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The Quarterly of the Washington State Normal School Catalog

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THE QUARTERLY
OF THE
Washington State Normal School
Ellensburg

CATALOG NUMBER
GENERAL INFORMATION
1929

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at Ellensburg, Washington

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THE QUARTERLY

OF THE

Washington State Normal School

ELLENSBURG

CATALOG NUMBER

This Institution is a Member of the American Association of Teachers' Colleges
III. FINE ARTS AND INDUSTRIAL ARTS
Dawn S. Kennedy, Director; Glen Hogue, Industrial Arts; Emma L. Clause, Applied Design; Pauline Johnson, Art Structure and Public School Art.

IV. HEALTH EDUCATION AND PHYSICAL TRAINING
Alice H. Wilmareth, Director; Dorothy Dean, Biochemistry and Applied Biology; Emma Russell, Resident Nurse; Mabel A. Alden, Physical Education for Women; ........................................, Physical Education and Interpretative Dancing; Roy Sandberg, Physical Education and Athletics for Men; Leo S. Nicholson, Physical Education for Men.

V. HOME ECONOMICS EDUCATION
† Frances B. Skinner, Director; Ruth A. Potter, Assistant, Foods and Nutrition; ........................................, Textiles and Clothing; Muriel G. McFarland, Teacher-Training in Home Economics.

VI. LIBRARY SERVICE
Margaret S. Mount, Librarian; Helen Remsberg, Assistant Librarian.

VII. MUSIC
Ethel T. Miller, Director; Frances J. Pyle, Violin, Orchestra, and Public School Music; Juanita Davies, Piano.

VIII. SCIENCE AND MATHEMATICS
Harold W. Quigley, Director, Biological Science; Bernard A. Leonard, Chemistry and Mathematics; George Beck, Photography and General Science; Dorothy Dean, Biochemistry, Food Chemistry and Applied Biology.

IX. SOCIOLOGY AND SOCIAL STUDIES
1. Sociology, Economics, Geography and Political Science—
Seldon Smyser, Director; Benjamin DeWees, Sociology; *..........................Economics.

2. History and Government—
Herbert C. Fish, Director U. S. History; Leo S. Nicholson, History and Civil Government.

† On leave of absence, 1929.

Note:—For scholastic record of all faculty members see the respective Departmental Bulletin.

* To be appointed.
ACCOMMODATIONS FOR STUDENTS

Large, modern and comfortable dormitories are available for both men and women. Kamola Hall and Sue Lombard Hall are the women's residences. The Men's Residence accommodates from ninety to one hundred men and Elswin Hall provides rooms for twenty-five more. All rooms in the dormitories are steam heated, electric lighted, well ventilated and completely furnished. All bedding, bed linen and towels are provided.

The quarterly cost of these furnished rooms, including board and the cost of laundering of bed linen, towels, and other room accessories, varies from $79.00 to $94.00 per quarter, payable in three installments in advance.

Students rooming outside the dormitories have their meals at the central dining room, unless living at home or earning their board and room in some private home.

The charge for table board at the dining halls for the quarter is $60.00. Refunds and allowances for board are not made for any period less than one week and in the case of room rent, no allowance is made for absence. Claims for allowances or refunds on board should be made, one week in advance, to the Director of Food Service in Residence.

All students who desire rooms should ask for reservations early, sending a deposit of $5.00. In order to hold a room assignment one must claim it in person on or before the second day of registration or notify the Dean of Men or Dean of Women of intended later arrival. Any loss to the dormitories incurred through failure to observe the above procedure will be assessed against the room deposit. Room deposits will be refunded if notice of necessary cancellation is received not later than three days prior to the first day of registration.

Students who have not made arrangements for rooms and board prior to arrival should report to the Dean of Men or Dean of Women before making such arrangements or before taking any steps toward registration.

Checks written for any of the above items should be drawn in favor of the Washington State Normal School.

