UNIVERSITY OF KENTUCKY

LEXINGTON

Registrar's Office

August 20, 1949

Mrs. Caroline Parrish Thomas
Registrar
Georgia State Women's College
Valdosta, Georgia

Dear Mrs. Thomas:

I have been asked to prepare a report on Freshman Admission to Southern Institutions of Higher Education to be presented at the annual meeting of the Southern Association of College and University Registrars in November. If you will co-operate by returning the enclosed sheets with the information asked for, I will appreciate it immensely. I have made every effort to save your time by keeping the questionnaire as simple as possible.

Thanks in advance for your co-operation.

Sincerely,

Lee Sprowles

Lee Sprowles
Registrar

LS:mch

Encl: questionnaire on Freshman Admission
to Southern Institutions of Higher Education

Admission about the same now as 15 years ago.
Returned Sept 1, 1949

AMERICAN ASSOCIATION OF COLLEGIATE REGISTRARS AND ADMISSIONS OFFICERS

COMMITTEE ON REVISION OF CONSTITUTION AND BY-LAWS

Emma E. Deters, University of Buffalo
Edward J. Mathews, University of Texas
Fred L. Kerr, University of Arkansas
James R. Sage, Iowa State College
Ira M. Smith, University of Michigan, Chairman

May 10, 1949

To the Members of AACRAO:–

On April 30, 1948 the Committee on Revision of the Constitution and By-Laws mailed a letter and copy of the Constitution to each member of the Association and requested suggestions for changes. A considerable number of suggestions were received. The suggested changes were reviewed by the committee, and a progress report was made to the Executive Committee of the Association. This progress report was reviewed and considered by the Executive Committee at their Cincinnati meeting held in November, 1948.

The Executive Committee reported back to the Committee on Revision with certain recommendations on the suggested proposed revisions. The Executive Committee urged early consideration of a change in name of the Association, basing their recommendation on reports revealing to the Executive Committee that a considerable number of college admissions officers had a feeling that they did not properly belong to an association composed only of registrars.

After careful consideration of this matter, the Committee on Revision made a definite recommendation at the Columbus meeting of the Association that the name of the Association be changed to the American Association of Collegiate Registrars and Admissions Officers. This recommendation was approved by the necessary vote of the Association in accordance with the Constitution.

The Committee on Revision held several meetings at the Columbus Convention and conferred with the Executive Committee relative to certain proposed revisions. A brief progress report was made to the Association at the Business Session on Thursday morning, April 28, 1949. A statement was made at that time that the entire membership of the Association would again be asked to review the proposed changes and send comments and suggestions to the Chairman of the Revision Committee as early as practicable so that the Committee on Revision could again make a progress report to the Executive Committee for its consideration at the fall meeting of the committee in October or November, 1949. We are, therefore, placing in your hands the proposed revision unanimously approved by the Committee on Revision and urge each member of the Association to send comments on the proposed changes, *as early as practicable,* to the Chairman,

Registrar Ira M. Smith
University of Michigan
Ann Arbor, Michigan

Upon receipt of these comments the Committee on Revision will then reconsider the proposed changes in the light of suggestions received and will forward a report to the Executive Committee for review before finally submitting the proposed changes to the Association for final action at the San Francisco meeting in April, 1950.

Thanks for an early reply.

Respectfully,

Ira M. Smith, Chairman
Committee on Revision of
Constitution and By-Laws

OLD CONSTITUTION OF THE AMERICAN ASSOCIATION OF COLLEGIATE REGISTRARS

Article I—Name

The name of the organization shall be the American Association of Collegiate Registrars (hereafter referred to as the A.A.C.R.)

Article II—Purpose

The purpose of this Association shall be to provide by means of annual conferences and otherwise, for the spread of information on problems of common interest to its members, and to contribute to the advancement of education in America.

Article III—Membership

Section 1. Active Membership. Any officer charged with the duty of registration, or of passing upon entrance credentials, or of recording the standing of students in any recognized institution of higher learning in the United States or in Canada, shall be eligible to active membership. It is understood that membership is either institutional or personal and that in institutions where there are two or more co-ordinate officers in charge of the duties referred to above, each such officer may become an active member.

Section 2. Associate Membership. Subordinate members of the staff of any officer qualified for active membership may be enrolled as associate, nonvoting members of the Association.

Section 3. Honorary Membership. Honorary membership may be recommended by any member of the Association to the Executive Committee. Election to honorary membership will rest with the Executive Committee, but only those who continue in some educational work, or who are retiring from active service, and only those who have been in the profession long enough, or who have been sufficiently active in the Association to warrant the assumption that they are interested in the Association's progress will be elected by the Executive Committee.

Article IV—Officers

Section 1. The officers of the Association shall be a president, a first vice-president, a second vice-president, a secretary, a treasurer, and an editor. All officers, except the editor, shall be elected by ballot at the annual meeting, a majority vote of those present and voting being necessary to elect. The editor shall be appointed by the Executive Committee. With the exception of the treasurer, they shall hold office from the adjournment of the meeting at which they are elected until the adjournment of the meeting in which their successors are elected. The treasurer shall hold office from the beginning of the fiscal year following his election until the close of the fiscal year in which his successor is elected.

Section 2. The officers named in Section 1, together with the immediate past president, the chairman of the Committee on Special Projects, and the chairman of the Committee on Regional Associations, shall constitute an Executive Committee, with power to fix the time and place of the next annual meeting as provided in the by-laws, to assist the president in arranging the program, and to make other necessary arrangements.

PROPOSED CONSTITUTION OF THE AMERICAN ASSOCIATION OF COLLEGIATE REGISTRARS AND ADMISSIONS OFFICERS

Article I. Name

The name of the organization shall be the American Association of Collegiate Registrars and Admissions Officers (hereafter referred to as the A.A.C.R.A.O.).

Article II. Purpose

The purpose of this Association shall be to promote the advancement of higher education in its fullest and broadest implications.

Section 1. This organization shall aim specifically to advance and professionalize the office or offices of admissions, registration, and records as established and authorized particularly in our member institutions as well as in other institutions worthily serving the cause of higher education. Any auxiliary educational activity directed toward the attainment of this aim is within the purpose of this Association. It is not an accrediting agency.

Section 2. Among the activities severally accepted and understood to be within the established authority and jurisdiction of this Association for the fulfillment of these purposes and aims are the following: (*a*) the holding of annual conferences or conventions, (*b*) the publication of regular or special bulletins, (*c*) the promotion of affiliated associations of regional jurisdiction, (*d*) the sponsoring of area meetings, (*e*) the conducting of co-operative investigations, studies, and surveys, either on the initiative of this Association or in joint responsibility with other organizations of similar general purpose, and (*f*) the dissemination of information on problems of common interest to its members.

Article III. Membership

Section 1. Membership is institutional. Any institution of higher learning in the United States officially recognized by the U. S. Office of Education, or any institution in any other country approved by the Executive Committee of A.A.C.R.A.O. is eligible for membership. Membership entitles the institution to one vote, to one subscription to *College and University*, and to one copy each of other publications of the Association. Each member institution is entitled to be represented by one individual who is responsible for admissions or registration or records. In institutions where more than one officer is responsible for these duties, each additional officer may become affiliated with the Association upon payment of a fee, be listed under the institutional membership, and receive the publications of the Association. The administrative head of the institution may designate the voting representative.

Section 2. Separate divisions of colleges and universities of complex organization recognized and administered as independent or semiautonomous institutions (except for restrictions imposed by law or charter) may be considered institutions within the meaning of this article, as determined by the Executive Committee, and each of these divisions shall be eligible to membership.

Section 3. Honorary Personal Membership. Individuals may be recommended to the Executive Committee for honorary personal membership by any institutional representative listed by the Association. Election to honorary personal membership will rest with the Executive Committee, but only those who continue in some educational work, who are retiring from active service, who have been in the profession long enough, or who have been sufficiently active in the Association to warrant the assumption that they are interested in the Association's progress will be elected by the Executive Committee.

Article IV. Officers

Section 1. The officers of the Association shall be a president, a first vice-president, a second vice-president, a secretary, a treasurer, and an editor. All officers, except the editor, shall be elected by ballot at the annual meeting, a majority vote of those present and voting being necessary to elect. The editor shall be appointed by the Executive Committee. With the exception of the treasurer, they shall hold office from the adjournment of the meeting at which they are elected until the adjournment of the meeting at which their successors are elected. The treasurer shall hold office from the beginning of the fiscal year following his election until the close of the fiscal year in which his successor is elected. With the exception of the editor, no officer shall be eligible to serve more than one term consecutively in any office.

Section 2. The officers named in Section 1, together with the immediate past president, the chairman of the Committee on Special Projects, and the chairman of the Committee on Regional Associations, shall constitute an Executive Committee, with power to fix the time and place of the next annual meeting as provided in the bylaws, to assist the president in arranging the program, and to make other necessary arrangements. The Executive Committee shall conduct the business of the Association in the period between the annual meetings.

Article V—Affiliated Regional Association Conference

The Affiliated Regional Association Conference (hereafter referred to as the A.R.A.C.) shall be composed of delegates from affiliated regional associations of registrars. The conference and the executive committee jointly shall have power to co-ordinate the activities of the regional associations and the A.A.C.R.

Article VI—Amendments

This constitution may be amended at any annual meeting by a two-thirds vote of the members present and voting, provided that notice of the proposed amendment has been sent to the members at least one month in advance of the meeting. An amendment not thus proposed in advance may be adopted by a four-fifths vote of the members present and voting.

BY-LAWS

Article I—Fees

Section 1. The annual membership fee for active members shall be $10.00 and for associate members $3.00. The fee shall, in both cases, include a subscription to the Journal.

Section 2. Any member who shall fail to pay annual dues for two consecutive years will, after notice in writing from the treasurer, be dropped automatically from the list of members.

Section 3. There shall be a convention registration fee of two dollars ($2.00) paid by one representative of each institution represented at the annual convention.

Section 4. There shall be no membership or registration fee for honorary members. Such members shall be given complimentary subscriptions to the Journal.

Article II—Meetings

Section 1. The Association shall hold an annual meeting in April of each year, the location and date to be chosen by the Executive Committee, which shall also have the power to advance, postpone, or omit an annual meeting in case of emergency.

Section 2. The geographical rotation scheme for the location of meetings, as adopted at the Atlanta convention in 1927, shall be followed; provided, however, that a variation may be made in any year for good and sufficient reason by action of the Executive Committee or by vote of the Association.

Article III—Term of Office and Duties of Officers

Section 1. The president and two vice-presidents shall hold office for one year each. The secretary and treasurer shall hold office three years each. The editor shall hold office until his successor is appointed. Should any annual meeting be omitted, or the time for it changed, the time between two consecutive meetings shall be counted as one year in the administration of the provisions of this section.

Section 2. The president shall assume full responsibility for all the general activities of the Association, conduct all necessary correspondence with the members in regard to the annual program, and, with the assistance of the Executive Committee, arrange the program. All bills must be approved by the president before payment.

Section 3. The first vice-president shall act as the chief assistant of the president, and shall succeed to that office in case it becomes vacant.

Section 4. The second vice-president shall have charge of the campaign for extending the membership of the Association. This officer, together with the president, secretary, and treasurer, shall determine eligibility for membership in the Association. He shall succeed to the presidency in case of a vacancy in both the preceding offices.

Section 5. The secretary shall keep an accurate list of the members of the Association, correcting same from time to time upon the advice of the treasurer. He shall be the custodian of the records of the Association. He shall keep the minutes of the annual meeting and of the meetings of the Executive Committee.

Section 6. In addition to the usual duties of the office, the treasurer shall collect the membership dues and shall report changes in the list of members to the president, second vice-president, secretary and editor. He shall secure the approval of the president on all bills before payment. He shall prepare an informal report to be presented to the members of the Association at the time of the annual meeting. At the close of the fiscal year, he shall make a complete formal report, audited by a certified public accountant, to be presented to the Executive Committee for publication in the next issue of the Journal. The expense of the audit shall be defrayed by the Association.

Article V. Amendments

This constitution may be amended at any annual meeting by a two-thirds vote of the members present and voting, provided that notice of the proposed amendment has been sent to the members at least one month in advance of the meeting. An amendment not thus proposed in advance may be adopted by a four-fifths vote of the members present and voting.

BYLAWS

Article I. Fees

Section 1. The annual institutional membership fee shall be $10.00. For each additional membership from a member institution the fee shall be $3.00. Each membership fee shall include a subscription to *College and University*.

Section 2. Any member who shall fail to pay annual dues before the close of the fiscal year will, after notice of reminder in writing from the treasurer and after approval of the Executive Committee, be dropped from the list of members.

Section 3. There shall be a convention registration fee of $2.00 paid by each person attending the convention who is listed under institutional membership, except members of the families of Association members, commercial exhibitors, and official guests.

Section 4. There shall be no membership or registration fee for honorary personal members. Such members shall be given complimentary subscriptions to *College and University*.

Article II. Meetings

Section 1. The Association shall hold an annual meeting in April of each year, the location and date to be chosen by the Executive Committee, which shall also have the power to advance, postpone, or omit an annual meeting in case of emergency.

Section 2. The geographical rotation scheme for the location of meetings, as adopted at the Atlanta convention in 1927, shall be followed; provided, however, that a variation may be made in any year for good and sufficient reason by action of the Executive Committee or by vote of the Association.

Article III. Term of Office and Duties of Officers

Section 1. The president and the two vice-presidents shall hold office for one year each. The secretary and the treasurer shall hold office for three years each. The editor shall begin his term of office with the October issue of *College and University* and shall hold office until his successor is appointed. He shall hold office for a term of three years and shall be eligible for reappointment. Should any annual meeting be omitted, or the time for it be changed, the time between two consecutive meetings shall be counted as one year in the administration of the provisions of this section.

Section 2. The president shall assume full responsibility for all the general activities of the Association, conduct all necessary correspondence with the members in regard to the annual program, and with the assistance of the Executive Committee, arrange the program. All bills must be approved by the president before payment.

Section 3. The first vice-president shall act as the chief assistant to the president and shall succeed to that office in case it becomes vacant.

Section 4. The second vice-president shall have charge of the campaign for extending the membership of the Association. This officer, together with the president, secretary, and treasurer, shall, in doubtful cases, determine eligibility for membership in the Association. He shall succeed to the presidency in case of a vacancy in both of the preceding offices.

Section 5. The secretary shall be the custodian of the records of the Association. He shall keep the minutes of the annual meeting and of the meetings of the Executive Committee.

Section 6. In addition to the usual duties of the office, the treasurer shall keep an accurate list of the members of the Association and collect the membership dues. He shall report changes in the membership list to the president, second vice-president, and editor. He shall secure the approval of the president on all bills before payment. He shall prepare an informal report to be presented to the members of the Association at the time of the annual meeting. At the close of the fiscal year, he shall make a complete formal report, audited by a certified public accountant, to be presented to the Executive Committee for publication in the next issue of *College and University*. The expense of the audit shall be defrayed by the Association. The treasurer shall be bonded in an amount decided by the Executive Committee.

Section 7. The editor shall edit, publish, and distribute the JOURNAL of the Association and any other official publications issued in the name of the Association.

Section 8. The Executive Committee shall have authority between annual meetings to fill any vacancy not otherwise provided for in this article.

ARTICLE IV—REGIONAL ASSOCIATIONS

Section 1. Any group of registrars may form a regional association, with the right to (a) determine its own constitution in accordance with local needs but in every respect consistent with the constitution of the A.A.C.R.: (b) to determine its own boundary lines with due consideration for those of existing regional associations, and to determine its own membership of collegiate institutions or the appropriate officers thereof; (c) to elect its own officers, to conduct its meetings according to regional interests and needs, and to determine its membership fees, number of meetings, etc., except as hereinafter provided.

Section 2. Any regional association of college registrars may become affiliated with the A.A.C.R. on the following terms:

(a) The regional association shall appoint or elect an official delegate, preferably the president or a past president of that association, to the A.R.A.C.

(b) These delegates shall meet once a year with the Executive Committee of the A.A.C.R. at the time of the annual meeting of the Association to plan jointly a coordinated program of activity for the A.A.C.R and the regional associations.

(c) The regional association shall submit to the editor for publication in the JOURNAL, subject to his approval, the program and proceedings of its annual meeting and the best papers, studies, or projects presented at each annual or other meeting.

Section 3. If feasible, regional association meetings shall be held annually, but at a time not conflicting with the national meeting.

ARTICLE V—COMMITTEES

Section 1. There shall be a Budget Committee consisting of the past president, who shall act as chairman, and three additional members including the president, the president-elect, and the treasurer. Should any of these members be unable to serve, the retiring president shall appoint a substitute.

Section 2. There shall be a standing Committee on Special Projects of five or more members, appointed by the president, whose duty it shall be to supervise any special projects referred to it by the Association, to co-ordinate so far as possible the activities of the Association and of individual members or groups of members in educational research, and to collect and disseminate information concerning study projects undertaken by various members.

Section 3. There shall be appointed by the president a Nominating Committee of five members whose duty it shall be to select nominees for the several elective offices and report to the Association on the second day of the annual meeting. At this time, opportunity shall be given for additional nominations from the floor.

Section 4. The editorial staff shall consist of the editor and nine associate editors appointed annually by the editor. The editor shall be responsible for the distribution of work among the associate editors.

Section 5. Nothing in this article shall be construed as preventing the appointment of additional standing or special committees deemed necessary for the work of the Association.

ARTICLE VI—FISCAL YEAR

The fiscal year of the Association shall extend from June 1 to May 31.

ARTICLE VII—AMENDMENTS

These by-laws may be amended at any annual meeting by a majority vote of the members present and voting, provided that notice of the proposed amendment has been sent to the members at least one month in advance of the meeting. An amendment not thus proposed in advance may be adopted by a two-thirds vote of the members present and voting.

Section 7. The editor shall edit, publish, and distribute *College and University* and any other official publications issued in the name of the Association.

Section 8. The Executive Committee shall have authority between annual meetings to fill any vacancy not otherwise provided for in this article.

ARTICLE IV. REGIONAL ASSOCIATIONS

Section 1. The Association shall encourage the formation of regional associations, each with the right (*a*) to determine its own constitution in accordance with local needs but in every respect consistent with the constitution of the A.A.C.R.A.O.; (*b*) to determine its own boundary lines with due consideration for those of existing regional associations, and to determine its own membership of collegiate institutions or the appropriate officers thereof; (*c*) to elect its own officers, to conduct its meetings according to regional interests and needs, and to determine its membership fees, number of meetings, etc., except as hereinafter provided.

Section 2. Regional associations are encouraged to become affiliated with the A.A.C.R.A.O. and to submit to the editor for publication in *College and University*, subject to his approval, the program and proceedings of its annual meeting and such papers, studies, or projects as will be of general interest.

ARTICLE V. COMMITTEES

Section 1. There shall be a Budget Committee consisting of the past president, who shall act as chairman, the retiring president, the incoming president, and the treasurer. Should any of these members be unable to serve, the retiring president shall appoint a substitute.

Section 2. There shall be a standing Committee on Special Projects of five or more members, each member to be appointed by the president for a term of three years, whose duty it shall be to supervise any special projects referred to it by the Association, to co-ordinate so far as possible the activities of the Association and of individuals or groups of individuals in educational research, and to collect and disseminate information concerning study projects undertaken by various individuals.

Section 3. There shall be a standing Committee on Regional Associations whose duty it shall be to advise and to co-ordinate the work of the regional associations. Its membership shall be determined and be appointed by the president.

Section 4. The chairman of the Committee on Special Projects and the chairman of the Committee on Regional Associations shall be appointed by the president for a term of three years, and they shall be eligible for reappointment for a second term of three years.

Section 5. There shall be appointed by the president a Nominating Committee of five members, two of whom shall be members of the Nominating Committee of the previous year, whose duty it shall be to select nominees for the several elective offices and to report to the Association on the second day of the annual meeting. At this time, opportunity shall be given for additional nominations from the floor.

Section 6. The editorial staff shall consist of the editor and nine associate editors appointed annually by the editor. The editor shall be responsible for the distribution of work among the associate editors.

Section 7. The president shall be ex officio a member of all committees except the Nominating Committee.

Section 8. Nothing in this article shall be construed as preventing the appointment of additional standing or special committees deemed necessary for the work of the Association.

ARTICLE VI. FISCAL YEAR

The fiscal year of the Association shall extend from June 1 to May 31.

ARTICLE VII. AMENDMENTS

These bylaws may be amended at any annual meeting by a majority vote of the members present and voting, provided that notice of the proposed amendment has been sent to the members at least one month in advance of the meeting. An amendment not thus proposed in advance may be adopted by a two-thirds vote of the members present and voting.

File : aacr

Georgia School of Technology
Atlanta, Georgia

SOUTHERN ASSOCIATION OF COLLEGE AND UNIVERSITY REGISTRARS

Dear Registrar:

The Southern Association of College and University Registrars has now reconstituted itself, adopted a constitution, and is in the process of organization into a valuable and long-needed association of college registration officials in our Southern region.

Enclosed are the minutes of our meeting in Louisville, Kentucky, on December 1, a copy of the Constitution and By-laws, and a roster of the registrars who attended.

According to Article II of the By-laws the annual dues for each "institutional member" is five dollars, which includes representation at the annual meeting by the registrar of the institution. Additional members of the staff of the registrar or other interested persons may, if they wish, become "individual members" by payment of one dollar per year.

This letter is sent to you to make two requests:

1. Forward to Miss Maple Moores, University of Kentucky, the dues of your institution for the current year, and of any individual member.
   Checks should be made out to "Maple Moores, Treasurer".

2. Notify Miss Moores if you will be able to attend a luncheon of Southern Registrars on Wednesday, April 21, during the annual convention of the American Association of Collegiate Registrars in Philadelphia.

I ask of you your interest, cooperation, and support.

Sincerely yours,

Lloyd W. Chapin

Lloyd W. Chapin
President

LWC/EB

February 14, 1948

MEETING OF THE SOUTHERN ASSOCIATION OF COLLEGE AND UNIVERSITY REGISTRARS

Louisville, Kentucky, December 1, 1947

The Southern Association of College and University Registrars met in the Derby Room of the Brown Hotel, Louisville, Kentucky, at 2:30 p.m., Monday, December 1, 1947. Sixty-one persons were present, representing 53 institutions in 10 states of the southern area. A list of those attending, by states and institutions, is appended.

The meeting was called to order by the President, Mr. Lloyd Chapin, Registrar of Georgia School of Technology. Mr. Chapin reviewed briefly the history of the organization, which was formed in Memphis, Tennessee, in December, 1941, by registrars then attending the meeting of the Southern Association of Colleges and Secondary Schools. He stated that he would like to reverse the usual order and begin with an item of business; namely, the adoption of a constitution and by-laws. He presented Mr. John G. Kelly of Winthrop College, Chairman of the committee which had prepared the constitution and by-laws and submitted it to the members for consideration prior to the meeting. Each article was considered, discussed, and voted upon individually. Then the entire constitution and by-laws, as amended, was put to vote and adopted unanimously, as follows:

C O N S T I T U T I O N

O F T H E

SOUTHERN ASSOCIATION OF COLLEGE AND UNIVERSITY REGISTRARS

Article I. Name

The name of the organization shall be the Southern Association of College and University Registrars.

Article II. Purposes

The purposes of this association shall be to provide, by means of annual conferences and otherwise, for the spread of information and the interchange of ideas on problems of common interest; to contribute to the advancement of education; to foster a friendly spirit of unity and cooperation among its members; and to promote a spirit of professional pride in the work of the registrar.

Article III. Membership

Section 1. Institutional Membership. Any recognized institution of higher education shall, upon payment of annual dues, be eligible for institutional membership, which shall automatically provide individual membership for one person from that institution.

Section 2. Individual Membership. Any officer of a member institution charged with the duty of registration or of passing upon entrance credentials or of recording the standings of students may, upon payment of annual dues, become an individual member.

Section 3. Any institutional member or individual member failing to pay the annual dues for two successive years will, after notice in writing from the Treasurer, be dropped automatically from the list of members. Upon payment of one dollar ($1.00), in addition to the dues of the current year, any member thus dropped may be reinstated.

Section 4. The executive committee is empowered to investigate each application for institutional membership, and to review at any time a member's right to hold membership.

Article IV. Officers

Section 1. The officers of this association shall be a president, a vice-president, and a secretary-treasurer.

Section 2. The vice-president shall be elected by ballot at each annual meeting, a majority of those present and voting being necessary to election. He shall hold office from the adjournment of the meeting at which he is elected until the adjournment of the next annual meeting.

Section 3. The vice-president shall automatically succeed to the office of the president.

Section 4. The secretary-treasurer shall be elected by ballot, a majority of those present and voting being necessary to elect. He shall be elected for a term of three years, and may not succeed himself.

Section 5. If a vacancy occurs in an office, it shall be filled, until the next meeting, by the executive committee.

Section 6. Duties of Officers.

(a) It shall be the duty of the president to assume full responsibility for all the general activities of the Association; to conduct all necessary correspondence with the members in regard to the annual program; and, with the assistance of the executive committee, to arrange the program. He shall refer to an auditing committee the annual report of the treasurer. In case the office of the president becomes vacant, the order of succession shall be the usual one.

(b) The vice-president shall perform all the duties of the president in the absence of that officer.

(c) The secretary-treasurer shall keep an accurate list of the members of the Association; shall be the custodian of the records of the Association; shall be responsible for keeping the minutes of the annual meeting, and for submitting selected material from the programs to the editor of the Journal of the American Association of Collegiate Registrars; shall have in charge the preparation and distribution of the proceedings of the annual meeting; and shall keep the minutes of meetings of the executive committee. He, as treasurer, shall collect the membership dues, and shall make an annual report at the annual meeting, this report having been first submitted to the executive committee.

Article V. Executive Committee

The officers of the Association shall constitute an executive committee with power to fix the time and place of the next annual meeting, to assist the president in arranging the program and in making other necessary arrangements, and shall have power and authority over the affairs of the Association during the interim between its meetings.

Article VI. Amendments

This constitution may be amended at any annual meeting by a two-thirds vote of the members present and voting, provided the substance of the proposed amendment shall have been submitted in the call for the meeting, or at the previous meeting.

B Y * LAWS

Article I. Meetings

Section 1. The annual meeting of the Association shall be held at a time and place to be fixed by the executive committee after discussion by the members at the previous annual meeting.

Section 2. Special meetings of the Association may be called by the executive committee.

Article II. Dues

Section 1. Annual dues for each institutional member shall be five dollars ($5.00), payable on or before October 15.

Section 2. Annual dues for each individual member shall be one dollar ($1.00), payable on or before October 15.

Article III. Committees

Section 1. A nominating committee of three members shall be appointed by the president for each annual meeting.

Section 2. A committee on registration and introductions shall be appointed by the president for each annual meeting.

Section 3. A committee on resolutions shall be appointed by the president for each annual meeting.

Section 4. An auditing committee shall be appointed by the president for each annual meeting. This committee shall audit the treasurer's books for the preceding year.

Section 5. Such other committees as seem necessary for the welfare of the Association may be appointed by the President.

Article IV. Amendment

These by-laws may be amended by majority vote at any meeting, provided the substance of the proposed amendment shall have been submitted in writing to the executive committee prior to the first session of the meeting. The executive committee shall present such proposals to the Association at the first session of the meeting.

