Mrs E. M. Martin

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Annual Catalog

Carolina College

Maxton

Morth Carolina



1914-1915



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## Annual Catalog

## CAROLINA COLLEGE

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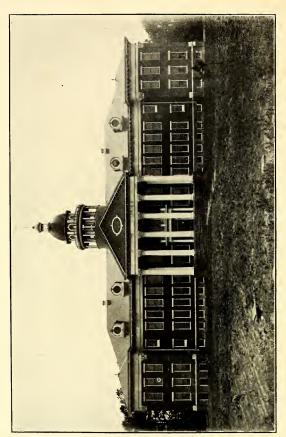
Maxton, N. C.



Second Collegiate Year Ending May 20, 1914

19	1915		
JANUARY	JULY	JANUARY	
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FRONT VIEW ADMINISTRATION BUILDING

## COLLEGE CALENDAR

1914

Sept. 9. Wednesday-First term begins.

Sept. 9-11 Wednesday—Friday, Registration of students.

Sept. 12. Saturday-Regular class work begins.

Sept. 13. Sunday—Sermon to students.

Nov. 26. Thursday Thanksgiving Day-a holiday.

Dec. 18. Friday-Christmas holidays begin.

1915.

Jan. 4. Monday-Christmas holidays end.

Jan. 13-20. Mid-year examinations.

Jan. 20. Wednesday—Second term begins.

May 23-26. Commencement Exercises.

## BOARD OF TRUSTEES

Rev. J. E. Underwood, President,	
Major A. J. McKinnon, Secretary	C.
Judge Walter H. Neal,Laurinburg, N.	C.
Mr. W. H. Humphrey,Lumberton, N.	C.
Mr. T. B. Upchurch,Raeford, N.	C.
Mr. W. B. Cooper,Wilmington, N.	C.
Mr. A. S. Thompson,	C.
Rev. G. T. Adams,	C.
Mr. C. C. Covington,	C.
Mr. R. R. Covington,Laurinburg, N.	C.
Mr. B. B. Adams,	C.
Mr. J. W. Carter,	C.
Rev. S. E. Mercer,	C.
Mr. W. N. Everett,	C.
Dr. D. B. Zollicoffer,	C.
Mr. J. S. Oliver,	
Hon. H. L. Godwin,	C.
Gen. Julian S. Carr,	C.
Rev. A. McCullen,	
Hon. F. A. Woodard,	
Mr. John W. Ward,	
Rev. M. Bradshaw,	
Mr. Charles W. Horne,	
Mr. O. C. Spalding, Maxton, N.	
3,	

## **EXECUTIVE COMMITTEE**

Rev. S. E. Mercer., Rev. A. McCullen., Mr. W. H. Humphrey., Mr. J. W. Carter.,

Mr. A. J. McKinnon.

## AUDITING COMMITTEE

Hon. W. H. Neal.,

Mr. W. H. Humphrey.,

Rev. A. McCullen.



## **FACULTY**

REV. S. E. MERCER,
A. B., Trinity College
PRESIDENT
PSYCHOLOGY AND PHILOSOPHY.

## A. M. NORTON.

A. B., Scarritt-Morrisville College, A. M., Oskaloosa College HISTORY, ENGLISH, POLITICAL SCIENCE.

## LIZZIE D. PARKER

Graduate Greensboro Female College, Student University North Carolina

LADY PRINCIPAL,

LATIN.

## LUCILE ELIZABETH LITAKER.

Randolph-Macon Woman's College, Graduate Greensboro College for Women

MATHEMATICS AND SCIENCE.

ANNA R. CLARKSON, B. S., Columbia College BIBLE.

MARGUERITE WAAGNER, Austria-Hungary, Europe, Winthrop College GERMAN AND FRENCH.

LALLIE BROWNING

Graduate Blackstone Female Institute

ASSISTANT IN ENGLISH AND PREPARATORY WORK.

## FACULTY-Continued

## NELLIE M. DUNKLEE,

Graduate and Post-Graduate New England Conservatory of Music

DIRECTOR PIANOFORTE DEPARTMENT

THEORY OF MUSIC. HARMONY, HISTORY OF MUSIC

## MARGUERITE WAAGNER.

Austria-Hungary, Europe
PIANO.

## JENNIE T. NORTON,

Southern Conservatory of Music, Special Work Under Edwin Wilson, Brooklyn
PIANO

## JULIA R. CULBRETH,

Graduate and Post-Graduate Peace Institute, Special Work Under Oscar Spaenger,
New York City

DIRECTOR VOICE DEPARTMENT.

## OLIVIA B. CHEATHAM,

Graduate in Art from Oxford College, New York School of Art, New York City
Art.

## ELIZABETH S. DONAGHY,

B. O. Ohio Northern University, Newcomer's School of Expression, Dramatic
Art Under Private Shakespearian Tutor

EXPRESSION AND PHYSICAL CULTURE

## OLIVIA B. CHEATHAM

Graduate of the National School of Domestic Arts and Sciences, Washington City

DOMESTIC ART AND DOMESTIC SCIENCE.

JENNIE W. TILGHMAN, Newport News Business College COMMERCIAL COURSE.

## **OFFICERS**

REV. S. E. MERCER, PRESIDENT

LIZZIE D. PARKER
LADY PRINCIPAL.

DR. D. W. HARRIS
COLLEGE PHYSICIAN.

MRS. MATTIE SMITH,
REGISTERED NURSE.

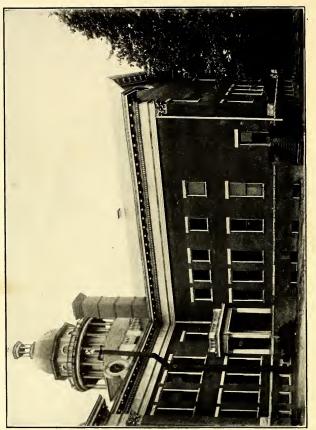
MRS. MEADE HASKINS, MATRON.

SALLIE M. ALSTON Book-keeper.

## ROLL OF STUDENTS

	NAMES	COUNTY	STA	TĘ
+	Andrews, Flax	Montgomery,	N.	C.
	Ballard, Annie Belle	Robeson,	N.	C.
	Ballard, Bessie	Robeson,	N.	C.
	Ballard, Virginia	Robeson,	N.	C.
	Barnes, Margaret	Robeson,	N.	C.
	Barnes, Gaynelle			
	Benton, Clyde	Columbus,	N.	C.
	Benton, Ethel			
	Blake, Lillian			
,	Boone, Anna Lois			
	Britt, Lillian	Robeson,	N.	C.
	Bullock, Ethel	Robeson,	N.	C.
	Byrd, Rebecca			
	Clarkson, Anna			
	Clifton, Mabel			
	Culberson, Ila			
1	Currie, Flora			
	Currie, Mamie			
57	Currie, Flora Belle			
	Coats, Maude			
	Davis, Mary			
	Donaghy, Kathleen			
	Dowless, May Belle			
	Dunlap, Mary			
	Evans, Owen			
	Ewing, Connie			
	Farmer, Mary			
	Farmer, Maggie			
	Fletcher, Lola			
	Fussell, Lucy			
	Geddie, Katie			
	Godfrey, Marie			
	Graham, Flora			
	Greene, Nomia V			
	Harris, Mary Stuart			
	Hill, Pearl			
	Harbour, Christine			
	Henderson, Anna Dell			
	Hooker, Marie V	Greene,	N.	C.
	Hooker, Ruby	Greene,	N.	C.
	Hudnell, Ruth	Beautort.	N.	C





