1929

Information for New Students

Western Michigan University

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NAME

The official name of the institution is Western State Teachers College.

It is a Member of the American Association of Teachers Colleges and is fully accredited as a College by the North Central Association of Colleges and Secondary Schools.

AIM

This booklet aims to present to the new student in concise form many data of value to him in getting started right. It is an official summary, supplementing and complementing other leaflets and booklets issued unofficially or otherwise.

FRESHMAN DAYS, 1929

(Monday, September 23 to Wednesday, September 25)

A few days in advance of registration day, all entering freshmen assemble at Western State Teachers College in order that they may become familiar with their new environment as well as with their duties, responsibilities, and opportunities before the regular work of the college year begins. Entering upon a college course is an event of large significance in the life of an individual; the success of the new venture may depend upon a right beginning.

During these Freshman Days, addresses are given on how to study, how to use the library, healthful living, college traditions, scholastic ideals, and regulations; the requirements of the several curricula offered are explained and provision is made for consultation with a member of the faculty relative to the one best adapted to the interest and ability of the individual student; the opportunities for participation in extra-curricular activities are announced; under the guidance of conductors, various buildings on the campus are visited; through a diversity of social functions, acquaintances are made, friendships begun, and a sense of class unity developed.

Because Freshman Days has proved to be of such large value to students beginning their collegiate work, every member of the incoming class is required to be present at all of the scheduled exercises. The custom of making attendance at Freshman Days compulsory is becoming general in standard colleges.

CONDITIONS OF ADMISSION

Students may enroll at the opening of any term. All new students should present their applications and credentials by mail to the Registrar before the opening of the term. Blanks for this purpose may be obtained on request.
ENTRANCE TESTS

Standard intelligence and achievement tests are required of each student upon entrance. The results of these tests are not used as a part of the entrance qualifications but are of service in advising students relative to their scholastic work.

ENTRANCE REQUIREMENTS
(Effective, September, 1928)

A. Admission on Certificate

A graduate of a four-year high school, accredited by the University of Michigan, may be admitted to Western State Teachers College provided that he is recommended by the principal of the high school and that he submits credits as follows:

I. Prescribed Units.*

<table>
<thead>
<tr>
<th>Subject</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Algebra</td>
<td>1</td>
</tr>
<tr>
<td>English</td>
<td>3</td>
</tr>
<tr>
<td>Foreign Language**</td>
<td>2</td>
</tr>
<tr>
<td>History</td>
<td>1</td>
</tr>
<tr>
<td>Laboratory Science (Physics, Chemistry, Botany, or Zoology)</td>
<td>1</td>
</tr>
<tr>
<td>Plane Geometry</td>
<td>1</td>
</tr>
</tbody>
</table>

II. Additional Units from List A (See Below) ........................................................................ 3

III. Additional Units from List A or B (See Below) .............................................................. 3

Total .................................................................................................................................. 15

List A

Algebra, 1, 1½ or 2 units

***Botany, ½ or 1 unit
Chemistry, 1 unit
Economics, ½ unit
English, 3 or 4 units
French, 2, 3 or 4 units

***Geology, ½ unit
Geometry, 1 or 1½ units
German, 2, 3, or 4 units
Greek, 2 or 3 units
History, 1, 2, or 3 units
Latin, 2, 3, or 4 units
Physics, 1 unit

***Physiology, ½ unit
***Physiography, ½ or 1 unit
Spanish, 2, 3, or 4 units
Trigonometry, ½ unit

***Zoology, ½ or 1 unit

List B

List B comprises any secondary school subjects not included in List A, which are counted toward graduation by the accredited school.

Note:

1. It is expected that the principal will recommend not all graduates, but only those whose char-
acter, scholarship interests and attainments, seriousness of purpose, and intellectual promise are so clearly superior that the school is willing to stand sponsor for their success. The grade required for recommendation should be distinctly higher than that for graduation.