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President Chapin introduced Mr. G. E. Metz, of Clemson College, who discussed the question of transcript forms, with a view to promoting more uniformity in the items to be included in a transcript of credits. Mr. Metz read from a set of standards which had been adopted by the American Association of Collegiate Registrars, and asked, as each standard was read, for a show of hands indicating the policies of those present. The presentation of this matter was followed by a general discussion of policies with respect to transcripts. It was suggested that a project for the registrars in this regional association might be a further study of the subject, with a possible view to offering suggestions for changes to the national association.

The President called for a report from the Nominating Committee. The chairman of the committee, Mr. R. F. Thomason, of the University of Tennessee, presented the following nominations: For President, Lloyd Chapin, Registrar of Georgia School of Technology; for Vice President, William H. Vaughan, Registrar of George Peabody College for Teachers; and for Secretary-Treasurer, Maple Moores, Assistant Registrar of the University of Kentucky. President Chapin then asked Mr. Kelly to take the chair and conduct the election. Mr. Kelly called for nominations from the floor, upon which a motion was made and seconded that the report of the Nominating Committee be accepted. When put to a vote, the motion was carried unanimously and the persons named by the committee were declared elected.

President Chapin called attention to the next meeting of the National Association in Philadelphia, April 19-22, and expressed the hope that all present would plan to attend.

The meeting was adjourned.

Maple Moores
Secretary

LIST, BY STATES AND INSTITUTIONS, OF PERSONS WHO ATTENDED THE MEETING OF THE SOUTHERN ASSOCIATION OF COLLEGE AND UNIVERSITY REGISTRARS
December 1, 1947

ALABAMA

Alabama Polytechnic Institute, Auburn - Charles Wesley Edwards, Registrar
Huntingdon College, Montgomery - Paul T. Stone, Dean
St Bernard College, St. Bernard - John Capesius, Dean
Spring Hill College, Mobile - Andrew C. Smith, Dean
State Teachers College, Troy - R. H. Ervin, Registrar
University of Alabama, University - William F. Adams, Dean of Admissions

FLORIDA

Florida State University, Tallahassee - C. P. Hogarth, Registrar
University of Florida, Gainesville - R. S. Johnson, Registrar

GEORGIA

Agnes Scott College, Decatur - S. G. Stukes, Dean of the Faculty
Armstrong Junior College, Savannah - Arthur M. Gignilliat, Registrar
Emory University, Emory - L. L. Clegg, Director of Student Aid and Placement
Emory University, Emory - J. G. Stipe, Director of Admissions
Emory at Oxford, Oxford - Virgil Y. C. Eady, Dean
Emory at Oxford, Oxford - R. A. Thorne, Registrar
Georgia School of Technology, Atlanta - Lloyd W. Chapin, Registrar
La Grange College, La Grange - E. A. Barley, Dean-Registrar
North Georgia College, Dahlonega - W. D. Young, Registrar
Truett-McConnell Junior College, Cleveland - Mrs. J. H. Spears, Registrar

KENTUCKY

Asbury College, Wilmore - Clara Mikkelson, Registrar
Eastern State Teachers College, Richmond - M. E. Mattox, Registrar
Lindsey-Wilson Junior College, Columbia - Cyrintha Terry, Registrar
Mount St. Joseph Junior College, Maple Mount - Mother Laurine Sheeran, President
Morehead State Teachers College, Morehead - Warren C. Lappin, Registrar
Murray State Teachers College, Murray - Cleo Gillis Hester, Registrar
Nazareth College, Louisville - Sister Mary Paul Walsh, S. C. N., Registrar
Sue Bennett College, London - Mabel E. Parsons, Registrar
Transylvania College, Lexington - Pearl Anderson, Registrar
University of Kentucky - Lexington - Ezra L. Gillis, Director of Source Materials in Higher Education
University of Kentucky, Lexington - Dorothy Linville, Officer of Admissions
University of Kentucky, Lexington - Mary Page Milton, Recorder
University of Kentucky, Lexington - Maple Moores, Assistant Registrar
University of Kentucky, Lexington - Maurice F. Seay, Dean of the University and Registrar
University of Louisville, Louisville - Ralph E. Hill, Registrar
Ursuline College, Louisville - Sister Agnes Marie, Dean
Ursuline College, Louisville - Sister M. Patrice, Registrar
Villa Madonna College, Covington - Sister M. Irmina, O. S. B., Registrar
Western State Teachers College, Bowling Green, - E. H. Canon, Registrar

LOUISIANA

Southeastern Louisiana College, Hammond - C. J. Hyde, Registrar
Xavier University, New Orleans - Robert Smith Shea, Registrar

MISSISSIPPI

Millsaps College, Jackson - E. S. Wallace, Registrar
University of Mississippi, University - A. J. Lawrence, Registrar

NORTH CAROLINA

Davidson College, Davidson - C. K. Brown, Dean of the Faculty
East Carolina Teachers College, Greenville - J. K. Long, Registrar
Lenior-Rhyne College, Hickory - E. L. Setzler, Dean and Registrar
North Carolina State College, Raleigh - W. L. Mayer, Director of Registration

SOUTH CAROLINA

The Citadel, Charleston - C. F. Myers, Jr., Registrar
Clemson Agricultural College, Clemson - G. E. Metz, Registrar
Lander College, Greenwood - Katie H. Hollingsworth, Registrar
Winthrop College, Rock Hill - John G. Kelly, Registrar
Woman's College of Furman University, Greenville - Elizabeth L. Jones, Dean

TENNESSEE

Austin Peay State College, Clarksville - F. G. Woodward, Dean of Instruction
East Tennessee State College, Johnson City - Frank Field, Registrar
George Peabody College, Nashville - William H. Vaughan, Registrar
Lincoln Memorial University, Harrogate - Hugh T. Ramsey, Registrar
Madison College, Madison - Mary Lillie, Registrar
Memphis State College, Memphis - R. M. Robinson, Dean
Scarritt College, Nashville - G. G. Starr, Registrar
Southern Missionary College, Collegedale - Ruby E. Lea, Registrar
University of Tennessee, Knoxville - R. F. Thomason, Registrar

TEXAS

St. Mary's University, San Antonio - Thomas J. Treadway, Dean-Registrar
Southwest Texas State College, San Marcos - Claude Elliott, Registrar

MEREDITH COLLEGE, RALEIGH, N. C.—42
Our administration building.

Meredith is a standard college for young women which first opened its doors for students in September, 1899. New buildings were completed in 1925, with accommodations for five hundred boarding students. Courses are offered in arts and sciences and in music and art.

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NATURAL COLOR POST CARD MADE IN U. S. A. BY E. C. KROPP CO., MILWAUKEE, WIS. (ADY)

Mrs. W. M. Thomas
Registrar
Ga. State Woman's College
Valdosta
Georgia

I wonder if I replied to your nice letter telling me about commencement time? If I did so, but with our Dean ill & I at my wits end & mind full. Now we are about ready to close summer school. Are you planning to go to N.A.C.W. meeting in Denver next spring? Hope you get to Colorado. Sincerely, Vera T. Thomas

American Association of Collegiate Registrars

Committee on Special Projects

Data for Annual Report on Enrollment and Degrees

GENERAL INSTRUCTIONS

Members of the Association are requested to fill out the accompanying forms as fully as their records permit and return them **not later than October 25, 1947.**

Duplicate copies of both forms are included. The duplicates are for your own files and will be of value to you when compiling this report for your institution next year.

Please do not send pages from published reports or fail to fill in the totals where called for. If each member of the Association will undertake to see that the forms for his or her institution are complete it will facilitate the publication of the report, prevent unnecessary errors in interpretations, and save the Association expense in assembling data.

Classification of Institutions.—Be sure to check the essential items at the head of both forms so that your data will be included in the proper group. Include as "University", the land grant colleges, and any institution which offers distinctly organized professional curricula in addition to a liberal arts course leading to the A. B. degree. Exceptions to this will be those institutions definitely organized as Teachers Colleges or Normal Schools. **Check ONE type only.** It is assumed that all institutions receive some support from tuition. If it is the sole or principal source of support, it should be checked. Church support may be included under private endowment. Provincial funds for Canadian institutions may be included as "State." **Check only principal sources of support.**

FORM A

Curricula.—The more common curricula are listed. However, it is expected that each institution will report its enrollment in accord with its own administrative organization. The Committee requests that modifications of the printed headings be indicated in such a way that there may be no danger of misrepresenting the situation for individual institutions in the final compilation.

Institutions such as liberal arts colleges unless they normally segregate their enrollments should report their total enrollment under "Liberal Arts". If definite enrollments in music, art, and other curricula are recognized by the college, they may be reported separately.

Similarly it is expected that as a rule all enrollments in **junior colleges** will be reported as "liberal arts, pre-professional and general," **unless definitely organized technical curricula** are offered by the junior college concerned.

In the case of Normal Schools and Teachers Colleges the same priniciple would obtain, namely in general all students preparing for the teaching profession should be reported under "Education." This item should include all **physical education, religious education** and other special education students. If, in addition, regular junior college work is offered as a distinct curriculum, registrants in that field should be reported as "Liberal Arts".

It is not necessary to separate students in these institutions on the basis of major fields unless definite and distinct curricula are offered.

In general, pre-medical, pre-legal, and other pre-professional students should be reported in item 14.

Item 22—Graduate.—Include registrants for advanced degrees—not students in undergraduate and professional curricula with first degrees unless the local plan of reporting includes such students in the graduate school.

Item 25—Under "Extension" include evening and part time students whether their class work is on the campus or not. Special or unclassed students carrying less than a full load, in classes regularly arranged for full time students, however, may be reported in items 1 to 21. No distinction need be made between students who have and who have not met the requirements for admission to the regular work of the institution.

Sub-collegiate—Include only enrollments of such students as are enrolled in an integral part of the institution. Practice schools, schools in Agriculture, etc., may be included. Extension students and correspondence study students should be included under those headings respectively even though they may not have fully met the institution entrance requirements.

FORM B

Note that two bases of classification are indicated: horizontally, according to type of degrees and vertically by major fields.

The first five columns refer to 1946 degrees only, and should include all degrees awarded during the calendar year 1946. For 1945 **corresponding** figures are requested for comparison.

Under item 4, law, and under item 6, medicine, dentistry or other similar fields, it is suggested that bachelor degrees awarded in the so-called "combined curricula," where one or more years of professional work may be substituted for the senior year in the arts college, be listed in the first column. It is further suggested that all professional degrees such as LL.B., M.D., D.D.S., which are based on more than a four year curriculum, (including the required pre-professional college work) be listed in the third column.

If the classification by major fields can not be furnished, the totals should be entered as item 9.

In cases where a part of the degrees can be classified by major fields, the balance may enter as item 7.

Item 10—This includes the Associate degree, title, or certificate as awarded by junior colleges and the junior college divisions of four-year institutions.

Item 11—This includes all collegiate certificates, not degrees, other than those included in item 10.

H. L. HEATON, Registrar
Agricultural and Mechanical College
of Texas, College Station, Texas
For Committee on Special Projects

American Association of Collegiate Registrars

Form A — *Report of Enrollment*

Read instruction sheet carefully before filling in this form.

Name of Institution.....
(Use complete, official name of institution concerned)

Location (City and State).....

Type of Institution: University ☐ Liberal Arts College ☑ Junior College ☐ Teachers College or Normal School ☐ Professional School ☐ Technical School ☐ (Check one only. See instruction sheet.)

Source of Support: Publicly supported, Federal ☐ State ☑ Municipal ☐ Privately Endowed ☐ Tuition ☐
(Check main sources of support)

Enrollment: Men ☐ Women ☑ Coeducational ☐ (Check one only)

Data furnished by Mrs William M Thomas Title Registrar Date 11-4-47

NOTE: By definition of the Association "A 'student', for any purpose of measurement of college enrollment, is considered to be any person who enrolls in any class of college grade and pays the requisite fee".

IMPORTANT: DO NOT LEAVE ANY OF THE BOXES ON THIS PAGE BLANK. SUPPLY EITHER A FIGURE OR A DASH (—) IN ALL CASES.

IMPORTANT: DO NOT report duplications. Students are not to be counted under more than one curriculum.

CURRICULA Note: Do not include duplications. Students are not to be counted under more than one curriculum.	Enrollment, Fall Semester 1947 (As of Oct. 15, 1947)			Enrollment, Fall Semester 1946 (As of Oct. 15, 1946)		
	Men	Women	Total	Men	Women	Total
1. Agriculture						
2. Architecture						
3. Art						
4. Business Admin. (Include commerce and sec. sci.)						
5. Chemistry						
6. Dentistry (Do not include pre-professicnal students)						
7. Divinity (Do not include pre-professional students)						
8. Education (include Phy. Education, Religious Educ., and other special education students)						
9. Engineering						
10. Forestry						
11. Home Economics						
12. Journalism						
13. Law (Do not include pre-professional students)						
14. Liberal A. and S. (Include all pre-professional and general)		352	352		354	354
15. Medicine (Do not include pre-professional students)						
16. Mining						
17. Music						
18. Nursing						
19. Pharmacy						
20. Veterinary Medicine (Do not inlude pre-professional students)						
21. Other curricular (Include here all who do not normally fall under one of the above classifications)						
22. Graduate						
23. TOTAL (head count) as of Oct. 15, items 1-22 inclusive.		352	352		354	354
24. Summer Session (Head count only)	(Summer Session 1947) As of Oct. 15, 1947	65	65	(Summer Session 1946) As of Oct. 15, 1946	128	132
25. Extension Students (Include evening and part time on or off campus)	As of Oct. 15, 1947			As of Oct. 15, 1946		
26. Correspondence Students	As of Oct. 15, 1947			As of Oct. 15, 1946		
27. Sub-collegiate Students						

All extension and correspondence instruction in the Univ. Sys. of Georgia, of which GSWC, is a unit, is carried ob by the Div. of Ext., 20 Ivy Street, SE, Atlanta Ga.

Return to H. L. Heaton, Registrar, Agricultural and Mechanical College of Texas, College Station, Texas, before Oct. 25, 1947.

American Association of Collegiate Registrars

Form B — *Report of Degrees Conferred*

Read instruction sheet carefully before filling in this form.

Name of Institution: Sam Houston State Teachers College

Location (City and State): Huntsville, Texas

Type of institution: University ☐ Liberal Arts College ☑ Junior College ☐ Teachers College or Normal School ☐ Professional School ☐ Technical School ☐ **(Check same classification as on Form A.)**

Data furnished by: ..... Title: .....

IMPORTANT: DO NOT LEAVE ANY OF THE BOXES ON THIS PAGE BLANK. . . . . SUPPLY EITHER A FIGURE OR A DASH (—) IN ALL CASES.

MAJOR FIELD	DEGREES FOR CALENDAR YEAR 1946 (Jan. 1, 1946 to Dec. 31, 1946)					Degrees for 1945 (Include summer and fall (Jan. 1, 1945 to Dec. 31, 1945)
	Bachelors and other first degrees	Masters degrees and other degrees representing one year of graduate work	Other professional degrees in advance of first degree	Doctor of Philosophy and other doctorates of corresponding grades	Totals 1946	
1. LANGUAGES AND LITERATURE	x x x x	x x x x	x x x x	x x x x	x x x x	x x x x
Related Fields — a. English	3				3	17
Related Fields — b. Modern Languages						
Related Fields — c. Classical Languages						
Total, Languages and Literature (Items 1-a—thru 1-c.)	3				3	17
2. PHILOSOPHY AND PSYCHOLOGY						
3. FINE ARTS (Art, Music, etc.)						1
Related Fields — a. Architecture						
Related Fields — b. Dramatic Art and Speech						1
Total, Fine arts (Items 3, thru 3-b.)						1
4. SOCIAL SCIENCE (History, Political Science, Anthropology, Sociology, Economics, Geography, etc.)	9				9	10
Related Fields — a. Law						
Related Fields — b. Business Administration						
Related Fields — c. Education, including Physical Educ.						
Related Fields — d. Divinity, Theology, Religion, Bible						
Related Fields — e. Library Training						
Related Fields — f. Journalism						
Related Fields — g.						10
Total Social Science (Items 4 thru 4-g)	9				9	10
5. MATHEMATICS and PHYSICAL SCIENCES (Physics, Chemistry, Geology, etc.)	5				5	6
Related Fields — a. Engineering (all fields except mining)						
Related Fields — b. Mines and Mining Engineering						
Related Fields — c.						
Related Fields — d.						
Total, Math. and Phys. Sciences (Items 5 thru 5-d.)	5				5	6
6. BIOLOGICAL SCIENCES (Zoology, Biology, Botany, Physiology, etc.)	3				3	5
Other Related Fields — a. Medicine						
Other Related Fields — b. Nursing						
Other Related Fields — c. Dentistry						
Other Related Fields — d. Pharmacy						
Other Related Fields — e. Agriculture						
Other Related Fields — f. Forestry						
Other Related Fields — g. Home Economics	1				1	7
Other Related Fields — h.						
Total, Biological Sciences (Items 6 thru 6-h.)	4				4	12
7. UNDETERMINED MAJOR FIELDS						
8. HONORARY DEGREES—Totals only	x x x x	x x x x	x x x x	x x x x		
9. Total all degrees conferred	Items 1-7 21	Items 1-7	Items 1-7	Items 1-7	Items 1-8 21	Items 1-8 46
10. Associate degrees or certificates (2 years)	x x x x	x x x x	x x x x	x x x x		
11. All other certificates of collegiate grade—not degrees	x x x x	x x x x	x x x x	x x x x		

Return to H. L. Heaton, Registrar, Agricultural and Mechanical College of Texas, College Station, Texas, before Oct. 25, 1947.

American Association of Collegiate Registrars

Data for Annual Report on Enrollment and Degrees for 1945-46

GENERAL INSTRUCTIONS

Members of the Association are requested to fill out the accompanying forms as fully as their records permit and return them **not later than July 15, 1946.**

Duplicate copies of both forms are included. The duplicates are for your own files if you wish to preserve a copy.

If only totals can be given it will be possible to use those in the published summaries.

Please do not send pages from published reports or fail to fill in the totals where called for. If each member of the Association will undertake to see that the forms for his or her institution are complete it will facilitate the publication of the report, prevent unnecessary errors in interpretations, and save the Association expense in assembling data.

Classification of Institutions.—Be sure to check the essential items at the head of both forms so that your data will be included in the proper group. Include as "University", land grant colleges, and any institution which offers distinctly organized professional curricula in addition to a liberal arts course leading to the A.B. degree. Exceptions to this will be those institutions definitely organized as Teachers Colleges or Normal Schools. **Check ONE type only.** It is assumed that all institutions receive some support from tuition. If it is the sole or principal source of support, it should be checked. Church support may be included under private endowment. Provincial funds for Canadian institutions may be included as "State." **Check only principal sources of support.**

FORM A

SPECIAL NOTE: An attempt will again be made this year to break down the enrollment figures into two main groups: I, Civilian students, and II, Service Units. This is important for the following reasons:

1. Civilian enrollment will show what happened to the institution in comparison with the preceding year, so far as the usual type of student is concerned.

2. Enrollment in service units will indicate the part the institution took in the training programs of the armed services, as a substitute for its usual academic instruction.

3. The two groups need to be presented separately because of the varying length of attendance involved in the work given to armed service units.

Each institution may use its own discretion as to whether it reports the figures. The Committee suggests and earnestly requests that each institution at least preserve these figures on its own copy now while they are readily available. Perhaps, later on, it may be possible to publish a supplementary report covering these items.

DEFINITIONS: Civilian enrollment (items 1-25), along with regular students, should include members of the various army, navy, and marine corps still on inactive duty and attending regular college classes.

Service units (items 26-30) will include those groups which used both the physical and instructional services of the institution, and should *exclude* those groups which used only the institution's physical facilities, with all instruction given by the service personnel. Included will be the Army Specialized Training Program, the Navy College Training Program, and a miscellaneous assortment of military and naval units on various educational levels such as Meteorology, A, B, and C programs, Pre-radar groups, Army Air Force College programs, WAC and WAVE programs, and specialized short courses of various kinds.

Curricula.—The more common curricula are listed. However, it is expected that each institution will report its enrollment in accord with its own administrative organization. The Committee requests that modifications of the printed headings be indicated in such a way that there may be no danger of misrepresenting the situation for individual institutions in the final compilation.

Institutions such as liberal arts colleges unless they normally segregate their enrollments should report their total enrollment under "Liberal Arts": If definite enrollments in music, art, and other curricula are recognized by the college, they may be reported separately.

Similarly it is expected that as a rule all enrollments in **junior colleges** will be reported as "liberal arts, pre-professional and general," **unless definitely organized technical curricula** are offered by the junior college concerned.

In the case of Normal Schools and Teachers Colleges the same principle would obtain, namely in general all students preparing for the teaching profession should be reported under "Education." This item should include all **physical education, religious education** and other special education students. If, in addition, regular junior college work is offered as a distinct curriculum, registrants in that field should be reported as "Liberal Arts."

It is not necessary to separate students in these institutions on the basis of major fields unless definite and distinct curricula are offered.

In general, pre-medical, pre-legal, and other pre-professional students should be reported in item 15.

Item 1—Net total. Give here the total number of individuals enrolled for the college year (excluding duplicate enrollments and excluding those covered by items 26 to 34).

(OVER)

Item 25—Graduate—Include registrants for advanced degrees—not students in undergraduate and professional curricula with first degrees unless the local plan of reporting includes such students in the graduate school.

Item 31—Note that the data for the summer session **preceding** the college year with which it is reported is called for.

Item 32—Under "Extension" include evening and part time students whether their class work is on the campus or not. Special or unclassed students carrying less than a full load, in classes regularly arranged for full time students, however, may be reported in items 1 to 24. No distinction need be made between students who have and who have not met the requirements for admission to the regular work of the institution.

Sub-collegiate—Include only enrollments of such students as are enrolled in an integral part of the institution. Practice schools, schools in Agriculture, etc., may be included. Extension students and correspondence study students should be included under those headings respectively even though they may not have fully met the institution entrance requirements.

Item 35—This is a net total of all individuals for the year, excluding all duplicates. If this **figure can not be furnished please indicate that fact.** It is suggested, however, that you give an approximate net figure, if the actual net cannot easily be determined.

NOTE: This year the third set of columns calls for veteran enrollment for the regular session 1945-46 (Fall 1945 and Spring 1946). Data should include total veteran enrollment (both men and women) regardless of whether or not they were in school under Public Law 16 or Public Law 346. For purposes of this report persons who were in the Merchant Marine are not to be counted as veterans.

FORM B

Note that two bases of classification are indicated: horizontally, according to type of degrees and vertically by major fields.

The first five columns refer to 1946 degrees only, and should include all degrees awarded during the academic year 1945-46. For 1945 **corresponding** figures are requested for comparison. In order that the data may be furnished complete in July, it is suggested that the degree totals for each year include those granted in June plus those granted in the **preceding** fall or summer school.

Under item 4, law, and under item 6, medicine, dentistry or other similar fields, it is suggested that bachelor degrees awarded in the so-called "combined curricula," where one or more years of professional work may be substituted for the senior year in the arts college, be listed in the first column. It is further suggested that all professional degrees such as LL.B, M.D., D.D.S., which are based on more than a four year curriculum, (including the required pre-professional college work) be listed in the third column.

If the classification by major fields can not be furnished, the totals should be entered as item 9.

In cases where a part of the degrees can be classified by major fields, the balance may enter as item 7.

In institutions in which students graduate with more than one major, adequate explanation should be appended to permit the subtraction of the correct number of duplicates in such comparisons as may be made in assembling data.

Item 10—This includes the Associate degree, title, or certificate as awarded by junior colleges and the junior college divisions of four-year institutions.

Item 11—This includes all collegiate certificates, not degrees, other than those included in item 10.

H. L. HEATON, Registrar

Agricultural and Mechanical College of Texas, College Station, Texas

For Committee on Special Projects

American Association of Collegiate Registrars

Form A — *Report of Enrollment for the Year 1945-46*

Read instruction sheet carefully before filling in this form

Name of institution: Georgia State Womans College

Location (City and State): Valdosta, Ga.

Type of institution: University ☐ Liberal Arts College ☑ Junior College ☐ Teachers' College or Normal School ☐ Professional School ☐ Technical School ☐ (Check one only. See instruction sheet.)

Source of Support: Publicly supported, Federal ☐ State ☑ Municipal ☐ Privately Endowed ☐ Tuiton ☐ (Check main sources of support)

Enrollment Limited to Men ☐ Women ☑ Coeducational ☐

Data furnished by: Caroline P. Thomas (Mrs. Wm M.) Title: Registrar

NOTE: By definition of the Association "A 'student', for any purpose of measurement of college enrollment, is considered to be any person who enrolls in any class of college grade and pays the requisite fee."

Civilian Students—read instructions carefully

CURRICULA Note: In such items as No. 7, 8, 14, 16, etc., do not include pre-professional students.	Enrollment for the year 1945-46			Enrollment for the year 1944-45			Veteran Enrollment for the year 1945-46		
	Men	Women	Total	Men	Women	Total	Men	Women	Total
1. Total academic year, excl. dupl.	0	347	347	8	365	373	0	0	0
2. Agriculture									
3. Architecture									
4. Art									
5. Business Admin. (include commerce and sec. sci.)									
6. Chemistry									
7. Dentistry									
8. Divinity									
9. Education (inc. Phys. Ed.)									
10. Engineering									
11. Forestry									
12. Home Economics									
13. Journalism									
14. Law									
15. Liberal A. and S. (inc. all pre-professional and general)	0	347	347	8	365	373	0	0	0
16. Medicine									
17. Mining									
18. Music									
19. Nursing									
20. Pharmacy									
21. Veterinary Medicine									
22. Other curricula (specify)									
23.									
24.									
25. Graduate									
Service Units									
26. Army	NONE			NONE					
27. Navy	NONE			NONE					
28. Others (specify)									
29.									
30. Total items 26-29			347						
31. Summer Session	(Summer Session 1945) 5	132	137	(Summer Session 1944) 8	134	142			
32. Extension Students (includes evening and part time)	(Year 1945-46) All ext. & corres. instr. in the Univ. Sys. of Ga., of which GSWC is a unit, is carried on by the Div. of Gen. Ext., 223 Walton St., Atlanta.			(Year 1944-45)					
33. Correspondence Students									
34. Sub-collegiate Students									
35. Net grand totals (items 2-34, excluding duplicates)	5	425	430	13	442	455			

Return to H. L. Heaton, Registrar, Agricultural and Mechanical College of Texas, College Station, Texas, before July 15, 1946.

Men are eligible for admission to the summer session and were, during the war, " " " to the jr. coll. div., but are not candidates for degrees.

American Association of Collegiate Registrars

Form B *Report of Degrees Conferred for the Year 1945-46*

Read instruction sheet carefully before filling in this form

Name of institution: Georgia State Womans College

Location (City and State): Valdosta, Ga.