SIDE VIEW SHOWING AUDITORIUM

NAMES	COUNTY STATE
Hurley Esther	. Montgomery,
	. Moore,
	Robeson,
	Cumberland,
	Scotland,
	Rockingham,
	Robeson, N. C.
	Chatham, N. C.
	Brunswick,
	. Hoke,
	Robeson,
Maxwell, Cladie	.Sampson,
Mercer, Jessie	Alma, N. C.
	Robeson,N. C.
	. Robeson,
	. Robeson,N. C.
	. Robeson,N. C.
Morrison, Mary	
McKinnon, Sallie Lou	
McKinnon, Katie Lee	
McRae, Maude	
McRae, Minnie Lou	
McRae, Katherine	
McLeod, Bessie	
McLelland, Lela	
McLelland, Hugh	
McQueen, Marguerite	
	. Robeson,N. C.
	. Robeson,N. C.
	. Bertie,
Odom, Rowena	. Robeson,
	.Robeson,N. C.
Parker, Martha	. Halifax,N. C.
	. Sampson,
	.Robeson,
	.Carteret,
	. Robeson,
	. Lee,
	. Johnston,
Seabolt, May	. Robeson,
Scarboro, Mary	. Montgomery,
Shaw, Beulah. V	. Bladen,

	NAMES	COUNTY	STATE
	Simmons, Rossie	Cumberland,	N. C.
	Smith, Helen		
e	Smith, Janie		
	Smith, Mrs. Mattie	Robeson,	N. C.
	Southerland, Kate		
	Stanback, Frances	. Montgomery,	N. C.
	Tilghman, Jennie	. Halifax,	N. C.
	Taylor, Lula	Richmond,	N. C.
	Terry, Odessa	. Carteret,	N. C.
	Upton, Louise	. Martin,	N. C.
	Warner, Lessie	. Hoke,	N. C.
	Waagner, Marguerite	Richmond,	Ga.
	Woodhouse, Irma	. Martin,	N. C.
	Woodard, Bessie	Scotland,	N. C.
	Ward, Myrtle		
	Williams, Lavinia	Duval,	Fla.
	Yarboro, Floy	. Cumberland,	N. C.
	Young, Emily B	. Harnett,	N. C.

## **PIANO**

Barnes, Gaynelle Benton, Clyde Benton, Ethel Clifton, Mabel Coates, Maud Evans, Owen Fussell, Lucy Godfrey, Marie Graham, Flora Harris, Mary Stuart Hill, Pearl Hooker, Marie Hooker, Ruby Hudnell, Ruth Hurley, Esther Kirby, Gracie Lucas, Minnie Lentz, Beulah

Mercer, Jessie McKinnon, Katie Lee McRae,, Katherine McQueen, Marguerite Parker, Martha Parker, Ruth Pelletier, Clara Belle Pace, Julia Reeves, Lucy Saunders, Martha Scarboro, Mary Smith, Janie Taylor, Lula Terry, Odessa Ward, Myrtle Warner, Lessie Woodhouse, Irma Williams, Lavinia

Maxwell, Cladie

#### HARMONY

Fussell, Lucy Hurley, Esther Hill, Pearl Lentz, Beulah Mercer, Jessie Scarboro, Mary Ward, Myrtle Woodhouse, Irma

## THEORY

Barnes, Gaynelle

Ward, Myrtle Woodhouse, Irma

McLelland, Hugh

Mercer, Ethel T.

Andrews, Flax

Clarkson, Anna

Bullock, Ethel

Dunlap, Mary

Evans, Owen

Mercer, Almon

Mercer, Jessie

Mercer, Linwood

Harris, Mary Stuart

Harris, Mary Stuart

## HISTORY OF MUSIC

Fussell, Lucy Hurley, Esther

## VOICE

Benton, Clyde Mercer, Jessie Godfrey, Marie Parker, Martha Hill, Pearl Pace, Julia Jones, Emma Louise Taylor, Lula Lentz, Beulah Tilghman, Jennie W McKinnon, Katie Lee Ward, Myrtle McRae, Maud Woodhouse, Irma McRae, Minnie Lou Young, Emily B.

## EXPRESSION

Benton, Clyde Bullock, Ethel Shaw, Beulah

#### ART

Hudnell, Ruth
Jessup, Mary
Jones, Nancy
McLelland, Hugh
Maness, Esther
McRae, Katherine
Norton, Jennie
Southerland, Kate
Tilghman, Jennie

# Yarboro, Floy DOMESTIC SCIENCE

Andrews, Flax Currie, Flora Currie, Flora Belle Fletcher, Lola Maxwell, Cladie Smith, Mrs. Mattie

Terry, Odessa

## DOMESTIC ART

Jessop, Mary Bullock, Ethel Maness, Esther Simmons, Rossie Barnes, Ganelle Powers, Eva Benton, Ethel Benton, Clyde Norton, Mrs. Ward, Myrtle

Currie, Flora Belle

## **BOOK-KEEPING**

Britt, Lillian Culberson, Ila Davis, Mary Henderson, Anna Dell Hurley, Lee Ivey, Rebecca Kirkman, Maude Fletcher, Lola

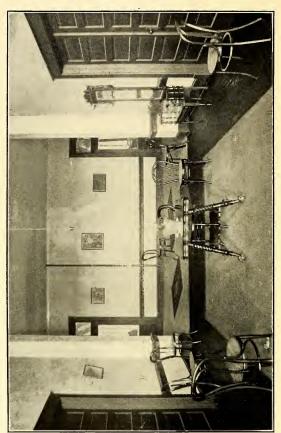
## SHORTHAND

Britt, Lillian Culberson, Ila Barnes, Margaret Henderson, Anna Dell Ivey, Rebecca Joyce, Allie Kirkman, Maude McKinnon, Sallie Lou Morrison, Mary McLeod, Bessie

## **TYPEWRITING**

Britt, Lillian Culberson, Ila Davis, Mary Henderson, Anna Dell Hurley, Lee Ivey, Rebecca Kirkman, Maude McLeod, Bessie





RECEPTION ROOM

## ANNOUNCEMENT

At this time, the close of our second year as a school, we wish to express our sincere appreciation of the fact that the College continues to grow in the esteem and confidence of our people. This is evidenced by the rapidly growing patronage, as well as by the many kind letters of appreciation received from this state and others. Our attendance has grown from sixty-five last year to one hundred and two this year.

We could have taken a few more in the boarding department last year, could we have secured room for them.

In our student body the year just closed we had represented five states and thirty-one counties.

We have tried hard to make our school an ideal home for our girls and to throw around them every helpful and uplifting influence possible.

We consider that we have been exceedingly fortunately in the selection of our faculty. Our teachers have not only done a very high grade of work in the class room, but have been real companions and friends to the students, and, in this way have been of great help to them.

We shall continue to emphasize the necessity for moral and spiritual training, without which no education is complete.

## CAROLINA COLLEGE CLUB

One of the most helpful agencies that have entered into the life of the College is Carolina College Club.