For further information and arrangements for reservations in the halls, write to the Executive Secretary, Washington State Normal School, Ellensburg, Washington.

EXPENSES

Library Fee. The library fee for the regular school year, including fall, winter, and spring quarters, is $5.00. The library fee for the summer session is $3.00.

Damage Deposit Fee. A damage deposit fee of $5.00 will be collected from each student and held as indemnity against loss or damage to school property in the hands of the student. This fee will be refunded upon withdrawal from the school when proper dismissal slips are presented at the Business Office. From those students living in the school residences an additional $5.00 deposit is required. This is returned when the room is surrendered, less such amount as may be assessed for breakage or unusual damage to the room and its furnishings.

Associated Student Body Fee. An Associated Student Body fee of $5.00 per quarter is payable by all students upon registration. This fee is administered by the Student Association for the support of social, literary, recreational, and athletic activities open to all students.

Students matriculating in the fall and winter quarters shall pay a fee of $3.50 which shall entitle them to receive a copy of the Hyakem for that year.

Infirmary Fee. All students whose permanent homes are not in Ellensburg pay an infirmary fee of $2.00 each quarter, which entitles them to the services of the school nurse and the use of the infirmary.

Lockers. There is no charge for the use of lockers, but a deposit of fifty cents for each key is required to insure its return. Upon return of key the deposit will be refunded.

Laboratory and Equipment Fees. These fees are payable quarterly in advance: All chemistry courses, $3.00; All physics courses, $2.00; Rocks and Minerals, $1.00; Bacteriology, $2.00; Botany, $1.00; Applied Biology, $2.00; Clothing and Textile courses, $1.00; Beginning Cookery, $1.50; Advanced Cookery, $2.50; Nutrition, $1.00; Contemporary Civilization, $2.00; All applied and industrial art courses, 50 cents per credit hour plus cost of material used; Piano rental, $5.00; Cello rental, $5.00; Private piano lessons, $15.00; Testing material, 50 cents.

Fees in any subject may be increased when necessary to meet the cost of materials used by the students.

Late Registration Fee. A penalty of one dollar is imposed upon all students for delay in registering beyond the second registration day.

Transcript Fee. One transcript of record is furnished the student without charge; a fee of one dollar is charged for each additional transcript.

Diploma Fees. A fee of $1.00 is required by law for each diploma issued by authority of the State of Washington. The fee must accompany the application for such diploma. It is forwarded by the school to the respective counties in which the students teach.

No refunds except those for damage deposits will be given on the above fees. Fees indicated will be charged for a full quarter's work or any fraction of a quarter. No half prices on fees for six week periods.
Student Loan Fund Fee. All students pay a fee of $1.00 at the time of making application for an elementary diploma. This fee goes to augment the Student Loan Fund.

STUDENT WELFARE ACTIVITIES

Under the direction of the appropriate departments of the school (at present seven departments in all) both through functional required courses and through expert direction of the daily routine of student life and the daily activities of a recreational and personal-development type, all students participate in an extensive welfare program, the benefits of which accrue to themselves through full cooperation and participation in the institutionalized community life on the campus or connected therewith.

ATHLETIC ACTIVITIES

Along with the regular schedule of class work each student must choose one activity for physical development under the direction of the departments of Physical Education for Men and for Women. This choice when approved will be assigned for one quarter. A new choice may be made at the opening of each quarter. Each group activity is under the direction of a trained instructor who is a member of the regular faculty of the school. Students receive a plus credit for the assignment which is recorded but which does not reduce the required scholastic credit for any diploma in any major curriculum.

In this group of activities the school will offer as its minimum for the session:

- Tennis
- Archery
- Tetherball
- Field Hockey
- Natural Dancing
- Golf
- Baseball
- Handball
- Folk Dancing
- Basketball (men)
- Floor Gymnastics
- Volley Ball
- Football (men)
- Track Athletics
- Plays and Games
- Corrective Gymnastics
- Recreational Gymnastics

LITERARY AND SOCIAL ACTIVITIES

During the first two quarters of their first year, beginning students will have a program of activities consisting of freshmen assemblies and group-social activities. The assembly programs will give students the opportunity to hear various faculty members and representative upper-class men discuss collegiate activities, problems, standards, and traditions. Through the group-social activities the new students may become better acquainted with their fellow classmates and with the faculty members.

