

CONCERNING MID-TRIMESTER REPORTS:

Please hand in by May 1 both the grade sheet and admit to class cards for each section. Be sure to mark the dates of all absences on each card. This is important for all students, and failure to keep an accurate record of Veterans' absences could lead us into serious legal difficulties. Their absence records in our office must be cumulative and permanent.

If you received an official drop card from the Registrar's office dated not later than April 14, use the word "dropped" on grade sheet and admit to class card. If the official drop card from the Registrar's office is dated later than April 14, the student should be marked "P" if passing on the date of official withdrawal, or "F" if failing on the date of official withdrawal. Do not omit a student's name from the roll or give him an "I" simply because you don't know whether he dropped officially or not. If in doubt, call the Registrar's office for information. If he has not dropped officially, grade him on the basis he has been absent, and mark him absent on all days not present.

If you have received a drop card for a student not in one of your classes, please make an effort to get the card to the proper instructor or return it immediately to the registrar's office.

Please remember: If you have not received an official drop card for a student, do not mark him "Dropped". His grade is either an "F" or a passing grade. Please do not use the grade of "I" except in extreme emergencies.

Your promptness in filing reports last time was appreciated by all.

Jerome Moore, Dean
Add-Ran college of Arts and Sciences

A REMINDER:

Several teachers evidently misunderstand the routine relating to removal of "I" grades. Before the teacher receives the make-up work the student should come to the Registrar's office for the permit and take care of the fee in the Business Office. The student brings this receipted permit to the teacher who receives the make-up work and attaches the grade, then sends the slip to the Registrar's office. By following this routine much confusion will be avoided and it relieves the teacher of making the decision relating to the fee. If illness has caused the "I" the office will deal appropriately with the student.

You May Help:

You may know of someone who might be interested in attending the Summer Term, July 2 to August 28. If you do please leave name and address of the prospect in the Registrar's office this week or next.

S. W. Hutton, Registrar

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NO. 24

V-12 Absence Report for the week ending Friday April 20, 1945

<u>NAME</u>	<u>CLASS</u>	<u>HOUR</u>	<u>DAY</u>	<u>DISPOSITION</u>
Names Redacted	Math. 322	8	4/16	Excused
	Math. 324	9	4/16	"
	Psy. 321	9	4/14	"
	Chem. 411	1:30	4/16	"
	Chem. 411	11	4/18	"
	Math. 323	10	4/18	"
	Math. 324	9	4/16	"
	Psy. 321	9	4/14	"
	Math. 322	8	4/16	"
	Math. 323	1:30	4/18	"
	Math. 211	1:30	4/16	"
	Phys. 411	11	4/16	"
	Phys. 341	1:30	4/16	"
	Math. 522	8	4/16	"
	Chem. 411	8	4/14	"
	Chem. 411	11	4/16	"
	Chem. 411	11	4/18	"
	Math. 323	10	4/18	"
	Chem. 411	11	4/18	"
	Math. 323	1:30	4/18	"
	Phys. 411	1:30	4/17	"
	Math. 211	2:30	4/16, 20	"
	Math. 318	9	4/14	"
	Psy. 321	9	4/16	"
	Ed. 320	8	4/16	"
	Ed. 320	8	4/13	"
	Ed. 320	8	4/16	"
	Math. 324	9	4/16	"
	Phys. 341	1:30	4/16	"
	Chem. 411	11	4/18	"
	Math. 323	1:30	4/18	"
	Chem. 811	1:30	4/17	"
	Psy. 321	9	4/14	"
	Math. 324	9	4/16	"
	Math. 322	8	4/16	"
	Math. 323	1:30	4/18	"
	Chem. 411	11	4/18	"
	Phys. 411	1:30	4/17 Made-up	"
	Phys. 411	11	4/16	"
	Math. 211	1:30	4/16, 20	"
	Math. 324	9	4/16	"
	Math. 322	8	4/16	"
	Math. 323	10	4/18	"
	Chem. 411	11	4/18	"
	Mat. 323	1:30	4/18	"
Chem. 411	11	4/18	"	
Chem. 411	11	4/18	"	
Math. 323	10	4/18	"	
Phys. 341	1:30	4/16	"	
Phys. 411	11	4/16	"	
Psy. 336	10	4/18	"	
Math. 323	10	4/18	"	