This Club consists of over one hundred members. These ladies, from the town of Maxton, without regard to church affiliation or anything of the kind, banded themselves together in June of 1912 for the purpose of promoting the interests of the College. They have furnished the kitchen and dining room, and have rendered splendid service in many ways.

This is a permanent organization and bids fair to be of great assistance to the College and its work.

#### COLLEGE CHARTER

The General Assembly of North Carolina do enact:

SECTION 1. That M. Bradshaw, A. P. Tyre, W. N. Everett, W. H. Neal, O. T. Goodwin, W. H. Humphrey, W. J.

Upchurch, W. B. Cooper, A. S. Thompson, J. B. Schulkin, C. C. Lyon, J. F. L. Armfield, H. L. Godwin, F. A. Daniels, G. T. Adams, F. A. Woodard, T. A. Green, J. A. Green, J. E. Underwood, Euclid McWhorter, A. J. McKinnon, Edgar W. Smith, L. T. Cottingham, J. W. Carter, and S. E. Mercer, and their associates and successors, are hereby created a body corporate and politic, by the name and style of the Carolina Methodist College for the purpose of maintaining a school for females in the town of Maxton, Robeson County, North Carolina; and by such name may acquire, hold and convey, real and personal estate; may sue and be sued, plead and be impleaded, in any courts of this State, may contract and be contracted with, and enjoy any and every right and privilege incidental and belonging to corporation bodies according to the laws of this State.

SECTION 2. That the officers of said College shall be a president, vice-president, secretary and treasurer, to be elected among themselves as hereinafter provided; that the officers selected at a former meeting of the Trustees herein named shall hold their offices until their successors are elected.

Section 3. That the Trustees shall be divided into three classes. The first class consisting of M. Bradshaw, A. P. Tyre, W. N. Everett, W. H. Neal, O. T. Goodwin, W. H. Humphrey, W. J. Upchurch, and W. B. Cooper, shall hold two years from January first, one thousand nineteen hundred and seven. The second class consisting of A. S. Thompson, J. B. Schulkin, C. C. Lyon, J. L. Armfield, H. L. Godwin, F. A. Daniels. G. T. Adams, and F. A. Woodard, shall hold four years from January first, one thousand nine hundred and seven. The third class, consisting of T. A. Green, J. A. Green, J. E. Underwood, Euclid McWhorter, A. J. McKinnon, Edgar W. Smith, L. T. Cottingham, J. W. Carter, and S. E. Mercer, shall hold six years from January first, one thousand nine hundred and seven.

SECTION 4. That the remaining members of the said trustees shall elect successors to the various classes at the expiration of the terms as classified in section three of this act.

SECTION 5. That at their regular meeting the trustees shall have power to make such by-laws, not inconsistent with the laws of this State, as shall be deemed necessary to promote the objects of the corporation.

SECTION 6. That the trustees of this corporation shall not be individually liable for any debts contracted by the corporation.

SECTION 7. That the faculty and trustees shall have the power of conferring such degrees and marks of honor as are conferred by colleges and universities generally; and that five trustees shall be a quorum to transact business.

SECTION 8. That this act shall be in force from and after its ratification.

#### OUR IDEALS

It is our aim, in building, equipment, in curriculum, and in teaching force, to adequately meet the needs of womanhood in this wide field in which the college is planted. This plant will be operated for the sole purpose of giving the world the highest and best type of womanhood. We believe the world's greatest need, and the church's noblest asset is womanhood of the right sort. We shall try to send out real women; women whose bodies, minds and hearts are so beautifully and symmetrically developed that they will find their highest joy in life in serving others.

## LOCATION OF CAROLINA COLLEGE

The most important consideration in locating a college is the quality of the citizenship in the community where the college is to live, because, a college, like everything else, is affected by its environment. The life of the community will affect the life of the college. For this reason a female college should be in a good moral and spiritual atmosphere. Maxton, the seat of the college, is a quiet country town of about two thousand people, located in Robeson county, near the Scotland county line.

This county enjoys the distinction of being the oldest prohibition county in the State. For years she has lived under the most stringent prohibitory laws. Her people have been long noted for their intelligence and high order of moral and spiritual excellence. This is indeed a choice people. In their veins flow the blood of the Scotch, Irish, English and Huguenots.

Card parties, germans and wine suppers are not tolerated here. The churches of the community are new and modern.

## HEALTH OF THE COMMUNITY

Maxton is located near the beginning of the great sand belt of North Carolina, which is rapidly becoming the most noted health resort this side of the Pacific coast. On the east side of Maxton, and just a mile away, flows the Lumber river. And, on the west side, just about the same distance, is Shoe Heel creek. This gives the town a very fine natural drainage. Fever is almost unknown here, unless among a class who disregard sanitary laws.

#### ACCESSIBILITY OF MAXTON

Maxton is one of the easiest places in the State to reach from any direction. As nearly as possible, it is the geographical center between Columbia, S. C., and Greensboro, N. C., and between Charlotte and Wilmington. Here the Atlantic Coast Line and Seaboard intersect. All this section is amply provided with railroad facilities. If you make Maxton the center of a circle whose diameter is a hundred miles from any point within this great circle, you can easily reach Maxton within a few hours' ride.

## COLLEGE BUILDINGS

The Administration Building of Carolina College is one of the largest, most convenient and beautiful female college buildings in Southern Methodism. The building is three stories high. The material is red pressed brick and greystone throughout. The basement affords ample room for gymnasium, shower baths, kitchen, dining-room, cold storage and laundry. The ground floor has nine large lecture rooms, ladies' parlor and president's office. The second floor furnishes dormitory capacity for about one hundred girls. The auditorium will seat eight hundred people. The building is steam heated and





PARLOR

lighted with electricity. Hot and cold water circulates through every part of the building. Fire lines and fire hose are on each floor, and every section of the building is amply provided with lavatories and bath rooms. Sanitary drinking fountains are at intervals throughout the building.

## PROPOSED DORMITORY

We have in hand plans and sepcifications for two brick dormitories to be built, one on each side of the Administration building.

Each one of these will contain seventy-five rooms, and will have all the modern conveniences and equipments.

## AID TO STUDENTS

Carolina College has, for the past two years, been able to assist a few worthy girls by giving them work on the halls, in the office, in the dining-room, etc. Several have been able to reduce their expenses considerably by doing work of this kind.

Very liberal terms will be given to those who are willing to do work to help themselves.

## COLLEGE GROUNDS

Our location is an ideal one. The campus contains twenty acres. Just back of the building is a beautiful park of native oak and other forest trees. On the campus the girls are provided with tennis courts, basketball and swings. These are very attractive to them and give those who for any special reasons cannot take the regular gymnasium work, ample recreation in the open air.

The College is situated within a few minutes' walk of the depot and the churches.

#### SCHOLARSHIPS

At present there is only one scholarship.

Major A. J. McKinnon of Maxton, N. C., has established a scholarship which yields \$60 per year to be gvien to some worthy young woman who is a resident of Robeson county.

There are others who have this matter under consideration, and we trust that they, and yet others will thus contribute to a most worthy cause.

We earnestly hope that there will be a great increase in the number of scholarships in the near future.

## LOAN FUND

One of the most urgent needs of the College is a Loan Fund. So far, we have been able to assist only a very few girls, owing to the fact that we had no fund of this kind. The past year, Mr. C. E. Weatherby, of Faison, N. C., besides paying the tuition of one girl, donated a loan fund of one hundred dollars. When the young lady who has had the use of this money pays it back, it is to be loaned to some other worthy girl. We should have at least a hundred donations of this kind.