Type of institution: University ☐ Liberal Arts College ☑ Junior College ☐ Teachers' College or Normal School ☐
Professional School ☐ Technical School ☐ **(Check same classification as on Form A.)**

Data furnished by: Caroline P. Thomas (Mrs. Wm. M.) Title: Registrar

MAJOR FIELD	DEGREES FOR 1945-46 (Include summer and fall 1945)					Degrees for 1944-45 (Include summer and fall 1944)
	Bachelors and other first degrees	Masters degrees and other degrees representing one year of graduate work	Other professional degrees in advance of first degree	Doctor of Philosophy and other doctorates of corresponding grades	Totals 1945-46	
1. Languages and Literature English	3				3	17
Modern Languages						
Classical Languages						
Total, Languages and Literature	3				3	17 ✓
2. Philosophy and Psychology						
3. Fine Arts (Art, Music, etc.)						1
Architecture						
Dramatic Art and Speech						
Total, Fine Arts						1 ✓
4. Social Science (History, Political Science, Anthropology, Sociology, Economics, Geography, etc.)	9				9	10
Law						
Business Administration						
Education, including Physical Educ.						
Divinity, Theology, Religion, Bible						
Library Training						
Journalism						
Total, Social Science	9				9	10 ✓
5. Mathematics and Physical Sciences (Physics, Chemistry, Geology, etc.)	5				5	6
Engineering (all fields except mining)						
Mines and Mining Engineering						
Chemistry						
Total, Math. and Phys. Sciences	5				5	6 ✓
6. Biological Sciences (Zoology, Botany, Physiology, etc.)	3				3	5
Medicine						
Nursing						
Dentistry						
Pharmacy						
Agriculture						
Forestry						
Home Economics	1				1	7
Total, Biological Sciences	4				4	12 ✓
7. Undetermined Major Fields						
8. Honorary degrees—totals only	x x x x	x x x x	x x x x	x x x x		
9. Total all degrees conferred	21				* 21	* 46 ✓
10. Associate degrees or certificates (2 years)	x x x x	x x x x	x x x x	x x x x		
11. All other certificates of collegiate grade—not degrees	x x x x	x x x x	x x x x	x x x x		

Return to H. L. Heaton, Registrar, Agricultural and Mechanical College of Texas, College Station, Texas, before July 15, 1946.

*Include honorary as well as earned degrees.

American Association of Collegiate Registrars

Data for Annual Report on Enrolment and Degrees for 1944-45

GENERAL INSTRUCTIONS

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If only totals can be given it will be possible to use those in the published summaries.

Please do not send pages from published reports or fail to fill in the totals where called for. If each member of the Association will undertake to see that the forms for his or her institution are complete it will facilitate the publication of the report, prevent unnecessary errors in interpretations, and save the Association expense in assembling data.

Classification of Institutions.—Be sure to check the essential items at the head of both forms so that your data will be included in the proper group. Include as "University" land grant colleges—and any institution which offers distinctly organized professional curricula in addition to a liberal arts course leading to the A. B. degree, except those institutions definitely organized as Teachers Colleges or Normal Schools. **Check ONE type only.** It is assumed that all institutions receive some support from tuition. If it is the sole or principal source of support, it should be checked. Church support may be included under private endowment. Provincial funds for Canadian institutions may be included as "State." **Check only principal sources of support.**

FORM A

SPECIAL NOTE: An attempt will be made this year to break down the enrolment figures into two main groups: I, Civilian students, and II, Service Units. This is important for the following reasons:

1. Civilian enrolment will show what has happened to the institution in comparison with the preceding year, so far as the usual type of student is concerned.

2. Enrolment in service units will indicate the part the institution is taking in the training programs of the armed services, as a substitute for its usual academic instruction.

3. The two groups need to be presented separately because of the varying lengths of attendance involved in the work given to armed service units.

In respect to the wishes of the Bureau of Public Relations of the War Department figures on the service units WILL NOT BE PUBLISHED. Each institution may use its own discretion as to whether it reports the figures. The Committee suggests and earnestly requests that each institution at least preserve these figures on its own copy now while they are readily available. Perhaps, later on, it may be possible to publish a supplementary report covering these items.

DEFINITIONS: Civilian enrolment (items 1-25), along with regular students, should include members of the various army, navy, and marine corps still on inactive duty and attending regular college classes.

Service units (items 26-30) will include those groups which are using both the physical and instructional services of the institution, and should *exclude* those groups using only the institution's physical facilities, with all instruction given by the service personnel. Included will be the Army Specialized Training Program, the Navy College Training Program, and a miscellaneous assortment of military and naval units on various educational levels such as Meteorology A, B, and C programs, Pre-radar groups, Army Air Force College programs, WAC and WAVE programs, and specialized short courses of various kinds.

Curricula.—The more common curricula are listed. However, it is expected that each institution will report its enrolments in accord with its own administrative organization. The Committee requests that modifications of the printed headings be indicated in such a way that there may be no danger of misrepresenting the situation for individual institutions in the final compilation.

Institutions such as liberal arts colleges unless they normally segregate their enrolments should report their total enrolment under "Liberal Arts": if definite enrolments in music, art, and other curricula are recognized by the college, they may be reported separately.

Similarly it is expected that as a rule all enrolments in **junior colleges** will be reported as "liberal arts, pre-professional and general," **unless definitely organized technical curricula** are offered by the junior college concerned.

In the case of Normal Schools and Teachers Colleges the same principle would obtain, namely in general all students preparing for the teaching profession should be reported under "Education." This item should include all **physical education, religious education** and other special education students. If, in addition, regular junior college work is offered as a distinct curriculum, registrants in that field should be reported as "Liberal Arts."

It is not necessary to separate students in these institutions on the basis of major fields unless definite and distinct curricula are offered.

In general, pre-medical, pre-legal, and other pre-professional students should be reported in item 15.

Item 1—Net total. Give here the total number of individuals enrolled for the college year (excluding duplicate enrolments and excluding those covered by items 26 to 34).

Item 25 — Graduate — Include registrants for advanced degrees—not students in undergraduate and professional curricula with first degrees unless the

(over)

local plan of reporting includes such students in the graduate school.

Item 31—Note that the data for the summer session **preceding** the college year with which it is reported is called for.

Item 32—Under "Extension" include evening and part time students whether their class work is on the campus or not. Special or unclassed students carrying less than a full load, in classes regularly arranged for full time students, however, may be reported in items 1 to 24. No distinction need be made between students who have and who have not met the requirements for admission to the regular work of the institution.

Sub-collegiate—Include only enrolments of such students as are enrolled in an integral part of the institution. Practice schools, schools in Agriculture, etc., may be included. Extension students and correspondence study students should be included under those headings respectively even though they may not have fully met the institution entrance requirements.

Item 35—This is a net total of all individuals for the year, excluding all duplicates. If this **figure can not be furnished please indicate that fact.** It is suggested, however, that you give an approximate net figure, if the actual net cannot easily be determined.

NOTE:—This year a third set of columns has been added calling for the enrolment in the fall semester or quarter. The committee feels that perhaps this figure will give a more accurate picture of the actual service load of institutions. If returns are adequate, it will be included in the published report.

FORM B

Note that two bases of classification are indicated: horizontally, according to type of degrees and vertivally by major fields.

The first five columns refer to 1945 degrees only, and should include all degrees awarded during the academic year 1944-1945. For 1944 **corresponding** figures are requested for comparison. In order that the data may be furnished complete in July, it is suggested that the degree totals for each year include those granted in June plus those granted in the **preceding** fall or summer school.

Under item 4, law, and under item 6, medicine, dentistry or other similar fields, it is suggested that bachelor degrees awarded in the so-called "combined curricula," where one or more years of professional work may be substituted for the senior year in the arts college, be listed in the first column. It is further suggested that all professional degrees such as LL.B, M.D., D.D.S., which are based on more than a four year curriculum, (including the required pre-professional college work) be listed in the third column.

If the classification by major fields can not be furnished, the totals should be entered as item 9.

In cases where a part of the degrees can be classified by major fields, the balance may enter as item 7.

In institutions in which students graduate with more than one major, adequate explanation should be appended to permit the subtraction of the correct number of duplicates in such comparisons as may be made in assembling data.

Item 10—This includes the Associate degree, title, or certificate as awarded by junior colleges and the junior college divisions of four-year institutions.

Item 11—This includes all collegiate certificates, not degrees, other than those included in item 10.

Committee on Special Projects
Fred L. Kerr, Chairman.

American Association of Collegiate Registrars

Form A — *Report of Enrolment for the Year 1944-45*

Read instruction sheet carefully before filling in this form

Name of institution: Georgia State Womans College

Location (City and State): Valdosta, Ga.

Type of institution: University ☐ Liberal Arts College ☑ Junior College ☐ Teachers' College or Normal School ☐
(Check one only.)

Professional School ☐ Technical School ☐ (Check one only. See instruction sheet.)

Source of Support: Publicly supported, Federal ☐ State ☑ Municipal ☐ Privately Endowed ☐ Tuition ☐
(Check main sources of support)

Enrolment Limited to Men ☐ Women ☑ Coeducational ☐

Data furnished by: Caroline P. Thomas (Mrs. Wm. M.) Title: Registrar

NOTE: By definition of the Association "A student for any purpose of measurement of college enrolment is considered to be any person who enrolls in any class of college grade and pays the requisite fee."

CURRICULA Note: In such items as #7, 8, 14, 16, etc., do not include pre-professional students.	Enrolment for the year 1944-45			Enrolment for the year 1943-44			Enrolment, fall semester or quarter 1944		
	Men	Women	Total	Men	Women	Total	Men	Women	Total
1. Total academic year, excl. dupl.	8	365	373	8	324	332			
2. Agriculture	8 - 365								
3. Architecture	8 - 134								
4. Art	16 - 499								
5. Business Admin. (includ commerce and sec. sci.)	13 - 442								
6. Chemistry									
7. Dentistry	3 men and 57								
8. Divinity	summer 1944								
9. Education (inc. Phys. Ed.)	students returned								
10. Engineering	1944-45								
11. Forestry									
12. Home Economics									
13. Journalism									
14. Law									
15. Liberal A. and S. (inc. all pre-professional and general)	8	365	373	8	324	332	6	335	341
16. Medicine									
17. Mining									
18. Music									
19. Nursing									
20 Pharmacy									
21. Veterinary Medicine									
22. Other curricula (specify)									
23.									
24.									
25. Graduate									
26. Army									
27. Navy									
28. Others (specify)									
29.									
30. Total items 26-29	8	365	373	8	324	332			
	(Summer Session 1944)			Summer Session 1943)					
31. Summer Session	8	134	142	13	165	178			
	(Year 1944-45)			(Year 1943-44)					
32. Extension Students (includes evening and part time)									
33. Correspondence Students									
34. Sub-collegiate Students									
35. Net grand totals (items 2-34, excluding duplicates)	13	442	455	20	407	427			

Civilian Students—read instructions carefully

Service Units

Return to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before July 15, 1945.

Men are eligible for admission to the summer session and, during the war emergency, to the Junior College division, but may not be candidates for the degree.

American Association of Collegiate Registrars

Form B *Report of Degrees Conferred for the Year 1944-45*

Read instruction sheet carefully before filling in this form

Name of institution Georgia State Womans College

Location (City and State) Valdosta, Georgia

Type of institution: University ☐ Liberal Arts College ☑ Junior College ☐ Teachers' College or Normal School ☐
(Check the same single item as on form A.)

Professional School ☐ Technical School ☐ (Check same classification as on form A.)

Data furnished by Caroline P. Thomas (Mrs. Wm. M.) Title Registrar

MAJOR FIELD	DEGREES FOR 1944-45 (Include summer and fall 1944)					Degrees for 1943-44 (Include summer and fall 1943)
	Bachelors and other first degrees	Masters degrees and other degrees representing one year of graduate work	Other professional degrees in advance of first degree	Doctor of Philosophy and other doctorates of corresponding grades	Totals 1944-45	
1. Languages and Literature English	17				17	9
Modern Languages						2
Classical Languages						
Total, Languages and Literature	17				17	11
2. Philosophy and Psychology					3	
3. Fine Arts (Art, Music, etc.)	1				1	5
Architecture						
Dramatic Art and Speech						1
Total, Fine Arts	1				1	6
4. Social Science (History, Political Science, Anthropology, Sociology, Economics, Geography, etc.)	10				10	15
Law						
Business Administration						
Education, including Physical Educ.						
Divinity, Theology, Religion, Bible						
Library Training						
Journalism						
Total, Social Science	10				10	15
5. Mathematics and Physical Sciences (Physics, Chemistry, Geology, etc.)	6				6	5
Engineering (all fields except mining)						
Mines and Mining Engineering						
Chemistry						
Total, Math. and Phys. Sciences	6				6	5
6. Biological Sciences (Zoology, Botany, Physiology, etc.)	5				5	3
Medicine						
Nursing						
Dentistry						
Pharmacy						
Agriculture						
Forestry						
Home Economics	7				7	
Total, Biological Sciences	12				12	3
7. Undetermined Major Fields	~~2~~					
8. Honorary degrees—totals only	x x x x	x x x x	x x x x	x x x x		
9. Total all degrees conferred	46				* 46	* 40
10. Associate degrees or certificates (2 years)	x x x x	x x x x	x x x x	x x x x		
11. All other certificates of collegiate grade—not degrees	x x x x	x x x x	x x x x	x x x x		

Return to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before July 15, 1945.

*Include honorary as well as earned degrees.

5 Biology - Goodwin, Chinder, Lindsey, Mitchell, Sharpe
5 Chemistry - Creed, McGeachy, Brown, Sullivan, Wolff
17 English - Becton, Bell, Collins, Corbett, Glenn, Hill, Hinton, Hodges, Johnson, Mathews, Mathis, Milvin, O'Neal, Peters, Turner, Walker, Wiley
5 Dietary - Allen, Davis, Diaz, Meinert, Pierce
7 Home Ec - Dibble, Jackson, Burgamy, Cunningham, Hall, Massey, Priddy
5 Bacc + Bac. Work - Cuthbertz, Barton, Henderson McCrary, Morgan,
1 Med - Forester
1 Music - Mann

46

The 46 above include all graduating Dec. '44, and March, June, and Summer 45.

American Association of Collegiate Registrars

Data for Annual Report on Enrolment and Degrees for 1943-44

GENERAL INSTRUCTIONS

Members of the Association are requested to fill out the accompanying forms as fully as their records permit and return them not later than July 15, 1944.

Duplicate copies of both forms are included. The duplicates are for your own files if you wish to preserve a copy.

If only totals can be given it will be possible to use those in the published summaries.

Please do not send pages from published reports or fail to fill in the totals where called for. If each member of the Association will undertake to see that the forms for his or her institution are complete it will facilitate the publication of the report, prevent unnecessary errors in interpretations, and save the Association expense in assembling data.

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FORM A

SPECIAL NOTE: An attempt will be made this year to break down the enrolment figures into two main groups: I, Civilian students, and II, Service Units. This is important for the following reasons:

1. Civilian enrolment will show what has happened to the institution in comparison with the preceding year, so far as the usual type of student is concerned.

2. Enrolment in service units will indicate the part the institution is taking in the training programs of the armed services, as a substitute for its usual academic instruction.

3. The two groups need to be presented separately because of the varying lengths of attendance involved in the work given to armed service units.

In respect to the wishes of the Bureau of Public Relations of the War Department figures on the service units WILL NOT BE PUBLISHED. Each institution may use its own discretion as to whether it reports the figures. The Committee suggests and earnestly requests that each institution at least preserve these figures on its own copy now while they are readily available. Perhaps, later on, it may be possible to publish a supplementary report covering these items.

DEFINITIONS: Civilian enrolment (items 1-25), along with regular students, should include members of the various army, navy, and marine corps still on inactive duty and attending regular college classes.

Service units (items 26-30) will include those groups which are using both the physical and instructional services of the institution, and should *exclude* those groups using only the institution's physical facilities, with all instruction given by the service personnel. Included will be the Army Specialized Training Program, the Navy College Training Program, and a miscellaneous assortment of military and naval units on various educational levels such as Meterology A, B, and C programs, Pre-radar groups, Army Air Force College programs, WAC and WAVE programs, and specialized short courses of various kinds.

Curricula.—The more common curricula are listed. However, it is expected that each institution will report its enrolments in accord with its own administrative organization. The Committee requests that modifications of the printed headings be indicated in such a way that there may be no danger of misrepresenting the situation for individual institutions in the final compilation.

Institutions such as liberal arts colleges unless they normally segregate their enrolments should report their total enrolment under "Liberal Arts": if definite enrolments in music, art, and other curricula are recognized by the college, they may be reported separately.

Similarly it is expected that as a rule all enrolments in **junior colleges** will be reported as "liberal arts, pre-professional and general," **unless definitely organized technical curricula** are offered by the junior college concerned.

In the case of Normal Schools and Teachers Colleges the same principle would obtain, namely in general all students preparing for the teaching profession should be reported under "Education." This item should include all **physical education, religious education** and other special education students. If, in addition, regular junior college work is offered as a distinct curriculum, registrants in that field should be reported as "Liberal Arts."

It is not necessary to separate students in these institutions on the basis of major fields unless definite and distinct curricula are offered.

In general, pre-medical, pre-legal, and other pre-professional students should be reported in item 14.

Item 24—"Graduate—Include registrants for advanced degrees—not students in undergraduate and professional curricula with first degrees unless the local plan of reporting includes such students in the graduate school.

Item 25—Net total. Give here the total number of individuals enrolled for the college year (excluding duplicate enrolments and excluding those covered by items 26 to 34).

(over)

Item 31—Note that the data for the summer session **preceding** the college year with which it is reported is called for.

Item 32—Under "Extension" include evening and part time students whether their class work is on the campus or not. Special or unclassed students carrying less than a full load, in classes regularly arranged for full time students, however, may be reported in items 1 to 24. No distinction need be made between students who have and who have not met the requirements for admission to the regular work of the institution.

Sub-collegiate—Include only enrolments of such students as are enrolled in an integral part of the institution. Practice schools, schools in Agriculture, etc., may be included. Extension students and correspondence study students should be included under those headings respectively even though they may not have fully met the institution entrance requirements.

Item 35—This is a net total of all individuals for the year, excluding all duplicates. If this **figure can not be furnished please indicate that fact.** It is suggested, however, that you give an approximate net figure, if the actual net cannot easily be determined.

FORM B

Note that two bases of classification are indicated: horizontally, according to type of degrees and vertically by major fields.

The first five columns refer to 1944 degrees only, and should include all degrees awarded during the academic year 1943-44. For 1943 **corresponding** figures are requested for comparison. In order that the data may be furnished complete in July, it is suggested that the degree totals for each year include those granted in June plus those granted in the **preceding** fall or summer school.

Under item 4, law, and under item 6, medicine, dentistry or other similar fields, it is suggested that bachelor degrees awarded in the so-called "combined curricula," where one or more years of professional work may be substituted for the senior year in the arts college, be listed in the first column. It is further suggested that all professional degrees such as LL.B, M.D., D.D.S., which are based on more than a four year curriculum, (including the required pre-professional college work) be listed in the third column.

If the classification by major fields can not be furnished, the totals should be entered as item 9.

In cases where a part of the degrees can be classified by major fields, the balance may enter as item 7.

In institutions in which students graduate with more than one major, adequate explanation should be appended to permit the subtraction of the correct number of duplicates in such comparisons as may be made in assembling data.

Item 10—This includes the Associate degree, title, or certificate as awarded by junior colleges and the junior college divisions of four-year institutions.

Item 11—This includes all collegiate certificates, not degrees, other than those included in item 10.

Committee on Special Projects
Fred L. Kerr, Chairman.

American Association of Collegiate Registrars

Form A — *Report of Enrolment for the Year 1943-44*

Read instruction sheet carefully before filling in this form

Name of institution: The Georgia State Womans College

Location (City and State): Valdosta, Georgia

Type of institution: University ☐ Liberal Arts College ☒ Junior College ☐ Teachers' College or Normal School ☐
(Check one only.)

Professional School ☐ Technical School ☐ (Check one only. See instruction sheet.)

Source of Support: Publicly supported, Federal ☐ State ☒ Municipal ☐ Privately Endowed ☐ Tuition ☐
(Check main sources of support)

Enrolment Limited to Men ☐ Women ☒ Coeducational ☐ Men are eligible for admission to the summer session and, during the war emergency, to the junior college division, but may not be candidates for the degree.

Data furnished by Caroline P. Thomas, Registrar Title

NOTE: By definition of the Association "A student for any purpose of measurement of college enrolment is considered to be any person who enrolls in any class of college grade and pays the requisite fee."

CURRICULA Note: In such items as #6, 7, 13, 15, etc., do not include pre-professional students.	Enrolment for the year 1943-44			Enrolment for the year 1942-43		
	Men	Women	Total	Men	Women	Total
Civilian Students—read instructions carefully						
1. Agriculture						
2. Architecture						
3. Art						
4 Business Admin. (include commerce and sec. sci.)						
5. Chemistry						
6 Dentistry						
7. Divinity						
8. Education (include Physical Education)						
9. Engineering						
10. Forestry						
11. Home Economics						
12. Journalism						
13. Law						
14. Liberal A. and S. (inc. all pre-professional and general)	8	324	332	16	249	265
15. Medicine						
16. Mining						
17. Music						
18. Nursing						
19. Pharmacy						
20. Veterinary Medicine						
21. Other curricula (specify)						
22.						
23.						
24. Graduate						
25. Net total (items 1 to 24, excluding duplicates)	8	324	332	16	249	265
Service Units						
26. Army						
27. Navy						
28. Others (specify)						
29.						
30. Total items 26-29						
	(Summer Session 1943)			(Summer Session 1942)		
31. Summer Session	13	165	178	13	142	155
	(Year 1943-44)			(Year 1942-43)		
32. Extension Students (includes evening and part time)						
33. Correspondence Students						
34. Sub-collegiate Students						
35. Net grand totals (items 1-34, excluding duplicates)	20	407	427	27	316	343

Return to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before July 15, 1944.

1 man
83 women } here S.S. '43, not 43-44

American Association of Collegiate Registrars

Form B *Report of Degrees Conferred for the Year 1943-44*

Read instruction sheet carefully before filling in this form

Name of institution .....

Location (City and State) .....

Type of institution: University ☐ Liberal Arts College ☐ Junior College ☐ Teachers' College or Normal School ☐
(Check the same single item as on form A.)

Professional School ☐ Technical School ☐ (Check same classification as on form A.)

Data furnished by ..... Title .....

MAJOR FIELD	DEGREES FOR 1943-44					
	Bachelors and other first degrees	Masters degrees and other degrees representing one year of graduate work	Other professional degrees in advance of first degree	Doctor of Philosophy and other doctorates of corresponding grades	Totals 1943-44 (Include summer and fall 1943)	Degrees for 1942-43 (Include summer and fall 1942)
1. Languages and Literature English	9				9	10
Modern Languages	2				2	
Classical Languages						
Total, Languages and Literature	11				11	10
2. Philosophy and Psychology						
3. Fine Arts (Art, Music, etc.)	5				√	6
Architecture						
Dramatic Art and Speech	1				1	
Total, Fine Arts	6				6	6
4. Social Science (History, Political Science, Anthropology, Sociology, Economics, Geography, etc.)	15				15	7
Law						
Business Administration						
Education, including Physical Educ.						
Divinity, Theology, Religion, Bible						
Library Training						
Journalism						
Total, Social Science	15				15	7
5. Mathematics and Physical Sciences (Physics, Chemistry, Geology, etc.)	√				√	4
Engineering (all fields except mining)						
Mines and Mining Engineering						
Chemistry						
Total, Math. and Phys. Sciences	√				√	4
6. Biological Sciences (Zoology, Botany, Physiology, etc.)	3				3	√
Medicine						
Nursing						
Dentistry						
Pharmacy						
Agriculture						
Forestry						
Home Economics						
Total, Biological Sciences	3				3	√
7. Undetermined Major Fields						
8. Honorary degrees—totals only	x x x x	x x x x	x x x x	x x x x		
9. Total all degrees conferred	40				* 40	* 32
10. Associate degrees or certificates (2 years)	x x x x	x x x x	x x x x	x x x x		
11. Total all certificates of collegiate grade—not degrees	x x x x	x x x x	x x x x	x x x x		

Return to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before July 15, 1944.

*Include honorary as well as earned degrees.

✓2 Art - McCarlie, Williams

✓3 Biol - King, Willis, Youngblood

✓2 Chem - Burke, Pattillo

✓9 Eng - Baker*, Culpepper, Davis, Dodson, Harris, Larson, Hunt, Whitaker, Williams

✓2 Hunch - King, Mason

✓1 History - Carter

✓3 Math - Barton, Griffin, Eglurn

✓3 Music - Jones, Lanier, Patton

✓1 Speech - Young

✓14 Sociology - Carter, Carter, Copeland, Davis, Dibble, Harris, Hunt, McDonald, Mason, Petty, Rainbird, Storer, Tyler*

40

Baker + Tyler announced 1942 + 1943 respectively; qualified summer 1944.

The forty above include all graduating Dec. '43 and March, June, and Summer 1944.

American Association of Collegiate Registrars

Data for Annual Report on Enrolment and Degrees for 1942-43

GENERAL INSTRUCTIONS

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FORM A

SPECIAL NOTE: An attempt will be made this year to break down the enrolment figures into two main groups: I, Civilian students, and II, Service Units. This is important for the following reasons:

1. Civilian enrolment will show what has happened to the institution in comparison with the preceding year, so far as the usual type of student is concerned.

2. Enrolment in service units will indicate the part the institution is taking in the training programs of the armed services, as a substitute for its usual academic instruction.

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Service units (items 26-30) will include those groups which are using both the physical and instructional services of the institution, and should *exclude* those groups using only the institution's physical facilities, with all instruction given by the service personnel. Included will be the Army Specialized Training Program, the Navy College Training Program, and a miscellaneous assortment of military and naval units on various educational levels such as Meterology A, B, and C programs, Pre-radar groups, Army Air Force college programs, WAAC and WAVE programs, and specialized short courses of various kinds.

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Similarly it is expected that as a rule all enrolments in **junior colleges** will be reported as "liberal arts, pre-professional and general," **unless definitely organized technical curricula** are offered by the junior college concerned.

In the case of Normal Schools and Teachers Colleges the same principle would obtain, namely in general all students preparing for the teaching profession should be reported under "Education." This item should include all **physical education, religious education** and other special education students. If, in addition, regular junior college work is offered as a distinct curriculum, registrants in that field should be reported as "Liberal Arts."

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In general, pre-medical, pre-legal, and other pre-professional students should be reported in item 14.

Item 24—"Graduate"—Include registrants for advanced degrees—not students in undergraduate and professional curricula with first degrees unless the local plan of reporting includes such students in the graduate school.

Item 25—Net total. Give here the total number of individuals enrolled for the college year (excluding duplicate enrolments and excluding those covered by items 26 to 34.)

(over)

Item 28.—Note that the data for the summer session **preceding** the college year with which it is reported is called for.

Item 29.—Under "Extension" include evening and part time students whether their class work is on the campus or not. Special or unclassed students carrying less than a full load, in classes regularly arranged for full time students, however, may be reported in items 1 to 24. No distinction need be made between students who have and who have not met the requirements for admission to the regular work of the institution.

Sub-collegiate—Include only enrolments of such students as are enrolled in an integral part of the institution. Practice schools, schools in Agriculture, etc., may be included. Extension students and correspondence study students should be included under those headings respectively even though they may not have fully met the institution entrance requirements.

Item 35—This is a net total of all individuals for theyear, excluding all duplicates. If this **figure can not be furnished please indicate that fact.** It is suggested, however, that you give an approximate net figure, if the actual net cannot easily be determined.

FORM B

Note that two bases of classification are indicated: horizontally, according to type of degrees and vertically by major fields.

The first five columns refer to 1943 degrees only, and should include all degrees awarded during the academic year 1942-43. For 1942 **corresponding** figures are requested for comparison. In order that the data may be furnished complete in July, it is suggested that the degree totals for each year include those granted in June plus those granted in the **preceding** fall or summer school.