After a student has been in residence two quarters he may be chosen for membership in one of the following departmental or study clubs:

- Art Club
- Debate and Public Speaking
- Dramatic Art
- History Club
- Parliamentary Club
- Psychology Club
- Recreational Reading
- Home Economics Club
- Kindergarten—Primary Club
- Music Club
- Newswriting
- Orchestra
- Women's Athletic Association

Membership in these clubs is by invitation and an effort is made to enroll all second-year students in one of these clubs or activities.

Every activity listed in the above groups is engaged in for the purpose of getting the most personal benefit out of each type. Students are encouraged to look upon this feature of the year's work not as an added assignment, but fundamentally as an extra opportunity for self-development. The results of this participation in activities will be an added credential and a large factor in a student's subsequent success in community life after graduation.

THE ASSOCIATED STUDENT BODY

The Associated Student Body is composed of all the students enrolled in the school. The membership fee of $5.00 per quarter is paid at the time of registration. The executive board is composed of the president, vice-president, secretary, and student representative, elected by the A. S. B., and a faculty advisor appointed by the president of the Normal School. This board manages all the activities of the A. S. B.

The new Student Athletic Pavilion has been financed by the student body and one dollar and a half of the five-dollar fee is set aside each quarter for the payment of interest and for the retirement of the bonds when due.

STUDENT AID

The school will aid students in finding opportunities for self-help. Inquiries regarding employment should be addressed to the Executive Secretary, Ellensburg State Normal School. Work in private homes for board and room constitutes the largest field of employment for women. Clerical work in offices and stores is available to those who have real ability in typing and stenography. A limited number of women are employed in the kitchen and dining room service.

Means of self-support for men are part-time janitor service, clerical work in offices and stores, garden and lawn work, caring for furnaces, garage work, hotel work, tending stock, assisting in laboratories, and odd jobs by the hour.

All students attempting to earn the entire amount of their school expenses should reduce their quarterly assignments proportionately and expect to take one extra quarter in order to equalize the work and class-room load.
No student, even though expecting to earn most or all of his school expenses, should come with less than enough money to provide for one quarter's expenses.

**STUDENT LOAN FUND**

The student loan fund is a revolving fund administered by the school. Each year the fund is augmented by the one dollar fee which is paid by each applicant for a diploma. Application for loans may be made at the office of the Executive Secretary. All applicants must have had a residence at the school of at least one quarter and attained an acceptable scholastic record before asking for financial assistance.

**RELIGIOUS LIFE**

There are in Ellensburg the following churches: Baptist, Christian, Christian Science, Episcopal, Lutheran, Methodist, Presbyterian, and Roman Catholic. These churches are all interested in the students, and the students are made welcome at all regular services, and also in the young people's societies of the churches.

**LECTURES, ENTERTAINMENTS, AND ASSEMBLIES**

Associated Student Body assemblies are held regularly each week under the direction of student officers.

Regular all-school assemblies are held each week at which attendance is required. Programs are planned to include entertainment features, lectures by members of the faculty and by visitors of note brought to the school especially for this purpose.

Under the auspices of both the school and the Associated Student Body a broad program of entertainment and instruction is planned each year as a type of supplementary education. Nationally and internationally known lecturers and entertainers are selected for this course.

**THE TEACHER TRAINING DEPARTMENT**

**TEACHING FACILITIES**

The training school represents the distinctive feature of normal school work. It is the maintenance of this department that makes the normal school the best, and in fact the only logical, institution for the preparation of elementary teachers. That normal school is in a position to be most effective in its work whose training schools most completely typify actual school conditions and procedure.