#### RELIGIOUS LIFE

Carolina College is much concerned for the spiritual development of every student. We believe this to be the goal, toward which all education should be directed. No matter what intellectual endowment a girl may possess, nor how well trained she may be, unless she has religious training, she does not add any permanent asset to the world's good.

We give thorough instruction in the Bible, throughout the entire course.

We encourage the girls to conduct their Study Circles, and prayer-meetings in such a way as to promote their own spiritual welfare and to be helpful to others, and, ultimately, to be helpful to the world when they leave College.

All students are required to attend Sunday School and Sunday morning services unless excused on account of sickness.

THE YOUNG WOMEN'S CHRISTIAN ASSOCIATION
General Secretary Miss Clarkson
Officers
PresidentLois Boone
Vice-PresidentLucy Fussell
Secretary Ethel Bullock
TreasurerFlax Andrews

The Young Women's Christian Association takes high rank among the factors for the purpose of forming well-rounded christian character in the student body.

It is the object of the association to throw around each student a strong religious influence; to help them to realize the greatest good from each phase of College life; and to train them for efficient christian service.

In order to meet this object the work of the association has been systematically divided into seven departments, covering as nearly as possible every phase of College life.

#### LIBRARY AND READING ROOM

Although our school is not yet two years old, we have made a beginning on the Library. We have some very valuable reference works, and standard works. Recently there have been some valuable donations to this department, of which we will have the use in the very near future.

There are a dozen of the leading magazines which come regularly to our rooms, besides several daily and weekly papers.

It is the purpose of the President to have a good Library in the near future.

## LITERARY SOCIETIES

There are two literary societies in the College. Both are well organized and are doing effective work. These societies are under the full management and control of the student body. Each one meets twice a month at which time programs are rendered upon which a good deal of care and pains are expended. These organizations are important helps in the cultivation of the tastes and manners of the students. All students in the College belong to one or the other of these societies.

## **GYMNASIUM**

We have an unusually fine gymnasium hall. It was planned at the beginning so as to get the very best results out of work of this kind.

We have placed ample equipment for the present and it is our purpose to add to it as the number of students increases.

All the work is done under the supervision of a very capa-

ble director. All students have had this splendid training free of charge.

#### CHEMICAL LABORATORY

Our Chemical Laboratory is situated in the basement of the College. The hall is amply provided with water and drainage, well-lighted and well-heated and comfortable for work at all times. What equipment we have installed is new and modern and is sufficient for the present.

#### DOMESTIC SCIENCE HALL

We are especially proud of our Domestic Science Hall. It is pleasantly located in the basement immediately adjoining the dining-room. It is well-lighted, well-heated, and is equipped with sinks, tables, stoves and working utensils specially adapted to this department.

## CARE OF THE SICK

Mrs. Mattie Smith, registered nurse, who has had experience in some of the leading hospitals in the South, cares for our girls when they are indisposed. She prepares their food and exercises constant care and oversight of them. She calls in the College physician when necessary. She advises with the girls publicly and privately as to the best means of keeping well, and gives many useful suggestions and helps to those who wish to inform themselves as to Hygiene, Sanitation, etc.

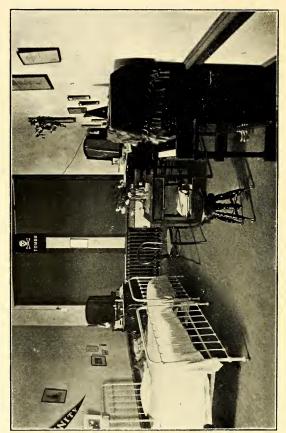
## LECTURES AND ENTERTAINMENTS

A course of high-class lectures, entertainments etc., has been arranged for, and students will have the advantage of these opportunities at small cost. The faculty and students will also give public recitals from time to time. There will be a recital every two weeks, in which all students will take part.

## SUB-COLLEGIATE COURSE

We do not send away any worthy student because she has not been properly prepared to enter the college course. In order to avoid this we have a sub-collegiate course. We do not know how long we will continue this; possibly until the





TEACHER'S ROOM

need for it has been met by improvement in the public schools. At this time there is a widely felt need to provide for those from country districts who have completed the eighth grade. We will, therefore, receive all such students, and give them three years in the academy department, under the best instructors. If they do not wish to continue in the college course, they will be well prepared to teach in the public schools.

## NORMAL COURSE

This course is designed to be helpful to those students who desire to prepare themselves to teach in the public schools, but who do not feel that they can take the full four years' course. It is intended to cover fully every department of public high school work.

Students in this department will have the privilege of taking extras in connection with this work. This course requires two years and upon the completion of it a certificate will be granted.

## COURSES OF INSTRUCTION

All candidates for admission must furnish satisfactory evidence of good moral character. Students will be admitted on examination, or by certificate from such schools as the faculty may approve. All certificates must be made out in proper form and signed by principal of school from which student comes. Where students are given credit for work indicated by certificate, the faculty will reserve the right to change the student's work, provided it is not satisfactory. Candidates for admission to the Freshman Class must present 14 units of preparatory work.

A unit represents the amount of work done on a given subject in one year, with five recitations per week.

This table shows the number of units required for entrance into the Freshman Class:

English3	History	2 I-2
Latin3	Science	2 I-2
Math	Modern	Lang

Should the student be slightly deficient in some of the above subjects, credit may be given, as indicated in the following list.

Latin to	4	German	I to 2
Physiology	1	French	I to 2

## SUB-COLLEGIATE COURSE

To enter the Freshman year of the preparatory school, the student must present satisfactory evidence of having completed eight grades of grammar school work. The preparatory school course is divided into three years, Freshman, Intermediate, Senior, and the following courses of study are required of each student:

## **FRESHMAN**

Science: Physiology, Hygiene, and Physical Geography.

Mathematics: Milne's Standard Arithmetic.

History: United States History.

English: Smith's English Grammar.

Latin Grammar.

#### INTERMEDIATE

Science: Zoology and Botany.

Mathematics: Wentworth's Elements of Algebra and High School Algebra.

History: English History.

English: Rhetoric and Composition.

Latin: Caesar's Gallic Wars, Books I, II, III, and IV.

#### SENIOR

Mathematics: Wentworth's High School Algebra and Wentworth's College Algebra to Quadratics.

History: Greek and Roman History.

English: Composition and Rhetoric continued and Pancoast's American Literature.

Latin: Cicero, six Orations.

German or French.

#### MODERN LANGUAGES-FRENCH AND GERMAN

Senior Year: The student is required to take the College course in Freshman German or French. This will enable the student upon entering college to substitute an elective or music for the first year's work in French or German, which is taken in the senior year of the preparatory school.

Texts: Bacon's Grammar Deutches; easy readings, drills in grammar, pronunciation, vocabulary, and translation.

## TABULATED REQUIREMENTS FOR THE A. B. DEGREE

## 

Sophomore Year	
English II	.3
Latin II	
Mathematics II	
History II	
French or German	
Bible	
	_
Hours	15
	_
JUNIOR YEAR Science	
Physics or Geology	
Bible	. I
Electives	.8
	_
Hours	15
Course Man	Ĭ
SENIOR YEAR	
Bible	
Electives	14
	_

## DEPARTMENT I-ENGLISH

### Mr. Norton

The object of these courses is not merely to acquaint the student with good English as exhibited in the work of the best writers and fashion her own composition in accordance therewith, but to introduce her to the great masters of English prose and poetry through their representative writings in such a way as to insure her return in after life, again and again to that great body of pleasant wisdom known as English Literature. Mere memorization of facts is kept constantly in the background and no effort is spared to make this one of the most delightful as well as suggestive branches of instruction.