Under item 4, law, und under item 6, medicine, dentistry or other similar fields, it is suggested that bachelor degrees awarded in the so-called "combined curricula," where one or more years of professional work may be substituted for the senior year in the arts college, be listed in the first column. It is further suggested that all professional degrees such as LL.B. M.D., D.D.S., which are based on more than a four year curriculum, (including the required pre-professional college work) be listed in the third column.

If the classification by major fields can not be furnished, the totals should be entered as item 9.

In cases where a part of the degrees can be classified by major fields, the balance may enter as item 7.

In institutions in which students graduate with more than one major, adequate explanation should be appended to permit the subtraction of the correct number of duplicates in such comparisons as may be made in assembling data.

Item 10—This refers to certificates of less than baccalaureate grade, such as junior college diplomas, extension certificates, two year teachers college diplomas, etc. It does not refer to certificates in music, art, teaching, etc., issued in conjunction with four year and higher degrees, nor to sub-collegiate diplomas.

Committee on Special Projects

Fred L. Kerr, Chairman.

American Association of Collegiate Registrars

Form A — *Report of Enrolment for the Year 1942-43*

Read instruction sheet carefully before filling in this form

Name of institution: Georgia State Woman's College

Location (City and State): Valdosta, Georgia

Type of institution: (Check one only) University ☐ Liberal Arts College ☑ Junior College ☐ Teachers' College or Normal School ☐

Professional School ☐ Technical School ☐ (Check one only. See instruction sheet.)

Source of Support: (Check main sources of support) Publicly supported, Federal ☐ State ☑ Municipal ☐ Privately Endowed ☐ Tuition ☐

Enrolment Limited to Men ☐ Women ☑* Coeducational ☐

Data furnished by: Caroline P. Thomas (Mrs. Wm. M.) Title: Registrar

NOTE: By definition of the Association "A student for any purpose of measurement of college enrolment is considered to be any person who enrolls in any class of college grade and pays the requisite fee."

CURRICULA Note: In such items as #6, 7, 13, 15, etc., do not include pre-professional students.	Enrolment for the year 1942-43			Enrolment for the year 1941-42		
	Men	Women	Total	Men	Women	Total
Civilian Students—read instructions carefully						
1. Agriculture						
2. Architecture						
3. Art						
4. Business Admin. (include commerce and sec. sci.)						
5. Chemistry						
6. Dentistry						
7. Divinity						
8. Education (include Physical Education)						
9. Engineering						
10. Forestry						
11. Home Economics						
12. Journalism						
13. Law						
14. Liberal A. and S. (inc. all pre-professional and general)	16	249	265		325	325
15. Medicine						
16. Mining						
17. Music						
18. Nursing						
19. Pharmacy						
20. Veterinary Medicine						
21. Other curricula (specify)						
22.						
23.						
24. Graduate						
25. Net total (items 1 to 24, excluding duplicates)	16	249	265		325	325
Service Units						
26. Army						
27. Navy						
28. Others (specify)						
29.						
30. Total items 26-29	~~16~~	~~249~~	~~265~~			
	(Summer Session 1942)			(Summer Session 1941)		
31. Summer Session	13	142	155	6	108	114
	(Year 1942-43)			(Year 1941-42)		
32. Extension Students (includes evening and part time)						
33. Correspondence Students						
34. Sub-collegiate Students						
35. Net grand totals (items 1-34, excluding duplicates)	27	316	343	6	417	423

Return to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before July 15, 1943.

Men are eligible for admission to the summer session and, during the war emergency, to the junior college division, but may not be candidates for the degree.

75 women + 2 men here 0.S.'42 +
reg. session 1942-43. Total for
year (265) + total for S. Sch. (155)
— 77 duplicates = 343

American Association of Collegiate Registrars

Form B — *Report of Degrees Conferred for the Year 1942-43*

Read instruction sheet carefully before filling in this form

Name of institution Georgia State Womans College

Location (City and State) Valdosta, Ga.

Type of institution: University ☐ Liberal Arts College ☑ Junior College ☐ Teachers' College or Normal School ☐
(Check the same single item as on form A.)

Professional School ☐ Technical School ☐ (Check same classification as on form A.)

Data furnished by Caroline P. Thomas (Mrs. Wm. M.) Title Registrar

MAJOR FIELD	DEGREES FOR 1942-43: Bachelors and other first degrees	Masters degrees and other degrees representing one year of graduate work	Other professional degrees in advance of first degree	Doctor of Philosophy and other doctorates of corresponding grades	Totals 1942-43 (Include summer and fall 1942)	Degrees for 1941-42 (Include summer and fall 1941)
1. Languages and Literature English	10				10	12
Modern Languages						
Classical Languages						
Total, Languages and Literature	10				10	12
2. Philosophy and Psychology						
3. Fine Arts (Art, Music, etc.)	6				6	4
Architecture						
Dramatic Art and Speech						
Total, Fine Arts	6				6	4
4. Social Science (History, Political Science, Anthropology, Sociology, Economics, Geography, etc.)	7				7	12
Law						
Business Administration						
Education, including Physical Educ.						
Divinity, Theology, Religion, Bible						
Library Training						
Journalism						
Total, Social Science	7				7	12
5. Mathematics and Physical Sciences (Physics, Chemistry, Geology, etc.)	4				4	6
Engineering (all fields except mining)						
Mines and Mining Engineering						
Chemistry						
Total, Math. and Phys. Sciences	4				4	6
6. Biological Sciences (Zoology, Botany, Physiology, etc.)	5				5	2
Medicine						
Nursing						
Dentistry						
Pharmacy						
Forestry						
Home Economics						
Total, Biological Sciences	5				5	2
7. Undetermined Major Fields						
8. Honorary degrees—totals only	x x x x	x x x x	x x x x	x x x x		
9. Total all degrees conferred	32				* 32	* 36
10. Total all certificates of collegiate grade—not degrees	x x x x	x x x x	x x x x	x x x x		

Return to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before July 15, 1943.

*Include honorary as well as earned degrees.

10 English - Blackburn, Booth, Mobley, Shannon, Dillis, Joyner, Nicodemus, Moseley, O'Reilly, Crittenden

5 Music - Barnes, Collier, Lakood, Smith, Taylor

1 Art - Johnson

5 Biology - Duffey, Peoples, Posey, Saunders, Turnbull

1 Chemistry - Darough

3 Mathematics - Coleman, Flournoy, Thorpe

2 History - Garrison, Thomas

5 Sociology - Patterson, Martin, Williams, Thompson (Pub. Welfare)
Kennedy (Div., Pub. Welfare)

32

American Association of Collegiate Registrars

Data for Annual Report on Enrolment and Degrees for 1941-42

GENERAL INSTRUCTIONS

Members of the Association are requested to fill out the accompanying forms as fully as their records permit and return them not later than July 1, 1942.

Duplicate copies of both forms are included. The duplicates are for your own files if you wish to preserve a copy.

If only totals can be given it will be possible to use those in the published summaries.

Please do not send pages from published reports or fail to fill in the totals where called for. If each member of the Association will undertake to see that the forms for his or her institution are complete it will facilitate the publication of the report, prevent unnecessary errors in interpretations, and save the Association expense in assembling data.

Classification of Institutions.—Be sure to check the essential items at the head of both forms so that your data will be included in the proper group. Include as "University" land grant colleges—and any institution which offers distinctly organized professional curricula in addition to a liberal arts course leading to the A. B. degree, except those institutions definitely organized as Teachers Colleges or Normal Schools. It is assumed that all institutions receive some support from tuition. If it is the sole or principle source of support, it should be checked. Church support may be included under private endowment. Provincial funds for Canadian institutions may be indicated as "State."

FORM A

Curricula.—The more common curricula are listed. However, it is expected that each institution will report its enrolments in accord with its own administrative organization. The Committee requests that modifications of the printed headings be indicated in such a way that there may be no danger of misrepresenting the situation for individual institutions in the final compilation.

Institutions such as liberal arts colleges unless they normally segregate their enrolments should report their total enrolment under "Liberal Arts": if definite enrolments in music, art, and other curricula are recognized by the college, they may be reported separately.

Similarly it is expected that as a rule all enrolment in **junior colleges** will be reported as "liberal arts, pre-professional and general," **unless definitely organized technical curricula** are offered by the junior college concerned.

In the case of Normal Schools and Teachers Colleges the same principle would obtain, namely in general all students preparing for the teaching profession should be reported under "Education." This item should include all **physical education, religious education** and other special education students. If, in addition, regular junior college work is offered as a distinct curriculum, registrants in that field should be reported as "Liberal Arts."

It is not necessary to separate students in these institutions on the basis of major fields unless definite and distinct curricula are offered.

In general, pre-medical, pre-legal, and other pre-professional students should be reported in item 14.

Item 26—"Graduate"—Include registrations for advanced degrees—not students in undergraduate and professional curricula with first degrees unless the local plan of reporting includes such students in the graduate school.

Item 27—Net total. Give here the total number of individuals enrolled for the college year (excluding duplicate enrolments and excluding those covered by items 28 to 31).

Item 28—Note that the data for the summer session **preceding** the college year with which it is reported is called for.

Item 29—Under "Extension" include evening and part time students whether their class work is on the campus or not. Special or unclassed students carrying less than a full load, in classes regularly arranged for full time students, however, may be reported in items 1 to 26. No distinction need be made between students who have and who have not met the requirements for admission to the regular work of the institution.

Sub-collegiate—Include only enrolments of such students as are enrolled in an integral part of the institution. Practice schools, schools in Agriculture, etc., may be included. Extension students and correspondence study students should be included under those headings respectively even though they may not have fully met the institution entrance requirements.

Item 32—This is a net total of all individuals for the year, excluding all duplicates. **If this figure can not be furnished please indicate that fact.** It is suggested, however, that you give an approximate net figure, if the actual net cannot easily be determined.

FORM B

Note that two bases of classification are indicated: horizontally, according to type of degrees and vertically by major fields.

The first five columns refer to 1942 degrees only, and should include all degrees awarded during the academic year 1941-42. For 1941 **corresponding** figures are requested for comparison. In order that the data may be furnished complete in July, it is suggested that the degree totals for each year include those granted in June plus those granted in the **preceding** fall or summer school.

Under item 4, law, and under item 6, medicine, dentistry or other similar fields, it is suggested that bachelor degrees awarded in the so-called "combined curricula," where one or more years of professional work may be substituted for the senior year in the arts college, be listed in the first column. It is further suggested that all professional degrees such as LL.B., M.D., D.D.S., which are based on more than a four year curriculum, (including the required pre-professional college work) be listed in the third column.

If the classification by major fields can not be furnished, the totals should be entered as item 9.

In cases where a part of the degrees can be classified by major fields, the balance may enter as item 7.

In institutions in which students graduate with more than one major, adequate explanation should be appended to permit the subtraction of the correct number of duplicates in such comparisons as may be made in assembling data.

Item 10—This refers to certificates of less than baccalaureate grade, such as junior college diplomas, extension certificates, two year teachers college diplomas, etc. It does not refer to certificates in music, art, teaching, etc., issued in conjunction with four year and higher degrees, nor to sub-collegiate diplomas.

Committee on Special Projects

Fred L. Kerr, Chairman.

American Association of Collegiate Registrars

Form A — *Report of Enrolment for the Year 1941-42*

Read instruction sheet carefully before filling in this form

Name of institution: Georgia State Woman's College

Location (City and State): Valdosta, Georgia

Type of institution: University ☐ Liberal Arts College ☑ Junior College ☐ Teachers' College or Normal School ☐
(Check one only)
Professional School ☐ Technical School ☐ (Check one only. See instruction sheet.)

Source of Support: Publicly supported, Federal ☐ State ☑ Municipal ☐ Privately Endowed ☐ Tuition ☐
(Check main sources of support)

Enrolment Limited to Men ☐ Women ☑* Coeducational ☐

Data furnished by: Caroline P. Thomas Title: Registrar

NOTE: By definition of the Association "A student for any purpose of measurement of college enrolment is considered to be any person who enrolls in any class of college grade and pays the requisite fee."

CURRICULA Note: In such items as #6, 7, 13, 15, etc., do not include pre-professional students.	Enrolment for the year 1941-42			Enrolment for the year 1940-41		
	Men	Women	Total	Men	Women	Total
1. Agriculture						
2. Architecture						
3. Art						
4. Business Administration (include commerce and secretarial science)						
5. Chemistry						
6. Dentistry						
7. Divinity						
8. Education (include Physical Education)						
9. Engineering						
10. Forestry						
11. Home Economics						
12. Journalism						
13. Law						
14. Liberal Arts and Sciences (include all pre-professional and general)		325	325		363	363
15. Medicine						
16. Mining						
17. Music						
18. Nursing						
19. Pharmacy						
20. Veterinary Medicine						
21. Other curricula (specify)						
22.						
23.						
24.						
25.						
26. Graduate						
27. Net total (items 1 to 26 excluding duplicates)		325	325		363	363
	(Summer Session 1941)			(Summer Session 1940)		
28. Summer Session	6	108	114	14	190	204
	(Year 1941-42)			(Year 1940-41)		
29. Extension Students (includes evening and part time)						
30. Correspondence Students						
31. Sub-collegiate Students						
32. Net grand totals (items 1-31 excluding duplicates)	6	417	423	14	519	533

6 students here summer 1941, also here 1941-42.

All extension instruction and correspondence this institution is a unit, is Division of General Extension, carried on by the 225 Forsyth St., Atlanta

Return to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before July 1, 1942.

*Men are eligible for admission to the summer session, but may not be candidates for the degree.

American Association of Collegiate Registrars

Form B *Report of Degrees Conferred for the Year 1941-42*

Read instruction sheet carefully before filling in this form

Name of institution Georgia State Woman's College

Location (City and State) Valdosta, Georgia

Type of institution: University ☐ Liberal Arts College ☑ Junior College ☐ Teachers' College or Normal School ☐
(Check the same single item as on form A.)
Professional School ☐ Technical School ☐ (Check same classiffcation as on form A.)

Data furnished by Caroline P. Thomas Title Registrar

MAJOR FIELD	DEGREES FOR 1941-42: Bachelors and other first degrees	Masters degrees and other degrees representing one year of graduate work	Other professional degrees in advance of first degree	Doctor of Philosophy and other doctorates of corresponding grades	Totals 1941-42 (Include summer and fall 1941)	Degrees for 1940-41 (Include summer and fall 1940)
1. Languages and Literature English	12				12	12
Modern Languages						
Classical Languages						
Total	12				12	12
2. Philosophy and Psychology						
3. Fine Arts (Art, Music, etc.)	4				4	5
Architecture						
Dramatic Art and Speech						
Total	4				4	5
4. Social Science (History Political Science, Anthropology, Sociology, Economics, Geography, etc.)	12				12	9
Law						
Business Administration						
Education, including Physical Educ.						
Divinity, Theology, Religion, Bible						
Library Training						
Journalism						
Total	12				12	9
5. Mathematics and Physical Sciences (Physics, Chemistry, Geology, etc.)	6				6	7
Engineering (all fields except mining)						
Mines and Mining Engineering						
Chemistry						
Total	6				6	7
6. Biological Sciences (Zoology, Botany, Physiology, etc.)	2				2	2
Medicine						
Nursing						
Dentistry						
Pharmacy						
Agriculture						
Forestry						
Home Economics						
Total	2				2	2
7. Undetermined Major Fields						
8. Honorary degrees—totals only	x x x x	x x x x	x x x x	x x x x		
9. Total all degrees conferred	36				* 36	* 35
10. Total all certificates of collegiate grade—not degrees	x x x x	x x x x	x x x x	x x x x		

Return to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before July 1, 1942.

*Include honorary as well as earned degrees.

American Association of Collegiate Registrars

Data for Annual Report on Enrolment and Degrees for 1940-41

GENERAL INSTRUCTIONS

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FORM A

Curricula.—The more common curricula are listed. However, it is expected that each institution will report its enrolments in accord with its own administrative organization. The Committee requests that modifications of the printed headings be indicated in such a way that there may be no danger of misrepresenting the situation for individual institutions in the final compilation.

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Similarly it is expected that as a rule all enrolment in **junior colleges** will be reported as "liberal arts, pre-professional and general," **unless definitely organized technical curricula** are offered by the junior college concerned.

In the case of Normal Schools and Teachers Colleges the same principle would obtain, namely in general all students preparing for the teaching profession should be reported under "Education." This item should include all **physical education, religious education** and other special education students. If, in addition, regular junior college work is offered as a distinct curriculum, registrants in that field should be reported as "Liberal Arts."

It is not necessary to separate students in these institutions on the basis of major fields unless definite and distinct curricula are offered.

In general, pre-medical, pre-legal, and other pre-professional students should be reported in item 14.

Item 26—"Graduate"—Include registrations for advanced degrees—not students in undergraduate and professional curricula with first degrees unless the local plan of reporting includes such students in the graduate school.

Item 27—Net total. Give here the total number of individuals enrolled for the college year (excluding duplicate enrolments and excluding those covered by items 28 to 31).

Item 28—Note that the data for the summer session **preceding** the college year with which it is reported is called for.

Item 29—Under "Extension" include evening and part time students whether their class work is on the campus or not. Special or unclassed students carrying less than a full load, in classes regularly arranged for full time students, however, may be reported in items 1 to 26. No distinction need be made between students who have and who have not met the requirements for admission to the regular work of the institution.

Sub-collegiate—Include only enrolments of such students as are enrolled in an integral part of the institution. Practice schools, schools in Agriculture, etc., may be included. Extension students and correspondence study students should be included under those headings respectively even though they may not have fully met the institution entrance requirements.

Item 32—This is a net total of all individuals for the year, excluding all duplicates. **If this figure can not be furnished please indicate that fact.** It is suggested, however, that you give an approximate net figure, if the actual net cannot easily be determined.

FORM B

Note that two bases of classification are indicated: horizontally, according to type of degrees and vertically by major fields.

The first five columns refer to 1941 degrees only, and should include all degrees awarded during the academic year 1940-41. For 1940 **corresponding** figures are requested for comparison. In order that the data may be furnished complete in July, it is suggested that the degree totals for each year include those granted in June plus those granted in the **preceding** fall or summer school.

Under item 4, law, and under item 6, medicine, dentistry or other similar fields, it is suggested that bachelor degrees awarded in the so-called "combined curricula," where one or more years of professional work may be substituted for the senior year in the arts college, be listed in the first column. It is further suggested that all professional degrees such as LL.B., M.D., D.D.S., which are based on more than a four year curriculum, (including the required pre-professional college work) be listed in the third column.

If the classification by major fields can not be furnished, the totals should be entered as item 9.

In cases where a part of the degrees can be classified by major fields, the balance may enter as item 7.

In institutions in which students graduate with more than one major, adequate explanation should be appended to permit the subtraction of the correct number of duplicates in such comparisons as may be made in assembling data.

Item 10—This refers to certificates of less than baccalaureate grade, such as junior college diplomas, extension certificates, two year teachers college diplomas, etc. It does not refer to certificates in music, art, teaching, etc., issued in conjunction with four year and higher degrees, nor to sub-collegiate diplomas.

Committee on Special Projects

Fred L. Kerr, Chairman.

American Association of Collegiate Registrars

Form A — *Report of Enrolment for the Year 1940-41*

Read instruction sheet carefully before filling in this form

Name of institution Ga. State Woman's College

Location (City and State) Valdosta, Ga.

Type of institution: University ☐ Liberal Arts College ☒ Junior College ☐ Teachers' College or Normal School ☐
(Check one only)

Professional School ☐ Technical School ☐ (Check one only. See instruction sheet.)

Source of Support: Publicly supported, Federal ☐ State ☒ Municipal ☐ Privately Endowed ☐ Tuition ☐
(Check main sources of support)

Enrolment Limited to Men ☐ Women ☒* Coeducational ☐

Data furnished by _____ Title _____

NOTE: By definition of the Association "A student for any purpose of measurement of college enrolment is considered to be any person who enrols in any class of college grade and pays the requisite fee."

CURRICULA Note: In such items as #6, 7, 13, 15, etc., do not include pre-professional students.	Enrolment for the year 1940-41			Enrolment for the year 1939-40		
	Men	Women	Total	Men	Women	Total
1. Agriculture						
2. Architecture						
3. Art						
4. Business Administration (include commerce and secretarial science)						
5. Chemistry						
6. Dentistry						
7. Divinity						
8. Education (include Physical Education)						
9. Engineering						
10. Forestry						
11. Home Economics						
12. Journalism						
13. Law						
14. Liberal Arts and Sciences (include all pre-professional and general)		363	363		391	391
15. Medicine						
16. Mining						
17. Music						
18. Nursing						
19. Pharmacy						
20. Veterinary Medicine						
21. Other curricula (specify)						
22.						
23.						
24.						
25.						
26. Graduate						
27. Net total (items 1 to 26 excluding duplicates)		363	363		391	391
	(Summer Session 1940)			(Summer Session 1939)		
28. Summer Session	14	190	204	10	134	144
	(Year 1940-41)			(Year 1939-40)		
29. Extension Students (includes evening and part time)	All extension and correspondence instruction in the U. System is under the Div. of Ext. Ser.					
30. Correspondence Students						
31. Sub-collegiate Students	223 whose records are kept here			do not attend.		
32. Net grand totals (items 1-31 excluding duplicates)	14	519	533			497

Return to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before July 1, 1941.

* Men are eligible for admission to the Summer Session, but may not be candidates for the degree.

American Association of Collegiate Registrars

Form B *Report of Degrees Conferred for the Year 1940-41*

Read instruction sheet carefully before filling in this form

Name of institution Ga. State Woman's College

Location (City and State) Valdosta

Type of institution: University ☐ Liberal Arts College ☒ Junior College ☐ Teachers' College or Normal School ☐

Professional School ☐ Technical School ☐ (Check same classification as on form A.)

Data furnished by Caroline P. Shands, Title Registrar

MAJOR FIELD	DEGREES FOR 1940-41					Degrees for 1939-40 (Include summer and fall 1939)
	Bachelors and other first degrees	Masters degrees and other degrees representing one year of graduate work	Other professional degrees in advance of first degree	Doctor of Philosophy and other doctorates of corresponding grades	Totals 1940-41 (Include summer and fall 1940)	
1. Languages and Literature English	12				12	11
Modern Languages						
Classical Languages						
Total	12				12	11
2. Philosophy and Psychology						
3. Fine Arts (Art, Music, etc.)	5				5	5
Architecture						
Dramatic Art and Speech						
Total	5				5	5
4. Social Science (History, Political Science, Anthropology, Sociology, Economics, Geography, etc.)	9				9	6
Law						
Business Administration						
Education, including Physical Educ.						
Divinity, Theology, Religion, Bible						
Library Training						
Journalism						
Total	9				9	6
5. Mathematics and Physical Sciences (Physics, Chemistry, Geology, etc.)	7				7	4
Engineering (all fields except mining)						
Mines and Mining Engineering						
Chemistry						
Total	7				7	4
6. Biological Sciences (Zoology, Botany, Physiology, etc.)	2				2	6
Medicine						
Nursing						
Dentistry						
Pharmacy						
Agriculture						
Forestry						
Home Economics						
Total	2				2	6
7. Undetermined Major Fields						
8. Honorary degrees—totals only	x x x x	x x x x	x x x x	x x x x		
9. Total all degrees conferred	35				* 35	* 32
10. Total all certificates of collegiate grade—not degrees	x x x x	x x x x	x x x x	x x x x		

Return to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before July 1, 1941.

*Include honorary as well as earned degrees.

American Association of Collegiate Registrars

Data for Annual Report on Enrolment and Degrees for 1939-40

GENERAL INSTRUCTIONS

Members of the Association are requested to fill out the accompanying forms as fully as their records permit and return them not later than July 1, 1940.

Duplicate copies of both forms are included. The duplicates are for your own files if you wish to preserve a copy.

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FORM A

Curricula.—The more common curricula are listed. However, it is expected that each institution will report its enrolments in accord with its own administrative organization. The Committee requests that modifications of the printed headings be indicated in such a way that there may be no danger of misrepresenting the situation for individual institutions in the final compilation.

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Similarly it is expected that as a rule all enrolment in junior colleges will be reported as "liberal arts, pre-professional and general," unless definitely organized technical curricula are offered by the junior college concerned.

In the case of Normal Schools and Teachers Colleges the same principle would obtain, namely in general all students preparing for the teaching profession should be reported under "Education." This item should include all **physical education, religious education** and other special education students. If, in addition, regular junior college work is offered as a distinct curriculum, registrants in that field should be reported as "Liberal Arts."

It is not necessary to separate students in these institutions on the basis of major fields unless definite and distinct curricula are offered.

In general, pre-medical, pre-legal, and other pre-professional students should be reported in item 14.

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Item 27—Net total. Give here the total number of individuals enrolled for the college year (excluding duplicate enrolments and excluding those covered by items 28 to 31).

Item 28—Note that the data for the summer session **preceding** the college year with which it is reported is called for.

Item 29—Under "Extension" include evening and part time students whether their class work is on the campus or not. Special or unclassed students carrying less than a full load, in classes regularly arranged for full time students, however, may be reported in items 1 to 26. No distinction need be made between students who have and who have not met the requirements for admission t othe regular work of the institution.

Sub-collegiate—Include only enrolments of such students as are enrolled in an integral part of the institution. Practice schools, schools in Agriculture, etc., may be included. Extension students and correspondence study students should be included under those headings respectively even though they may not have fully met the institution entrance requirements.

Item 32—This is a net total of all individuals for the year, excluding all duplicates. **If this figure can not be furnished please indicate that fact.** It is suggested, however, that you give an approximate net figure, if the actual net cannot easily be determined.

FORM B

Note that two bases of classification are indicated: horizontally, according to type of degrees and vertically by major fields.

The first five columns refer to 1940 degrees only, and should include all degrees awarded during the academic year 1939-40. For 1939 **corresponding** totals only are requested for comparison. In order that the data may be furnished complete in July, it is suggested that the degree totals for each year include those granted in June plus those granted in the **preceding** fall or summer school.

Under item 4, law, and under item 6, medicine, dentistry or other similar fields, it is suggested that bachelor degrees awarded in the so-called "combined curricula," where one or more years of professional work may be substituted for the senior year in the arts college, be listed in the first column. It is further suggested that all professional degrees such as LL.B., M.D., D.D.S., which are based on more than a four year curriculum, (including the required pre-professional college work) be listed in the third column.

If the classification by major fields can not be furnished, the totals should be entered as item 9.

In cases where a part of the degrees can be classified by major fields, the balance may enter as item 7.

In institutions in which students graduate with more than one major, adequate explanation should be appended to permit the subtraction of the correct number of duplicates in such comparisons as may be made in assembling data.

Item 10—This refers to certificates of less than baccalaureate grade, such as junior college diplomas, extension certificates, two year teachers college diplomas, etc. It does not refer to certificates in music, art, teaching, etc., issued in conjunction with four year and higher degrees, nor to sub-collegiate diplomas.

Committee on Special Projects

Fred L. Kerr, Chairman.

American Association of Collegiate Registrars

Form A — *Report of Enrolment for the Year 1939-40*

Read instruction sheet carefully before filling in this form

Name of institution: The Georgia State Woman's College

Location (City and State): Valdosta, Georgia

Type of institution: University ____ Liberal Arts College ✓ Junior College ____ Teachers' College or Normal School ____
(Check one only)

Professional School ____ Technical School ____. (Check one only. See instruction sheet.)

