT-233 RESEARCH IN INTERNATIONAL LAW
A course for students who have already had a university level course in international relations or international law. A study is made of special problems in international law.
2 hours per week, 1 semester - - - - Dr. H. Wilson
**FT-141 PERSONNEL MANAGEMENT**
Fundamental course in the principles and techniques of personnel management. The following topics are treated: the development of personnel management; instruments of personnel control; education and training of employees; employee incentives; industrial democracy and social control. Applications of principles in industrial relations.
2 hours per week, 1 semester - - Asst. Professor E. Wilson

**FT-241 RESEARCH PROBLEMS IN LABOR CONDITIONS OF LATIN AMERICA**
A course intended for students who have already had FT-141 or other courses in personnel management and who desire to undertake the study of labor conditions encountered in Latin America.
2 hours per week, 1 semester - - Asst. Professor E. Wilson

**FT-242 RESEARCH PROBLEMS IN LABOR RELATIONS**
This course consists of independent study under the professor in charge. The course is intended for students who desire to undertake the study of problems, principles, and methods of collective bargaining.
2 hours per week, 1 semester - - Asst. Professor E. Wilson

**FT-151 FINANCE AND FOREIGN EXCHANGE**
A basic course designed to familiarize the student with the fundamental principles of corporation finance, money and banking, foreign exchange and foreign trade financing.
3 hours per week, 1 semester - - Asst. Professor Highman

**FT-251 INTERNATIONAL FINANCE AND BANKING**
An advanced course dealing with foreign exchange, methods of financing foreign trade, and international monetary developments. A review of Latin American banking systems is included. Prerequisite - a course in money and banking at university level.
2 hours per week, 1 semester - - Asst. Professor Highman

**FT-252 RESEARCH PROBLEMS IN INTERNATIONAL FINANCE AND BANKING**
This course consists of independent study under the direction of the professor in charge. It is designed for students who have had FT-151 or appropriate courses at the university level.
2 hours per week - - - Asst. Professor Highman

**FT-261 COMMERCIAL AVIATION**
A course in the development and operations of commercial airlines with special emphasis on the development of international airlines and their competition with the airlines of other countries.
2 hours per week, 1 semester - - - Dr. Bradbury

**Area Study**

**A-101 LATIN AMERICA**
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.
3 hours per week throughout the year - - - Dr. Schurz

**A-201 RESEARCH PROBLEMS IN SPECIAL AREAS**
Directed and more detailed research in the elements of the basic area course as they apply to the particular region in which the student is primarily interested. The regions in question are as follows:
Mexico
Central America
West Indian Republics
North Coast of South America
West Coast of South America
River Plate Countries
Brazil

1 hour per week, 1 semester       Dr. Schurz

A-202  UNITED STATES DEMAND FOR LATIN AMERICAN RAW MATERIALS
Covers industrial utilization in this country of raw materials from Latin America—past, present and possible future. Takes into account purposes and methods of utilization, sources in Latin America, competing non-Latin American sources, and technical and economic developments which may increase or decrease the demand for the Latin American materials in the future.
1 hour per week, 1 semester        Asst. Professor Highman

Language Courses

S-1  INTRODUCTION TO SPANISH
For students who have no previous knowledge of the language. Conversation on everyday-life topics one hour daily in small groups with Spanish-speaking instructor. Analysis and theory three hours per week in larger groups. Oral practice, individually and in groups, with phonograph records and recording machines.
8 hours per week, 1 semester.

S-101  INTERMEDIATE SPANISH
For students who have an elementary knowledge of the language. Practical conversation one hour daily in small groups with Spanish-speaking instructor. Grammar, reading, and composition three hours per week in larger groups. Oral practice with records, and periodic analysis of progress by means of recordings.
8 hours per week, 1 semester.

S-201  ADVANCED SPANISH
For students who have mastered the fundamentals of the language and who have acquired a fair degree of fluency in speaking. Guided discussion of current events in Latin America and sources of general information in Spanish. Review of grammar, with emphasis upon the more difficult structural forms and idiomatic usage. Letter writing and composition with increased use of business terms.
8 hours per week, 1 semester.

S-301  BUSINESS SPANISH AND PUBLIC SPEAKING
For students who possess a high degree of proficiency in the spoken language. Emphasis on commercial correspondence, import-export documents, and Latin American business practices. Public speaking for business conferences, news commentary, radio programs, and lecturing.
5 hours per week, throughout the year.