T

(a.) English Poetry and Theme writing.—A thorough study of Vandyke's Selections from Tennyson and Wooley's Hand Book of English Composition. Parallel reading and weekly themes. First term. Required for Freshmen. Three hours a week.



AUDITORIUM

(b.) Midsummer Night's Dream, also a study of Shakespeare's Hamlet. Wooley's Hand Book of English Composition. Parallel reading and weekly themes. Second term. Required for Freshmen. Three hours a week.

## II

(a.) English Prose and Theme writing. A general study of Manly's English Prose and Wooley's Hand Book of English Composition. Parallel reading and weekly themes. First term. Required for Sophomores. Three hours a week.

(b.) A comprehensive study of Moody and Lovett's History of English Literature. A continued study of English prose and composition. Parallel reading and weekly themes. Second term. Required for Sophomores. Three hours a week.

#### III

In this course five plays of Shakespeare are read carefully and critically in class, and other plays are assigned for outside reading. Two hours of class-room work are given to the reading and interpretation of the five plays, and one hour to lectures on Shakespeare's works. Written reports are required on assigned topics. Three hours a week throughout the year. Elective for Juniors and Seniors.

## IV

Romanticism in the Nineteenth Century, 1785-1832: An intensive study of poems of Wordsworth, Coleridge, Byron, Shelley, Keats, and Scott.

Victorian Age: A comprehensive study of the poems of Browning, Arnold and Tennyson, with some consideration of Morris, Kipling and others. Three hours a week throughout the year. Elective for Juniors and Seniors.

## DEPARTMENT II-LATIN

## MISS PARKER

The requirements of entrance to the Freshman class are three full years of careful study of the language, covering four books of Caesar and six orations of Cicero. The student must have accurate knowledge of the inflectional forms; ready recognition of forms and constructions; accuracy in

parsing; reasonable skill in translation; and knowledge of the simple rules for composition and derivation of words.

#### ]

- (a.) Virgil's Aeneid. Prose composition. Fall term. Three hours a week.
- (b.) Wescott's Livy. Life of Livy. History of Carthage. Spring term. Three hours a week.

#### Π

- (a.) Horace, Odes and Epodes. Supplementary readings. Special study of metre and scansion. Fall term. Three hours a week.
- (b.) One play each week of Plautus and Terence. The development of Latin forms and construction. The development of the drama among the ancients. Spring term. Three hours a week.

#### TIT

- (a.) Poems of Catullus and Elegiac Poets. One paper from 3,000 to 5,000 words on some assigned subject will be required of those taking this course. Fall term. Elective for Juniors and Seniors. Three hours a week.
- (b.) Lucretius, De Reum Natura. Spring term. Elective for Juniors and Seniors. Three hours a week.

#### TV

(a.) Extensive study of Roman Comedy. The plays of Plautus are used as a basis of this study. The course extends through the entire year. Elective for Juniors and Seniors. Three hours a week.

## DEPARTMENT III—MATHEMATICS

## MISS LITAKER

Entrance requirements: Advanced arithmetic and college algebra to quadratic equations.

#### Ι

(a.) Three hours. Required of all candidates for the A. B. degree. College Algebra completed, radicals, theory of exponents, solution of simple equations and quadratics, simple

and simultaneous equations, ratio, proportion, progressions, binominal theorem, Taylor's College Algebra.

(b.) Three hours. Spring term. Required of all candidates for the A. B. degree. Plane geometry, Thorough and accurate work required in propositions and problems. Text: Wentworth's Plane and Solid Geometry.

#### TT

- (a.) Three hours. Fall term. Solid Geometry. Planes, polyhedra, the three round bodies, their properties and measurements, with original exercises. Text: Wentworth's Plane & Solid Geometry.
- (b.) Three hours. Spring term. Required. Plane Trigonometry. The trigonometric ratios, the principal algebraic relations between them, and their application to the solution of right and oblique triangles, with the theory and use of logarithms. Text: Well's Trigonometry.

## III

Three hours. Elective. Analytical Geometry. Co-ordinate representations, equation and loci, the straight line, circle, parabola, eclipse, hyperbola.

#### IV

- (a.) Three hours a week. Fall term. Elective. Differential Calculus.
- (b.) Three hours a week. Spring term. Elective. Integral Calculus. Text: Osborne's Calculus.

## DEPARTMENT IV—HISTORY

Mr. Norton

Ι

Mediaeval and Modern Europe.—Dissolution of the Empire; influence of the Church in reorganizing society; Monasticism; growth of the papacy and its struggle with the Roman Empire; Feudalism; the Crusades; absolutism and the rise of States; period of discovery and colonization; rise of universities; the Rennaisance in Literature and Art; the Reformation and religious wars; the struggle for religious and political liberty in England. Text book: Robinson's History of West-

ern Europe required for Freshmen throughout the year. Two hours a week.

#### II

The French Revolution and Europe in the Nineteenth Century. Careful study of the financial conditions of France before the Revolution; public agitation; progress of the revolution; the work of Napoleon; development of the National consciousness in the European States; fall of Napoleon and the reactionary Congress of Vienna; Revolutions of 1830, 1848 and 1870; Unification of Italy and Germany; Democracy in England; The Eastern question; partition of Africa. Text books: Robinson and Beard, Development of Modern Europe. Supplementary Lectures. Required for Sophomores. Three hours a week throughout the year.

#### TTT

American History: Period covered from the organization of the Provincial Government under the Articles of Confederation to the present time. Emphasis is laid upon constitutional development; influence of economic and social conditions upon the political system and the territorial expansion of the United States. Text book with supplementary lectures. Elective for Juniors and Seniors. Three hours a week.

## IV

English History: This course will deal with the union of petty kingdoms and foundations of the Nation, the Norman Conquest, the introduction of Feudalism, and the struggle of the Barons with King John. Special attention will be given to the decay of Feudalism and the growth of the power of the Kings to the judicary, the rise of Parliament, the struggle for political liberty.

The rise of political parties, the increasing power of Parliament, the growth of the Cabinet, the democratization of the nation, the triumph of parliamentary government, and social legislation will receive considerable attention. Text book, with frequent lectures and supplementary readings. Elective for Juniors and Seniors. Three hours a week.





TEACHER'S ROOM

#### DEPARTMENT V—BIBLE

#### MISS CLARKSON

One hour each week throughout the four years is devoted to the Bible. The courses are so adjusted as to cover the entire scriptures, thus giving the student an idea of the development of the Jewish and Christian religious. This work is recognized as part of the requirements for graduation and is therefore on an equal footing with the other courses of the College. The following are required:

### Ι

Price's "A Syllabus of Old Testament History" is made the basis of the work this year. It is so arranged as to give a continuous narrative from the creation to the return from captivity and the reforms inaugurated by Ezra and Nehemiah. Israel's place in the history of the world is continually pointed out. Required for Freshmen. One hour a week throughout the year.