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V-12 Absences Cont'd:

<u>NAME</u>	<u>CLASS</u>	<u>HOOR</u>	<u>DAY</u>	<u>DISPOSITION</u>
Names Redacted	Chem.411	11	4/18	Excused
	Math.324	9	4/18	"
	Chem.411	10	4/18	"
	Psy.321	9	4/18	"
	Math.323	1:30	4/18	"
	Chem.411	11	4/18	"
	hist.312	11	4/18	"
	Math.323	10	4/18	"
	Math.323	10	4/18	"
	Chem.411	11	4/18	"
Names Redacted		<u>Tardy</u>		
	Chem.411	11	4/20	Unexcused
	Chem.411	10	4/18	Excused
	Psy.321	9	4/14	"
	Chem.411	10	4/18	Unexcused

The following baseball players will leave the campus at noon Tuesday, April 24, to play N.T.A.C. at Arlington returning that evening after the game:

- | | |
|------------------|----------------------|
| Earl Conrad | <u>Navy V-12 Men</u> |
| Hubert Walters | R.E. Jones |
| Claude Scott | Ralph Ovnby |
| James Jones | Bill Gaines |
| Harry Mullins | Joe Busch |
| Charles Dreschel | Ransom Jackson |
| Hubert Joyner | Tim Lunn |
| Charles Aiken | Bob Crow |
| | Don King |
| | Dave Hibbard |
| | Monroe Harrelson |

CIVILIAN ABSENCES:

<u>NAME</u>	<u>CLASSES</u>	<u>DATE</u>	<u>DISPOSITION</u>
Names Redacted	P.T., Fr.351	4/24	Excused
	All Classes	4/24	"
	P.T.	4/18,20	"
	All Classes	4/13,20	"
	Rel.330	4/2	"
	Mus.Ed.339b	4/7	"
	Eng.324b	4/17	"
	All Classes	4/9,10,11	"
	All Classes	4/18	"
	All Classes	4/18,20,21	"
	All Classes	4/20,23	"
	Journ.332 ,P.T.	4/24	"
	n.Ec.lab.	4/23	"
	Ed.322, P.T.	4/23,24	"

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CIVILIAN ABSENCES CONT'D:

<u>NAME</u>	<u>CLASS</u>	<u>DATE</u>	<u>DISPOSITION</u>
Names Redacted	All Classes	4/19	Excused
	Eng. 320, Phil. 319	4/21	"
	Eng. 312b	4/24	"
	All Classes	4/2 to 24	"
	P.T.	4/11, 13, 16	"
	All Classes	4/17, 18, 19	"
	Biol. 311b	4/19	"
	P.T.	4/25	"
	P.T.	4/20	"
	Soc. 338,	4/21	"
	B.A. 339b	4/24	"
	All Classes	4/20	"
	Fr. 311b	4/16	"
	All Classes	4/9 to 13	"
	All Classes	4/16	"
	Chem. 411b. Lab.	4/23	"
	Phil. 319	4/14	Unexcused
	Biol. 311b	4/29	Excused
	P.T.	4/19	"
	All Classes	4/17 to 21	"
	Fr. 321b, Eco. 321a	4/21	"
	Psy. 321	4/16	"
	All Classes	3/19, 29	"
	All Classes	4/17, 18	"
	All Classes	4/13	"
	All Classes	4/17, 19, 20, 21, 24	"
	Eng. 336b	4/14	"
	B.A. 327	4/18	"
	All Classes	4/20	"
	Biol. 311ab	4/18	"
	P.T.	4/20	"
	Fr. 311b, s	4/21	"
	Fr. 311	4/24	"
	Eng. 311b	4/17	"
	One All Classes	4/19	"
	All Classes	4/4, 10; 3/22	"
	Soc. Sci. 312b,	4/3	"
	Fr. 311a	4/7	"
	All Classes	4/18, 19, 20	"
	Eco. 336	4/13, 18, 19	"
	Psy. 328, Eco. 336	4/13	"
	P.T.	4/16	"
	All Classes	4/5	"
	Ed. 322	4/10	"
	P.T.	4/23	"
Span. 321b	4/20	"	
Phil. 319	4/7 to 14	"	
Eng. 311a, Hist. 311a	4/20	"	
P.T.	4/21	"	
Mus. 342a	4/24	"	
Mus. 402a	4/19	"	