Source of Support: Publicly supported, Federal ____ State ✓ Municipal ____ Privately Endowed ____ Tuition ____

Enrolment Limited to Men ____ Women ✓ Coeducational ____.

Data furnished by Mrs. Caroline P. Thomas Title Registrar

NOTE: By definition of the Association "A student for any purpose of measurement of college enrolment is considered to be any person who enrols in any class of college grade and pays the requisite fee."

CURRICULA	Enrolment for the year 1939-40			Enrolment for the year 1938-39		
	Men	Women	Total	Men	Women	Total
1. Agriculture						
2. Architecture						
3. Art						
4. Business Administration						
5. Chemistry						
6. Dentistry						
7. Divinity						
8. Education						
9. Engineering						
10. Forestry						
11. Home Economics						
12. Journalism						
13. Law						
14. Liberal Arts, pre-professional and general		391	391		360	360
15. Medicine						
16. Mining						
17. Music						
18. Nursing						
19. Pharmacy						
20. Veterinary Medicine						
21. Other curricula (specify)			39 here does			
22.						
23.						
24.						
25.						
26. Graduate						
27. Net total (items 1 to 26 excluding duplicates)						
	(Summer Session 1939)			(Summer Session 1938)		
28. Summer Session	10	134	144	23	197	220
	(Year 1939-40)			(Year 1938-39)		
29. Extension Students (includes evening and part time)						
30. Correspondence Students						
31. Sub-collegiate Students						
32. Net grand totals (items 1-31 excluding duplicates)			497			551

39 students in summer here 1939-40

Return to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before July 1, 1940.

391
144
535
39
497

American Association of Collegiate Registrars

Form B *Report of Degrees Conferred for the Year 1939-40*

Read instruction sheet carefully before filling in this form

Name of institution The Georgia State Womans College

Location (City and State) Valdosta

Type of institution: University ____ Liberal Arts College ✓ Junior College ____ Teachers' College or Normal School ____

Professional School ____ Technical School ____ (Check same classification as on form A.)

Data furnished by Mrs. Caroline P. Thomas Title Registrar

MAJOR FIELD	DEGREES FOR 1939-40					Totals for 1938-39
	Bachelors and other first degrees	Masters degrees and other degrees representing one year of graduate work	Other professional degrees in advance of first degree	Doctor of Philosophy and other doctorates of corresponding grades	Totals 1939-40	
1. Languages and Literature English	11				11	18
Modern Languages						2
Classical Languages						
Total	11				11	20
2. Philosophy and Psychology						
3. Fine Arts (Art, Music, etc.)	5				5	2
Architecture						
Dramatic Art and Speech						
Total	5				5	2
4. Social Science (History, Political Science, Anthropology, Sociology, Economics, Geography, etc.)	6				6	7
Law						
Business Administration						
Education, including Physical Educ.						
Divinity, Theology, Religion, Bible						
Library Training						
Journalism						
Total	6				6	7
5. Mathematics and Physical Sciences (Physics, Chemistry, Geology, etc.)	4				4	5
Engineering (all fields except mining)						
Mines and Mining Engineering						
Chemistry						
Total	4				4	5
6 .Biological Sciences (Zoology, Botany, Physiology, etc.)	6				6	1
Medicine						
Nursing						
Dentistry						
Pharmacy						
Agriculture						
Forestry						
Home Economics						
Total	6				6	1
7. Undetermined Major Fields						
8. Honorary degrees—totals only	x x x x	x x x x	x x x x	x x x x		
9. Total all degrees conferred	32				32	35
10. Total all certificates of collegiate grade—not degrees	x x x x	x x x x	x x x x	x x x x		

Return to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before July 1, 1940.

American Association of Collegiate Registrars

Data for Annual Report on Enrolment and Degrees for 1938-39

GENERAL INSTRUCTIONS

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Duplicate copies of both forms are included. The duplicates are for your own files if you wish to preserve a copy.

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Curricula.—The more common curricula are listed. However, it is expected that each institution will report its enrolments in accord with its own administrative organization. The Committee requests that modifications of the printed headings be indicated in such a way that there may be no danger of misrepresenting the situation for individual institutions in the final compilation.

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Item 27—Net total. Give here the total number of individuals enrolled for the college year (excluding duplicate enrolments and excluding those covered by items 28 to 31).

Item 28—Note that the data for the summer session **preceding** the college year with which it is reported is called for.

Item 29—Under "Extension" include evening and part time students whether their class work is on the campus or not. Special or unclassed students carrying less than a full load, in classes regularly arranged for full time students, however, may be reported in items 1 to 26. No distinction need be made between students who have and who have not met the requirements for admission to the regular work of the institution.

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FORM B

Note that two bases of classification are indicated: horizontally, according to type of degrees and vertically by major fields.

The first five columns refer to 1939 degrees only, and should include all degrees awarded during the academic year 1938-39. For 1938 **corresponding** totals only are requested for comparison. In order that the data may be furnished complete in July, it is suggested that the degree totals for each year include those granted in June plus those granted in the **preceding** fall or summer school.

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Committee on Special Projects

Ira M. Smith, Chairman

Fred L. Kerr, In charge of enrolment and degree statistics

DUPLICATE FOR YOUR FILES

American Association of Collegiate Registrars

Form A — *Report of Enrolment for the Year 1938-39*

Read instruction sheet carefully before filling in this form

Name of institution The Georgia State Womans College at Valdosta

Location (City and State) Valdosta, Georgia

Type of institution: University ____ Liberal Arts College X Junior College ____ Teachers' College or Normal School ____
(Check one only)

Professional School ____ Technical School ____. (Check one only. See instruction sheet.)

Source of Support: Publicly supported, Federal ____ State X Municipal ____ Privately Endowned ____ Tuition ____

Enrolment Limited to Men ____ Women X Coeducational ____.

Data furnished by ~~XXXXX~~ Caroline P. Thomas Title Registrar

NOTE: By definition of the Association "A student for any purpose of measurement of college enrolment is considered to be any person who enrols in any class of college grade and pays the requisite fee."

CURRICULA	Enrolment for the year 1938-39			Enrolment for the year 1937-38		
	Men	Women	Total	Men	Women	Total
1. Agriculture						
2. Architecture						
3. Art						
4. Business Administration						
5. Chemistry						
6. Dentistry						
7. Divinity						
8. Education						
9. Engineering						
10. Forestry						
11. Home Economics						
12. Journalism						
13. Law						
14. Liberal Arts, pre-professional and general		360	360		341	341
15. Medicine						
16. Mining						
17. Music						
18. Nursing						
19. Pharmacy						
20. Veterinary Medicine						
21. Other curricula (specify)						
22.						
23.						
24.						
25.						
26. Graduate						
27. Net total (items 1 to 26 excluding duplicates)	73	197	220			
	(Summer Session 1938)			(Summer Session 1937)		
28. Summer Session	25	197	220		one	
	(Year 1938-39)			(Year 1937-38)		
29. Extension Students (includes evening and part time)						
30. Correspondence Students						
31. Sub-collegiate Students			551			
32. Net grand totals (items 1-31 excluding duplicates)			551			

29 students 38 summer
also here
1938-39

Return to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before July 1, 1939.

360
220
580
29
551

DUPLICATE FOR YOUR FILES

American Association of Collegiate Registrars

Form B — *Report of Degrees Conferred for the Year 1938-39*

Read instruction sheet carefully before filling in this form

Name of institution _____

Location (City or State) _____

Type of institution: University ____ Liberal Arts College ____ Junior College ____ Teachers' College or Normal School ____

Professional School ____ Technical School ____. (Check same classification as on form A.)

Data furnished by _____ Title _____

MAJOR FIELD	DEGREES FOR 1938-39: Bachelors and other first degrees	Masters degrees and other degrees representing one year of graduate work	Other professional degrees in advance of first degree	Doctor of Philosophy and other doctorates of corresponding grades	Totals 1938-39	Totals for 1937-38
1. Languages and Literature English	18					20
Modern Languages	2					1
Classical Languages						
Total	20					21
2. Philosophy and Psychology						
3. Fine Arts (Art, Music, etc.)	2					4
Architecture						
Dramatic Art and Speech						
Total	2					4
4. Social Science (History, Political Science, Anthropology, Sociology, Economics, Geography, etc.)	7					10
Law						
Business Administration						
Education, including Physical Educ.						
Divinity, Theology, Religion, Bible						
Library Training						
Journalism						
Total	7					10
5. Mathematics and Physical Sciences (Physics, Chemistry, Geology, etc.)	5					2
Engineering (all fields except mining)						
Mines and Mining Engineering						
Chemistry						
Total	5					2
6. Biological Sciences (Zoology, Botany, Physiology, etc.)	1					3
Medicine						
Nursing						
Dentistry						
Pharmacy						
Agriculture						
Forestry						
Home Economics						
Total	1					3
7. Undetermined Major Fields						
8. Honorary degrees—totals only	x x x x	x x x x	x x x x	x x x x		4
9. Total all degrees conferred	35					40
10. Total all certificates of collegiate grade—not degrees	x x x x	x x x x	x x x x	x x x x		

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American Association of Collegiate Registrars

Data for Annual Report on Enrolment and Degrees for 1937-38

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FORM B

Note that two bases of classification are indicated: horizontally, according to type of degree and vertically by major fields.

The first five columns refer to 1938 degrees only, and should include all degrees awarded during the academic year 1937-38. For 1937 **corresponding** totals only are requested for comparison. In order that the data may be furnished complete in July, it is suggested that the degree totals for each year include those granted in June plus those granted in the **preceding** fall or summer school.

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Committee on Special Projects

Ira M. Smith, Chairman

Fred L. Kerr, In charge of enrolment
and degree statistics

DUPLICATE FOR YOUR FILES

American Association of Collegiate Registrars

Form A — *Report on Enrolment for the Year 1937-38*

Read instruction sheet carefully before filling in this form

Name of institution Georgia State Woman's College

Location (City and State) Valdosta, Ga.

Type of institution: University ____ Liberal Arts College ✓ Junior College ____ Teachers' College or Normal School ____

Professional School ____ Technical School ____. (Check one only. See instruction sheet.)

Source of Support: Publicly supported, Federal ____ State ✓ Municipal ____ Privately endowed ____ Tuition ____

Enrolment Limited to Men ____ Women ✓ Coeducational ____.

Data furnished by Mrs. W. M. Thomas **Title** Registrar

NOTE: By definition of the Association "A student for any purpose of measurement of college enrolment is considered to be any person who enrols in any class of college grade and pays the requisite fee."

CURRICULA	Enrollment for the year 1937-38			Enrollment for the year 1936-37		
	Men	Women	Total	Men	Women	Total
1. Agriculture						
2. Architecture						
3. Art						
4. Business Administration						
5. Chemistry						
6. Dentistry						
7. Divinity						
8. Education						
9. Engineering						
10. Forestry						
11. Home Economics						
12. Journalism						
13. Law						
14. Liberal Arts, pre-professional and general		341	341		349	349
15. Medicine						
16. Mining						
17. Music						
18. Nursing						
19. Pharmacy						
20. Veterinary Medicine						
21. Other curricula (specify)						
22.						
23.						
24.						
25.						
26. Graduate						
27. Net total (Items 1 to 26 excluding duplicates)		341	341		349	349
		(Summer Session 1937)			(Summer Session 1936)	
28. Summer Session NONE						
		(Year 1937-38)			(Year 1936-37)	
★ 29. Extension Students (includes evening and part time)						
★ 30. Correspondence Students						
31. Sub-collegiafe Students NONE						
32. Net grand totals (items 1-31 excluding duplicates)						

Reeturn to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before July 1, 1938.

All Extension and Correspondence work for the University System of Georgia of which this institution is a unit is carried on by the Div. of Rural Ext., 223 Walton St., Atlanta.

DUPLICATE FOR YOUR FILES

American Association of Collegiate Registrars

Form B — *Report on Degrees Conferred for the Year 1937-38*

Read instruction sheet carefully before filling in this form

Name of institution: Georgia State Woman's College

Location (City and State): Valdosta, Ga.

Type of institution: University ____ Liberal Arts College ✓ Junior College ____ Teachers' College or Normal School ____

Professional School ____ Technical School ____ (Check same classification as on form A.)

Data furnished by: Mrs. W. M. Thomas Title: Registrar

MAJOR FIELD	DEGREES FOR 1937-38					Totals for 1936-37
	Bachelors and other first degrees	Masters degrees and other degrees representing one year of graduate work	Other professional degrees in advance of first degree	Doctor of Philosophy and other doctorates of corresponding grade	Totals 1937-38	
1. Languages and Literature						
English	20					16
Modern Languages	1					7
Classical Languages						
Total	21					23
2. Philosophy and Psychology						
3. Fine Arts (Art, Music, etc.)	4					2
Architecture						
Dramatic Art and Speech						
Total	4					2
4. Social Science (History, Political Science, Anthropology, Sociology, Economics, Geography, etc.)	10					6
Law						
Business Administration						
Education, including Physical Educ.						
Divinity, Theology, Religion, Bible						
Library Training						
Journalism						
Total	10					6
5. Mathematics and Physical Sciences (Physics, Chemistry, Geology, etc.)	2					
Engineering (all fields except mining)						
Mines and Mining Engineering						
Chemistry						
Total	2					
6. Biological Sciences (Zoology, Botany, Physiology, etc.)	3					4
Medicine						
Nursing						
Dentistry						
Pharmacy						
Agriculture						
Forestry						
Home Economics						
Total	3					4
7. Undetermined Major Fields						
8. Honorary degrees—totals only	x x x x	x x x x	x x x x	x x x x		
9. Total all degrees conferred	40				40*	35
10. Total all certificates of collegiate grade—not degrees	x x x x	x x x x	x x x x	x x x x	3	16

Reeturn to Fred L. Kerr, Registrar, University of Arkansas. Fayetteville, Ark., on or before July 1, 1938.

*4 more were announced at June 1938 Commencement, to receive degrees after completion of 3 or 4 courses.

American Association of Collegiate Registrars

Data for Annual Report on Enrolment and Degrees for 1936-37

GENERAL INSTRUCTIONS

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It is not necessary to separate students in these institutions on the basis of major fields unless definite and distinct curricula are offered.

In general, pre-medical, pre-legal, and other pre-professional students should be reported in item 13.

Item 26—"Graduate"—Include registrations for advanced degrees—not students in undergraduate and professional curricula with first degrees unless the local plan of reporting includes such students in the graduate school.

Item 27—Net total. Give here the total number of individuals enrolled for the college year (excluding duplicate enrolments and excluding those covered by items 28 to 31.)

Item 28—Note that the data for the summer session **preceding** the college year with which it is reported is called for.

Item 29—Under "Extension" include evening and part time students whether their class work is on the campus or not. Special or unclassed students carrying less than a full load, in classes regularly arranged for full time students, however, may be reported in items 1 to 26. No distinction need be made between students who have and who have not met the requirements for admission to the regular work of the institution.

Sub-collegiate—Include only enrolments of such students as are enroled in an integral part of the institution. Practice schools, schools in Agriculture, etc., may be included. Extension students and correspondence study students should be included under those headings respectively even though they may not have fully met the institution entrance requirements.

Item 32—This is a net total of all individuals for the year, excluding all duplicates. **If this figure can not be furnished please indicate that fact.**

FORM B

Note that two bases of classification are indicated: horizontally, according to type of degree and vertically by major fields.

The first five columns refer to 1937 degrees only, and should include all degrees awarded during the academic year 1936-37. For 1936 **corresponding** totals only are requested for comparison. In order that the data may be furnished complete in July, it is suggested that the degree totals for each year include those granted in June plus those granted in the **preceding** fall or summer school.

If the classification by major fields can not be furnished, the totals should be entered as item 9.

In cases where a part of the degrees can be classified by major fields, the balance may enter as item 7.

In institutions in which students graduate with more than one major, adequate explanation should be appended to permit the subtraction of the correct number of duplicates in such comparisons as may be made in assembling data.

Item 10—This refers to certificates of less than baccalaureate grade, such as junior college diplomas, extension certificates, two year teachers college diplomas, etc. It does not refer to certificates in music, art, teaching, etc., issued in conjunction with four year and higher degrees, nor to sub-collegiate diplomas.

Committee on Special Projects

Ira M. Smith, Chairman

Fred L. Kerr, In charge of enrolment and degree statistics

DUPLICATE FOR YOUR FILES

American Association of Collegiate Registrars

Form B *Report on Degrees Conferred for the Year 1936-1937*

Read instruction sheet carefully before filling in this form

Name of institution Ga. State Woman's College

Location (City and State) Valdosta, Ga.

Type of institution: University ____ Liberal Arts College X Junior College ____ Teachers' College or Normal School ____

Professional School ____ Technical School ____.

Data furnished by Mrs. W. M. Thomas Title Registrar

MAJOR FIELD	DEGREES FOR 1936-37					Totals for 1935-36
	Bachelors and other first degrees	Masters degrees and other degrees representing one year of graduate work	Other professional degrees in advance of first degree	Doctor of Philosophy and other doctorates of corresponding grade	Totals 1936-37	
1. Languages and Literature						
English	16					
Modern Languages	7					
Classical Languages						
Total	23					
2. Philosophy and Psychology						
3. Fine Arts (Art, Music, etc.)	2					
Architecture						
Dramatic Art and Speech						
Total	2					
4. Social Science (History, Political Science, Anthropology, Sociology, Economics, Geography, etc.)	6					
Law						
Business Administration						
Education, including Physical Educ.						
Divinity, Theology, Religion, Bible						
Library Training						
Journalism						
Total	6					
5. Mathematics and Physical Sciences (Physics, Chemistry, Geology, etc.)						
Engineering (all fields except mining)						
Mines and Mining Engineering						
Chemistry						
Total						
6. Biological Sciences (Zoology, Botany, Physiology, etc.)	4					
Medicine						
Nursing						
Dentistry						
Pharmacy						
Agriculture						
Forestry						
Home Economics						
Total	4					
7. Undetermined Major Fields						
8. Honorary degrees—totals only	x x x x	x x x x	x x x x	x x x x		
9. Total all degrees conferred	35				35*	50
10. Total all certificates of collegiate grade—not degrees	x x x x	x x x x	x x x x	x x x x	16	14

Return to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before July 10, 1937.

* 8 more were announced at June 1937 Commencement, † receive degrees after completion 3 + 10 Rem. hrs. -

American Association of Collegiate Registrars

Form A — *Report on Enrolment for the Year 1936-37*

Read instruction sheet carefully before filling in this form

Name of institution Ia. State Womans College

Location (City and State) Valeuta, Ia.

Type of institution: University ____ Liberal Arts College X Junior College ____ Teachers' College or Normal School ____

Professional School ____ Technical School ____.

Source of Support: Publicly supported, Federal ____ State X Municipal ____ Privately endowed ____ Tuition ____

Enrolment Limited to Men ____ Women X Coeducational ____.

Data furnished by Mrs. W. M. Thomas Title Registrar

NOTE: By definition of the Association "A student for any purpose of measurement of college enrolment is considered to be any person who enrols in any class of college grade and pays the requisite fee."

CURRICULA	Enrolment for the year 1936-37			Enrolment for the year 1935-36		
	Men	Women	Total	Men	Women	Total
1. Agriculture						
2. Architecture						
3. Art						
4. Business Administration						
5. Chemistry						
6. Dentistry						
7. Divinity						
8. Education						
9. Engineering						
10. Forestry						
11. Home Economics						
12. Journalism						
13. Law						
14. Liberal Arts, pre-professional and general		349	349		371	371
15. Medicine						
16. Mining						
17. Music						
18. Nursing						
19. Pharmacy						
20. Veterinary Medicine						
21. Other curricula (specify)						
22.						
23.						
24.						
25.						
26. Graduate						
27. Net total (Items 1 to 26 excluding duplicates)		349	349		371	371
		(Summer Session 1936)			(Summer Session 1935)	
28. Summer Session None						
		(Year 1936-37)			(Year 1935-36)	
29. Extension Students (includes evening and part time)						
30. Correspondence Students						
31. Sub-collegiate Students None						
32. Net grand totals (items 1-31 excluding duplicates)						

Return to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before July 10, 1937.

Extension and correspondence students not included because the work is done through the Univ. of Ia. Division of General Extension, Atlanta

American Association of Collegiate Registrars

Data for Annual Report on Enrolment and Degrees for 1935-36

GENERAL INSTRUCTIONS

Members of the Association are requested to fill out the accompanying forms as fully as their records permit and return them not later than July 6, 1936.

Duplicate copies of both forms are included. The duplicates are for your own files if you wish to preserve a copy.

If only totals can be given it will be possible to use those in the published summaries.

Please **do not** send pages from published reports or fail to fill in the totals where called for. If each member of the Association will undertake to see that the forms for his or her institution are complete it will facilitate the publication of the report, prevent unnecessary errors in interpretations, and save the Association expense in assembling data.

Classification of Institutions.—Be sure to check the essential items at the head of both forms so that your data will be included in the proper group. Include as "University" land grant colleges—and any institution which offers distinctly organized professional curricula in addition to a liberal arts course leading to the B. A. degree, except those institutions definitely organized as Teachers Colleges or Normal Schools. It is assumed that all institutions receive some support from tuition. If it is the sole or principle source of support, it should be checked. Church support may be included under private endowment. Provincial funds for Canadian institutions may be indicated as "State."

FORM A

Curricula.—The more common curricula are listed. However, it is expected that each institution will report its enrolments in accord with its own administrative organization. The Committee requests that modifications of the printed headings be indicated in such a way that there may be no danger of misrepresenting the situation for individual institutions in the final compilation.

Institutions such as liberal arts colleges unless they normally segregate their enrolments may report their total enrolment under "Liberal Arts": if definite enrolments in music, art, and other curricula are recognized by the college, they may be reported separately.

Similarly it is expected that as a rule all enrolment in junior colleges will be reported as "liberal arts, pre-professional and general," unless definitely organized technical curricula are offered by the junior college concerned.

In the case of Normal Schools and Teachers Colleges the same principle would obtain, namely in general all students preparing for the teaching profession should be reported under "Education." This item should include all **physical education, religious education** and other special education students. If, in addition, regular junior college work is offered as a distinct curriculum, registrants in that field should be reported as "Liberal Arts."

It is not necessary to separate students in these institutions on the basis of major fields unless definite and distinct curricula are offered.

In general, pre-medical, pre-legal, and other pre-professional students should be reported in item 13.

Item 26—"Graduate"—Include registrations for advanced degrees—not students in undergraduate and professional curricula with first degrees unless the local plan of reporting includes such students in the graduate school.

Item 27—Net total. Give here the total number of individuals enrolled for the college year (excluding duplicate enrolments and excluding those covered by items 28 to 31.)

Item 28—Note that the data for the summer session **preceding** the college year with which it is reported is called for.

Item 29—Under "Extension" include evening and part time students whether their class work is on the campus or not. Special or unclassed students carrying less than a full load, in classes regularly arranged for full time students, however, may be reported in items 1 to 26. No distinction need be made between students who have and who have not met the requirements for admission to the regular work of the institution.

Sub-collegiate—Include only enrolments of such students as are enroled in an integral part of the institution. Practice schools, schools in Agriculture, etc., may be included. Extension students and correspondence study students should be included under those headings respectively even though they may not have fully met the institution entrance requirements.

Item 32—This is a net total of all individuals for the year, excluding all duplicates. **If this figure can not be furnished please indicate that fact.**

FORM B

Note that two bases of classification are indicated: horizontally, according to type of degree and vertically by major fields.

The first five columns refer to 1936 degres only, and should include all degrees awarded during the academic year 1935-36. For 1935 **corresponding** totals only are requested for comparison.

If the classification by major fields can not be furnished, the totals should be entered as item 9.

In cases where a part of the degrees can be classified by major fields, the balance may enter as item 7.

In institutions in which students graduate with more than one major, adequate explanation should be appended to permit the subtraction of the correct number of duplicates in such comparisons as may be made in assembling the data.

Item 10—This refers to certificates of less than baccalaureate grade, such as junior college diplomas, extension certificates, two year teachers college diplomas, etc. It does not refer to certificates in music, art, teaching, etc., issued in conjunction with four year and higher degrees, nor to sub-collegiate diplomas.

Committee on Special Projects

Ira M. Smith, Chairman

Fred L. Kerr, In charge of enrolment
and degree statistics

DUPLICATE FOR YOUR FILES

American Association of Collegiate Registrars

Form B *Report on Degrees Conferred for the Year 1935-1936*

Read instruction sheet carefully before filling in this form

Name of institution The Georgia State Woman's College

Location (City and State) Valdosta, Georgia.

Type of institution: University ____ Liberal Arts College X Junior College ____ Teachers' College or Normal School ____

Professional School ____ Technical School ____.

Data furnished by Mrs. W. M. Thomas Title Registrar

MAJOR FIELD	DEGREES FOR 1935-36					Totals for 1934-35
	Bachelors and other first degrees	Masters degrees and other degrees representing one year of graduate work	Other professional degrees in advance of first degree	Doctor of Philosophy and other doctorates of corresponding grade	Totals 1935-36	
1. Languages and Literature						
English	16				16	
Modern Languages	4				4	
Classical Languages						
Total	20				20	
2. Philosophy and Psychology						
3. Fine Arts (Art, Music, Speech, etc.)	4				4	
Architecture						
Dramatic Art						
Total	4				4	
4. Social Science (History, Political Science, Anthropology, Sociology, Economics, Geography, etc.)	17				17	
Law						
Business Administration						
Education, including Physical Educ.						
Divinity, Theology, Religion, Bible						
Library Training						
Journalism						
Total	17				17	
5. Mathematics and Physical Sciences (Physics, Chemistry, Geology, etc.)	7				7	
Engineering (all fields except mining)						
Mines and Mining Engineering						
Chemistry	1				1	
Total	8				8	
6. Biological Sciences (Zoology, Botany, Physiology, etc.)						
Medicine						
Nursing						
Dentistry						
Pharmacy						
Agriculture						
Forestry						
Home Economics						
Total						
7. Undetermined Major Fields						
8. Honorary degrees—totals only	x x x x	x x x x	x x x x	x x x x		
9. Total all degrees conferred	49				49	30
10. Total all certificates of collegiate grade—not degrees	x x x x	x x x x	x x x x	x x x x		

Return to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before July 6, 1936.

DUPLICATE FOR YOUR FILES

American Association of Collegiate Registrars

Form A — *Report on Enrolment for the Year 1935-1936*

Read instruction sheet carefully before filling in this form

Name of institution The Georgia State Woman's College

Location (City and State) Valdosta, Georgia

Type of institution: University ____ Liberal Arts College X Junior College ____ Teachers' College or Normal School ____

Professional School ____ Technical School ____ .

Sources of Support: Publicly supported, Federal ____ State X Municipal ____ Privately endowed ____ Tuition ____

Enrolment Limited to Men ____ Women X Coeducational ____ .

Data furnished by Mrs. W. M. Thomas Title Registrar

NOTE: By definition of the Association "A student for any purpose of measurement of college enrolment is considered to be any person who enrols in any class of college grade and pays the requisite fee."