2. *A unit is defined as a course covering an academic year and including in the aggregate not less than the equivalent of one hundred twenty-sixy-minute hours of class-room work. Two or three hours of laboratory, drawing, or shop work are counted as equivalent to one of recitation.

3. **The units of foreign language must be presented by all candidates for a degree. If not pursued in the high school, this work may be made up in the Teachers College but without college credit. Students having had no foreign language in high school must present two other units selected from List A.

4. ***In order that a half unit in science may be accepted, it must be supplemented by a second half unit in science. For this purpose the only groupings permitted are the following:

   (a) Botany and Zoology.
   (b) Zoology (or Botany) and Physiology.
   (c) Physiography and Geology.
   (d) Physiography and Physiology.

B. Provisional Admission

An applicant for admission who presents fifteen acceptable entrance units, from Lists A and B as specified above, and who, while presenting twelve units from List A, is deficient in not more than two of the prescribed units, may be admitted provisionally; but these deficiencies must be made up during the first year of residence, except that deficiencies in foreign language may be made up any time before receiving the bachelor's degree.

C. Admission by Examination

Students may also be admitted by examination in fifteen units of work, all of which must be chosen from List A. Arrangements for these examinations should be made with the Registrar at least one month in advance of the date on which the student desires to enter the College.

N. B. Entrance examinations for the fall term, 1929, will occur on Thursday and Friday, Sept. 19 and 20.

CREDENTIALS SHOULD BE SENT IN ADVANCE

Prospective students are urged to send their high school credits to the Registrar in advance that there may be no delay when they present themselves for registration and enrollment. Students who have
not filed copies of their high school credits in advance should present them at the time of registration.

ENTRANCE WITH ADVANCED CREDITS

Advance credit is allowed for work done in other normal schools and colleges to the extent to which the applicant's record shows that such work is the equivalent of courses offered in the Western State Teachers College. Application for advanced standing, accompanied by credentials, should be made to the Registrar of the Western State Teachers College within two weeks of the time that a student first enters the College.

STUDENT ADVISORY SYSTEM

Experience has demonstrated that college students, especially beginners, need to be advised. Immediately upon registration each freshman is assigned to a Faculty Adviser with whom he consults relative to the details of the curriculum he wishes to pursue, sequence of studies, etc., etc. The adviser plans with him his daily program for the following term. Being advised is required of all freshmen. With upper classmen being advised is optional, though opportunity for it is provided and students are strongly urged to avail themselves of this service.

IDENTIFICATION PHOTOS

When a student enrolls for the first time he is required to have taken an identification photo. One copy of the photo becomes a part of the student's permanent record, another copy is given to the student to serve to identify him at college functions, while a third copy is filed in the Dean's Office. The charge for the photos is 25c.

ROUTINE OF REGISTRATION AND ENROLLMENT

Each student is responsible to an Adviser AND to an Enroller. Individual plans for courses of study are to be worked out with their approval.

The applicant for admission (if his admission and advanced credits have been filed early) may secure at The Records Office a "STUDENT'S CREDIT Book" containing a list of credits acceptable. This book should be presented to his adviser or enroller, AFTER HIS FEES HAVE BEEN PAID AND ENROLLMENT CARDS HAVE BEEN SECURED. (N. B.—A special sheet of instructions regarding details of enrollment is available at the times of enrollment both at the Main Office, Room 103, Administration Building, and at the Information Desk in the Women's Gymnasium). The adviser or enroller will give added information relative to further details of enrollment.
It is very important to note that a student NEVER should confer with his adviser without having with him his "STUDENT CREDIT BOOK."

THE CURRICULA

The curricula offered by Western State Teachers College are planned to prepare teachers for the different departments and various phases of public school work and also to give students who are preparing to teach, opportunity for general higher education. Recognizing that the prospective teacher should have some opportunity to adapt his education to his peculiar ability or personal ambition, the faculty of Western State Teachers College, in outlining curricula sufficiently flexible to prepare teachers for both general and special school work, has made provision for students to exercise some individual preference in elective work. A prospective student should study carefully the curricula as outlined in the Year Book that he may understand clearly the purposes of each. He should choose the curriculum for which he considers himself best fitted.

