

FROM THE PRESIDENT

All persons on our staff who were former Air Force Officers are requested to notify the President's Office immediately.

M. E. Sadler, President

PRE-REGISTRATION INFORMATION

1. A complete list of Schools and Departments with office hours to be observed from December 1-13 has been posted near the door to the Registrar's Office.

2. Also a list of Counselors chosen by Dr. Richardson to assist in this Pre-Registration period has been posted to guide students in pre-registration.

3. You will find herewith a sheet of instructions being made available for students at the Registrar's Office. Please read this sheet carefully to become familiar with the procedure.

4. By the combined effort and full cooperation of everyone concerned this period of two weeks should reduce to a minimum the time, lines, and inaccuracies usually accompanying registration.

5. Favorable action of the Council of Deans, and the conference of Department Heads, gives us great reason for gratitude and assures reasonable achievement through the Pre-Registration program.

6. Please keep Pre-Registration before your students constantly through class announcement December 1-13, and tell them that no late pre-registrations can be accepted. We must have time to process the returns. Thank you!

S. W. Hutten, Registrar