Suffolk University Academic Catalog, College of Liberal Arts, College of Journalism, and College of Business Administration, 1946-1947

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ANNOUNCEMENTS FOR 1947-48

CATALOGUE FOR 1946-47

BOSTON . MASSACHUSETTS

March 1947
PURPOSE OF SUFFOLK UNIVERSITY

Suffolk University is committed to the ideal that training in the liberal arts is a necessary part of a complete education, whether professional or otherwise. It believes that opportunities for instruction in the liberal arts should be made available to all who can profit by them irrespective of economic status.

I. CO-EDUCATION — MODERATE TUITION. By maintaining moderate tuition rates and by offering instruction both in the day and in the evening, Suffolk University makes this important type of education available to men and women who must earn their living while attending college.

II. PREPARATION FOR FURTHER STUDY. Suffolk University definitely prepares men and women for professional study, and for graduate work in the liberal arts.

III. PREPARATION FOR INTELLIGENT LIVING. The spirit and purposes of the University are such that it endeavors to aid its graduates in developing a foundation and framework of knowledge which will enable them to live intelligently in this new age.
ANNOUNCEMENTS FOR 1947-48

Catalogue for 1946-47

BOSTON • MASSACHUSETTS

March 1947
CORRESPONDENCE

All correspondence should be addressed to

Registrar, Suffolk University

20 Derne Street, Boston, Massachusetts

OFFICE HOURS

The Executive Offices will be open for conferences and registration Mondays through Fridays from 9:00 A.M. to 9:00 P.M.; Saturdays from 9:00 A.M. to 12:00 noon. During July and August the offices are closed on Saturdays.
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SUMMER SEMESTER 1947

Summer Semester Opens .......................................................... Monday, June 9
First Quarter Bills Payable ......................................................... Monday, June 9
Bunker Hill Day — Holiday ......................................................... Tuesday, June 17
Commencement Exercises ............................................................ Wednesday, June 18
Independence Day — Holiday ....................................................... Friday, July 4
Mid-Term Tests ........................................................................ Monday, July 7 to Friday, July 18
Second Quarter Bills Payable ...................................................... Monday, July 21
Summer Semester Exams ............................................................ Wednesday, August 27 to Friday, September 5
Labor Day — Holiday ................................................................. Monday, September 1
Autumn Recess ........................................................................ Saturday, September 6 to Sunday, September 21

FIRST SEMESTER 1947-48

Founder’s Day .......................................................................... Friday, September 19
Academic Year Opens ............................................................... Monday, September 22
First Quarter Bills Payable ......................................................... Monday, September 22
Mid-Term Tests ...................................................................... Monday, November 3 to Friday, November 14
Second Quarter Bills Payable .................................................... Monday, November 10
Armistice Day (classes suspended) ............................................ Tuesday, November 11
Thanksgiving Recess ................................................................. Thursday, November 27 to Sunday, November 30
Christmas Recess ................................................................... Saturday, December 20 to Monday, January 4
First Semester Examinations ..................................................... Thursday, January 15 to Saturday, January 24
Mid-Winter Recess .................................................................. Sunday, January 25 to Sunday, February 1

SECOND SEMESTER 1947-48

Second Semester Opens ............................................................ Monday, February 2
Third Quarter Bills Payable ....................................................... Monday, February 2
Mid-Term Tests ...................................................................... Monday, March 8 to Saturday, March 20
Evacuation Day (classes suspended) ......................................... Wednesday, March 17
Easter Recess ......................................................................... Saturday, March 20 to Sunday, March 28
Fourth Quarter Bills Payable .................................................... Monday, April 5
Patriot’s Day (classes suspended) ............................................... Monday, April 19
Second Semester Final Exams ................................................. Wednesday, May 19 to Thursday, May 27
Spring Recess ......................................................................... Friday, May 28 to Sunday, June 6
Commencement Exercises .......................................................... Wednesday, June 16
The first unit of Suffolk University has been in successful operation for forty-one years. Suffolk Law School was founded in September, 1906, by Gleason Leonard Archer, a young lawyer who had encountered great hardship in winning his own education and who had succeeded only because a kind-hearted man of wealth had befriended him in a time of need. Resolved to establish a law school for ambitious young men who are obliged to work for a living, Mr. Archer held his first law classes in the living room of a modest apartment in Roxbury. Because of his enthusiasm for the work, his ability as a teacher and administrator, the school speedily won success, being chartered with degree granting powers by the Legislature of Massachusetts in 1914.