These curricula require from one to four years (36 weeks each) of work beyond the four-year high school. The school year is divided into three terms of twelve weeks each and a Summer Session of six weeks. A year's work consists of twelve units (48 term hours.) Attendance at summer sessions is optional.

Specific details of the curricula for the various degrees conferred and certificates granted by Western State Teachers College appear in the 1929 Year Book on pages as noted below:

1. Curricula four years in length leading to the degree of:
   Bachelor of Arts, 49, 51, 62.
   Bachelor of Science, 50, 51, 62.

2. Curricula three years in length leading to a Life Certificate in—
   Art, 52.
   Art and Music, 53.
   Commerce, 54.
   Early Elementary, 55.
   Home Economics, 56.
   Junior High School, 57.
   Later Elementary, 58.
   Music, 60.
   Physical Education for Men, 61.
   Physical Education for Women, 63.
   Rural Elementary, 64.
   Rural High School, 66.
   Senior High School, 67.

3. Curricula two years in length leading to the Five Year Certificate in—
Early Elementary, 55.
Junior High School, 57.
Later Elementary, 58.
Rural Elementary, 65.
Rural High School, 66.
Senior High School, 67.

4. Curriculum one year and one summer term in length leading to the Three Year Certificate—
Three Year Certificate Curriculum, 68.

5. Curriculum one year in length meeting state professional requirements—
One Year Professional Training Curriculum, 69.

To study in detail the requirements in professional training for teachers in the State of Michigan and the conditions under which the student may receive a certificate after having completed the curriculum outlined the reader is referred to pages 34 and 35 of the annual catalog for 1929.

SIGNIFICANCE OF COURSE NUMBERS

Unless otherwise noted subjects numbered

1-99 inclusive are reserved for high school students.
100-199 inclusive are intended for freshmen.
200-299 inclusive are not open to freshmen.
300-399 inclusive are open only to juniors and seniors.
400-499 inclusive are open only to seniors.

The various consecutive terms in a given year subject are designated by the letters, A, B, and C.

When subjects are offered by extension, to the regular number of the course Cl. is added to indicate class work, or Co. to indicate correspondence work.

CREDITS ORDINARILY ACCEPTED FROM COUNTY NORMAL

<table>
<thead>
<tr>
<th>Subject</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psychology 101</td>
<td>4</td>
</tr>
<tr>
<td>Teaching 201</td>
<td>4</td>
</tr>
<tr>
<td>Art Education 102</td>
<td>4</td>
</tr>
<tr>
<td>Teachers' Music 104, 105, or 106</td>
<td>4</td>
</tr>
<tr>
<td>Arithmetic 101</td>
<td>4</td>
</tr>
<tr>
<td>Agriculture 141</td>
<td>4</td>
</tr>
<tr>
<td>Psychology of Reading 104</td>
<td>4</td>
</tr>
<tr>
<td>Grammar (English elective)</td>
<td>4</td>
</tr>
<tr>
<td>U. S. History 101, 102, or 103</td>
<td>4</td>
</tr>
<tr>
<td>Geography (elective)</td>
<td>4</td>
</tr>
</tbody>
</table>

40 term hours
These above credits are accepted toward a life certificate. Toward the three year certificate, two of the above are cancelled. Toward a degree, Psychology 101 with Teaching 201 and eight elective units are credited.

SUGGESTIONS FOR PLANNING YOUR COURSE

I. Questions to ask yourself before you begin to plan your program:

a In which one of the fields of teaching, for which Western State offers me opportunity for training myself, am I specially interested?
b In what subjects of which well informed people usually have knowledge have I little or none?
c What subject studied in high school do I like well enough to desire to continue in college?
d Are courses in the subjects named in my answers to questions a, b, c, given in the list of courses open to freshmen? (See pages 8-11).