A broad, comprehensive teacher-training program is now maintained by this normal school. Teachers are trained for kindergarten, rural, elementary, and the junior high schools. In addition, teachers are trained in the special fields of art, health and physical education, home arts, industrial arts, and music.

The actual training of teachers is conducted in three training centers: (1) the campus training school, which at present includes all grades from kindergarten through the eighth grade; (2) the elementary and junior high school divisions of the Ellensburg public schools; and (3) typical village and rural schools in the Kittitas Valley. The last group is composed of a three-teacher village school at Thorp, a two-teacher school and a one-teacher school in nearby rural districts.

The facilities which these training centers offer are sufficient to meet the demands made upon the teacher-training department for some years to come. The total enrollment of children in the training schools is now thirteen hundred ninety-five.

The training schools are organized with special reference to the needs and conditions of the local communities, and the classroom teachers are under the cooperative supervision of both the normal school and the boards of directors of local school districts. Each classroom is in charge of a teacher whose responsibility it is to maintain, from the standpoint of the child and the public, the normal conditions of the elementary school. This arrangement serves a double purpose, in that it furnishes proper conditions for the education of the children in the grades and at the same time gives the best training to those preparing to teach. Student teacher training is under the direction of a competent corps of supervisors who give their entire time to teacher-training activities.

Opportunities for student teaching are given during any one of the four quarters listed in the normal school calendar.

**TRAINING OF TEACHERS FOR JUNIOR HIGH SCHOOLS**

Teachers for junior high schools are trained in the junior high school division of the Ellensburg schools.

This department is specifically organized to train teachers for junior high schools. Here a conscious effort is made to introduce
the students to the real problems of the junior high school and to prepare teachers for actual junior high school activities. Special courses are arranged to make it possible for a student to specialize in some department of junior high school teaching.

Students who desire to take junior high school training as a major course may do so on a minimum of three years.

TRAINING OF TEACHERS FOR TOWN AND CITY SCHOOLS

The training of teachers for town and city schools is conducted in the campus training school and the Ellensburg public schools. This program of work includes a series of activities all of which when completed give training and some experience with the round of activities which a teacher meets when actually teaching in her own school. These activities include:

(a) Methods of teaching.
(b) Observation of good teaching.
(c) Teacher problems other than actual teaching.
(d) Actual teaching in the classroom.
(e) The teacher's part in the social activities of the community.

TRAINING OF KINDERGARTEN TEACHERS

The training of teachers for kindergarten is conducted in the kindergarten section of the campus training school.

More and more attention is being given to the kindergarten as its value is being appreciated in connection with the problem of Americanization. The Legislature of 1917 enacted a law permitting the establishment of free kindergartens for children over four years of age, with the provision that the districts receive school money on the basis of the attendance of such children. Since this time many kindergartens have opened in all parts of the state. The Washington State Normal School at Ellensburg has been officially designated by the State Board of Education to train kindergarten teachers. The department provides for intensive study of the problems of the kindergarten, and opportunity for practice teaching and observation is offered every quarter, including the summer session. The department is a part of the graded training school and is fitted up with all the necessary and most modern equipment.

Students who desire to take kindergarten training as a major course may do so on a minimum of three years by taking the two-year kindergarten-primary curriculum with kindergarten electives and continuing at least one additional year for the Special Diploma.

TRAINING OF RURAL TEACHERS

The training of teachers for rural schools is conducted in a group of typical one-, two-, and three-teacher schools located only a few miles from the Normal School campus. The department of rural training is in charge of a special supervisor. Students who wish to teach in rural schools are given the opportunity to observe all types of school activities, to study first hand the problems of organizing and conducting such schools, to teach in rural schools, and to assist in the social activities of the community in which the schools are located. Thus each student is prepared for actual service in the rural schools of the State of Washington.

TEACHERS IN SPECIAL FIELDS

Special opportunities for training of teachers in the fields of art, health and physical education, home arts, industrial arts, and music are offered. This training is conducted under the supervision of a highly trained staff of specialists.