## II

Kent's "The Kings and Prophets of Judah and Israel" is the text used. The entire year is given to the study of the political, moral, and social conditions of Israel and Judah and the neighboring nations as revealed by the historians and prophets. The characteristics of Baal worship, which had such hurtful influences on these kingdoms, is emphasized. Required for Sophomores. One hour a week throughout the year.

#### TTT

"Christianity in the Apostolic Age," by Purves, is used to give an understanding of the development of the Church during the first century. The organization of the church is traced and the gradual adjustment of its customs to an institution suited to the conditions of all races and civilizations. Required for Juniors. One hour a week throughout the year.

#### IV

A careful chronological study is made of the life and teachings of Christ, with Rhee's "The Life of Jesus of Nazareth" as a text. An effort is made to give a clear conception of each

step in the development of His plans for the permanency of His teachings. Required for Seniors. One hour a week throughout the year.

## DEPARTMENT VI—PHILOSOPHY

Mr. Mercer

- (a.) Elementary Psychology. The main facts and laws of Psychology will be treated introspectively. The general principle of functioning of the human nervous system and the localizing of the functions of the brain, will be treated briefly. Fall term. Three hours a week. Elective for Senior. Text books: Davis.
- (b.) Ethics: The design of this course is to trace in broad outline the history of the actual moral practices and ideals among mankind in various stages of civilization; to bring out the distinctive features of moral action, and to secure an insight into the principles underlying it. Text book: McKenzie's Manual of Ethics, Elective.

## DEPARTMENT VII—POLITICAL SCIENCE

Mr. Norton

It is the purpose of this course to familiarize the student with the fundamental principles of Political Economy and of the leading facts in the economic history of the United States. Economic principles are discussed with regard to American experiences.

Text books: Laughlin's Political Economy; Coman's Industrial History of the United States.

Three hours a week. Elective for Juniors and Seniors.

## DEPARTMENT VIII—SCIENCE

MISS LITAKER

Chemistry. Inorganic Chemistry. This course goes a step beyond the ordinary high school Chemistry course and is required of all candidates for a Bachelor of Arts degree, unless a very satisfactory evidence of laboratory work elsewhere is presented. The fundamental conceptions of chemistry are first considered. Then the group of metals is considered carefully. In all the work the aim is to classify the details under general laws to get a grasp upon laboratory work. No previous work in chemistry is required, but would be beneficial.

Texts: Newell's Descriptive Chemistry, laboratory manual. Three hours a week. Required in either Sophomore or Junior years.

N. B. A laboratory fee of \$2.00 per term is charged each student in chemistry to cover cost of breakage and materials.

Physics. The elementary principles of physics are accurately treated and illustrated by class-room demonstrations. Laboratory work throughout the year. Special attention is given to explanation of phenomena of everyday life. Mathematics I is a prerequisite. Texts: Millican and Gale, First Course in Physics. Millican and Gale, Laboratory Course in Physics. Three hours a week. Required.

N. B.—A laboratory fee of \$2.00 per term is charged each student to cover cost of breakage and materials.

Geology.—Principles of Geology. The design of this course is to furnish a knowledge of the science of geology such as should be possessed by every graduate; forces which have caused changes in the earth's structure, occurrences, and isolation of the composites of the earth's crust.

Three hours a week. One year's course. Required unless physics is taken.

Zoology and Botany. (a.) Zoology. A course designed to stimulate and develop the student's power of observation. The leading characteristics of all branches studied—a type of each being selected for more minute study.

Two hours a week. Elective.

(b.) Botany. This course is for the study of plants with reference to the identification and range of species, their relation to each other, life, habits, activities, cell-structure, etc. Specimens collected and mounted. Drawings and descriptions required.

Two hours a week. Elective.

## DEPARTMENT IX—MODERN LANGUAGES

MISS WAAGNER

## GERMAN

## I

Beginner's Course—Bacon's German Grammar for Beginners. Pronunciation, dictation, composition, conversation. Translation and reading. Joynes' Beginner's Reader. Hillern's "Höher als die Kirche." Required for Freshmen. Three hours a week.

#### TT

Review of Grammar, Conversation, dictation, composition, Reading and translation of Baumbach's "Waldnovellen" Zschokke's "Der zerbrochene Krug," *Novellen* by Storm Heyse, Keller, various poems. Required for Sophomores. Three hours a week.

### III

Conversation, composition, dictation, translation and reading of some of the easier works of Schiller, Goethe, Heine, Wildenbruch, Dahn, Scheffel's "Der Trompeter von Säkkingen," Freytag's "Die Journalisten." Elective for Juniors and Seniors.

#### īV

Conversation, composition, dictation. More extensive reading of Goethe, Schiller, Lessing, Grillparzer, Sudermann, Hauptmann and other classic and modern writers.

Elective for Juniors and Seniors.

## FRENCH

## Ι

Beginner's Course—Fraser and Squair's Grammar. Pronunciation, Conversation and dictation. Reading and translation. Joynes' "French Fairy Tales." Required for Freshmen. Three hours a week throughout the year.

#### TT

Review of Grammar. Conversation, dictation, composition. Reading and translation of Labiche-Martin's "Le Voyage de Monsieur Perrichon," Greville's "Dosia," About's





LECTURE ROOM

"Le Roi des Montagnes," Brete's "Mon Oncle et Mon Cure," Sand's "La Mare au Diable." Required for Sophomores. Three hours a week.

Ш

Conversation, composition, dictation, Reading and translation of Augier-Sandeau's "Le Gendre de M. Poirier," Daudet's "Tartarin de Tarascon," Lamartine's "Graziella," Hugo's "La Chute," Lotis "Pêcheur d'Islande," or others of similar difficulty. Elective for Juniors and Seniors.

IV

Conversation, composition, dictation, readings and translation of some of the works of Molière, Corneille, Racine, Balzac, Maupassant, Hugo, Rostand, and other classic and modern writers.

Elective for Juniors and Seniors.

## DEPARTMENT OF PIANOFORTE

MISS DUNKLEE. Director

MISS WAAGNER MRS. NORTON Instructors.

Preparatory work. Elementary course in touch and technic, such as correct position for the hands, curving the fingers, striking from knuckle joints, loose wrists, etc.

New England Conservatory Course Book 1.

New England Conservatory 35 easy pieces.

Porter 7 and 20 pieces.

New England Conservatory Course Book II.

Selected pieces, Book 1 and 2.

Lemoine, Op. 37 studies.

Kohler, Small School of Velocity.

Porter, In the Springtime, Books 1 and 2. Selected pieces.

Five pieces must be performed in student recital to finish this preparatory work. This work requires from two to three years, according to the ability and application of the student. Ι

College Work.

Porter, Practical Finger Exercises.

Biehl, Studies Op. 139.

Beren, Op. 61-Book 1.

Le Couppey, L' Agilite.

Krause, Trill Studies, Op. 2-Books 1 and 2.

Bach, Two part Inventions.

Turner, Octave Studies.

Selected pieces: Easy sonatas and sonatinas, Beethoven, Mozart, and Clementi. Scales major and minor, four octaves at moderato tempo, chords, arpeggois in the three forms. Four pieces must be performed in student recitals.

TT

Selections from Cramer-Bulow Studies.

Bach, Three part Inventions.

Selections from Gradus Ad Parnassum, Clementi.

Czerny, Op. 740.