II. Special attention should be paid to the following:

Your answers to the above questions should guide you in the choice of electives and field of special interest.

a A year of Rhetoric is required of all freshmen with the exception that students enrolled in the Three Year Certificate Curriculum and the one year of Professional Training Curriculum elect one term of Composition.
b Three terms of work in the Department of Psychology and Education are required of all students. Introductory Psychology is the first term’s work. If you are enrolled in a one-year or a two-year curriculum, it is advisable to plan to take this course in your first or second term of residence. For many reasons it is better for students enrolled in the three-year and degree curricula to postpone this course until their second or third term of residence.
c Not more than one course may be elected from the same department in a given term; except that a course in literature may be taken coincident with a course in rhetoric or composition.
d In as far as possible, courses should be pursued for an entire year.
e If you are sure in which curriculum you wish to enroll, be guided in your choice of electives by the requirements of that curriculum. Details of these curricula are given in the catalog for 1929-1930.
If you are not sure what your field of special interest is going to be, select an additional elective from the list given below with the consent of your adviser or enroller. For descriptions of the work involved see the Year Book.

**COURSES OPEN TO FRESHMEN**

**AGRICULTURE**
141 Rural School Agriculture
142 A, B, C Animal Husbandry
143 Soils
144 Farm Crops
145 Horticulture

**ART**
101 Teaching of Junior High School Art
102 Art for Teachers
103 Industrial Art
104 Lettering and Poster Making
105 Modeling
106 Household Arts Design
107 Illustrative Handwork
109 Elementary Design
110 Costume Design
112 Mechanical Drawing
113 A, B, C Appreciation of Art

**BIOLOGY**
101 A, B, C General Biology (If you wish a year’s work.)
103 A, B General Biology (If interested in Physical Education.)

**ANATOMY AND HYGIENE**
112 Hygiene
114 Child Hygiene and Health Procedure

**BOTANY**
121 Elementary Botany

**ZOOLOGY**
151 Elementary Zoology

**NATURE STUDY**
131 Biological Nature Study
132 Physical Nature Study
134 Nature Study Literature
135 Bird Study

**CHEMISTRY**
101 A, B, C General Chemistry (If you have had High School chemistry.)
102 A, B, C General Chemistry (If you have had no chemistry in High School.)
103 A, B General Chemistry (If interested in Home Economics.)
103 C Organic Chemistry
104 Chemistry and the Modern World
COMMERCE
102 A Shorthand and Typewriting (Elementary)
102 B Shorthand and Typewriting (Intermediate)
102 C Shorthand and Typewriting (Advanced)

EDUCATION AND PSYCHOLOGY
104 Psychology of Reading

EARLY ELEMENTARY EDUCATION
101 Early Elementary Education

PSYCHOLOGY
101 Introductory Psychology

ENGLISH
101 A, B Composition
104 A, B, C Rhetoric

LITERATURE
102 A, B, C History of English Literature
103 Literature for Children
110 English Literature
111 Lyric Poetry
112 Familiar Essay
118 English Bible
120 History of American Literature
121 Chief American Poets
122 American Prose
124 A, B, C General Literature

GEOGRAPHY
101 A, B Elements of Geography
103 Geography of Early Elementary Grades

HISTORY
101 A, B, C United States History
102 History of Greece
103 History of Rome
104 Medieval History
105 A, B, C English History

ECONOMICS
101 Description of Industry

SOCIOLOGY
103 Sociology

HOME ECONOMICS
Foods
102 Introductory Home Economics
104 Foods

CLOTHING
101 Introductory Home Economics
103 Clothing
110 Clothing
LANGUAGES
100 A, B, C Elementary and Second Year Latin (Not given in 1929-30.)
101 A, B, C Cicero and Latin Composition (If you have had two years of Latin in High School.)
102 A, B, C Vergil (If you have had three years of Latin in High School.)
103 A, B, C Latin Literature (If you have had four years of Latin in High School.)