P-1  INTRODUCTION TO PORTUGUESE
For students who have no previous knowledge of the language. Conversation on everyday-life topics one hour daily in small groups with Portuguese-speaking instructor. Pronunciation, structural forms, and written composition three hours per week in larger groups. Oral practice, individually and in groups, with phonograph records and recording machines.
8 hours per week, 1 semester.
P-101 **INTERMEDIATE PORTUGUESE**
For students who have an elementary knowledge of the language. Practical conversation one hour daily in small groups with Portuguese-speaking instructor. Grammar, reading and composition three hours per week in larger groups. Oral practice with records and periodic analysis of progress by means of recordings.
8 hours per week, 1 semester.

P-201 **ADVANCED PORTUGUESE**
For students who have mastered the fundamentals of the language and who have acquired a fair degree of fluency in speaking. Guided discussion of current events in Brazil and sources of general information in Portuguese. Review of grammar, with emphasis on business vocabulary and commercial correspondence.
8 hours per week, 1 semester.

E-1 **BUSINESS ENGLISH**
A course designed exclusively for students who have not had one year of college English. It is highly recommended that students who lack at least one year of college English take this course in Business English in order to increase their facility in handling their own mother tongue. The course will consist of work designed to strengthen the vocabulary and in writing business letters and reports.
2 hours per week, 1 semester  Mr. Heflin

Athletics And Recreation

A. Required Program
Sufficient study and participation in Latin-American sports to make the student an intelligent spectator. Lectures to be given as a part of A-101 Latin America in those sports for which facilities are lacking.

B. Optional Program
A program of physical conditioning to be used at the discretion of the student at such time as is available. Instruction, equipment, and facilities to be presented in swimming, soccer, rugby, basketball, touch football, volleyball, badminton, tennis, weight-lifting, softball, bag punching, shuffleboard and handball.

C. Recreation
In addition to the above activities, information will be on hand in the Recreational Supervisor’s office pertaining to recreation in Phoenix and the immediate vicinity as well as Arizona as a whole.
STUDENTS ENROLLED IN 1946-1947