CURRICULA	Enrolment for the year 1935-36			Enrolment for the year 1934-35		
	Men	Women	Total	Men	Women	Total
1. Agriculture						
2. Architecture						
3. Art						
4. Business Administration						
5. Dentistry						
6. Divinity						
7. Education						
8. Engineering						
9. Forestry						
10. Home Economics						
11. Journalism						
12. Law						
13. Liberal Arts, pre-professional and general		376	376		371	371
14. Medicine						
15. Mining						
16. Music						
17. Nursing						
18. Pharmacy						
19. Veterinary Medicine						
20. Other curricula (specify)						
21.						
22.						
23.						
24.						
25.						
26. Graduate						
27. Net total (Items 1 to 26 excluding duplicates)		376	376		371	371
		(Summer Session 1935)			(Summer Session 1934)	
28. Summer Session NONE						
		(Year 1935-36)			(Year 1934-35)	
*29. Extension Students (includes evening and part time)						
*30. Correspondence Students						
31. Sub-collegiate Students						
32. Net grand totals (items 1-31 excluding duplicates)		376	376		371	371

Return to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before July 6, 1936.

* All Extension and correspondence work for the University System of Georgia, of which this institution is a unit, is carried on by the Div. of Ext., 223 Walton St. Atlanta.

American Association of Collegiate Registrars

Data for Annual Report on Enrolment and Degrees for 1934-35

GENERAL INSTRUCTIONS

Members of the Association are requested to fill out the accompanying forms as fully as their records permit and return them not later than September 1, 1935.

Duplicate copies of both forms are included. The duplicates are for your own files if you wish to preserve a copy.

If only totals can be given it will be possible to use those in the published summaries.

Please **do not** send pages from published reports or fail to fill in the totals where called for. If each member of the Association will undertake to see that the forms for his or her institution are complete it will facilitate the publication of the report, prevent unnecessary errors in interpretations, and save the Association expense in assembling the data.

Classification of Institutions.—Be sure to check the essential items at the head of both forms so that your data will be included in the proper group. Include as "University" land grant colleges—and any institution which offers distinctly organized professional curricula in addition to a liberal arts course leading to the B. A. degree, except those institutions definitely organized as Teachers Colleges or Normal Schools. It is assumed that all institutions receive some support from tuition. If it is the sole or principle source of support, it should be checked. Church support may be included under private endownment. Provincial funds for Canadian institutions may be indicated as "State."

FORM A

Curricula.—The more common curricula are listed. However, it is expected that each institution will report its enrolments in accord with its own administrative organization. The Committee requests that modifications of the printed headings be indicated in such a way that there may be no danger of misrepresenting the situation for individual institutions in the final compilation.

Institutions such as liberal arts colleges unless they normally segregate their enrolments may report their total enrolment under "Liberal Arts": if definite enrolments in music, art, and other curricula are recognized by the college, they may be reported separately.

Similarly it is expected that as a rule all enrolment in junior colleges will be reported as "liberal arts, pre-professional and general," unless definitely organized technical curricula are offered by the junior college concerned.

In the case of Normal Schools and Teachers Colleges the same principle would obtain, namely in general all students preparing for the teaching profession should be reported under "Education." This item should include all physical education, religious education and other special education students. If, in addition, regular junior college work is offered as a distinct curriculum, registrants in that field should be reported as "Liberal Arts."

It is not necessary to separate students in these institutions on the basis of major fields unless definite and distinct curricula are offered.

In general, pre-medical, pre-legal, and other pre-professional students should be reported in item 13.

Item 26—"Graduate"—Include registrations for advanced degrees—not students in undergraduate and professional curricula with first degrees unless the local plan of reporting includes such students in the graduate school.

Item 27—Net total. Give here the total number of individuals enrolled for the college year (excluding duplicate enrolments and excluding those covered by items 28 to 31.)

Item 28—Note that the data for the summer session preceding the college year with which it is reported is called for.

Item 29—Under "Extension" include evening and part time students whether their class work is on the campus or not. Special or unclassed students carrying less than a full load, in classes regularly arranged for full time students, however, may be reported in items 1 to 26. No distinction need be made between students who have and who have not met the requirements for admission to the regular work of the institution.

Sub-collegiate—Include only enrolments of such students as are enroled in an integral part of the institution. Practice schools, schools in Agriculture, etc., may be included. Extension students and correspondence study students should be included under those headings respectively even though they may not have fully met the institution entrance requirements.

Item 32.—This is a net total of all individuals for the year, excluding all duplicates. If this figure can not be furnished please indicate that fact.

FORM B

Note that two bases of classification are indicated: horizontally, according to type of degree and vertically by major fields.

The first five columns refer to 1935 degrees only, and should include all degrees awarded during the academic year 1934-35. For 1934 **corresponding** totals only are requested for comparison.

If the classification by major fields can not be furnished, the totals should be entered as item 9.

In cases where a part of the degrees can be classified by major fields, the balance may enter as item 7.

In institutions in which students graduate with more than one major, adequate explanation should be appended to permit the subtraction of the correct number of duplicates in such comparisons as may be made in assembling the data.

Item 10—This refers to certificates of less than baccalaureate grade, such as junior college diplomas, extension certificates, two year teachers college diplomas, etc. It does not refer to certificates in music, art, teaching, etc., issued in conjunction with four year and higher degrees, nor to sub-collegiate diplomas.

Committee on Special Projects

Ira M. Smith, Chairman

Fred L. Kerr, In charge of enrolment and degree statistics

American Association of Collegiate Registrars

Form A — *Report on Enrollment for the Year 1934-35*

Name of Institution G. S. W. C.

DUPLICATE COPY
For Your Files

Location (City and State) Valdosta, Ga

Type of Institution: University ____ Liberal Arts College X Junior College ____ Teachers' College or Normal School ____

Professional School ____ Technical School ____.

Sources of Support: Publicly supported, Federal ____ State ____ Municipal ____ Privately endowed ____ Tuition ____

Enrolment Limited to Men ____ Women X Coeducational ____.

Data furnished by Mrs. W. M. Thomas Title Registrar

NOTE: By definition of the Association "A student for any purpose of measurement of college enrolment is considered to be any person who enrols in any class of college grade and pays the requisite fee."

CURRICULA	Enrolment for the year 1934-35			Enrolment for the year 1933-34		
	Men	Women	Total	Men	Women	Total
1. Agriculture						
2. Architecture						
3. Art						
4. Business Administration						
5. Dentistry						
6. Divinity						
7. Education						
8. Engineering						
9. Forestry						
10. Home Economics						
11. Journalism						
12. Law						
13. Liberal Arts, pre-professional and general	0	371	371	0	346	346
14. Medicine						
15. Mining						
16. Music						
17. Nursing						
18. Pharmacy						
19. Veterinary Medicine						
20. Other curricula (specify)						
21.						
22.						
23.						
24.						
25.						
26. Graduate						
27. Net total (Items 1 to 26 excluding duplicates)	0	371	371	0	346	346
	(Summer Session 1934)			(Summer Session 1933)		
28. Summer Session	NONE			NONE		
	(Year 1934-35)			(Year 1933-34)		
29. Extension Students (includes evening and part time)	Should be secured from Division of Gen. Ext. Univ. Sys. of Ga. - Atlanta					
30. Correspondence Students						
31. Sub-collegiate Students	NONE			NONE		
32. Net grand totals (items 1-31 excluding duplicates)						

Return to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before September 1, 1935.

American Association of Collegiate Registrars

Form B *Report on Degrees Conferred for the Year 1934-1935*

DUPLICATE COPY For Your Files

Name of institution Georgia State Womans College

Location (City and State) Valdosta, Georgia.

Type of institution: University ____ Liberal Arts College X Junior College ____ Teachers' College or Normal School ____

Professional School ____ Technical School ____

Data furnished by Mrs. W. M. Thomas Title Registrar

MAJOR FIELD	DEGREES FOR 1934-35					Totals for 1933-34
	Bachelors and other first degrees	Masters degrees and other degrees representing one year of graduate work	Other professional degrees in advance of first degree	Doctor of Philosophy and other doctorates of corresponding grade	Totals 1934-35	
1. Languages and Literature						
English	8				8	
Modern Languages French	5				5	
Classical Languages						
Total	13				13	
2. Philosophy and Psychology					~~2~~	
3. Fine Arts (Art, Music, Speech, etc.)	2				2	
Architecture						
Dramatic Art						
Total	2				2	
4. Social Science (History, Political Science, Antropology, Sociology, Economics, Geography, etc.)	11				11	
Law						
Business Administration						
Education, including Physical Educ.						
Divinity, Theology, Religion, Bible						
Library Training						
Journalism						
_____						
Total	11				11	
5. Mathematics and Physical Sciences (Physics, Chemistry, Geology, etc.)	1				1	
Engineering (all fields)						
Mines						
_____						
Total	1				1	
6. Biological Sciences (Zoology, Botany, Physiology, etc.)	3				3	
Medicine						
Nursing						
Dentistry						
Dental Nursing						
Pharmacy						
Veterinary Medicine						
Agriculture						
Forestry						
Home Economics						
_____						
Total	3				3	
7. Undetermined Major Fields						
8. Honorary degrees—totals only	x x x x	x x x x	x x x x	x x x x		
9. Total all degrees conferred	30				30	26
10. Total all certificates of collegiate grade—not degrees	x x x x	x x x x	x x x x	x x x x	8	11

Return to Fred L. Kerr, Registrar, University of Arkansas, Fayetteville, Ark., on or before September 1, 1935.

American Association of Collegiate Registrars

Data for Annual Report on Enrolment and Degrees for 1932-1933

GENERAL INSTRUCTIONS

Members of the Association are requested to fill out the accompanying forms as fully as their records permit and return them not later than August 1, 1933.

Duplicate copies of both forms are included. The duplicates are for your own files if you wish to preserve a copy.

If only totals can be given it will be possible to use those in the published summaries.

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FORM A

Curricula.—The more common curricula are listed. However, it is expected that each institution will report its enrolments in accord with its own administrative organization. The Committee requests that modifications of the printed headings be indicated in such a way that there may be no danger of misrepresenting the situation for individual institutions in the final compilation.

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In the case of Normal Schools and Teachers Colleges the same principle would obtain, namely in general all students preparing for the teaching profession should be reported under "Education." This item should include all physical education, religious education and other special education students. If, in addition, regular junior college work is offered as a distinct curriculum, registrants in that field should be reported as "Liberal Arts."

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Item 27—Net total. Give here the total number of individuals enrolled for the college year (excluding duplicate enrolments and excluding those covered by items 28 to 31.)

Item 28—Note that the data for the summer session preceding the college year with which it is reported is called for.

Item 29—Under "Extension" include evening and part time students whether their class work is on the campus or not. Special or unclassed students carrying less than a full load, in classes regularly arranged for full time students, however, may be reported in items 1 to 26. No distinction need be made between students who have and who have not met the requirements for admission to the regular work of the institution.

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Item 32—This is a net total of all individuals for the year, excluding all duplicates. If this figure can not be furnished please indicate that fact.

FORM B

Note that two bases of classification are indicated: horizontally, according to type of degree and vertically by major fields.

The first five columns refer to 1933 degrees only. For 1932 corresponding totals only are requested for comparison.

If the classification by major fields can not be furnished, the totals should be entered as item 9.

In cases where a part of the degrees can be classified by major fields, the balance may be entered as item 7.

In institutions in which students graduate with more than one major, adequate explanation should be appended to permit the subtraction of the correct number of duplicates in such comparisons as may be made in assembling the data.

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Committee on Special Projects

J. P. Mitchell
K. P. R. Neville
F. L. Kerr
I. M. Smith
R. N. Dempster
R. M. West, Chairman

Report Sent 6/14/33

American Association of Collegiate Registrars

Form A — *Report on Enrolment for the Year 1932-33*

Name of Institution: The Georgia State Woman's College

Location (City and State): Valdosta, Georgia

Type of Institution: University..... Liberal Arts College..... Junior College..... Teachers' College or Normal School.....

Professional School..... Technical School.....

Sources of Support: Publicly supported, Federal..... State ✓ Municipal..... Privately endowed..... Tuition.....

Enrolment Limited to Men..... Women ✓ Coeducational.....

Data furnished by Augusta Rentz Title .....

NOTE: By definition of the Association "A student for any purpose of measurement of college enrolment is considered to be any person who enrols in any class of college grade and pays the requisite fee."

Will your office be able to furnish totals in terms of equivalent full-time enrolments in accordance with the plan of Bulletin No. 6 of the National Committee on Standard Reports in the report for 1934? Yes. No.

CURRICULA	Enrolment for the year 1932-33			Enrolment for the year 1931-32		
	Men	Women	Total	Men	Women	Total
1. Agriculture						
2. Architecture						
3. Art						
4. Business Administration						
5. Dentistry						
6. Divinity						
7. Education	0	185	185	0	144	144
8. Engineering						
9. Forestry						
10. Home Economics						
11. Journalism						
12. Law						
13. Liberal Arts, pre-professional and general	0	198	198	0	174	174
14. Medicine						
15. Mining						
16. Music						
17. Nursing						
18. Pharmacy						
19. Veterinary Medicine						
20. Other curricula						
21.						
22.						
23.						
24.						
25.						
26. Graduate						
27. Net total (Items 1 to 26 excluding duplicates)	0	383	383	0	318	318
	(Summer Session 1932)			(Summer Session 1931)		
28. Summer Session	6	196	202	9	192	201
	(Year 1932-33)			(Year 1931-32)		
29. Extension Students (includes evening and part time)				~~9~~	~~192~~	0
30. Correspondence Students						0
31. Sub-collegiate Students						0
32. Net grand totals (items 1 to 31 excluding duplicates)	6	543	549	0	510	519

DUPLICATE COPY
For Your Files

Return to R. M. West, Registrar, University of Minnesotoa, Minneapolis, Minnesota, on or before August 1, 1933.

Report sent 6/14/33

American Association of Collegiate Registrars

Form B ***Report on Degrees Conferred for the Year 1932-1933***

Name of institution The Georgia State Woman's College

Location (City and State) Valdosta, Georgia

Type of institution: University ..... Liberal Arts College ✓ Junior College ..... Teachers' College or Normal School .....

Professional School ..... Technical School .....

Data furnished by Augusta Rentz Title Registrar

MAJOR FIELD	DEGREES FOR 1932-33					
	Bachelors and other first degrees	Masters degrees and other degrees representing one year of graduate work	Other professional degrees in advance of first degree	Doctor of Philosophy and other doctorates of corresponding grade	Totals 1932-33	Totals for 1931-32
1. Languages and Literature						
English	16	0	0	0	16	15
Modern Languages						
Classical Languages	1	0	0	0	1	0
Total						
2. Philosophy						
3. Fine Arts (Art, Music, Speech, etc.)						
Architecture						
~~Dramatic Art~~ Music	3	0	0	0	3	1
Total						
4. Social Sciences (History, Political Science, Anthropology, Sociology, Economics, Geography, etc.)	8	0	0	0	8	1
Law						
Business Administration						
Education	10	0	0	0	10	7
Divinity, Theology, Religion						
Library Training						
_____						
Total						
5. Mathematics and Physical Sciences (Physics, Chemistry, Geology, etc.)	4	0	0	0	4	0
Engineering (all fields)						
Chemistry						
Mines						
_____						
Total						
6. Biological Sciences (Zoology, Botany, Physiology, etc.)	2	0	0	0	2	1
Medicine						
Nursing						
Dentistry						
Dental Nursing						
Pharmacy						
Veterinary Medicine						
Agriculture						
Forestry						
Home Economics	1	0	0	0	1	2
_____						
Total						
7. Undetermined Major Fields						
8. Honorary degrees—totals only	x x x x	x x x x	x x x x	x x x x		
9. Total all degrees conferred					45	27
10. Total all certificates of collegiate grade—not degrees 2 years	x x x x	x x x x	x x x x	x x x x	31	28

DUPLICATE COPY
For Your Files

Return to R. M. West, Registrar, University of Minnesota, Minneapolis, Minnesota, on or before August 1, 1933.

American Association of Collegiate Registrars

Date for Annual Report on Enrolment and Degrees for 1931-1932

GENERAL INSTRUCTIONS

Members of the Association are requested to fill out the accompanying forms as fully as their records permit and return them not later than August 1, 1932.

Duplicate copies of both forms are included. The duplicates are for your own files if you wish to preserve a copy.

If only totals can be given it will be possible to use those in the published summaries.

Please **do not** send pages from published reports or fail to fill in the totals where called for. If each member of the Association will undertake to see that the forms for his or her institution are complete it will facilitate the publication of the report; prevent unnecessary errors in interpretation, and save the Association expense in assembling the data.

Classification of Institutions.—Your Committee proposes to use the classification of institutions as adopted by the Association of American Colleges and the Association of Collegiate Registrars. Be sure to check the essential items at the head of both forms so that your data will be included in the proper group. Include as "University" land grant colleges—and any institution which offers distinctly organized professional curricula in addition to a liberal arts course leading to the B.A. degree, except those institutions definitely organized as Teachers Colleges or Normal Schools. It is assumed that all institutions receive some support from tuition. If it is the sole source of support, it should be checked. Church support may be included under private endowment. Provincial funds for Canadian institutions may be indicated as "State."

FORM A

Curricula.—The more common curricula are listed. However, it is expected that each institution will report its enrolments in accord with its own administrative organization. The Committee requests that modifications of the printed headings be indicated in such a way that there may be no danger of misrepresenting the situation for individual institutions in the final compilation.

Institutions such as liberal arts colleges unless they normally segregate their enrolments may report their total enrolment under "Liberal Arts"; if definite enrolment in music, art, and other curricula are recognized by the college, they may be reported separately.

Similarly it is expected that as a rule all enrolment in junior colleges will be reported as liberal arts, pre-professional and general unless definitely organized technical curricula are offered by the junior college concerned.

In the case of Normal Schools and Teachers Colleges the same principle would obtain, namely in general all students preparing for the teaching profession should be reported under "Education." This item should include all physical education, religious education and other special education students. If, in addition, regular junior college work is offered as a distinct curriculum, registrants should be reported as "Liberal Arts."

It is not necessary to separate students in these institutions on the basis of major fields unless definite and distinct curricula are offered.

In general, pre-medical, pre-legal, and other pre-professional students should be reported in item 13.

Item 26—"Graduate"—Include registrations for advanced degrees—not students in undergraduate and professional curricula with first degrees unless the local plan of reporting includes such students in the graduate school.

Item 27—Net total. Give here the total number of individuals enrolled for the college year (excluding duplicate enrolments and excluding those covered by items 28 to 31.)

Item 28—Note that the data for the summer session preceding the college year with which it is reported is called for.

Item 29—Under "Extension" include evening and part time students whether their class work is on the campus or not. Special or unclassed students carrying less than a full load, in classes regularly arranged for full time students, however, may be reported in items 1 to 26. No distinction need be made between students who have and who have not met the requirements for admission to the regular work of the institution.

Sub-collegiate—Include only enrolments of such students as are enrolled in an integral part of the institution. Practice schools, schools of Agriculture, etc., may be included. Extension students and correspondence study students should be included under those headings respectively even though they may not have fully met the institution entrance requirements.

Item 32—This is a net total of all individuals for the year, excluding all duplicates. If this figure can not be furnished please indicate that fact.

FORM B

Note that two bases of classification are indicated: horizontally, according to type of degree and vertically by major fields.

The first five columns refer to 1932 degrees only. For 1931 corresponding totals only are requested for comparison.

If the classification by major fields can not be furnished, the totals should be entered as item 9.

In cases where a part of the degrees can be classified by major fields, the balance may be entered as item 7.

In institutions in which students graduate with more than one major, adequate explanation should be appended to permit the subtraction of the correct number of duplicates in such comparisons as may be made in assembling the data.

Item 10—This refers to certificates of less than baccalaureate grade, such as junior college diplomas, extension certificates, two year teachers college diplomas, etc. It does **not** refer to certificates in music, art, teaching, etc., issued in conjunction with four year and higher degrees, nor to sub-collegiate diplomas.

Committee on Special Projects

J. P. Mitchell
K. P. R. Neville
F. L. Kerr
I. M. Smith
R. N. Dempster
R. M. West, Chairman

Report sent 6/16/32

American Association of Collegiate Registrars

Form A — *Report on Enrolment for the Year 1931-32*

DUPLICATE COPY

Name of Institution: The Georgia State Womans College

Location (City and State): Valdosta, Georgia

Type of Institution: University ..... Liberal Arts College ✓ Junior College ..... Teachers' College or Normal School .....

Professional School ..... Technical School .....

Sources of Support: Publicly supported, Federal ..... State ✓ Municipal ..... Privately endowed ..... Tuition .....

Enrolment Limited to Men ..... Women ✓ Coeducational .....

Data furnished by Augusta Rentz Title Registrar

NOTE: By definition of the Association "A student for any purpose of measurement of college enrolment is considered to be any person who enrols in any class of college grade and pays the requisite fee."

CURRICULA	Enrolment for the year 1931-32			Enrolment for the year 1930-31		
	Men	Women	Total	Men	Women	Total
1. Agriculture						
2. Architecture						
3. Art						
4. Business Administration						
5. Dentistry						
6. Divinity						
7. Education	0	144	144	0	146	146
8. Engineering						
9. Forestry						
10. Home Economics						
11. Journalism						
12. Law						
13. Liberal Arts, pre-professional and general	0	174	174	0	161	161
14. Medicine						
15. Mining						
16. Music						
17. Nursing						
18. Pharmacy						
19. Veterinary Medicine						
20. Other curricula						
21.						
22.						
23.						
24.						
25.						
26. Graduate						
27. Net total (Items 1 to 26 excluding duplicates)	0	318	318	0	307	307
	(Summer Session 1931)			(Summer Session 1930)		
28. Summer Session	9	192	201	1	215	216
	(Year 1931-32)			(Year 1930-31)		
29. Extension Students (includes evening and part time)	0	0	0	0	0	0
30. Correspondence Students	0	0	0	0	0	0
31. Sub-collegiate Students	0	0	0	0	0	0
32. Net grand totals (items 1 to 31 excluding duplicates)	9	510	519	1	522	523

Return to R. M. West, Registrar, University of Minnesotoa, Minneapolis, Minnesota, on or before August 1, 1932.

Report sent in 6/10/32

American Association of Collegiate Registrars

Form B — *Report on Degrees Conferred for the Year 1931-1932*

DUPLICATE COPY For Your Files

Name of institution: The Georgia State Womans College

Location (City and State): Valdosta, Georgia

Type of institution: University ..... Liberal Arts College ✓ Junior College ..... Teachers' College or Normal School .....

Professional School ..... Technical School .....

Data furnished by: Augusta Rentz Title: Registrar

MAJOR FIELD	DEGREES FOR 1931-32: Bachelors and other first degrees	Masters degrees and other degrees representing one year of graduate work	Other professional degrees in advance of first degree	Doctor of Philosophy and other doctorates of corresponding grade	Totals	Totals for 1930-31
1. Languages and Literature						
English	15	0	0	0	15	10
Modern Languages						
Classical Languages	0				0	1
Total						
2. Philosophy						
3. Fine Arts (Art, Music, Speech, etc.)						
Architecture						
~~Dramatic Art~~ Music	1	0	0	0	1	1
Total						
4. Social Sciences (History, Political Science, Anthropology, Sociology, Economics, Geography, etc.)	1	0	0	0	1	11
Law						
Business Administration						
Education	7	0	0	0	7	10
Divinity, Theology, Religion						
Library Training						
_____						
Total						
5. Mathematics and Physical Sciences (Physics, Chemistry, Geology, etc.)	0	0	0	0	0	1
Engineering (all fields)						
Chemistry						
Mines						
_____						
Total						
6. Biological Sciences (Zoology, Botany, Physiology, etc.)	1	0	0	0	1	0
Medicine						
Nursing						
Dentistry						
Dental Nursing						
Pharmacy						
Veterinary Medicine						
Agriculture						
Forestry						
Home Economics	2	0	0	0	2	0
_____						
Total						
7. Undetermined Major Fields						
8. Honorary degrees—totals only	x x x x	x x x x	x x x x	x x x x		
9. Total all degrees conferred					27	34
10. Total all certificates of collegiate grade—not degrees	x x x x	x x x x	x x x x	x x x x	28	39

Return to R. M. West, Registrar, University of Minnesota, Minneapolis, Minnesota, on or before August 1, 1932.

DUPLICATE COPY
For Your Files

American Association of Collegiate Registrars

Form A — *Report on Enrolment for the Year 1930-31*

Name of Institution: The Georgia State Woman's College

Location (City and State): Valdosta, Georgia

Type of Institution: University ..... Liberal Arts College ✓ Junior College ..... Teachers' College or Normal School .....

Professional School ..... Technical School .....

Sources of Support: Publicly supported, Federal ..... State ✓ Municipal ..... Privately endowed ..... Tuition .....

Enrolment Limited to Men ..... Women ✓ Coeducational .....

Data furnished by Augusta Kentz Title Registrar

NOTE: By definition of the Association "A student for any purpose of measurement of college enrolment is considered to be any person who enrols in any class of college grade and pays the requisite fee."

CURRICULA	Enrolment for the year 1930-31			Enrolment for the year 1929-30		
	Men	Women	Total	Men	Women	Total
1. Agriculture						
2. Architecture						
3. Art						
4. Business Administration						
5. Dentistry						
6. Divinity						
7. Education	0	146	146	0	175	175
8. Engineering						
9. Forestry						
10. Home Economics						
11. Journalism						
12. Law						
13. Liberal Arts, pre-professional and general	0	161	161		138	138
14. Medicine						
15. Mining						
16. Music						
17. Nursing						
18. Pharmacy						
19. Veterinary Medicine						
20. Other curricula						
21.						
22.						
23.						
24.						
25.						
26. Graduate						
27. Net total (Items 1 to 26 inclusive)	0	307	307	0	313	313
	(Summer Session 1930)			(Summer Session 1929)		
28. Summer Session	1	215	216	2	172	174
29. Extension Students (includes evening and part time)	0	0	0	0	0	0
30. Correspondence Students	0	0	0	0	0	0
31. Sub-collegiate Students	0	0	0	0	0	0
32. Net grand totals (items 1 to 31 inclusive)	1	522	523	2	485	487

Return to R. M. West, Registrar, University of Minnesota, Minneapolis, Minnesota, on or before August 1, 1931.

American Association of Collegiate Registrars

Form B ***Report on Degrees Conferred for the Year 1930-1931***

DUPLICATE COPY
For Your Files

Name of institution The Georgia State Woman's College

Location (City and State) Valdosta, Georgia

Type of institution: University ..... Liberal Arts College ✓ Junior College ..... Teachers' College or Normal School .....

Professional School ..... Technical School .....

Data furnished by Augusta Rentz Title Registrar

MAJOR FIELD	Bachelors and other first degrees	Masters degrees and other degrees representing one year of graduate work	Other professional degrees in advance of first degree	Doctor of Philosophy and other doctorates of corresponding grade	Totals for 1930-31	Totals for 1929-30
1. Languages and Literature						
English	10	0	0	0	10	9
Modern Languages						
Classical Languages	1				1	1
Total						
2. Fine Arts						1
Applied fields of Architecture						
Dramatic Art Music	1				1	1
Total						
3. Social Sciences History	11				11	1
Applied fields of Law						
Business Administration						
Education	10	0	0	0	10	9
Divinity						
_____						
_____						
Total						
4. Mathematics and Physical Sciences	1				1	
Applied fields of Engineering						
Chemistry						1
Mines						
_____						
Total						
5. Biological Sciences						
Applied fields of Medicine						
Nursing						
Dentistry						
Dental Nursing						
Pharmacy						
Veterinary Medicine						
Agriculture						
Forestry						
Home Economics						3
_____						
_____						
Total						
6. Undetermined Major Fields						
7. Honorary degrees—totals only	x x x x	x x x x	x x x x	x x x x		
8. Total all degrees conferred					34	26
9. Total all certificates of collegiate grade—not diplomas	x x x x	x x x x	x x x x	x x x x		

Return to R. M. West, Registrar, University of Minnesota, Minneapolis, Minnesota, on or before August 1, 1931.