MANUAL ARTS
102 A Household Mechanics
102 B Household Mechanics
103 A Advanced Benchwork
103 B Pattern Making
108 General Metal
111 A, B Mechanical Drawing
112 Mechanical Drawing
116 A, B, C Printing

MATHEMATICS
100 A Algebra (If you have had but one year of High School Algebra.)
100 B Solid Geometry
100 C Trigonometry (If you did not have Trigonometry in High School.)
101 Arithmetic
103 A Trigonometry and Algebra
103 B, C College Algebra and Analytic Geometry (If you had Trigonometry in High School.)
104 A, B, C College Algebra and Analytic Geometry (If you had Trigonometry in High School.)
110 Surveying
112 Applied Mathematics
115 College Algebra
116 Analytic Geometry

MODERN LANGUAGES
101 A, B, C Elementary French (If you are a beginner.)
102 A, B, C Intermediate French (If you have had two years of French in High School.)
101 A, B, C Elementary German (If you are a beginner.)
102 A, B, C Intermediate German (If you have had two years of German in High School.)
103 A, B, C Scientific German
101 A, B, C Elementary Spanish (If you are a beginner.)
102 A, B, C Intermediate Spanish (If you have had two years of Spanish in High School.)
MUSIC
101 A, B, C Fundamentals of Music
104 Early Elementary Music
105 Later Elementary Music
106 Rural School Music
116 A, B, C Voice Culture
123 Women's Glee Club
125 Men's Glee Club
127 Orchestra
130 Band

PHYSICAL EDUCATION—MEN
101 A, B, C Physical Education
   For Specializing Students
121 A General Athletics
121 B Elementary School Gymnastics
121 C Outdoor Games

PHYSICAL EDUCATION—WOMEN
101 A, B, C Physical Education
102 Physical Education
103 A, B, C Restricted Exercise
104 Individual Gymnastics
105 Swimming
107 Basketball
109 Baseball
   For Specializing Students
110 A, B, C Dancing
113 A, B, C Physical Education
125 A, B, C Swimming
126 A Hockey & Soccer
126 B Basketball
126 C Baseball

PHYSICS
100 A, B, C Elementary Physics (If you have had no physics in High School.)
160 Electricity

RURAL EDUCATION
101 Curriculum
101 R Principles of Teaching
103 Sociology

SPEECH
101 A, B Fundamentals of Speech
106 Speech Correction
111 Story Telling
120 Informal Public Speaking

EXTRA STUDIES
Freshmen should not apply for permission to carry more than the regular maximum student load (18 term hours) during their first term in residence. Sixteen term hours is the usual load.

MARKING SYSTEM
Each course receives one grade, which combines the results of class work and tests. Grades are indicated by letters, to each of which is given a certain value in “honor points.”
<table>
<thead>
<tr>
<th>Grade</th>
<th>Significance</th>
<th>Honor Points (Per 4 term hours credit)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>3</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>2</td>
</tr>
<tr>
<td>C</td>
<td>Fair</td>
<td>1</td>
</tr>
<tr>
<td>D</td>
<td>Passing</td>
<td>0</td>
</tr>
<tr>
<td>E</td>
<td>Failure</td>
<td></td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
<td></td>
</tr>
<tr>
<td>W</td>
<td>Withdrawn</td>
<td></td>
</tr>
</tbody>
</table>

The mark of E means that the student has failed. E’s and W’s can be removed only by taking again all the work involved.

The mark of I means that the student has not finished the work of the course, through illness, unsatisfactory work, or some other cause, and may be given opportunity to complete it.

I’s must be removed during the next succeeding term (except when the student does not return, and then within one year) or they automatically become E’s (Failures.)

**Standard for Graduation**

The minimum number of honor points required of each student for graduation equals the number of 4 Term hour subjects carried. (Normally a student in a three-year curriculum carries 36 subjects. He should earn at least 36 honor points. If he should fail in one subject, he would need to earn 37 honor points; if he should fail in three subjects he would need to earn 39 honor points.)