Jack Abrahams  Phoenix  Arizona
Emily Adacusky  Oak Hill  New York
Whitman K. Alger  Crystal City  Texas
Robert Ernest Anderson  Wilmette  Illinois
George B. Andrew  Platteville  Wisconsin
Cecil C. Bacheller  Holland  Michigan
John C. Backer  Phoenix  Arizona
Jolly D. Backer  Phoenix  Arizona
Robert S. Backer  Phoenix  Arizona
George Bailey  Tucson  Arizona
Edmund F. Barnes, Jr.  Jackson  Mississippi
Fred E. Beggs  Phoenix  Arizona
Edwin S. Belknap  Little Silver  New Jersey
Elsie C. Bell  San Diego  California
Thomas P. Bell  Pacific Grove  California
William E. Bieger  Morgantown  West Virginia
John Bisio  Chicago  Illinois
Robert E. Black  Flint  Michigan
George H. Blake  Hood River  Oregon
Rector E. Blakeley  Berkeley  California
Gerald Blanton  Oklahoma City  Oklahoma
Morgan P. Bodie, Jr.  Forest City  North Carolina
Joe K. Bolin  Kemah  Texas
Joseph A. Bono  Los Angeles  California
James B. Boyce, III  Warrenton  North Carolina
Sidney Braufman  Brooklyn  New York
Irving Buck Bricken  New York  New York
John D. Bridge  Des Moines  Iowa
Roger J. Brothers  Orange  California
Kendell E. Brown  Ashurst  Arizona
Eugene F. Buck  Great Neck  New York
George W. Bynum  Decatur  Georgia
Sam Camhi  Bronx  New York
Albert F. Cariello, Jr.  Chester  Pennsylvania
Harold R. Carpenter, Jr.  Goodyear  Arizona
William J. Carter, Jr.  Florence  Alabama
Russell D. Carver  Miami  Florida
Raymond R. Chartraw  Menomonie  Wisconsin
Julian P. Chilcote  River Forest  Illinois
Henry J. Ciesla  Milwaukee  Wisconsin
James G. Coatsworth II  Chicago  Illinois
John C. Cochran  Roxbury  Massachusetts
Joe L. Cochran  Thatcher  Arizona
Benjamin Cohen  New Haven  Connecticut
Bernard Cohen
J. Paul Cole, Jr.
William D. Cole
Thomas W. Cooley, Jr.
Eugene D. Cooper
Sara P. Cooper
Jeremiah F. Corcoran
Louie F. Curtis, Jr.
Fred N. Dahlkamp
Nicholas J. D'Anna
Neil F. Davis
William H. M. Davis
James M. Deason
Anton R. DeCooto
Marcel A. de Lugo
George J. Dietz
Charles C. DiPeso
Paul J. Doran
Aubert Durnell
Charles W. Edmiston
Keith K. Eggers
John J. Eggert
John H. Ehrhart
Glen M. Englund
Edward G. Engelsen
Fred G. Eriksson
Bruce V. Fagan
Abraham A. Farber
Norman B. Farr
Alexander B. Feig
E. Bruce Ferguson
Raymond J. Flores
Allan W. Follett
Robert P. Fortune
Frank S. Gardner
John P. Garriott
Fred P. Gee
Charles Gelber
Robert C. Gledinning
Robert J. Golden
Carl G. Gonzalez
Merrinconnie Gossett
Joseph W. Graf
Edward Graham
Frank W. Greer
Manual Guevart
Bryant B. Hakes
Courtney C. Hamilton, Jr.
Wade Hampton
James L. Hannah
Biddeford
Des Moines
Conway
Swansea
Norwalk
Norwalk
Arlington
Phoenix
Calumet City
Chicago
Arkansas City
Somerton
Birmingham
Hollywood
St. Thomas
St. Louis
Chicago Heights
Troy
Denver
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Joseph A. Harlin
William L. Harrington
John D. Harris, Jr.
Helen C. Harris
Lee C. Haviland
Lindsey P. Henderson, Jr.
Benjamin J. Holt
James Y. Hopwood
Joseph S. Horan
Albert M. Hughes
John L. Hunnicutt
Stephen L. Hutnek
Sam A. Ilitzky
Lawrence R. Jackson
Alfred P. Jankus
Robert S. Jewett
Lee S. Johnston
Leonard K. Johnson
Merle E. Johnson, Jr.
Joe Hart Jolly
William B. Joy, Jr.
Robert H. Kahley
Harold Kalman
Frank R. King, Jr.
Timothy King
George Kingston
Warwick W. Kintz
Richard T. Klas
Joseph Klein
Karl O. Klomann
Truman A. Klungnes
Stanley E. Krantz
James A. LaGasa
Edwin J. Lamb
Oscar W. Langston
William J. Lasarow
Robert E. Lee
Fred A. Leisinger
Harry V. Lewis
Herbert H. Lindstrom
Charles F. Linn
Willie D. Lowe
Oscar B. Lynott
Lester J. Maasch
John S. Madrid
James O'D. Maher
Robert W. Malmquist
Cecil W. Mann
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Fresno
Baton Rouge
Simpson
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St. Clairsville
Tulsa
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Laramie
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Irwin Marks
Milton C. Marsh
George E. Martin
John B. Mateer
Marvin E. Mayeux
Roscoe M. McCanne
J. Stanley McCormack
John F. McCormick
Frank S. McDonald
Edward B. McGertrick
Robert Lee McIntire
Brian J. McKiernan
Robert F. McMahon
Carl Meadows
John E. Meier
Owen K. Mercer
I. Elwin Merrill
Florence Mervis
Robert E. Michael
William C. Miles
Gerald Mirkin
William E. Mitchell
Robert E. Moberly
Duane K. Mong
Walter M. Moore, Jr.
William C. Moore
Eugene Morgan
Wade H. Morrow
John H. Moynahan
Gerald H. Mullaney
Richard P. Murless
George M. Murphy
Robert F. Neff
Howard S. Nelson
LeRoy B. Nelson
Lloyd H. Nelson
John F. Nielsen
Andrew Nisbet
Ben Cid Novoa, Jr.
Robert E. O'Bryant
John O'Connell
Maurice D. O'Connor
Thomas P. O'Connor
Bernard E. Olsen
Ernest H. Olsen
Richard W. Otterson
A. Jordan Paine
Sidney E. Painter
James O. B. Phillips

Fredericktown
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El Paso
New Orleans
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Tulsa
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Philadelphia
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Superior
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Wilmington
Burbank
Troy
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Pasadena
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Phoenix
Kansas City
Dallas

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Enrolled February 3, 1947

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Students’ Wives Enrolled

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Mrs. Frank Corcoran  
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Mrs. Charles DiPeso  
Mrs. Charles Edmiston  
Mrs. Glen Englund  
Mrs. Bruce Ferguson  
Mrs. Robert Fortune  
Mrs. Frank Gardner  
Mrs. Joseph Graf  
Mrs. James Hannah  
Mrs. William Harrington  
Mrs. Lindsey Henderson  
Mrs. James Hopwood  
Mrs. Merle E. Johnson, Jr.  
Mrs. Truman Klunghes  
Mrs. William E. Mitchell  
Mrs. Harvey T. Moynihan  
Mrs. Bernard Olsen  
Mrs. Sheldon Pooley  
Mrs. James Phillips  
Mrs. Thomas H. Rorbach  
Mrs. William B. Ryan  
Mrs. David Schulman  
Mrs. Jack T. Sergent  
Mrs. Robert Smith  
Mrs. Wesley E. Snyder  
Mrs. Jack Tidwell  
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Mrs. Alvin Wright  
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