Early in its history the Suffolk Law School gained national recognition as a training school for lawyers. Self-supporting students in an ever widening circle found in Suffolk a haven of opportunity. Judges, lawyers, business men, leaders in political and civic life owe their advancement to the training received at Suffolk Law School. The rising cost of higher education in recent years has brought about an extension of Suffolk’s educational program. Although New England has long been famous for its colleges and universities, until 1934 when Suffolk College of Liberal Arts was founded there was no opportunity east of New York City where an ambitious man or woman might earn a Bachelor of Arts degree entirely through evening study. Suffolk was the first to recognize and to provide for this need — our Liberal Arts department opening its doors to students September 24, 1934. The Legislature of Massachusetts gave the new college a special degree-granting charter in February, 1935.

A graduate School of Law was established in September, 1935, and a College of Journalism one year later. The various departments of Suffolk were incorporated by the Massachusetts legislature in April 1937, whereupon the Trustees of the institution elected Gleason L. Archer, the founder and guiding spirit of this educational development as President of Suffolk University.

A building campaign was at once inaugurated to provide adequate facilities for the growing institution. The main building (erected in 1920-21) and annex (1923-24) were remodeled and upper stories added, thus providing a thoroughly up-to-date University Building.

<table>
<thead>
<tr>
<th>SUMMARY OF DEPARTMENTS</th>
<th>DATE ESTABLISHED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Suffolk Law School</td>
<td>September 19, 1906</td>
</tr>
<tr>
<td>College of Liberal Arts</td>
<td>September 24, 1934</td>
</tr>
<tr>
<td>Graduate School of Law</td>
<td>September 23, 1935</td>
</tr>
<tr>
<td>College of Journalism</td>
<td>September 22, 1936</td>
</tr>
<tr>
<td>College of Business Administration</td>
<td>September 27, 1937</td>
</tr>
</tbody>
</table>
THE CHARTERS

THE LAW SCHOOL CHARTER

Chapter 145 — Acts of 1914

An Act to incorporate the Suffolk Law School

Be it enacted by the Senate and House of Representatives in General Court
Assembled, and by the Authority of the Same as follows:

Section 1. Gleason L. Archer, Thomas J. Boynton, Wilmot R. Evans, Jr., James H.
Vahey, Sumner Robinson, Charles W. Bartlett, Joseph F. O'Connell and their successors are
hereby made a corporation by the name of the Suffolk Law School for the purpose hereinafter
named. The said corporation shall consist of seven members only and shall have power to fill
vacancies within itself. Four of the members shall be members of the Massachusetts Bar. The
corporation is hereby empowered to take over the property of the corporation known as the
Suffolk School of Law located in Tremont Temple in the City of Boston.

Section 2. The purpose of the said corporation shall be to furnish instruction in law and
for this purpose it may appoint such teachers and lecturers and adopt such forms of organiza-
tion, by-laws, regulations and methods of administration as it may deem advisable. The cor-
poration shall provide suitable offices, library and lecture halls and shall pay the expenses of
maintaining the said school devoting its income to that end.

Section 3. The course of instruction furnished by the corporation shall occupy not less
than four years, and to students of the school properly accredited and recommended by a ma-
jority of the faculty of the school the corporation may grant the degree of Bachelor of Laws.

Section 4. This act shall take effect upon its passage.

THE LIBERAL ARTS CHARTER

Chapter 15 — Acts of 1935

An Act to grant certain Powers to Suffolk Law School

Whereas, the deferred operation of this act would tend to defeat its purpose, therefore, it is
hereby declared to be an emergency law, necessary for the immediate preservation of the public
convenience.

Be it enacted by the Senate and House of Representatives in General Court
Assembled, and by the Authority of the Same, as follows: The trustees of Suffolk Law
School, a corporation created by chapter one hundred and forty-five of the acts of nineteen
hundred and fourteen, are hereby empowered to confer the degree of Master of Laws and to
establish and maintain a college of liberal arts with power to confer the degrees usually
awarded by colleges of liberal arts in this commonwealth except the degrees of doctor of
philosophy and doctor of laws.