TRAINING OF ELEMENTARY SCHOOL PRINCIPALS AND SUPERVISORS

Experienced teachers who have finished the two-year curriculum may continue their work taking the major curriculum in Education and Psychology and choosing the third- and fourth-year electives in Supervision or in School Administration as desired. At the end of the third year a Special Diploma will be granted and at the end of the fourth year an Advanced Special Diploma which will admit students to the graduate schools of education in universities.

Because of the character of the organization and because of the large enrollment of children in the training schools, it is possible to offer to students who are enrolled for third- and fourth-year work an opportunity to do some supervision under the direction of the supervisory staff.

LIBRARY SERVICE AND INSTRUCTION

Three types of courses are offered for the benefit of students, as follows:

1. A course in elementary library technique required of all students for the purpose of giving them such information as will enable them to make the best use of the library as an instrumentality for study. This course is strictly a service course and not a course for credit, and all students will find this especially profitable since it is taken in their first year and lays the foundation for effective self-instruction.

2. A course in the appreciation of books for the purpose of the proper guidance of students in their reading and the provision of such information as will enable them to appreciate the value of good books and the standards by which such may be selected. In this course the instructor will also give such information as will enable students to properly select books of especial value both for informational and recreational reading. Credit will be granted for this course on the recommendation of the instructor.

3. A course strictly professional in character from the standpoint of teachers, especially such teachers as may go into rural or
EXTENSION SERVICE AND INSTRUCTION

Ellensburg State Normal School recognizes its obligation to serve educational workers, teachers, and teachers' organizations throughout the state and, within the limits of its financial resources, either by instruction, by service, or by expert investigation and cooperation, will respond to requests for assistance, particularly in the problems related to elementary education.

This service will be offered chiefly in accordance with the following organized types:

1. Home Study Correspondence Courses

These courses are organized to serve all who are seeking professional advancement through improved preparation. The needs of the following five classes have been particularly in mind in the preparation of the courses:

1. Students who have met the residence requirement but who desire to complete the course for an elementary diploma through continuation study at home.
2. Teachers who, for environmental reasons, are unable to take residence work or who now hold Life Diplomas and desire some of the newer types of courses.
3. Teachers who desire to work upon some special problem of the school or community under the guidance of the Normal School.

These courses receive the personal attention of the heads of the different departments and credit is given if all requirements have been met.

2. Extension Classes

Under this plan, a class of ten or more may be organized at any place that can be conveniently reached from Ellensburg. A member of the faculty meets the class regularly once or twice a week. Class work is on the same basis as residence work, and credit is allowed where all requirements have been met. This type of work is growing in demand and in importance.

3. Institute Courses and Lectures

Different members of the faculty may be obtained for institute work, talks to high schools, to parent-teachers' meetings, and for commencement addresses, by payment of expenses. Entertainments of music and readings may be arranged also.

DIPLOMAS

The following diplomas are offered:

1. Normal School Elementary Diploma, granted on completion of a two-year curriculum. This diploma is valid in the elementary schools of Washington for a period of five years. It may be renewed for a like period or a "Normal School Life Diploma may be issued in its stead: Provided, The holder shows professional growth and furnishes evidence of not less than twenty-four months of successful teaching experience. Ninety-six credits are required for this diploma.

2. Special Normal School Diploma, granted on completion of a three-year curriculum. This diploma is valid in the common schools of Washington for a period of five years and is renewable for a like period or a "Normal School Life Diploma may be issued in its stead: Provided, The holder shows professional growth and presents evidence of not less than twenty-four months of successful teaching experience. One hundred and forty-four credits are required for this diploma.

3. Advanced Special Normal School Diploma, granted on completion of a four-year curriculum. This diploma is the accredited equivalent of the degree of Bachelor of Arts in Education and is valid in the common schools of Washington for a period of five years and is renewable for a like period or a "Normal School Life Diploma may be issued in its stead: Provided, The holder shows professional growth and presents evidence of twenty-four months of successful teaching experience. One hundred and ninety-two credits are required for this diploma.

