

SPECIAL WORD TO FIRST TERM SUMMER TEACHERS, 1947.

1. Please announce in your class that all students now in attendance who are to make any changes either drops or adds in their courses for the second term should do so between July 7 and 11 inclusive for we cannot take care of the drops and adds at any other time.
2. The normal procedure will be to give the final examination for first term students at the regular class hour on July 11. If the teacher has given a full class period of written work at some other time during the semester and prefers regular class attendance on the 11th instead, that will be satisfactory. In any event, either an examination or regular class attendance is required for July 11 and the student must have had within the six weeks' period, at least, one written examination covering, at least, one class period of time.
3. All new students will be registered July 14, beginning at eight-thirty A.M. and will start registration procedure in the Registrar's Office. Each registration when approved by the Dean and Registrar will go direct to the Business Office and the student should have the Admit-to-class card in the hands of the teacher not later than the morning of the 15th.
4. For your information a total of 63 students not now in attendance will enter July 14. Of this number, 38 are new students, 11 freshmen, 12 sophomores, 9 juniors, no seniors, 4 graduates, and 2 to enter by individual approval. The remaining 25 within the 63 are returning students.
5. If any class now announced in the summer term bulletin for the second term is to be withdrawn, please notify the Registrar's Office immediately.

We will count on your complete cooperation in making the above announcements and following through as requested above.

S. W. Hutton, Registrar

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No. 19

The following students have dropped all courses:

Names Redacted

6-26
6-26
6-26
6-10
6-24

John Cooke (Second Term)
6-30-47
Joseph Levine (Second Term)
7-1-47