THE UNIVERSITY CHARTER

Chapter 237 — Acts of 1937

An Act to establish Suffolk University

Whereas, the deferred operation of this act would tend to defeat its purpose, therefore, it is
hereby declared to be an emergency law, necessary for the immediate preservation of the public
convenience.

Section 1. The name of the Suffolk Law School, incorporated by chapter one hundred and
forty-five of the acts of nineteen hundred and fourteen, is hereby changed to Suffolk University.
Said corporation shall consist of not more than twenty-one members.

Section 2. Suffolk University shall include the departments now known as Suffolk Law
School, Suffolk Graduate School of Law, Suffolk College of Liberal Arts, Suffolk College of
Journalism and a new department to be known as Suffolk College of Business Administration.
The said university shall possess all the powers and privileges heretofore granted in chapter
one hundred and forty-five of the acts of nineteen hundred and thirty-five together with such additional powers and privi-
leges as are possessed by colleges of Journalism and Business Administration in this Common-
wealth including power to confer degrees appropriate thereto and to grant diplomas therefor,
SUFFOLK UNIVERSITY

THE CORPORATION

Corporate Name: SUFFOLK University

OFFICERS OF THE CORPORATION

Hon. Frank J. Donahue, Chairman
Hiram J. Archer, Clerk
Walter M. Burse, Treasurer

BOARD OF TRUSTEES

Life Members

Gleason L. Archer
President, Suffolk University

Hiram J. Archer
Professor, Suffolk University Law School

Hon. Frank J. Donahue
Justice, Massachusetts Superior Court

Term expires June, 1947

Arthur W. Hanson
Professor of Accounting, Harvard University

John Shepard, 3rd
Chairman of the Board, Yankee Network

Hon. Joseph E. Warner
Justice, Massachusetts Superior Court

Term expires June, 1948

John Griffin
Treasurer, Joseph P. Manning Co.

Term expires June, 1949

Ernest R. Blaisdell
New England District Manager, The Structural Slate and National Slate Blackboard Companies

Term expires June, 1949

Dr. Gleason L. Archer, Jr.
Assistant Pastor, Park Street Church, Boston

Term expires June, 1950

William F. A. Graham, Esq.
Senior Member, Lee and Graham, Attorneys at Law

Term expires June, 1950

Bernard J. Killion, Esq.
Member, Killion, Connolly and Williams, Attorneys at Law

Term expires June, 1951

Julius E. Rosengard
Accountant, Julius E. Rosengard & Co.

Term expires June, 1951

George Rowell
Assistant Attorney General, Commonwealth of Massachusetts

Term expires June, 1951

Rexford A. Bristol
Treasurer, The Foxboro Company

Term expires June, 1951

Rev. Harold J. Ockenga
Pastor, Park Street Church, Boston

Term expires June, 1951

Walter M. Burse, Esq.
Member, Burse, Jackson, Iovino & Murphy, Attorneys at Law

Term expires June, 1951

David Stoneman, Esq.
Attorney at Law

Term expires June, 1951

Term expires June, 1947
SUFFOLK UNIVERSITY

COLLEGE OF LIBERAL ARTS
COLLEGE OF BUSINESS ADMINISTRATION
COLLEGE OF JOURNALISM

ADMINISTRATIVE OFFICERS

Gleason L. Archer ..................................................President
Lester R. Ott ..................................................Dean, College of Liberal Arts
Harland R. Ratcliffe ..................................Acting Dean, College of Journalism
Donald W. Goodrich ..................................Associate Dean and Registrar
William F. Looney ..................................Assistant Dean of Evening Division
Robert S. Friedman ..................................Director of Admissions
D. Donald Fiorillo ..................................Director of Student Activities
Arthur P. Metastasio ..................................Veteran's Advisor

FACULTY OF THE COLLEGES

Gleason L. Archer ..................................................President
LL.B., Boston University, 1906; LL.D., Atlanta Law School, 1926. Dean Suffolk Law School, 1906-42; President, Suffolk University, 1937-.