**Withdrawal from Courses**

The mark of W will be given only when the Registrar issues an official Drop Slip. If a student withdraws from a class without the Registrar's permission, a mark of E will be given. Blanks for requesting permission to change enrollment may be secured at the Main Office.

**CHANGES IN ENROLLMENT**

1. Changes in enrollment are made only during the first week of a term. Written requests for change must be made to the Registrar.

2. Before attending a class for which he is not already registered, a student must make out a change of enrollment blank. One can be secured from the Registrar. Changes other than dropping a subject must be made at the main office during the first week of a term.

3. Permission to drop a subject during a term must be secured from the Registrar. Application for blanks for securing this privilege should be made to him.
CLASSIFICATION

Classification designates the class group to which a student belongs. (1. Freshman; 2. Sophomore; 3. Junior; 4. Senior.) A student with fewer than nine units of credit is classified as 1; one with 9 to 24 units inclusive, as 2; one with 25 to 34 inclusive, as 3; and one with more than 34 units, as 4.

RULES REGARDING ABSENCES, CUTS, AND EXCUSES

Effective September, 1929

1. Explanations of absences should be made by students to the Dean concerned, preferably before returning to classes. When thought desirable, the Dean will refer the student to the Health Service for report. Students are expected to take the initiative in making application to instructors concerned for permission to make up work missed.

2. Instructors will report to the Deans weekly on Friday all absences from classes for that week.

3. Whenever possible the Dean will notify instructors that a student is ill or is compelled to be out of class for any other reason. Students are requested to notify Deans of anticipated absences and of reasons for prolonged absences.

4. A student may be dropped from a class by action of the Committee on Scholarship upon recommendation of a Dean or the instructor concerned. (The “cut system” has been abolished both as regards attendance at Assembly and at classes.)

5. Reports of the scholarship of students doing less than “C” work are made to the Deans at the end of the seventh week of each regular term.

RULES GOVERNING GRANTING OF DEGREES AND CERTIFICATES

Adopted by the Michigan State Board of Education
December 30, 1927
Amended March 30, 1928

The State Board of Education for the State of Michigan on the recommendation of the President and Faculty of Western State Teachers College will confer degrees and grant teachers certificates as follows:

1. The Degree of Bachelor of Arts
2. The Degree of Bachelor of Science
3. The Life Certificate, valid for life in the Public Schools of Michigan
4. The Five Year Certificate, valid for five years in the Public Schools of Michigan
5. The Three Year Certificate, valid for three years in the Public Schools of Michigan.
I. ACADEMIC AND RESIDENCE REQUIREMENTS

1. For the Bachelor's Degree the candidate shall:
   a. Present credits satisfying a prescribed curriculum and aggregating 192 term hours;
   b. Have satisfactorily completed in residence at this institution at least 48 term hours;
   c. Have been in residence at this institution the term immediately preceding graduation;
   d. Satisfy the requirements for a life certificate.

2. For a Life Certificate the candidate shall:
   a. Present credits satisfying a prescribed curriculum and aggregating 144 term hours;
   b. Have satisfactorily completed in residence at this institution at least 48 term hours;
   c. Have been in residence at this institution the term immediately preceding graduation.

3. For the Five Year Certificate (See Note 1) the candidate shall:
   a. Present credits satisfying a prescribed curriculum and aggregating 96 term hours;
   b. Have satisfactorily completed in residence at this institution at least 32 term hours; (See note 2).
   c. Have been in residence at this institution the term immediately preceding graduation.

4. For the Three Year Certificate the candidate shall:
   a. Present credits satisfying a prescribed curriculum and aggregating 56 term hours;
   b. Have satisfactorily completed in residence at this institution at least 32 term hours; (See note 3.)
   c. Have been in residence at this institution the term immediately preceding graduation.

