

## REGISTRATION INSTRUCTIONS ✓

Summer-Fall Trimester 1944

BOTH NEW AND RETURNING STUDENTS WILL FOLLOW THESE INSTRUCTIONS:

Registration routine calls for the spirit of mutual helpfulness and cooperation on the part of all concerned. At best the registration process is difficult, so it is imperative that students and faculty follow carefully the details of routine.

TWO DAYS, July 3 and 4, have been set aside for registration of all students. By following the time schedule closely, the entire process may be covered adequately in these two days.

MONDAY, July 3

9:00 A.M. General Assembly for All New and Returning Students and the Faculty in the Main Auditorium with Dean Jerome Moore, Add-Ran College of Arts and Sciences, presiding.

Music

Prayer

Special Music: Dean T. Smith McCorkle, TCU School of Fine Arts

Greetings and Introductions

Instructions for Registration, S.W. Hutton, Registrar

*Library* 9:45 A.M. Registration Procedure begins.

1. All Transfer Students will meet with Mr. Hutton in the Amphitheater for a brief conference.
2. All New Freshmen will go to the Library where they will start the routine with
  - Application Blank
  - Credit Sheet
  - Course Card
  - Matriculation Card

Each student will be assigned to a member of the faculty to guide in choice of courses, and for completion of Course Card and Matriculation Card. Department heads and teachers will fill out and initial a Class Card for each course and list names for class roll. The student will take all data to the checking desk near the Library door, leave all items there, and report to the Business Office (in about an hour) to arrange for the account, then later secure books at the Book Store to match courses to be taken.

This procedure will continue until 4:00 P.M. when all new students will assemble in the Library for instructions on the use of the Library facilities.

3. All Returning Students will go to the Library for registration data including
- Student Record Book
  - Petition Sheet (if major has been declared),
  - Course Card
  - Matriculation Card

then go to major professor for guidance in registration. The teacher of each class will provide and initial the Class Card for each course and record name of student for class roll. The student will then deposit all items but the Student Record Book at the checking desk and will go to the Business Office (in about an hour) to care for the account. The Book Store will be open to serve these students also.

4. All New and Returning Women Students will report to the office of the Dean of Women, July 3 and 4, for a brief conference.

7:30 P.M. A Social Hour on the Campus for Everybody.

4:00 pm news + add in lib.  
TUESDAY, July 4

Registration will continue from 9:00 until 12:00 A.M. and 1:00 to 4:00 P.M. as detailed for Monday.

No changes in registration, or drops and adds, can be made until Friday, July 7.

The student who fails to report for registration on the appointed days will bring upon himself delays and problems, for the procedure is set up for registration days only.

MONDAY, July 10

All New Freshmen will report to Dr. Richardson, Personnel Director, for the Psychological Examination, to be given 7:00 to 8:00 P.M. on that date in the Main Auditorium.

July

A physical examination, required of all new students, will be given in the Little Gym between the hours of \_\_\_\_\_ and \_\_\_\_\_. Our physicians are busy men. Report promptly and be sure to bring vaccination certificate with you. There will be no charge for this physical examination if carried out as directed above.

*Handwritten notes:*  
 Please go to the library for the Student Record Book, Course Card, Matriculation Card, and Class Card for each course and record name of student for class roll. The student will then deposit all items but the Student Record Book at the checking desk and will go to the Business Office (in about an hour) to care for the account. The Book Store will be open to serve these students also.  
 Every body  
 Thank you  
 for good

Library Desk  
Mrs. Wood

Bible  
(221)

Phys. Ed.

Ed.

Psy.

Phil.

Hist.

Govt.

Eco.

Ind.

Bus. Ad.

Soc.

Pub. Spk.

Art

Music

Checking

Reference



French

Greek

Eng.

German

Spanish

Home  
Eco.

Biol.

Geol.

Math.

Chem.