Lester R. Ott ..................Dean of Liberal Arts and Professor of History
A.B., Knox College, 1931; A.M., Harvard University, 1932; Graduate study, Harvard University, 1932-34; Boston University School of Education, 1933-34; Harvard Graduate School of Education, 1934. Teaching experience: Harvard and Radcliffe, 1934-43; Head of Men Students, Harvard Summer Schools, 1936, 1937, 1938, 1939, 1940, 1941, 1942; Resident Tutor, Harvard University, 1943-; Suffolk, Instructor, 1939; Assistant Professor, 1940; Associate Professor, 1943; Absent on Military Leave, 1943-45; Professor and Dean, 1945-.

Donald W. Goodrich ..................................Associate Dean, Registrar, and Professor of English
A.B., Williams College, 1919; A.M., Harvard University, 1920; Graduate study, Summer Study Columbia University and Teacher's College, 1922-23; Harvard University, 1940-42. Teaching experience: Hoosac School, 1921; Lawrenceville School, 1921-23; Buckley County Day School, headmaster, 1923-28; Tamalpais School, 1928-32; Calvert School, headmaster, 1932-40; Suffolk, 1947-.

William F. Looney ............................Assistant Dean of Evening Division and Professor of History
A.B., Harvard University, 1919; A.M., Boston College, 1920; Graduate study, Harvard University, 1927-28; LL.B., Northeastern University, 1928; Ed.D. (hon.), Suffolk University, 1944. Teaching experience: Boston Latin School, 1920-33; Reader, College Entrance Examination Board, 1926-34; Brighton High School, 1934-46; High School of Commerce, headmaster, 1946-; Suffolk, Instructor, 1934; Assistant Professor, 1938; Leave of Absence, 1938-43; Associate Professor, 1941; Professor, 1944; Assistant Dean, 1946-.
Neilson C. Hannay .................. Professor of English and Chairman of the Division of Humanities
A.B., Union University, 1902; B.D., Auburn Theological Seminary, 1906; A.M., Union University, 1913; A.M., Harvard University, 1919; Ph.D., Harvard University, 1919; Graduate study, United Free Church College, Glasgow, 1906-07; University of Halle, 1908-09; University of Chicago, Summer Quarter, 1913, 1917; John Simon Guggenheim Memorial Fellow, 1930-31. Teaching experience: Remselaer Polytechnic Institute, 1910-12; Acadia University, 1913-18; Colby College, 1920-22; Boston University, 1922-31; Massachusetts Department of Education, Division of University Extension, 1932-; Lasell Junior College, 1934-46; Calvin Coolidge College, 1937-46; Suffolk, 1946-.

Frank L. Pizzuto ..................... Professor of Romance Languages
A.B., Boston University, 1923; Th.B., Milton University, 1928; A.M., Harvard University, 1940; D.D. (hon.), Milton University, 1942. Teaching experience: Drew University, 1925-27; Boston University, 1943-; Suffolk, Instructor, 1938; Assistant Professor, 1940; Professor, 1944-.

Robert S. Friedman ............ Associate Professor of Biology and Chairman of the Division of Sciences
B.S. in Ed., Boston University, 1936; A.M., Boston University, 1938; A.M., Harvard University, 1941; Ph.D., Harvard University, 1946. Teaching experience: Suffolk, Instructor, 1941; Assistant Professor, 1943; Associate Professor, 1945-.

Charles G. Berns ............ Assistant Professor of Government and Economics

Edward B. Blackman ............ Assistant Professor of History and Chairman of the Division of Social Studies
A.B., Harvard University, 1938; S.T.B., Harvard University, 1941; Graduate study, Harvard University, 1941-44. Teaching experience: Harvard University, 1941-43; Leland Powers, 1943-47; Suffolk, 1946-.

Clyde A. Goodrum .............. Assistant Professor of Chemistry
B.S., University of New Hampshire, 1939; M.S., University of New Hampshire, 1941. Business experience: Metallurgical Chemist, United Aircraft, 1941-44; Chemist, Harvard Medical School, 1944-43. Teaching experience: Massachusetts State College at Fort Devens, 1946-47; Suffolk, 1947-.