FOOTNOTES

Note 1. The Five Year Certificate may be extended for one period of three years provided the holder shall
   (a) Make application to the college for such extension before the expiration of the certificate.
   (b) Submit satisfactory evidence that he has taught successfully during the life of the certificate for not less than three years;
   (c) Submit evidence that he has during the life of the certificate completed work aggregating not less than 16 term hours of acceptable credit.

Note 2. (a) If the candidate for the five year certificate shall have entered from a Michigan State Teachers College or from the Detroit Teachers College with at least 16 term hours
of acceptable residence credit there earned, 18 term hours shall satisfy the residence requirement at this institution.

(b) If the candidate for the five year certificate shall have entered as a graduate from a Michigan County Normal School he shall complete in residence at this institution 48 term hours.

Note 3. (a) If a candidate for the three year certificate shall have entered from a Michigan State Teachers College or from the Detroit Teachers College, with at least 16 term hours of acceptable residence credit there earned, 16 term hours shall satisfy the residence requirement at this institution.

(b) If a candidate for the three year certificate shall have entered as a graduate from a Michigan County Normal School he shall complete in residence at this institution 24 term hours.

Note 4. A candidate presenting credits as a graduate of a Michigan County Normal School and who in addition thereto presents entrance credits satisfying the requirements of this institution shall be granted—
1. For the Life Certificate, 40 term hours;
2. For the Five Year Certificate, 40 term hours;
3. For the Three Year Certificate, 32 term hours.

Note 5. Not more than one-fourth of the number of hours necessary for any certificate or degree may be taken in extension or by correspondence. Such credit, however, cannot be applied to modify the minimum or final residence requirements.

II. IMPORTANT ADMINISTRATIVE REGULATIONS

1. A person who shall have entered Western State Teachers College at any time previous to June 20, 1928, may pursue to its completion any curriculum as offered for the school year 1927-28. Provided, however, that after September 1, 1931, no person shall be eligible for a life certificate on any curriculum requiring less than 144 term hours.

2. After June 20, 1928, no entrant to Western State Teachers College can earn credits to apply on any life certificate curriculum requiring less than 144 term hours. Provided, however, that students who enter this institution by transfer presenting at least 8 term hours of acceptable residence credit earned before June 20, 1928, will be allowed to complete a two year life certificate curriculum provided the work be accomplished before September 1, 1931.
CREDIT FOR BAND, DEBATE, GLEE CLUB AND ORCHESTRA WORK

1. A maximum of four term hours of academic credit annually is given for one year's regular participation in each of the following activities: Band, Debate, Glee Club, and Orchestra.

2. Twelve term hours of academic credit is the maximum allowed for participation in any one of the four activities indicated above.

3. A grand total of not to exceed twenty-four term hours of academic credit is allowed for participation in the four activities noted.

4. Participation in Band may be substituted for Physical Education credit. In such cases a maximum of two Physical Education exemptions will be given for the first year of membership in the Band, and a maximum of three Physical Education exemptions for membership during a succeeding year.

IMPORTANT MEMORANDA

1. Offices of Administration
   - President—Room 101, Administration Building.
   - Registrar—Room 103, Administration Building.
   - Recorders—Room 104, Administration Building.
   - Dean of Men—Room 106, Administration Building.
   - Dean of Women—Room 107, Administration Bldg.
   - Director of Training School—First Floor, Training School.
   - High School Principal—Room 203, Administration Building.

2. Miscellaneous
   - Alumni Secretary—Room 102, Administration Bldg.
   - Brown and Gold Office—Room 3, Administration Building.
   - Cafeteria—Basement, Training School.
   - Co-operative Store—Room 105, Administration Bldg.
   - Extension Department—Room 104, Administration Building.
   - Health Service—Basement, Room 1, Science Building.
   - Herald Office—Room 200, Administration Building.
   - Public Telephone Station—Booth—Main Hall, Administration Building.
   - Research Department—Room 217, Administration Building.
   - Rural Education Department—Room 209, Administration Building.
   - Student Council Office—Room 3, Administration Building.