Sonatas, Schumann, Beethoven, Mozart, and Haydn.

Sonatas.

Selected pieces.

Scales, arpeggois, chords, double-thirds.

Four pieces must be performed in student recitals.

Literary Course: English 2, French or German, and History 2.

III

Moscheles, Op. 70.

Chopin Preludes.

Bach, Well Tempered Clavichord.

Easy concerts, Beethoven, Mozart.

Selected pieces.

Three pieces must be performed in student recitals and one in public recital.

Literary Course: English 3, Science, French or German.

IV

Chopin Etudes.

Concertos, Mendelssohn, Mozart, Beethoven.

Selected pieces.

A program must be publicly rendered by each candidate for a diploma.

Literary work: English 4, French or German, Science.

#### THEORY OF MUSIC

Theory: One hour per week.

An elementary course in Theory will be given free and is compulsory of all elementary music students.

Advanced Theory, two hours per week, may be taken up in the Freshman year and is required of those working for a diploma. This course includes the study (1) of acoustics (2) of the various instruments comprising the orchestra; (3) of the terms used in musical notations; (4) of embellishments; (5) of musical form, including the sonatas, rondo forms, canon, fugue, vocal forms, etc.

Harmony: Two hours per week.

This study is begun in the Junior year and continues two years, being required for graduation. Text-book Chadwick's Harmony.

Candidates for diploma in the department of Instrumental Music will be required to complete the literary work to the Sophomore year or its equivalent. This will include one year in German, one in French, or two in German.

## DEPARTMENT OF VOICE CULTURE

MISS CULBRETH, Director

Introductory Course, Physiology of the Vocal Organs.
Tonology—Scientific analysis of Vocal Tone. Respiration.
Placement of the voice. Reinforcement of Resonance. In-

trinsic control of Pitch.

Articulation—Enunciation—and Pronunciation. Analytical study of the consonant and vowel sounds.—(Ellis on "Speech in Song.") Sustaining Power,—Attack and Economization of Breath. Vocal development of tone on strictly scientific principles.

Progressive Exercises on scales Major, Minor,—(Har. &

Mel.)—and Chromatic; Intervals and arpeggios with scale combinations.

Elocution and Declamation—Phrasing, accent and inflection, as the basis of Expression and proper interpretation of Author's meaning.

Solo Singing—The study of the more simple classical and modern songs as an introduction to Aesthetic and Dramatic Art.

#### COLLATERAL SUBJECTS

Rudiments of Music-(W. H. Cummings, R. A. M.)

Solfeggi and sight singing. Choral singing—Sacred and Secular.

Expression—(Emerson's Evolution of Expression.)

Introductory Piano course. Vol. 1 and 2.

NOTE.—All students of the voice are required to pass an examination on the Rudiments of Music, or take that course along with singing.

#### ADVANCED COURSE

Students must be able to pass an examination on the Introductory Course before entering upon the advanced course of study.

Vocal control. Vocalizing for breathing. Crescendo and Diminuendo on Sustained tones.

## EMBELLISHMENT—ORNAMENTS, GRACES

Appoggiatura, Acciacatura, Mordente, Grupetto, Trillo, Portamento, Legato, Staccato, Solfeggi for Sop., M. Sop., and Tenor Voices. 50 lessons for the medium of the voice—Concone. Part II of the "Method de Vocalisation pour Soprano and Tenor" by Auguste Paunseron. "L'art de Chanert" 24 vocalises pour Soprano, M. Sop. or Tenor, by H. Panafka.

For contralto Voices: 50 lessons by J. Concone (op. 9) "L'art de chanter" 24 vocalises pour coutralto etc., by H. Panofka.

## RECITATION AND ITALIAN ART

Repertoire of not less than thirty songs of standard nature from the classic and modern schools of music.

#### COLLATERAL SUBJECTS

Advanced Theory of Music. Study of Italian, French and German with a view to correct pronunciation.

#### TERMINOLOGY AND MUSIC PENMANSHIP

Expression (Emerson's Evolution of Expression Vols. 3 and 4.) Advanced solfeggi and sight singing. Continued study of the Piano.

#### DIPLOMA COURSE

Coloratura Singing, Italian, German and French Arias, Studies from Opera and Oratorio, Recitative and advanced vocalises, Repertoire of at least fifty Songs from the classical and modern schools.

Study of French, Italian and German Musical History and Biography, Sight Singing and musical dictation, harmony; continued study of the piano.

#### REQUIREMENTS FOR DIPLOMA IN VOICE

Candidates for diploma in voice are required to finish the Freshman literary work: to have one year each in French and German or two in either; they must complete the Freshman course in Piano and two years in Theory and Harmony of Music and one year in Musical History. All graduates are required to give a public recital.

#### CHORAL CLASS

The Choral Class is composed of all voice students and other pupils who sing. It meets twice a week for rehearsal, under the direction of the Head of the Voice Department. This is a strong feature of this department. Public concerts, both sacred and secular, are given during the year. The class has been large the past year and besides its own improvement, has furnished a fine quality of music for the College and Community.

## DEPARTMENT OF EXPRESSION

MISS DONAGHY

"Of equal honor with him who writes a grand poem is he who reads it grandly." The aim of this course is to correct

bad habits of speech, to develop such ease of manner and grace of body; to secure proper pronunciation and enunciation in reading alond; to cultivate a taste for the best literature and become able to interpret it to others. This department maintains that expression is the manifestation of individual character, a revelation of personality, and that mechanical "systems" and "rules" based on imitation, fail to develop and reveal the powers of the individual. This course is intended to meet the demands, not only of those who contemplate a professional career, but of all desirous of acquiring the alibity of reading with pleasing utterances.

Special work requires two hours individual work per week. Class work requires three hours per week, six in a class.

A student of this department who satisfactorily completes a course prescribed by the teacher and who has completed creditably the course in a good high school will be awarded a diploma in Expression.

Ι

Studies in Vocal Expression, Dr. Curry. Principles of Gesture. Voice Culture. Platform Presentation. Physical Training.

II

Imagination and Dramatic Instinct, Dr. Curry. Interpretation of Minor Prose and Poetry. Criticism.
Platform Presentation.
Physical Training.

III

Impersonation and Character Study.

Cutting and arranging novels and plays for monologue representations.

Pantomime. Shakespeare.

Platform Presentation.

#### PHYSICAL TRAINING

Today the aim is to combine health and education. Strength of mind and strength of soul are indissolubly conjoined by the Creator. The occasional protest that schools break down gilrs would never have been heard had physical education been given its rightful place in the curriculum. This course offers an opportunity for study in every line of training given in the best public schools.

The attention of public school teachers is called to this course as especially suited to their needs and fitting them for greater usefulness in their schools and incidentally increasing their earning capacity. A few parents may request that their daughters be excused from physical training. It is almost invariably the case that such requests are made in behalf of girls who most need the work. We hope that all parents will remember that the requirements have no other basis than the needs of the student.

## ART DEPARTMENT

MISS CHEATHAM

т

The regular course in Drawing and Painting embraces four years.

Freehand drawing in Charcoal from Still Life, Geometrical solids and casts; Elementary work in ink, and water colors; Drawing and Painting from nature; elementary study of Perspective and of design.

II

Painting from Still Life and Nature; Oil and water color; Drawing from the antique busts; out door sketching; Perspective, Composition and design.