Harland R. Ratcliffe .................. Acting Dean and Assistant Professor of Journalism
B.S., Colby College, 1923. Journalism experience: Boston Transcript, 1923; School and College Editor, 1924-33; Make-up Editor, 1933-35; City Editor, 1936; Feature Editor, 1937; Boston Traveler, 1937-. Teaching experience: Simmons College, 1934-36; Suffolk, 1937-41; Leave of Absence, 1941-46; Suffolk, 1946-.
Bill Read .......................................................... Assistant Professor of English
A.B., University of Kansas, 1939; A.M., Harvard University, 1947; Graduate study, University of Kansas, 1939-41; University of Mexico, 1940. Teaching experience: University of Kansas, 1939-41; American Seminar for Refugee Scholars, 1941; Suffolk, 1947-.

Maurice Sklar .................................................. Assistant Professor of Accounting

Mark V. Crockett ....................... Lecturer in Economics and Government
A.B., in Ed., University of Maine, 1919; L.L.B., Suffolk University, 1927; Ed.M, Teachers College of the City of Boston, 1937; Ed.D., (hon.), Suffolk University, 1942. Teaching experience: Gloucester High School, 1919-23; Boston Trade High School, 1923--; Lesley College, 1937--; Suffolk Law School, Professor, 1927--; College, Lecturer, 1934-37; Leave of Absence, 1937-44; Lecturer, 1944-.

Frederick B. Bloomhardt ............................. Instructor in Humanities
A.B., Oberlin College, 1941; A.M., Harvard University, 1942; Graduate study, Harvard University, 1946-. Business experience: Economist, War Production Board, 1942-43. Teaching experience: Brown University, 1945-46; Suffolk, 1946-.

Walter J. Cass .................................................. Instructor in English
A.B., Northeastern University, 1943; Graduate study, Boston University, 1943-. Teaching experience: Suffolk, 1946-.

Wingfield N. Chamberlain .................... Instructor in Economics and Social Studies
A.B., Mercer University, 1941; M.S., Columbia University, 1942; Graduate study, American University, 1944-45; Harvard University, 1946-. Business experience: Economist, Office Price Administration, 1942-44; War Labor Board, 1944-45. Teaching experience: Suffolk, 1946-.

John V. Colburn ................................................ Instructor in English
B.S. in Ed., Boston University, 1946; A.M., Boston University, 1946. Teaching experience: Suffolk, 1946-.

P. Joseph Connolly ............................................ Instructor in History
B.S., Suffolk University, 1940; Graduate study, Boston College, 1946-. Teaching experience: Suffolk, 1946-.

Robert E. Crawford ............................... Instructor in Government
A.B., Ohio University, 1943; Graduate study, Harvard University, 1944-47. Teaching experience: Tutor, Harvard and Radcliffe, 1945-46; Suffolk, 1946-.

Horton Edmands .......................... Instructor in Journalism

D. Donald Fiorillo .......................... Director of Student Activities and Instructor in Sociology
A.B., Clark University, 1945; Graduate study, Fitchburg and Clark University, 1946-. Teaching experience: Kents Hill Junior College, 1945-46; Suffolk, 1946-.
Rosario Folino ...........................................Instructor in Italian
B.S. in Ed., Boston University, 1926; A.M., Boston University, 1928. Teaching experience: Collegio Galluppi Catanzaro, 1921-22; East Boston High School, 1930-; Suffolk, 1946-

Francis X. Guindon .........................Instructor in History and Social Studies
A.B., Notre Dame University, 1940; Ed. M., Bridgewater State Teacher's College, 1941; Graduate study, Harvard University, 1946-. Teaching experience: Stetson High School, 1941; Boston College High School, 1946; Suffolk, 1946-

Edward Handler ...........................................Instructor in Social Studies
A.B., Harvard University, 1942; Graduate study, American University, 1943-45; Harvard University, 1945-46. Teaching experience: Stetson, 1941; Boston College, 1946; Suffolk, 1946-

Donald G. Hanson .........................Instructor in Economics and Social Studies
A.B., Lynchburg College, 1943; A.M., University of Virginia, 1944; Graduate study, Harvard University, 1944-45. Teaching experience: Suffolk, 1946-