4. Graduate Normal School Diploma, granted on completion of a one-year curriculum by graduates of a college or university course. This diploma is valid in the common schools of Wash-

* See section 5.
mitted for purposes of accreditation.

5. Normal School Life Diploma. "Graduates of Washington State Normal Schools in order to be granted the Life Diploma must have had twenty-four months of successful teaching experience in this state and must earn fifteen quarter hours of Third or Fourth year work in the Normal School from which they graduate." Graduates of other Normal Schools must earn in addition to twenty-seven months of teaching experience within the state, fifteen quarter hours of advanced (Third or Fourth year) work in one of the State Normal Schools.

Note—By a recent ruling of the State Board of Education, all diplomas issued by the normal schools, except the Normal School Elementary Diploma, are valid in the ninth grade.

General Requirements for the Completion of Any Curriculum

1. Graduation from a four-year high school or its equivalent.
2. Eighteen years of age at the date of granting of diploma.
3. Satisfactory ratings on standard tests in subject matter of the elementary grades.
4. Residence study in this institution of at least one academic year (36 weeks) with a minimum of twelve credits per quarter. Additional credits necessary may have been earned in some other institution.
5. Three-fourths of all credits toward any diploma above a D grade.
6. Good moral character and personal and physical fitness for teaching.
7. A citizen of the United States or the holder of an alien permit.

Special Requirements

In addition to the above general requirements, candidates for diplomas must meet the special requirements in the respective curriculum of the department in which they choose to major. Substitution of equivalent courses for advanced standing may be permitted for purposes of accreditation.

I. Normal School Elementary Diploma

A total of 96 credits earned according to the following plan:

a. Required of all students.............................. 12
b. Major and electives................................. 32 to 60
c. Provisionally required (Maximum)................. 23
d. Education and Psychology (Theoretical and Applied)................................. 24-29

* See section 5 above.

Scholastic requirements a, b, c, and d as given above are:

a. Required of all students:
   Social Science 1, Survey of Contemporary Social Problems and Agencies................................. 3
   Orientation course in Natural Sciences......................... 3
   Orientation course in the Sciences......................... 3
   Health Education 1, Health Problems......................... 3

b. Major and electives: The major will be chosen from one of the following departments:
   English, Foreign Language and Literature
   Fine and Industrial Arts
   Health Education
   Home Economics
   Music
   Science and Mathematics
   Sociology and Social Studies (Including History).

Note—The first course in each major department is a five hour introductory course offered on a laboratory basis. The purpose of such an assignment is to lay the foundation in the sciences and the arts forming the basis of the major field and to develop a technique for study in that field. Special Departmental bulletins are issued giving detailed information for each of the above departments. The minimum major requirement in any one department is 24 credit hours. The elective courses necessary to bring the total number of credits up to ninety-six may be chosen from additional courses in the major department or from the general curriculum under the guidance of and subject to the approval of the head of the department in which the major has been chosen.

c. Provisionally required: The following subjects are required unless high school credits are presented as equivalent:
   Biological Science.................................. 5
   Physical Science.................................. 5
   Art 1, Art Structure.................................. 5
   Music.................................................. 3
   English (for students entering with 3 units only)... 5

d. Education and Psychology: The following courses in Education and Psychology are required:
   Psychology 1, General Psychology.......................... 3
   Education 1, Principles of Education.......................... 5
   Education 2, Social Aspects of Education.......................... 3
   Education 3, Introduction to Teaching.......................... 5
   Education 4, Teaching.......................... 6-10

Note—The basic requirement in teaching is fifteen quarter hours (Education 3 and 4) with the proviso that:

a. Experienced teachers (successful) may, upon the recommendation of the Director of Teacher Training be assigned to Education 104, Advanced Teaching Unit.

b. Ten quarter hours of actual teaching will be accepted as meeting the requirement provided the student is assigned an additional five hour unit course in the Training Department.