Physics



Information

Entrance

Registration Plans

Library

List of Candidates for Degree, June, 1944--Grades due June

	GRADE	CRSE.& NO.		GRADE
Allen, Lloyd			Stilley, Norma	
Allred, John Caldwell			Straiton, Mellie	
Baker, Bettye Flo			Stuart, George	
Brackbill, Charles			Terry, Nina	
Broyles, Lynwood			Van Tassel, Ruth	
Callender, Lillian			Westapher, C.V.	
Carlson, John E.			Wheeler, Nadine	
Conley, Janice			Whitlock, Florence	
Crandall, Virginia			Wick, Joseph G.	
Dickenson, S. V.			Wiedeman, Gertrude	
Dill, Rea C.			Yantis, Helena	
Ellis, Joseph Kirby,				
Etier, Faborn				
Fairbrook, James				
Foltz, Clyde Duane				
Gleason, Mary Dee				
Heller, James John				
Hill, Mac M., Jr.				
Holliday, Charles				
Howland, Allan T.				
James, John H., Jr.				
Jarvis, Claudine				
Johnson, Lettie B.				
Johnson, Mildred				
Leigh, Hazel				
Lincoln, Frances L.				
Luxa, Margie Mae				
Lynch, Alan C.				
McClendon, Mary H				
McCombs, Lloyd L.				
McGee, Bernice C.				
McMahon, Marjorie				
Medanich, Frank				
Middleton, Maxine				
Miller, Richard H.				
Moore, Lewis A.				
Morgan, Edith L.				
Nuss, William F., Jr.				
Fayne, Donald Berry				
Perkins, Herbert L.				
Fickering, James L.				
Pope, Betty Lucile				
Porterfield, Eltinge				
Reeves, John H.				
Rhoads, James d.				
Salley, Ruby T.				
Schmidt, Mary Miller				
Sherley, Jack M.				
Shields, M. Wilhelmina				
Snowden, Claude J.				

Teacher's Signature \_\_\_\_\_

CIVILIAN ABSENCES:

<u>NAME</u>	<u>CLASS</u>	<u>DAY</u>	<u>DISPOSITION</u>
[REDACTED]	Biology	6/1	Excused
	Ed.Mus.	6/7	"
	Music	5/29	"
	Typing	5/26,29,31	"
	Span.	6/2	"
	All classes	6/2	"
	All classes	5/29,22	"
	All classes	6/3	"
	All classes	6/5,6	"
	Pub.Spk.	5/3,6/2	"
	Bib.130	5/31	"
	All classes	5/30,31	"
	Eng.Hist.	6/3	"
	Eng.	5/11	"
	All classes	5/31,6/1-3	"
	All classes	6/1	"
	All classes	4/3-8	"
	All classes	6/5	"
	Eng.24a	4/12,14	"
		5/29	"
	All classes	6/6	"
	Eng.11b	5/28	"
	All classes	5/27	"
	All classes	6/7	"
	All classes	5/26,27	"
	All classes	5/27,30	"
	All classes	6/5,6	"
	Eng.48b	6/5	"
	Eng.24a	5/27	"
	Span.32	6/2	"
	Eng.24a	5/30,6/1	"
	Bib.120	5/7	"
	All classes	5/16,27-30	"
	Fr.11b	5/29,31 6/5	"
	Eco.21a	6/5	"
	Bible	6/3	"
	Mus.312	6/3	"
	Psy.121	5/26,6/7	"
	All classes	5/29-31	"
	All classes	6/1-3	"
All classes	6/2	"	
Bible	5/22	"	
All classes	6/5,6	"	
Bib.	6/2	"	
All classes	5/24,23,26	"	
All classes	6/2	"	

Names redacted

V-12 Absence Report for Week Ending June 3, 1944

<u>NAME</u>	<u>CLASS</u>	<u>HOUR</u>	<u>DAY</u>	<u>DISPOSITION</u>
Names redacted	Biol. 11a	1100	30	Excused
	Biol. 11a	1100	6/1	"
	Eng. 11b	800	30	"
	Eng. 11b	800	6/1	"
	Eng. 11b	800	6/3	"
	German 21a	1000	30	"
	German 21a	1000	6/1	"
	Psy.121	800	29	"
	Psy.121	800	31	"
	Psy.121	800	6/2	"
	Chem.811a	1000	29	"
	"	1000	31	"
	"	1000	6/2	"
	"(lab)	1330	29	"
	Psy.121	1000	31	"
	Eng.24b	1100	29	"
	Math.513a	800	29	"
	Psy.121	800	31	"
	Govt.127	1000	31	"
	Chem.811b	1100	31	"
	Chem.811a	1000	31	"
	Math 23a	800	31	"
	Math 211	1200	31	"
	Chem.825(exam)	900	31	"
	Psy.121	800	31	"
	Phys.811a	1330	29	Transferred
	Spanish 11b	800	29	Excused
	Math 115	900	29	"
	Psy. 121	800	21	"
	Biol. 132	1330	31	"
	Phys.811a	1330	29	Transferred
	Math 211	900-1200	31	Excused
Psy.121	1000	31	Excused	
Math 511a	800	31	"	

DROPPED ALL COURSES:

Names redacted