Please fill out and return as soon as possible

to President Raymond Walters, University of Cincinnati
Cincinnati, Ohio

SCHOOL AND SOCIETY

Annual Article on Statistics of Registration of American Universities and Colleges on Approved Lists.
(Summary Published Each Year by the Associated Press.)

NAME OF INSTITUTION The Georgia State Womans College

LOCATION Valdosta, Georgia

STUDENTS DEVOTING FULL TIME TO COURSES, AUTUMN, 1947	NUMBER VETERANS	NUMBER NON-VETERANS	TOTAL
Men Students			
Women Students	3	347	350
1. Total full-time students (those taking 12 credit hours or more)	3	347	350
2. Part-time students apart from summer session (attending the institution in courses counting toward a degree, either day or evening classes)	0	2	2
3. Summer Session of 1947	1	64	65
4. Deduct number attending summer session who are also enrolled for regular academic year	- 1	- 31	- 32
Grand Total (Totals of 1, 2 and 3, *less* 4)	3	382	385

Full-time* Teaching staff 25 Total* Teaching staff 29

(Signature of Officer Reporting)

Registrar
(Title)

Kindly report also:	Autumn, 1946 Men	Autumn, 1946 Women	Autumn, 1947 Men	Autumn, 1947 Women
Freshmen, Liberal Arts		160		150
Freshmen, Engineering				
Freshmen, Commerce				
Freshmen, Agriculture				
Freshmen, Teachers College				

* Report as *full-time* teaching only those individuals holding rank of instructor and higher who give at least one half of their time to instruction. For *total* teaching staff, report both full-time and part-time individuals, including teaching assistants, fellows, etc.

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for
Registrar's Files

Please fill out and return as soon as possible

to President Raymond Walters, University of Cincinnati
Cincinnati, Ohio

SCHOOL AND SOCIETY

Annual Article on Statistics of Registration of American Universities and Colleges on Approved Lists.
(Summary Published Each Year by the Associated Press.)

NAME OF INSTITUTION The Georgia State Womans College

LOCATION Valdosta, Georgia

STUDENTS DEVOTING FULL TIME TO COURSES, AUTUMN, 1946	NUMBER VETERANS	NUMBER NON-VETERANS	TOTAL
Men Students			
Women Students	5	349	354
1. Total full-time students (those taking 12 credit hours or more)	5	349	354
2. Part-time students apart from summer session (attending the institution in courses counting toward a degree, either day or evening classes)			
3. Summer Session of 1946	1	131	132
4. Deduct number attending summer session who are also enrolled for regular academic year	1	43	44
Grand Total (Totals of 1, 2 and 3, *less* 4)	5	437	442

Full-time* Teaching staff 24

Total* Teaching staff 27

Alex,Aubrey,Averell,Carpenter,Carter, Durrenberger,Hawks,Hill,Ivey,Kendrick, Knight,Lowry,Mathis,Moseley,Nevins,Odum, Pardee,Phelan,Price,Ruggles,Sawyer,Treanor, Warren,White. (Not tchg:Aubrey,Brown,Dusenbury,Fink,Hambrick,Mann,Meadors,Myers,Patterson,Reade,Sconyers,Shrivalle,Stump,Thomas, Waldron,Whittle) Total faculty on list: 43

Plus:Farbar,Fry,Whitaker

(Signature of Officer Reporting)

Registrar

(Title)

Kindly report also:	Autumn, 1945 Men	Autumn, 1945 Women	Autumn, 1946 Men	Autumn, 1946 Women
Freshmen, Liberal Arts		130		160
Freshmen, Engineering				
Freshmen, Commerce				
Freshmen, Agriculture				
Freshmen, Teachers College				

* Report as *full-time* teaching only those individuals holding rank of instructor and higher who give at least one half of their time to instruction. For *total* teaching staff, report both full-time and part-time individuals, including teaching assistants, fellows, etc.

SCHOOL AND SOCIETY

SUPPLEMENTARY VETERANS STATISTICS
URGENT!

Please include, in the accompanying printed form, your students who are veterans. For **special analysis,** kindly report below for your institution:

Number of veterans, full-time students None

Number of veterans, part-time students None

Name of Institution Georgia State Womans College

Signature of Officer Reporting C.P.J.

Kindly mail along with accompanying form to
RAYMOND WALTERS, UNIVERSITY OF CINCINNATI.

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for
Registrar's Files

Please fill out and return as soon as possible

to President Raymond Walters, University of Cincinnati
Cincinnati, Ohio

SCHOOL AND SOCIETY

Annual Article on Statistics of Registration of American Universities and Colleges on Approved Lists.
(Summary Published Each Year by the Associated Press.)

NAME OF INSTITUTION GSWC

LOCATION Valdosta, Ga.

STUDENTS DEVOTING FULL TIME TO COURSES, AUTUMN, 1945	NUMBER MEN	NUMBER WOMEN	TOTAL
Liberal Arts College—Men			
Liberal Arts College—Women Fall 1945 –	0	324	324
Applied Science: Engineering ..... Chemistry ..... Total Appl. Sci.			
Law			
Medicine			
Non-professional graduate (students in residence)			
Agriculture			
Architecture			
Art (painting, illustration, design, etc.)			
Commerce and finance			
Dentistry			
Divinity			
Education (courses for teachers)			
Forestry			
Journalism			
Music			
Pharmacy			
Other Courses (specify)			
Deduct students counted more than once in above groups			
1. Total full-time* students	0	324	324
2. Part-time students* apart from summer session (attending the institution in courses counting toward a degree)	0	0	0
3. Summer session of 1945	√	132	137
4. Deduct number attending summer session who are also enrolled for regular academic year	(0	√3	√3)
Grand Total (Totals of 1, 2 and 3, less 4)	√	403	408

Individuals enrolled in extension courses at the institution not counting toward a degree None

Individuals taking correspondence or home study courses

Teaching staff (including teaching fellows but *not* laboratory assistants) 26

Administrative officers (not including clerks and stenographers) Pres, Treas, Registrar, Librarians, Dir. Placement - 6

(CP)
(Signature of Officer Reporting)

Registrar
(Title)

Kindly report also:	Autumn, 1944 Men	Autumn, 1944 Women	Autumn, 1945 Men	Autumn, 1945 Women
Freshmen, Liberal Arts	3	176	0	130
Freshmen, Engineering				
Freshmen, Commerce				
Freshmen, Agriculture				
Freshmen, Teachers College				

* The full-time student is defined for this series as a student who has completed a high-school course and is devoting substantially his full time to study during the collegiate year. The student whose main time and attention are given to some other employment and who takes college and university courses in late afternoon, evening and Saturday classes is listed as a part-time student.

over

Reade
Rucker
Thomas
Patterson
Joost
Stuart

6

Aubrey
Averill
Carpenter
Carter
Drew
Durren.
Garbutt
Gulliver
Hawks
Hill
Isley
Mathis
Majors
Moseley
Nevins
Odum
Perdue
Price
Sawyer
Sharpe
Spruyens
Talbert
Turner
Treanor
Warren
White

26

Not included:
Braun — grounds
Stump — asst. Mgr. Sch. to Pres.
Whitaker —
Masterson Mrs. } 3 - accompanists
Aubrey, Mrs. —
Beaumont —
Bonyer
Farber
Shirvalle
Whittle
Myers
} 5 - Dorm.

11

Total 43 on mimeographed list.

Dormitory

~~Beechwood~~ ✓
✓ Barbee ✓
✓ Shirvalle ✓
~~Steele~~ ✓
~~Happer~~ ✓
✓ Myers

5

Admin.

✓ Dunnbury ✓ X
✓ Patterson (Sr.) ✓ X
✓ ~~Puckett~~ ✓ Stump
✓ Reade ✓ X
✓ Reed (Sr.) ✓ X
✓ ~~Hadley~~ ✓ Nadley X
✓ Thomas ✓ X

7

✓ Whittle

✓ Richter

Red X {24

Counted in 19+3 sch. & Sec. report

1

✓ Counted 19+2 in sch. & Sec. Report

Four Off. Ed. - Dir. - Pardee Part time - Paty = 28

5 men - 19 women

Teaching

✓ ~~Beach~~ ~~Agnew~~ X
✓ Carter ✓ X
~~Christian~~
✓ Durren ✓ X
✓ Sullivan ✓ X
✓ Hawkes ✓ X
~~Holland~~
✓ Grey ✓ X
✓ ~~Long~~ ✓ Stone X
✓ ~~Long~~ ✓ Bradley X
✓ ~~McCollough~~ ✓ X
✓ ~~Reed~~ ✓ Reid X
✓ Nation ✓ X
✓ Nevins ✓ X
✓ Odum ✓ X
✓ Parker ✓ X
✓ Phelan ✓ X
✓ Price ✓ X
~~Richter~~
✓ ~~Rutledge~~ ✓ Rut X
✓ Sawyer ✓ X
✓ Seamon ✓ X
✓ Warren ✓ X
✓ White ✓ X

24

✓ Carpenter ✓ X
✓ Paty X
✓ Puckett X

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for
Registrar's Files

Please fill out and return as soon as possible

to President Raymond Walters, University of Cincinnati
Cincinnati, Ohio

SCHOOL AND SOCIETY

Annual Article on Statistics of Registration of American Universities and Colleges on Approved Lists.
(Summary Published Each Year by the Associated Press.)

NAME OF INSTITUTION GSWC
LOCATION Valdosta

STUDENTS DEVOTING FULL TIME TO COURSES, AUTUMN, 1944	NUMBER MEN	NUMBER WOMEN	TOTAL
Liberal Arts College—~~Men~~	5	335	340
~~Liberal Arts College—Women~~			
Applied Science: Engineering ..... Chemistry ..... Total Appl. Sci.			
Law			
Medicine			
Non-professional graduate (students in residence)			
Agriculture			
Architecture			
Art (painting, illustration, design, etc.)			
Commerce and finance			
Dentistry			
Divinity			
Education (courses for teachers)			
Forestry			
Journalism			
Music			
Pharmacy			
Other Courses *including Army or Navy students* (specify)			
Deduct students counted more than once in above groups			
1. Total full-time* students	5	335	340
2. Part-time students* apart from summer session (attending the institution in courses counting toward a degree)	1		1
3. Summer session of 1944	9	134	142
4. Deduct number attending summer session who are also enrolled for regular academic year	− 3	54	57
Grand Total (Totals of 1, 2 and 3, less 4)	11	415	426
Individuals enrolled in extension courses at the institution not counting toward a degree			
Individuals taking correspondence or home study courses			
Individuals taking ESMWT and other Federal Government courses			
Teaching staff (including teaching fellows but *not* laboratory assistants)		26	
Administrative officers (not including clerks and stenographers) Pres., Secs., Regs., librarian		5	

Civilian Students

Kindly report also:	Autumn, 1943 Men	Autumn, 1943 Women	Autumn, 1944 Men	Autumn, 1944 Women
Freshmen, Liberal Arts	4	163	3	176
Freshmen, Engineering				
Freshmen, Commerce				
Freshmen, Agriculture				
Freshmen, Teachers College				

(Signature of Officer Reporting)

(Title)

* The full-time student is defined for this series as a student who has completed a high-school course and is devoting substantially his full time to study during the collegiate year. The student whose main time and attention are given to some other employment and who takes college and university courses in late afternoon, evening and Saturday classes is listed as a part-time student.

REPORT ON CIVILIAN STUDENTS ONLY, NOT STUDENTS OF THE ARMED FORCES; REPORTS ON THE LATTER WILL BE OBTAINED FROM OFFICIAL SOURCES

Please fill out and return as soon as possible

to President Raymond Walters, University of Cincinnati
Cincinnati, Ohio

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SCHOOL AND SOCIETY

Annual Article on Statistics of Registration of American Universities and Colleges on Approved Lists.
(Summary Published Each Year by the Associated Press.)

NAME OF INSTITUTION .....

LOCATION .....

CIVILIAN STUDENTS DEVOTING FULL TIME TO COURSES, AUTUMN, 1943	NUMBER MEN	NUMBER WOMEN	TOTAL
Liberal Arts College ~~Men~~	4	305	309
~~Liberal Arts College—Women~~			
Applied Science: Engineering ..... Chemistry ..... Total Appl. Sci.			
Law			
Medicine			
Non-professional graduate (students in residence)			
Agriculture			
Architecture			
Art (painting, illustration, design, etc.)			
Commerce and finance			
Dentistry			
Divinity			
Education (courses for teachers)			
Forestry			
Journalism			
Music			
Pharmacy			
Other Courses (specify)			
Deduct students counted more than once in above groups	4	~~305~~	~~309~~
1. Total full-time* students	4	305	309
2. Part-time students* apart from summer session (attending the institution in courses counting toward a degree)	0	0	0
3. Summer session of 1943	13	165	178
4. Deduct number attending summer session who are also enrolled for regular academic year	1	179	80
Grand Total (Totals of 1, 2 and 3, less 4)	16	391	407

Individuals enrolled in extension courses at the institution not counting toward a degree .....

Individuals taking correspondence or home study courses .....

Individuals taking ESMWT and other Federal Government courses NONE

Women taking war courses in industrial training subsidized by industry NONE

Teaching staff (including teaching fellows but *not* laboratory assistants) 24

Administrative officers (not including clerks and stenographers) (including librarians) 6

Dist 10/29/43

Civilian Students

Kindly report also:	Autumn, 1942 Men	Autumn, 1942 Women	Autumn, 1943 Men	Autumn, 1943 Women
Freshmen, Liberal Arts	10	100	4	163
Freshmen, Engineering				
Freshmen, Commerce				
Freshmen, Agriculture				
Freshmen, Teachers College				

.....
(Signature of Officer Reporting)

Registrar
(Title)

* The full-time student is defined for this series as a student who has completed a high-school course and is devoting substantially his full time to study during the collegiate year. The student whose main time and attention are given to some other employment and who takes college and university courses in late afternoon, evening and Saturday classes is listed as a part-time student.

DUPLICATE FOR YOUR FILES

Please fill out and return as soon as possible

to President Raymond Walters, University of Cincinnati
Cincinnati, Ohio

SCHOOL AND SOCIETY

Annual Article on Statistics of Registration of American Universities and Colleges on Approved Lists.
(Summary Published Each Year by the Associated Press.)

NAME OF INSTITUTION The Georgia State Womans College

LOCATION Valdosta, Georgia

STUDENTS DEVOTING FULL TIME TO COURSES, AUTUMN, 1942	TOTAL NUMBER	APPROXIMATE % OF TOTAL NUMBER TAKING ACCELERATED COURSES
Liberal Arts College—Men	11	25
Liberal Arts College—Women	236	
Applied Science: Engineering ..... Chemistry ..... Total Appl. Sci.		
Law		
Medicine		
Non-professional graduate (students in residence)		
Agriculture		
Architecture		
Art (painting, illustration, design, etc.)		
Commerce and finance		
Dentistry		
Divinity		
Education (courses for teachers)		
Forestry		
Journalism		
Music		
Pharmacy		
Other Courses (specify)		
Deduct students counted more than once in above groups		
1. Total full-time* students	247	
2. Part-time students* apart from summer session (attending the institution in courses counting toward a degree)	1	
3. Summer session of 1942	151	
4. Deduct number attending summer session who are also enrolled for regular academic year	- 73	
Grand Total (Totals of 1, 2 and 3, less 4)	326	
Individuals enrolled in extension courses at the institution not counting toward a degree		
Individuals taking correspondence or home study courses		
Individuals taking ESMWT and other Federal Government courses		

Teaching staff (including teaching fellows but *not* laboratory assistants) 21

Administrative officers (not including clerks and stenographers) including librarians 7

(Signature of Officer Reporting)
Registrar
(Title)

Kindly report also:	Autumn, 1941	Autumn, 1942
Freshmen, Liberal Arts	149*	110*
Freshmen, Engineering		
Freshmen, Commerce		
Freshmen, Agriculture		
Freshmen, Teachers College		

* The full-time student is defined for this series as a student who has completed a high-school course and is devoting substantially his full time to study during the collegiate year. The student whose main time and attention are given to some other employment and who takes college and university courses in late afternoon, evening and Saturday classes is listed as a part-time student.

*Includes all students having credit for fewer than 8 courses passed with a grade of C. All these, therefore, are not beginning freshmen.

University of Illinois
Registrar's Office
Urbana, Illinois

To the Registrar Addressed:

May I ask if you will please give me below for your institution the information requested. Please note that I desire total registration figures only and that they should not include your Summer Session.

If your fees as you give them to me include such items as Union Building Service Charge, Health Service, Hospital Fee, Laboratory fees, college paper, etc., please so advise me, indicating if you can what portion of the fee goes for such purposes.

An addressed, stamped envelope is enclosed for your reply. Two copies of the form are sent so that you may retain one copy if you so desire.

Sincerely yours,

G. P. Tuttle
Registrar

1. RESIDENT AND NON-RESIDENT STUDENTS

Georgia State Women's College (Valdosta)

Academic Year (Not including the summer session)	Residents of Your State	Total Non-State	No. Students from Illinois*
1939-40	371	20	0
1940-41 (first semester or quarter only)	349	20	0

2. RESIDENT AND NON-RESIDENT FEE

Total fee charged per ~~semester or~~ quarter --

	Non-Professional Courses	Law	Medicine	Dentistry	Pharmacy
		NONE →			
Residents of Your State	$25.00				
Non-Residents	$50.00				

Filled in by Caroline P. Thomas

Title Registrar

Date: Jan. 10, 1941

* Include these also in "total non-state"

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Cincinnati, Ohio

SCHOOL AND SOCIETY

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NAME OF INSTITUTION: Ga. State Woman's College

LOCATION: Valdosta, Georgia

STUDENTS DEVOTING FULL TIME TO COURSES, AUTUMN, 1941	NUMBER
Liberal Arts College—Men	
Liberal Arts College—Women	316
Applied Science: Engineering ..... Chemistry ..... Total Appl. Sci.	
Law	
Medicine	
Non-professional graduate school (students in residence)	
Agriculture	
Architecture	
Art (painting, illustration, design, etc.)	
Commerce and finance	
Dentistry	
Divinity	
Education (courses for teachers)	
Forestry	
Journalism	
Music	
Pharmacy	
Other Courses (specify)	
Deduct students counted more than once in above groups	
1. Total full-time* students	316
2. Part-time students* apart from summer session (attending the institution in courses counting toward a degree)	113
3. Summer session of 1941	15
4. Deduct number attending summer session who are also enrolled for regular academic year	~~111~~
Grand Total (Totals of 1, 2 and 3, less 4)	414
Individuals enrolled in extension courses at the institution not counting toward a degree Figures for University System should be secured from Extension Division, Atlanta.	
Individuals taking correspondence or home study courses	
Teaching staff (including teaching fellows but *not* laboratory assistants)	24
Administrative officers (not including clerks and stenographers) including Librarians	7

316
113
429
15
414

Dormitory 5

Pauline F. Evans
(Signature of Officer Reporting)

Registrar
(Title)

Kindly report also:	Autumn, 1940	Autumn, 1941
Freshmen, Liberal Arts	170*	149*
Freshmen, Engineering		
Freshmen, Commerce		
Freshmen, Agriculture		
Freshmen, Teachers College		

* The full-time student is defined for this series as a student who has completed a high-school course and is devoting substantially his full time to study during the collegiate year. The student whose main time and attention are given to some other employment and who takes college and university courses in late afternoon, evening and Saturday classes is listed as a part-time student.

*Includes all students having credit for fewer than 8 courses passed with a grade of C. All these, therefore, are not beginning freshmen.

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SCHOOL AND SOCIETY

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NAME OF INSTITUTION Georgia State Woman's College

LOCATION Valdosta, Georgia

STUDENTS DEVOTING FULL TIME TO COURSES, AUTUMN, 1940	NUMBER
Liberal Arts College—Men	
Liberal Arts College—Women	347
Applied Science: Engineering ..... Chemistry ..... Total Appl. Sci.	
Law	
Medicine	
Non-professional graduate school (students in residence)	
Agriculture	
Architecture	
Art (painting, illustration, design, etc.)	
Commerce and finance	
Dentistry	
Divinity	
Education (courses for teachers)	
Forestry	
Journalism	
Music	
Pharmacy	
Other Courses (specify)	
Deduct students counted more than once in above groups	
1. Total full-time* students	347
2. Part-time students* apart from summer session (attending the institution in courses counting toward a degree)	2 Waters Maude Smith
3. Summer session of 1940	204
4. Deduct number attending summer session who are also enrolled for regular academic year	34
Grand Total (Totals of 1, 2 and 3, less 4)	519
Individuals enrolled in extension courses at the institution not counting toward a degree	
Individuals taking correspondence or home study courses	
Teaching staff (including teaching fellows but *not* laboratory assistants)	26
Administrative officers (not including clerks and stenographers) including Librarians	7

553
34
519

Dormitory 5

C. P. Thomas
(Signature of Officer Reporting)

Registrar
(Title)

Kindly report also:	Autumn, 1939	Autumn, 1940
Freshmen, Liberal Arts	188*	170*
Freshmen, Engineering		
Freshmen, Commerce		
Freshmen, Agriculture		
Freshmen, Teachers College		

* The full-time student is defined for this series as a student who has completed a high-school course and is devoting substantially his full time to study during the collegiate year. The student whose main time and attention are given to some other employment and who takes college and university courses in late afternoon, evening and Saturday classes is listed as a part-time student.

* Includes all students having credit for fewer than 8 courses passed with a grade. C. also these, therefore, are not beginning freshmen.

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SCHOOL AND SOCIETY

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(Summary Published Each Year by the Associated Press.)

NAME OF INSTITUTION Georgia State Womans College

LOCATION Valdosta, Ga.

STUDENTS DEVOTING FULL TIME TO COURSES, AUTUMN, 1939	NUMBER
Liberal Arts College—Men	
Liberal Arts College—Women	350
Applied Science: Engineering ..... Chemistry ..... Total Appl. Sci.	
Law	
Medicine	
Non-professional graduate school (students in residence)	
Agriculture	
Architecture	
Art (painting, illustration, design, etc.)	
Commerce and finance	
Dentistry	
Divinity	
Education (courses for teachers)	
Forestry	
Journalism	
Music	
Pharmacy	
Other Courses (specify)	
Deduct students counted more than once in above groups	
1. Total full-time* students	350
2. Part-time students* apart from summer session (attending the institution in courses counting toward a degree)	4
3. Summer session of 1939	144
4. Deduct number attending summer session who are also enrolled for regular academic year	28
Grand Total (Totals of 1, 2 and 3, less 4)	470
Individuals enrolled in extension courses at the institution not counting toward a degree	0
Individuals taking correspondence or home study courses	16
Teaching staff (including teaching fellows but *not* laboratory assistants)	25
Administrative officers (not including clerks and stenographers) Including librarian	7

grading Rogers Spare Week

Dormitory 5

Caroline Thomas
(Signature of Officer Reporting)

Registrar
(Title)

Kindly report also:	Autumn, 1938	Autumn, 1939
Freshmen, Liberal Arts	164*	188*
Freshmen, Engineering		
Freshmen, Commerce		
Freshmen, Agriculture		
Freshmen, Teachers College		

* The full-time student is defined for this series as a student who has completed a high-school course and is devoting substantially his full time to study during the collegiate year. The student whose main time and attention are given to some other employment and who takes college and university courses in late afternoon, evening and Saturday classes is listed as a part-time student.

* Include all students having credit for fewer than 8 courses passed with a grade of C. All these, therefore, are not beginning freshmen.

oct 20 1938

Please fill out and return as soon as possible

to President Raymond Walters, University of Cincinnati
Cincinnati, Ohio

DUPLICATE FOR YOUR FILES

SCHOOL AND SOCIETY

Annual Article on Statistics of Registration of American Universities and Colleges on Approved Lists.
(Summary Published Each Year by the Associated Press.)

NAME OF INSTITUTION Georgia State Womans College

LOCATION Valdosta, Georgia

STUDENTS DEVOTING FULL TIME TO COURSES, AUTUMN, 1938	NUMBER
Liberal Arts College—Men	
Liberal Arts College—Women	331
Applied Science: Engineering ..... Chemistry ..... Total Appl. Sci.	
Law	
Medicine	
Non-professional graduate school (students in residence)	
Agriculture	
Architecture	
Art (painting, illustration, design, etc.)	
Commerce and finance	
Dentistry	
Divinity	
Education	
Forestry	
Journalism	
Music	
Pharmacy	
Other Courses (specify)	
Deduct students counted more than once in above groups	
Total full-time* students	331
Part-time students* apart from summer session (attending the institution in courses counting toward a degree)	10
Summer session of 1938	220
Deduct number attending summer session who are also enrolled for regular academic year	190
Grand Total	531
Individuals enrolled in extension courses at the institution not counting toward a degree	
Individuals taking correspondence or home study courses	
TOTAL	531
Teaching staff (not including laboratory assistants)	26
Administrative officers (not including clerks and stenographers)	11

(Signature of Officer Reporting)

Registrar
(Title)

Kindly report also:	Autumn, 1937	Autumn, 1938
Freshmen, Liberal Arts	137	184
Freshmen, Engineering		
Freshmen, Commerce		
Freshmen, Agriculture		

* The full-time student is defined for this series as a student who has completed a high-school course and is devoting substantially his full time to study during the collegiate year. The student whose main time and attention are given to some other employment and who takes college and university courses in late afternoon, evening and Saturday classes is listed as a part-time student.

June 27, 1946

Miss Barbara Rowe
Registrar
John B. Stetson University
DeLand, Florida

Dear Miss Rowe:

Thank you for your letter of yesterday, giving a statement of good standing for Mary Gene Bailey.

Early last summer, we sent you a transcript of the record of Miss Rosamond Burns, who planned to attend Stetson during the past school year. We should be interested to know whether she entered and something about the kind of record she made with you,-- not a transcript,-- giving her average grade, how long in attendance, etc.

Were you at the Registrars' meeting in Atlanta in April? If so, I am sorry I did not meet you. If you were not there, you might be interested to know that Mr. Chapin is planning a meeting of "Southern" registrars at the Southern Association meeting in December,-- assuming that it will meet in December and not in March, as it did this year. Many seemed to be interested in getting a regional association started. I hope we can meet at one or another of the gatherings.

Sincerely yours

Mrs. William M. Thomas
Registrar

C

May 14, 1946

Miss Vera Tart Marsh
Meredith College
Raleigh, North Carolina

Dear Miss Marsh:

When the Meredith College bulletin arrived last week, I was reminded that at the close of the "southern" meeting at the Registrars' Convention you and I chatted for a moment and parted with the promise that we would see each other for a longer visit before the Convention ended. And then we didn't!

I noticed from the bulletin that you attended Georgia schools, and wondered if you might be a Georgian. One of our faculty members, Dr. Lena J. Hawks, visits in Raleigh from time to time and probably knows some of your faculty members. I know she knows your Dean Burk, for it was at her request that he wrote me a couple of years ago about an art school in Nashville, when he was at Ward-Belmont,-- only he wasn't familiar with the school and couldn't tell me anything about it!