Note—See Scholastic Standards for minimum grades in required courses.
II. Special Normal School Diploma
1. A total of 144 credits, at least 30 of which are in upper division courses (numbered 100 or above).
2. Completion of one of the following three-year major curricula: Education and Psychology; English, Foreign Language and Literature; Fine and Applied Art; Health Education; Home Economics; Music; Science and Mathematics; Sociology and Social Studies. (See special Departmental Bulletin for each major department).

III. Advanced Special Normal School Diploma (Accredited equivalent of the degree of Bachelor of Arts in Education).
1. A total of 192 credits, at least 60 of which are in upper division courses (numbered 100 and above).
2. Completion of a curriculum in one of the above named major departments. (See II, 2).

IV. Graduate Normal School Diploma
1. Three quarters of residence work, earning a total of 48 credits.
2. Completion of assigned courses in Education and Psychology and in the major field in which the candidate holds his degree.

CANDIDATES WITH ADVANCED STANDING
Candidates for any diploma who present a sufficient number of credits so that three quarters of residence work only is needed, will, in general, meet the following requirements:
- Education and Psychology: 10-12 credits
- Major (See II, 2): 12-14 credits
- Minor: 6-9 credits
- Electives: 11-20 credits

48 credits

ADMISSION, CREDIT, STUDENT LOAD AND ADVANCED STANDING ADMISSION
1. The general requirement for admission to students taking any regular curriculum is graduation from a four-year accredited high school. Graduates of non-accredited high schools may be admitted on probation and given classification when they have proved their ability to carry the work.
2. The above requirement for admission is suspended in the case of special students, in short courses, and in extension work, but students desiring normal school classification must meet entrance requirement.

3. A candidate twenty-one years of age or older may be admitted without high school preparation provided he offers one of the following equivalents:
   a. A state high school extension diploma.
   b. Satisfactory rating on the Ellensburg Normal high school equivalent examination.
4. Admission is granted from all accredited normal schools, colleges, and universities on transfer of credit and presentation of honorable dismissal, and advanced standing is given for all equivalent credit.

APPLICATION FOR ADMISSION
Students who plan to enter for the first time at the opening of the fall quarter must file their credentials with the registrar not later than August 31. Students who plan to enter at the opening of the winter, spring, or summer quarters, should file credentials in advance of registration. Blanks upon which credentials may be submitted can be obtained upon application to the registrar. These blanks must be filled out by the principal of the high school or by some other person in charge of the records and forwarded by him to the registrar.

ADVANCED STANDING
Credits are accepted for advanced standing from other accredited normal schools, colleges and universities. Send official transcript of such credits to the registrar. Applications for advanced standing on credits from unaccredited institutions will be acted upon and given approved rating by a special committee on advanced standing.

STUDENT LOAD
A student load of sixteen credits per quarter is required to complete the curriculum for the Normal School Elementary Diploma in two school years, six quarters. Students of proven ability may, by permission of the registrar, be assigned more than sixteen hours, but in no case will an assignment above twenty quarter hours be granted.

STANDARDS OF SCHOLARSHIP
Candidates for any diploma must receive grades of A, B, or C in three-fourths of the credits required for such diploma before the paper will be granted. A grade of C or better will be required in Psychology 2 and Education 3, and the student must have passed the tests in Arithmetic, Spelling, and English before he will be admitted to the Training Department for teaching. A grade of C or better will be required in teaching before one will be recommended for an elementary diploma.
DEPARTMENTAL BULLETINS ON MAJOR CURRICULA

Students interested in securing a bulletin on the curriculum and course of study in any major department will write to the Executive Secretary, giving the bulletin number as specified below.

2. Education and Psychology.
4. Health Education.
5. Home Economics.
7. Science and Mathematics.
8. Sociology and Social Studies.

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