III

Cast drawing; drawing from the figure; painting in oil, water color, and pastel; Composition; Design; sketching from nature.

TV

Drawing from the figure; painting in oils, water color and

pastel, from Nature and Still Life; Composition; Design; Outdoor sketching; History of Art.

Those who are preparing to teach in the Graded Schools are advised to take the Prang Course in Drawing. This gives the student a practical knowledge of drawing, beginning with easy and finishing with difficult subjects—objects and still life, nature drawings, Geometric models, grasses, fruits, vegetables, leaves, flowers and original designs from nature.

A diploma will be awarded to the student who completes the course together with the amount of work required for admission to the Freshman year.

### COMMERCIAL COURSE

MISS TILGHAM

#### BOOK-KEEPING

This is the most important subject of the Business Course since a thorough knowledge of the science of accounts carries with it a good understanding of business in general. Book-keeping is a systematic record of business transactions; and by our method of instruction, the student obtains a clear and intelligent understanding of the elements that constitute commerce.

We use the famous "Budget system of Book-keeping and Office Practice," which teaches book-keeping just as it is practiced. The moment a student commences her course she begins to be a book-keeper. She receives and prepares business papers and makes business records. When her course is finished she will have become an actual book-keeper with a knowledge of accounts sufficient to enable her to keep any set of books in a satisfactory manner.

#### STENOGRAPHY

We teach the Gregg system, a system which is so extensively used where skillful work is done. It is very popular among reporters of court proceedings. Any young woman who has patience and perseverance, can easily become an expert in Shorthand.

So important has it become that it is considered an indis-



PARLOR

pensable part of a business education. The student will be expected to master perfectly the principles, and her work will consist in taking dictation of business letters, etc., In addition to class work the student is given much individual instructon, when will be of great value.

Required for certificate, speed of one hundred words per minute, to be transcribed neatly and accurately on the typewriter.

#### TYPEWRITING

So great is the demand for stenographers who can operate a typewriter that a boy or a girl who learns both well has a profession.

Charles Read says: "A Shorthand writer who can typewrite from his notes will be safer from poverty than a Greek scholar."

This course includes exercises in fingering, writing business letters, care of the typewriter, etc. The "Touch System" is used.

In connection with and as a part of the Commercial course, those students who are deficient in any of the following branches: Arithmetic, English Grammar (with special reference to Punctuation) and Spelling, are required to take these under capable instructors. Some of the students in the commercial course the past year secured positions and are doing well, before having quite finished the course. However, we strongly recommend that the entire course be completed before a position is taken.

## DEPARTMENT OF DOMESTIC ARTS

MISS CHEATHAM

More and more our young women of the South are realizing the necessity for an education that is utilitarian as well as cultural. The time is near at hand when no education will be considered complete that does not include a knowledge of Home Economics.

As has been stated before, our Domestic Science Hall is well

equipped with new apparatus. This is true of our Domestic Art Department.

### DOMESTIC ART

T

Plain sewing. This includes simple hand and machine sewing, cutting and fitting simple garments.

ΤI

Dress making. Students must be familiar with all kinds of hand and machine sewing, and simple garment making. This includes the making of tight fitted linings and the more elaborate gowns. Art needlework includes all the fancy stitches used in decorative needlework.

All materials furnished by the students and all articles made by them are their property. Two hours a week required.

#### DOMESTIC SCIENCE

Т

This course includes the preparing and serving of different varieties of food.

Lectures are given on the nutritive value and comparative cost of food materials and their proper selection and care.

II

This includes the more elaborate dishes: fancy foods, preserving, canning and candies.

Lectures and study of Household Chemistry. Sanitation and Economics.

Two hours a week are required for practical work. Advanced Courses open to those who desire to prepare themselves to teach.

# TABLES OF RATES ITEMIZED

# (FOR HALF YEAR)

Table Board\$50.00
Room-Rent (including heat, light, hot and cold water
baths 10.00
Front Rooms
Tuition (including all the studies in literary department
and Free Hand Drawing)
Piano (under Director)
Piano (under Assistant)
Voice
Art
Expression
Class Expression
Physical Culture 5.00
Theory 5.00
Harmony 10.00
Musical History 5.00
Use of piano one hour daily
Each additional hour
Domestic Science
Domestic Art
Business Course (including Type-writing, Stenography,
Book-keeping, Business Arithmetic Punctuation,
Spelling)
OR
Typewriting
Stenography
Book-keeping
Use of Type-writer
Library Fee (for the year) 1.00
Laboratory Fee (for the year)
Concert Fee (for the year) 1.50
Gymnasium Fee (for the year) 1.00

Medical Fee	00
This covers services of trained nurse and general visits	of
doctor. Special visits and special trained nursing will	be
charged to parents.	
T 11 1 T	

Students taking as many as three studies in literary course will be charged full tuition. Students taking two specials may take one literary study for \$12.50 or 2 for \$20.00.

A deposit of ten dollars is required as advance payment on books.

### TERMS OF PAYMENT

Each student will be required to pay not less than fifty dollars upon entrance. This does not include books, music, and stationery which must be paid for cash. In cases where extras are taken statement will be rendered as soon as schedule is made.

All of the payments will be made quarterly in advance. For the convenience of patrons, notice will be given ten days before payments become due. Students will be matriculated for the full year, except in cases where special arrangements have been made. No reduction will be made on account of tardiness in entering or going home before commencement.

#### INFORMATION

Parents are urged to make a careful study of the list of expenses, then decide what courses their daughters are to pursue, in this way they are able to tell exactly what their expenses will be. Special arrangements are made for the daughters of ministers.

A discount of 10 per cent, will be made where two or more students come from the same home.

Parents are urged to have the dressmaking and dentistry attended to before leaving home. The eyes should be tested also if there are signs of weakness.

No uniform is required, simplicity in dress is urged.

Each room will be supplied with two electric light bulbs per year. Extra bulbs must be paid for by occupants of the room.

All baggage must be plainly marked with owners name.





Y. W. C. A. CABINET

Each teacher and student must provide her own towels, napkins, sheets, pillow-cases, blankets, counterpane, and one glass and teaspoon for use in her own room.

No visitors received during school hours or on Sunday.

Each article of the student's wardrobe must be plainly marked with her full name.

Damage done to furniture and all breakage will be charged to the one doing the damage. When this cannot be ascertained the damage will be assessed to the occupants of the room.

Young ladies will not be allowed to spend the night outside the College except in company of parents.

No study for which extra charges are made may be taken up without the written permission of parent or guardian, and when taken up must not be discontinued, unless on account of health.

Students or teachers entertaining guests in the College will leave name, and name of person whom they are visiting, with the Lady Principal, and will be charged at the rate of one dollar per day, which must be paid cash by the student, and not charged on her account.

The President and Lady Principal are glad to give any desired information. They are anxious to do all in their power for the welfare of those placed under their care. They are glad to hear from the parents at any time.

The office contains an ample safe where money or valuables for the girls may be kept. We will not be responsible for anything of value which is left lying carelessly around.

Each student should provide herself with an umbrella, a pair of overshoes, and a waterproof cloak.

Young ladies are required to care for their own rooms and keep them neat and open to inspection by the teacher on duty.

Parents may designate those to whom their daughters may write.

Application for room must be accompanied with \$5.00, which will be credited on account for first quarter. Rooms will be reserved in the order in which they are applied for.









