FACULTY BULLETIN

VOL. XXV

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No.21

FACULTY PLEASE READ

The reason we cannot excuse a student for a week or two of summer school in order to attend camp, maneuvers, etc. is that such absences would violate the following standard of the Association of Texas Colleges:

"In computing the time for summer term the week shall be the unit, rather than the number of days, so that a six-week term cannot be completed in five weeks"- From "Official Standards of the Association of Texas Colleges, page 25."

Jerome Moore, Dean

FINAL EXAMINATIONS

Final examinations for the first six weeks will be held next Friday, July 15 and Saturday, July 16 if necessary. Examinations are to be given at regular class hours and in the rooms where the class meets. Saturday examinations will be given only if an instructor finds it difficult to schedule tests Friday.

FINAL CLASS ROLLS:

The final class rolls in duplicate for the first six weeks are to be turned in to the department head concerned as rapidly as possible, not to exceed 48 hours, after each examination. Department heads will hand all rolls to their dean by 9:00 A.M., Monday, July 18th, who will in turn hand all original copies to the Registrar's Office by noon of the same day.

> S.W. Hutton Registrar

THE FOLLOWING STUD NTS HAVE DROPPED ALL COURSES:

Names redacted 6-18-49 6-6-49 6-24-49 6-22-49 6-22-49 6-27-49 6-27-49 6-27-49 6-28-49	Names redacted	7-1-49 7-5-49 7-6-49 7-8-49 6-6-49 6-27-49 6-19-49 7-11-49
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SECOND SEMESTER REGISTRATION

Registration for the second term of the summer session will be held Monday, July 18th, in the Registrar's Office. Hours will be 9:00 A.M. to 12 noon and 1:00 to 4:30 P.M. Drops and adds will be handled the same day. Students who have registered and are making no changes in class schedule will not have to report on the 18th. Classes will begin on Tuesday, July 19th.

All department heads are reminded that some representative of their department, with authority to approve adds and drops, should be on duty in the department during the above office hours.

The Book Store will issue books for the second term on July 14, 15, 16 and 18th. Veterans attending T. C. U. for the first time and cash students must present their enrollment cards in order to obtain their books. A limited number of books will be bought July 15th. A list of the books will be posted on the Book Store bulletin board.

Men now living in the dormitories who have registered for only the first six-weeks term, but now plan to stay for the second term, must report at the dormitory office, Room 111, to change their room cards. Students who have registered for the second six weeks but do not plan to attend should report these changes in order to clear their room card records.

The dormitory office will be open between the summer terms.

Women who plan to remain for the second summer term should consult Miss Alma McLendon, acting Dean of Women, to make arrangements for their rooms.

> S.W. Hutton Registrar

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