Anyway, maybe we will meet at the Southern Association meeting this winter, or at the Registrars' meeting next spring.

Sincerely yours

Mrs. William M. Thomas
Registrar

C

CONVENTION NEWS

AMERICAN ASSOCIATION OF COLLEGIATE REGISTRARS

32nd Annual Convention - Atlanta, Ga. April 25, 1946 Number 3

HONORARY MEMBERS

At the Business Session this morning, honorary membership in the American Association of Collegiate Registrars were presented to two of our most revered and distinguished members. Those honored were:

THOMAS WALKER REED
Registrar Emeritus
University of Georgia
Athens, Georgia

JOHN PEARCE MITCHELL
Registrar Emeritus
Stanford University
Stanford, California

CONVENTION RECORDS

GREATEST DISTANCE TRAVELED

Mrs. Ethelyn Toner, Registrar, University of Washington.

STATE REPRESENTATION

Georgia and Illinois were tied at 29 delegates and guests, each, for the greatest number registered at the Convention.

Altogether 40 states, the District of Columbia, and Canada were represented at the 32nd Annual Convention.

Registrars Refuse Nylons

When one of the guests registering for the Convention offered a pair of nylons to the young lady registering him, she did not accept them. Miracles will never cease.

NEW OFFICERS

President
S. WOODSON CANADA
University of Missouri

First Vice-President
TRUE E. PETTINGILL
University of Minnesota

Second Vice-President
MARJORIE M. CUTLER
University of Denver

Secretary
GUSTAVE E. METZ
Clemson College

Treasurer (re-elected)
ENOCK C. DYRNESS
Wheaton College

Editor (re-elected)
WILLIAM C. SMYSER
Miami University

SAVE 3 CENTS

You can save three cents in postage stamps by depositing your Convention badge in the box provided for some in front of the Registration Desk.

FINAL COUNT

The final count of registants to the Convention shows a total of 290. Considering all circumstances, this is an excellent showing, and compares favorable with previous registration in Chicago and New York.

THE UNIVERSITY OF TENNESSEE
Knoxville

Office of the Registrar

October 28, 1939

TO MEMBERS OF THE AMERICAN ASSOCIATION OF COLLEGIATE REGISTRARS:

Last April when corrections were made to the report of accredited schools issued by the American Association of Collegiate Registrars I reported that the Bob Jones College of Cleveland, Tennessee, was accredited only as a three year college. Since that time we have changed our rating of the Bob Jones College which now was follows:

We admit graduates of the Bob Jones College to our Graduate School provided they meet substantially the requirements for an undergraduate degree from the University of Tennessee.

The above statement replaces the footnote which says "Maximum of three years' credit allowed".

Our policy of accepting credit from the Bob Jones College is otherwise unchanged.

Very truly yours,

R. F. Thomason

R. F. Thomason
Registrar

RFT:ef

UNIVERSITY OF CINCINNATI
CINCINNATI, OHIO

OFFICE OF THE PRESIDENT

Asst 340 hours
353 in 1939-40
"No change"

Dear Registrar:

I shall be greatly indebted if you will check the enclosed postcard, sign and mail it to me immediately. A comparison with the fall attendance five years ago should reveal valuable information as to war versus peace-time conditions.

This information is for the Associated Press and others in advance of my 1944 SCHOOL AND SOCIETY survey, for which you will shortly receive the usual form. Kindly return the card by October 5, earlier if you possibly can.

Sincerely and appreciatively,

RAYMOND WALTERS
President

RW:gs
enclosure

CONVENTION NEWS

AMERICAN ASSOCIATION OF COLLEGIATE REGISTRARS

32nd Annual Convention - Atlanta, Ga. April 21, 1946 Number 2

REGISTRATION HITS 290 SO FAR

Delegates and guests are still pouring in for the 32nd Annual Convention. According to the last count, 290 registration cards have been handed out.

The Committee requests that all those, including guests, who have not registered thus far do so immediately. This is necessary so that we can keep our Convention records in order.

* * *

CONVENTION A BIG SUCCESS

All delegates and guests agree that in their estimation this is one of the best conventions that the Association has ever held. Much of this is due to the wonderful hospitality accorded by the friendly people of the South.

* * *

YOUR LOCAL HOSTS

The Committee on Local Arrangements and Registration includes Lloyd W. Chapin, Georgia Tech, chairman; Mrs. W.C. Cantrell, University System of Georgia Center; Mrs. Ruth Sanders, Oglethorpe University; John G. Stipe, Emory University; Samuel G. Stukes, Agnes Scott College; and Leslie F. Zeuffa, Georgia Tech.

The Subcommittee on Reception includes Valerie C. Wickham, University of Chicago, chairman, Estelle Allen, Georgia Tech, Maude Hilley, Emory University, and Agness Kaufman, Illinois Tech.

The thanks of the delegates go to these people.

OUR BEAUTIFUL REGISTRARS

The young ladies who have been doing such a fine job at the Registration Desk are Mrs. W.C. Cantrell, assistant to the Dean, University System of Georgia Center; Evelyn Foster, student, Univ. Sys. of Ga. Center; Jo Whitmire, student, Univ. Sys. of Ga. Center; Mrs. T. W. Beiter, Jr., Atlanta Convention Bureau; Mrs. Herman D. Jones, Oglethorpe Univ.; Elizabeth J. Vaught, secretary to Mr. Stipe, Dir. of Admissions, Emory University; Mrs. Ruth Sanders, (convention bursar) Registrar of Oglethorpe Univ.; and Miss Ekeazar Brown, secretary to Mr. Chapin, Registrar of Georgia Tech.

Thank you, dear ladies.

PERSONAL NOTE

As on several previous occasions, Bert Steggert, Registrar of Loyola University, is celebrating his birthday by attending the Convention of the American Association of Collegiate Registrars.

This is his fiftieth (birthday - not convention.

Happy birthday to you, say all of us.

BUSINESS SESSION

One of the most important function of any convention is the Business Meeting of the group. This is true in relation to your Association. All delegates are invited to Thrusday's Business Meeting.

It will give you an opportunity to meet your new president.

GEOGRAPHICAL DIRECTORY

Alabama

Adams, William F, Director of Admissions	University of Alabama
Boudousquie, Louis J. Registrar	Spring Hill College
Downey, Maxine, Tabulation Supervisor	Alabama Polytechnic Inst.
Edwards, C. W. Registrar	Alabama Polytechnic Inst.
Gladstone, Louis, Prof. of Sociology	Atlanta Law School
Kirkland, Mrs. L.E., Registrar	Howard College
Small, Clercie J. Asst. Registrar	Alabama Polytechnic Inst.
Wallace, Leonard DeLong, Registrar & Dean,	Athens College

Arkansas

Gantt, Matsye, Registrar	State A.&.M.College
Kerr, Fred L. Registrar and Examiner,	University of Arkansas
Short, G. Y., Registrar and Examiner	Arkansas St.Teachers Coll.
Summitt, W. K, Registrar	Harding College
Taylor, Elizabeth, Registrar	Hendrix College
Turrentine, G. R. Registrar and Dean	Arkansas Poly. College

California

Mitchell, J. P. Registrar Emeritus	Stanford University
Winbigler, H. Donald, Registrar	Stanford University

Canada

Allison, Helen M.B.,Registrar	Univ. of Western Ontario
Clarke, Douglass B.,Registrar	Sir Geo. Williams College Montreal,Quebec,Canada

Colorado

Cutler, Marjorie M. Registrar	University of Denver
Prator, Ralph, Director of Admissions	University of Colorado

Connecticut

Colegrove, Allan W,	Old Greenwich, Conn.
Colegrove, Mrs.Allan W.	Old Greenwich, Conn.

District of Columbia

Armsby, Mrs. H. H., Personnel Officer	U. S. Bureau of Standards
Armsby, H. H.	U. S. Office of Education
Brumbaugh, A. J., Vice President	Amer. Council on Ed.
Barrows, Thomas N., Director, Com. on Ed.	American Council on Ed.
Covey, Mildred	
Feagans, Hazel H., Registrar	American University
Jarman, B. H., Registrar & Assoc. Prof.Ed.	George Washington Univ.
Lindegren, Alina M.	U. S. Office of Ed.
Middlemiss, Mrs. Gladys B., Registrar	Washington College of Law
Rozema, Eunice J., Registrar	Washington Missionary Col.
Sewell, Col. Walter E., Chf. A. Ed. Br.	I & E U. S. Army
Wirak, Theodora, Registrar	S.D.A. Theological Sem.

Florida

Beal, K. Malcolm, Registrar	University of Miami
Carothers, Milton W., Registrar	Fla. St. Coll. for Women
Johnson, Richard S., Registrar	Univ. of Florida
Provin, Harry H., Dir. of Admissions	University of Miami
Sister M. de Lellis, Registrar	Barry College
Tigert, John J., President	University of Florida

Georgia

Alexander, H. W., Acting Registrar	Ft. Valley State College
Allen, Estelle E., Associate Registrar	Ga. School of Technology
Bailey, E. A., Registrar	LaGrange College
Blair, J. D., Registrar	Mercer University
Bryant, Bertha Alice (Mrs.) Guest	
Cantrell, Mrs. W. C., Asst. to Dean	Univ. System of Ga. Ctr.
Carmichael, W. L., Acting Dir. of Admiss.	Ga. School of Technology
Chapin, Lloyd W., Registrar	Ga. School of Technology
Dixon, John C., Vice-President	Mercer University
Emory, Ernest H., Registrar	Univ. System of Ga. Ctr.
Gignilliat, A. M., Registrar	Armstrong Jr. College
Herod, Newton Sam, Dean	Univ. System of Ga. Ctr.
Hilley, Maude, Recorder	Emory University
Jenson, Viola L., Registrar	Spelman College
Sanders, Ruth W. (Mrs.), Registrar	Oglethorpe University
Stone, Eugenia W., Registrar	Bessie Tift College
Stukes, S. G., Registrar, Dean of College	Agnes Scott College
Sturgis, Horace Wilbur,	Ga. Sch. of Technology
Taylor, Hoy, Registrar	Ga. State Col. for Women
Thomas, Mrs. Wm. M., Registrar	Ga. State Womans College
Thompson, Louise, Registrar	Shorter College
Van Leer, Blake R., President	Ga. Sch. of Technology
Winfield, Ella Detong, Registrar	Brenau College
Winn, Elizabeth, Registrar	Wesleyan College
Young, Sister Mary Patrice, Dir.Nurses	St. Josephs Infirmary
Young, Will D., Registrar	North Georgia College

ILLINOIS

Brenneman, Elsie Registrar	Normal, Ill.
Carter, Asa, Registrar	Bradley Polytechnic Inst.
Corey, Stephen M., Prof. of Ed.Psy.	Univ. of Chicago
Dyrness, E. C., Registrar & Vice Pres.	Wheaton College
George, Katharine, Registrar	Northwestern Univ.
Happ, Mrs. Gretchen, Registrar	The Principia College
Hogue, Inez, Registrar	Monmouth College
Humphreys, Mrs. J. A.	Chicago, Ill.
Humphreys, J. A., Registrar	Woodrow Wilson Junior Coll.
Hunt, Mildred, Registrar	Illinois Wesleyan Univ.
Kaufman, Agnes J.	Illinois Inst. of Tech.
Leifheit, Edith (Mrs.)	North Ill. State Teachers C
Marquart, Linford A., Registrar	Olivet Nazarene College
McCallister, J. M., Registrar	Herzl Junior College
Miller, Ernest C., Registrar	University of Chicago
Miller, Mrs. Inez C.	University of Chicago
Moore, Merritt H., Registrar	Knox College
Redfield, Robert, Dean, Div. of Soc.Sc.	Univ. of Chicago
Renner, Theresa M., Registrar	Blackburn College
Russell, John Dale, Prof. of Ed.,	Univ. of Chicago

Shank, Marjorie, Registrar	Southern Ill. Normal Univ.
Holland, Sister M. Charlotte, Registrar	St. Xanier Col.for Women
Sister Mary Fidelis, Registrar	Rosary College
Steggert, Bertram J., Registrar	Loyola Univ.
Steward, Donald H., Registrar	Roosevelt College
Thomas, Blanche C., Registrar	E. Ill. State Teacher Col.
Tuttle, George P., Registrar	Univ. of Illinois
Voss, Hertha, Registrar	Western Ill.St.Teachers Col
Wickhem, Valerie C., Dir. of Admissions	Univ. of Chicago.

Indiana

Bender, Paul, Registrar	Goshen College
Elder, Harry E., Regis. & Dir.Stu.Admissions	Indiana State Teachers C.
Harrell, Chas. E., Asst. Registrar	Indiana Univ.
Harvey, Robert S.,	Wabash College
Kunter, Veneta, Registrar	DePauw Univ.
Norris, Stanley, Registrar	Arthur Jordan Conserv. of Music
Maxam, C. R., Registrar	Butler Univ.
McCoy, G. R., Registrar & Dir. Admiss.	Evansville Junior College
Scribner, Albert F., Registrar	Valparaiso Univ.

Iowa

Beard, Marshall R.	Iowa State Teachers Coll.
Bloomers, Paul J., Registrar	Univ. of Iowa
Cotterman, Athel Dale, Registrar	Wartburg College
Gray, W. B., Registrar	Cornell College
Maruth, Chas. H., Research Asso.Consultant	State University of Iowa
Merrill, H. W., Reg.& Dir. of Admiss.	Des Moines Coll. of Osteopathy and Surgery
Sage, J. R., Registrar	Iowa State Col. of Agric. and Mech. Arts
Sage, Mrs. J. R.	Ames, Iowa

Kansas

Dougherty, Estelle, Registrar	Sterling College
Fletcher, Worth A., Registrar	Municipal Univ. of Wichita
Jennings, Virginia, Registrar	Ottawa Univ.,
Massey, J. U., Registrar	Kansas State Teachers Coll.
Maul, Ray C., Registrar	Kansas State Teachers Coll.
Nock, Samuel Albert, Dir. of Admissions	Kansas State College
Phinney, Gladys, Registrar, Registrar	Washburn Municipal Univ.
Pickering, Iva V., Registrar	Friends University

Kentucky

Chamberlain, Leo Martin, Dean & Registrar	Univ. of Kentucky
Gundlach, Adelaide, Registrar	Berea College
Hester, Cleo Gillis, Registrar	Murray State Teach. Col.
Hill, Ralph E., Registrar	Univ. of Louisville
Milton, Mary Page, Registrar	Morehead State Teachers Coll.
Moores, Maple, Asst. Registrar	Univ. of Kentucky

Louisiana

Discon, Carmel V., Registrar, Arts & Sc.	Loyola Univ.
Toppino, Florence, Registrar	Tulane University

Maine

Gannett, J. A., Registrar	University of Me., Orono
Hayes, Clara D., Secretary	Bowdoin

Maryland

Sister Mary Joseph Smith, Dir. of Nums	Mt. St. Agnes College
Sister Mary Bride Canty, Dir. of St. Jos.	Hosp., Mt. St. Agnes Col.
Davis, Mrs. Irene M., Registrar	Johns Hopkins Univ.
Sister Mary Carlotte Duffy, Registrar	Mt. St. Agnes College
Sister Mary Damian Faller, Asst.Dir.Nur.Ed.,	Mercy Hospital
Preinkert, Alma H., Registrar	Univ. of Maryland
Probst, Carrie Mae, Registrar	Goucher College

Massachusetts

Bartlett, Dorothy, Registrar	Atlantic Union College
Campbell, Francis J., Registrar	Boston College
Hilliker, Katherine E., Assist. to Dean	Boston University
Laurence, Cameron, Asst. Registrar	Harvard College
Mathewson, Robert H., Assoc. Prof. of Ed.	Harvard

Michigan

Linton, Robert S., Registrar	Michigan State College
MacMorland, Mrs. Wanda, Registrar	Emanuel College
Sister Mary Bertha, Registrar	Siena Heights
Sister Mary Lidwina Reps, Registrar	Mercy College
Smith, Ira M., Registrar	University of Mich.
Trout, D. M., Registrar	Central Michigan Col.

Minnesota

Bly, John M., Registrar	St. Olaf College
Bradley, R. J., Registrar	Macalester College
Gormley, Rev. Donald J., Registrar	College of St. Thomas
Sister Helen Margaret, Registrar	College of St. Catherine
Pettingill, T. E., Recorder	University of Minn.

Mississippi

Bickerstaff, T. A., Registrar	Univ. of Mississippi
Harrell, George Lott, Reg. & Prof. of Ph.	Millsaps College
Hendricks, Annie, Registrar	Blue Mt. College
Hilburn, Ben, Registrar	Miss. State College
Lowe, Mrs. E. H.	Univ. of Miss.
Mauldin, Katie D., Registrar	Delta State T. C.
Pulley, Mary W., Registrar	Miss. Southern College

Missouri

Bigelow, Mary D. Asst.Dean of Admin.	Stephens
Canada, S. Woodson, Registrar	University of Missouri
Haun, R. R., Registrar	University of Kansas City
Higgins, Rev. J. J., Registrar	Rockhurst College
Knapp, Robert H.,Reg.& Dir.of Student Personnel,	Culver-Stocton College
Lamke, G. W., Registrar	Washington University
Lamke, Mrs.G.W.	Washington University
Lorsbach, Sister M.Hilda, Bursar	Fontbonne College
Parker, W. B. Registrar	Sch.of Med, Washington Univ.
Poole, Mary Elma, Registrar	St. Louis University
Smith, Sister Mary Joseph, Dir.of Nuns	Mt.St. Agnes College
Sullivan, James Bascoe, Registrar	William Jewell College
Uhr, Mrs. Marjorie, Registrar	Southwest Mo.St.Teachers Col
Vachon, Sister Susanne Marie,C.S.J,Registrar,	Fontbonne College

Nebraska

Anderson, Marie, Registrar	Union College
Luschei, Mrs. Helen, Registrar	Nebraska Wesleyan Univ.
Rosenlof, G. W., Registrar	University of Nebraska

New Hampshire

Sawyer, Robert G., Registrar	Colby Junior College

New Jersey

Jones, F. Taylor, Registrar	Drew University
Kovach, Frank, Registrar	Bloomfield College And Seminary
Martin, Luther H, Reg. & Admission Officer,	Rutgers University
[illegible]	[illegible]
Watt, Mrs. Agnes D., Registrar	University of Newark

New York

Bowles, Frank H. Dir.of Univ.Admissions,	Columbia University
Bradford, E. F., Registrar	Cornell University
Crossman, Raymond F, Reg.& Assoc.Prof.of Engl.	N.Y.St.Coll. of Forestry
Davison, Wm. C. Dept.of Education,	I.B.M.Corp. Endicott,
Deters, Emma, Registrar	University of Buffalo
Dwenger, Geo. H, Secretary, Long Island	College of Medicine
Fisher, Edgar J. Asst. Director	Inst.of Intern. Education
Grant, E. J. Registrar	Columbia University
Grant, Mrs. Edward J.	
Harp, Wm. Clinton, Representative	Photostat Corp.,Rochester
Larson, Arthur H., Sec.Reg. Eastman School of Music,	Univ.of Rochester
McNamara, Walter J. Dept.of Education,	I.B.M.Corp, Endicott
O'Brien, E.V., Registrar	Fordham University
O'Brien, Mrs. E. V.	
Zimmerman, Caldwell Thos. Representative,	Photostat Corp, Rochester

North Carolina

Marsh, Mrs. Vera Tart, Registrar	Meredith College
Patterson, Grady S., Registrar	Wake Forest College
Mayer, W. L., Director of Registrarion	N. C. State College
Mayer, Mrs. W. L.	Raleigh, N. C.
Moore, Mary Taylor, Registrar	Univ. of N. C.
Jordan, Charles E., Secretary	Duke University
Hixson, Ivy May, Academic Dean	Salem College
Plemmons, Wm. Howard, Act. Registrar	Univ. of N. C.

Ohio

Brook, Elva M.	Mt. Union College
Burgoyne, Helen H., Registrar	Univ. of Cincinnati
Castle, Sarah F., Registrar	Wilmington College
Collins, Rev. Charles L., Registrar	Univ. of Dayton
Conger, Allen C., Registrar	Ohio Wesleyan Univ.
Dilly, F. B., Registrar & Dir. of Adm.	Ohio University
Lower, Verna, Registrar	Mount Union College
Patterson, W. A., Registrar	Penn College
Outler, Marjorie M., Registrar	University of Denver
Sister Maria Corona	College of Mt. St. Joseph
Sister Mary Martina, Registrar	Our Lady of Cincinnati Col.
McGowan, Stuart R., Dean & Registrar	Kenyon College
McNamara, Catherine Burke, Registrar	Misters College
Nudd, W. E., Registrar & Assoc. Prof. of Drawing	Case School of Applied Science
Sister Reginald, Registrar	College of Mt. St. Joseph
Schmidt, Richard H., Registrar	University of Akron
Smyser, William C., Registrar	Miami University, Oxford, O.
Thompson, Ronald B., Registrar	Ohio State University
Williams, E. I. F., Registrar	Heidelberg College
Sister Mary Winifred, Instructor	Our Lady of Cincinnati

Oklahoma

Fellows, J. E., Registrar	University of Tulsa
Solomon, Lewis E., Dean & Registrar	Oklahoma Bap. Univ.

Pennsylvania

Climenhaga, A. W., Registrar	Messiah Bible College
Sister M. Eucharia, Registrar	Seton Hill College
Gladfelter, M. E.	Temple University
Holter, H. W., Registrar	Bucknell University
Huganir, George H., Asst. Registrar	Temple University
Sister Edith Marie, Asst. Registrar	Seton Hill College
Miller, Ira, Minister	Messiah Bible College
Naegle, C. J., Dean	State Teachers College
Ramsey, M. Isabel, Recorder	Westminster College
Wolfe, Charles R., Reg. & Dean of Adm.	Gettysburg College

Rhode Island

Weldin, John C., Dean of Adm.	R. I. State College

South Carolina

Brownlee, Robert C., Registrar	Erskine College
Holland, Miriam, Asst. Registrar	Univ. of S. Carolina
Kelly, John G., Registrar	Winthrop College
Metz, G. E., Registrar	Clemson College
Peck, Alice A., Registrar	Converse College
Riddle, Charles D., Registrar	Furman University
Vickery, K. N., Asst. Registrar	Clemson College
Woodward, Dorothy E., Registrar	Wofford College

South Dakota

Hauge, I., Registrar	Augustana College

Tennessee

Bowman, (Mrs.) Kathleen A., Registrar	Milligan College
Davison, Philip G., Jr., Dean of Grad. Sc.	Vanderbilt University
Lea, Ruby E., Registrar	South Missionary Coll.
Lightfoot, Viola, Registrar	Maryville College
Ramsey, H. T., Registrar	Lincoln Memorial Univ.
Robinson, J. R., Registrar	Geo. Peabody Coll. for Te.
Robison, R. M., Registrar	Memphis State College
Robison, Mrs. Robert, Tennessee	
Sister Angeline Cahill, Dean	Siena College
Sister M. Jamesetta Kelley, Registrar	Siena College
Smith, Harold F., Registrar & Dean of Junior College	Fisk University
Starr, G. G., Bursar & Registrar	Scarritt College
Stroop, J. R., Registrar	David Lipscomb College
Thomason, R. F., Registrar	University of Tennessee
Thomason, Mrs. R. F., Knoxville, Tenn.	

Texas

Clement, W. P., Registrar	Texas Technical College
Heaton, H. L., Registrar	Texas A. & M. College
Hereford, E. H., Registrar & Dean of Guid.	N. Texas Agri. College
Lewis, Gabe W., Registrar	John Tarleton Agri. Coll.
Love, Mary I., Registrar	Austin St. Teachers Coll.
Mathews, E. J., Registrar	University of Texas

Utah

Hayes, John E., Registrar	Brigham Young University

Vermont

Scobie, J. R., Registrar	Middlebury College

Virginia

Boone, Jeanette, Registrar	Sweet Briar College
Carter, Marguerite, Registrar	Stratford College
Fugate, Mary C., Dean & Registrar	Averett College
Slusher, Clarice, Registrar	Virginia Poly. Inst.
Whiteside, Annie C., Registrar	Randolph Macon Womans Col.

Washington

Toner, Mrs. Ethelyn, Registrar	University of Wash.

West Virginia

Bledsoe, Luther E., Registrar	Marshall College
Ice, Ethel, Registrar	Fairmont State College
Long, J. Everette, Registrar	West Virginia University
McGraw, S. L., Registrar	Concord College
Van Horn, Alta L., Assistant Registrar	Salem College

Wisconsin

Sister Mary Eunice, Registrar	Edgewood College

Wyoming

McWhinnie, R. E., Registrar & Dir. Of Admissions
University of Wyoming
McWhinnie, Bernice (Mrs.), Laramie, Wyoming

AMERICAN ASSOCIATION
of
COLLEGIATE REGISTRARS

An Adequate Transcript Guide for Registrars

Prepared by a subcommittee of the
Committee on Special Projects
1946

An Adequate Transcript Guide For Registrars

At a meeting of the American Association of Collegiate Registrars in Chicago, April 1942, the Committee on Special Projects announced the appointment of a subcommittee to improve the adequacy of college records and transcripts in the colleges and universities of the United States and Canada.

The committee selected the following 25 items of information as essential for an adequate transcript of a student's record. Selection of the 25 essential items was based on custom, previous investigations, but more directly on recent research in which many registrars cooperated.[1]

Essential Items

1. Name of student (in full)
2. Home or present mailing address of student
3. Name of college or university
4. Location of college or university
5. Basis of admission including name of secondary school and its location — date of grad. not necessary
6. Length of quarter, term, or semester
7. Institutional load per term - credits reg. for grad.
8. Explanation of grading system
9. Credit column clearly indicated
10. Designation (name) of credit unit
11. Definition of credit unit
12. Dates of college attendance
13. Curriculum pursued, or college or school within institution
14. Course or catalogue number
15. Descriptive title of each course
16. Grades
17. Clear designation of transfer credit
18. Extension, correspondence and similar courses clearly identified
19. Number of hours required for graduation
20. Statement of graduation
21. Statement of academic status
22. Certificate of honorable dismissal
23. Signature of proper official
24. Institutional seal
25. General legibility and clearness of nomenclature

[1]Carson, R. M. Journal of the American Association of Collegiate Registrars, Volume 17, No. 4, 1942, pp. 526-31.

The deficiencies of current transcripts are revealed when comparisons of our records are made with these 25 essential items. Important items are omitted with high frequency — such as hours required for graduation, value of the credit unit and descriptive titles of courses.

In order to bring about the desired improvement in transcripts each registrar is requested to refer to the 25 items outlined on the preceding page and to give his special attention to the following points:

1. Check one of his completed transcripts (including accompanying statement or supplement) to make certain that each of the 25 essential items is included.
2. Please add to the transcript or the supplement all items which have been omitted.
3. Please include *descriptive titles of courses* in every transcript, or list course titles on a separate form to accompany the transcript if student's permanent record card does not include this important item.
4. Please follow the "Guide" in any future revisions of student's permanent record, transcript or supplementary statement.

Omission of essential items often is due to an *assumption* that one's *own* transcript is complete and adequate. The committee believes that every registrar will want to make necessary changes as suggested. Cooperation of regional associations and all registrars is earnestly solicited by the committee.

Subcommittee on Adequacy of Transcripts

R. M. Carson
James E. Gannett
Ralph McWhinnie
G. E. Metz
J. R. Sage
Emma E. Deters
Chairman