William F. Homer, Jr. .........................Instructor in Journalism
A.B., Harvard University, 1926; Graduate study, Harvard Graduate School of Business Administration, 1926-27. Business experience: Boston News Bureau, 1928-33; Boston Herald, Assistant Financial Editor, 1933-. Teaching experience: Curry College; Suffolk University, 1947-

Robert N. Huckins .........................Instructor in Mathematics and Science
B.S., Northeastern University, 1944; Graduate study, Boston College, 1945-. Business experience: Research Chemist, 1944-45. Teaching experience: Suffolk, 1946-

John P. Keane ...........................................Instructor in Accounting
B.S. in B.A., Boston College, 1942; Graduate study, Suffolk University Law School, 1943-. Teaching experience: Suffolk, 1945-

George D. Kirwin ...........................................Instructor in English
A.B., Bates College, 1942; Graduate study, Boston University, 1946-. Teaching experience: Suffolk, 1947-

Fred R. Kopp ...........................................Instructor in Science and German
B.S., College of the City of New York, 1940; Graduate study, Harvard University, 1944-46. Teaching experience: Massachusetts Institute of Technology, 1943-46; Suffolk, 1946-

Joseph M. McCafferty .........................Instructor in English
A.B., Boston College, 1941; A.M., Boston College, 1943. Teaching experience: Suffolk, 1946-

Arthur P. Metastasio ..........................Veterans Advisor and Instructor in French
A.B., Suffolk University, 1942; Graduate study, University of Colorado, 1945. Teaching experience: Suffolk, 1946-

George E. Moore .........................Instructor in History and Humanities
A.B., Fairmont College, 1939; Graduate study, Oklahoma A. & M., 1939-40, University of West Virginia, 1940-41; University of Washington, 1940-41; University of West Virginia, 1940-41; Suffolk, 1946-
GEORGE F. NEEDHAM ............................................Instructor in Psychology
A.B., Western Maryland College, 1937; Ed.M., Harvard University, 1940; Graduate study, Harvard University, 1945-. Teaching experience: Baltimore Public Schools, 1940-44; Harvard University, 1946-; Suffolk, 1946-. Business experience: Research Assistant in Industrial Relations, 1940-45.

ROBERT G. NEILEY ............................................Instructor in English

FREDERICK P. POND ............................................Instructor in History

WILLIAM S. SAHAKIAN ............................................Instructor in Philosophy and Humanities
B.S., Northeastern University, 1944; S.T.B., Boston University, 1947; Graduate study, Boston University, 1946-. Teaching experience: Suffolk, 1946-.

CHARLES H. SAVAGE, Jr. ............................................Instructor in Social Studies
B.S. in B.A., Boston College, 1942. Teaching experience: Boston College, 1945-46; Suffolk, 1947-.

THOMAS SAVAGE ............................................Instructor in English and History

ALBERT SLAVIN ............................................Instructor in Accounting

J. HUGH STRAIN ............................................Instructor in English
A.B., Suffolk University, 1943; Graduate study, Boston College, 1946-. Teaching experience: Suffolk, 1946-.

JOHN P. VOSS ............................................Instructor in History
A.B., Willamette University, 1938, S.T.B., Harvard University, 1942; Graduate study, Harvard University, 1942-. Teaching experience: Harvard University, 1942-; Tufts College, 1944-45; Suffolk, 1946-.

LYLE R. WOLFF ............................................Instructor in Social Studies
B.S. Kearney State Teacher College, 1942; Graduate study, Harvard University Law School, 1945-. Teaching experience: Suffolk, 1946-.

STAFF MEMBERS

JOHN F. M. FITZGERALD, A.B., M.B.A. .........................Business Manager

DOROTHY M. McNAMARA ........................................Bursar

M. ESTHER NEWSOME ........................................Librarian
ADVANTAGES OF BOSTON

BOSTON — Center of Superior Educational Advantages

Students will find in historic Boston unrivaled opportunities for culture or recreation. The Boston Public Library System is justly famous. The State Library and the State Archives are across the street from the University. The Museum of Fine Arts on Huntington Avenue is easily accessible; Boston Common, the Public Gardens and the Charles River Esplanade are nearby. To the student of history Greater Boston is world-famous for its shrines of American Liberty — Faneuil Hall, the Old State House, the Old North Church, King’s Chapel, the house of Paul Revere, and the various burying grounds where historic dead are sleeping. Beacon Hill and the State House form the very heart of historic Boston. No city in America could be more inspiring to students and certainly none more conducive to scholarship.

