

A VERY IMPORTANT REQUEST REGARDING STUDENTS IN YOUR CLASSES

1. A student is not fully registered until he has arranged for his account in the Business Office where the matriculation card is then released to the IBM Office for the name to appear on the teacher's class roll.
2. We have no way of getting to you as the teacher a roll of students in each of your classes unless the student has followed the above procedure, for an early issue of the preliminary class roll is futile unless practically all of the students who are registering have completed their registration.
3. Each teacher should make his own temporary class roll from students in attendance, passing around a sheet of paper if necessary for these names, and if on any student you are in doubt, insist that the little pink enrollment card marked "paid" by the Business Office is shown as evidence that he is registered.
4. If you find someone in your class who has not followed through the procedure and gone as far as the Business Office, send him to that office immediately after your class.
5. Some of our students delay going by the Business Office even though they may have completed other items in the Registration and in this way make administration rather difficult for everyone concerned. We are, therefore, coming to you, the teachers, urgently requesting your cooperation in this important matter.
6. In the calendar of the current catalogue, page 5, you will note the last day for late registration, changing, or adding courses is Wednesday, February 11th. Students will not be permitted to attend unless you are assured through a preliminary roll or by stamped pink card in the student's hand indicating that his registration is complete.
7. You will receive a report form from Dean Richardson and your academic Dean. Please follow the instructions therein and return the report to the Registrar's Office before noon SATURDAY, FEB. 7.

Thanking you for your kind cooperation and assuring you of our desire to be helpful, I am,

Sincerely yours,

Thomas F. Richardson, Chairman  
Registration Committee

S. W. Hutton,  
Registrar

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ATTENTION FACULTY

The regular meeting of the Faculty Forum will be held on February 10 in the Faculty Lounge. Dr. Hardt will have charge of the program.

APPROVED ABSENCES

In order to participate in basketball with the University of Arkansas, the following boys will be absent from all classes Monday February 2, and Tuesday, February 3, (until noon).

Charles Brown  
Buddy Brumbley  
Virgil Baker  
Ross Hoyt  
John Crouch

Charles White  
Albert Lampkin  
Henry Ohlen  
Gorman Wiseman

Tommy Hill  
Ray Warren  
Dick Allen  
Johnny Swaim

Willard McClung - Trainer  
Frank Talley - Manager

Buster Brannon  
Basketball Coach