TRANSPORTATION

Situated on Beacon Hill, immediately back of the State House, Suffolk University is in the very center of Boston’s unrivaled transportation facilities. Bowdoin Square terminal is one block distant while Park Street and Scollay Square subway stations are each within a two-minute walk. The North Station is a trifle more than a third of a mile away; Park Square is a half mile and the South Station exactly one mile from the University. Every important transportation point is within easy walking distance, thus eliminating carfare and traffic delays.

BUILDING AND EQUIPMENT

UNIVERSITY BUILDING

The University Building is a modern fireproof structure located at the corner of Derne and Temple Streets, Beacon Hill. The cornerstone of the first unit of the building was laid in 1920 by Calvin Coolidge, then Governor of Massachusetts and nominee for Vice-President of the United States. The last unit was added in 1937, and the completed building was formally dedicated in February, 1938.

Excellent accommodations for educational work are provided in this building. Located in it are the Executive Offices, the University Library, twenty-three lecture halls, laboratories for biology, chemistry, geology and physics, the University Auditorium, Faculty Room, Trustees Room, Bookstore, rest rooms for women, and lounging rooms for men. A directory indicating the location of each of these facilities will be found in the Student’s Handbook. Certain of the more important facilities are described below.
THE UNIVERSITY LIBRARY

The Library occupies the major portion of the third floor of the University building. The electrically ventilated reading room accommodates 230 students. All books, except those on required reading lists and certain valuable reference books, are on open shelves and easily accessible to students, faculty, and alumni.

Law books and reference books may not be circulated, but all others may be borrowed for periods ranging from three to fourteen days. Some books on reserve for special courses must be used in the library.

The Library is open from 9:00 a.m. to 10:00 p.m., Monday through Friday; 9:00 a.m. to 5:00 p.m., Saturday, during the regular school term.

The Library serves not only the College of Liberal Arts, but also the Law School, the College of Journalism, and the College of Business Administration.

By arrangement with the Boston Public Library all Suffolk students, whether residents of Boston or not, are allowed the privileges of the Boston Public Library. Non-resident students must obtain special cards from the University Librarian.

Suffolk University Library is a member of the American Library Association, the Special Libraries Association and the American Association of Law Libraries.

BIOLOGICAL LABORATORY

Adjoining the Science Lecture Hall is the Biological Laboratory which is provided with standard laboratory furniture and equipment and is designed to accommodate forty students at a time. Compound microscopes, substage lamps and a large collection of prepared microscope slides of the highest quality are provided for individual student use. An excellent Micro Projector, a binocular dissecting microscope, a variety of experimental apparatus and many wall charts are available for demonstration purposes. An unusually fine lantern slide projector and a large number of lantern slides covering all phases of plant and animal biology greatly facilitate laboratory instruction.

In addition to the permanent equipment, large amounts of living and freshly preserved material are ordered each year from the leading biological supply houses. By an arrangement with the Harvard Greenhouse, a wealth of living plant material is available whose quality and variety is seldom surpassed even in advanced botany courses in much larger institutions.

In addition to the laboratory’s own collections of museum specimens and demonstration dissections, the superb collections of Greater Boston’s several museums of Natural History are available for study by Suffolk students.
CHEMICAL LABORATORY

The Chemical Laboratory is located on the top floor of the main building directly across the corridor from the Chemical lecture hall. The laboratory is approximately 40 x 60 feet in size. One end is partitioned off to serve as a stock room for apparatus and chemicals. Sufficient desk room and equipment is available to accommodate as many as 75 students at one time. Modern forced draft ventilation, large fume hoods, distilled water unit, balances and other new equipment have been provided. The existing facilities of the laboratory are such that more advanced courses in Chemistry may be conducted.

GEOLOGICAL LABORATORY

The Geological Laboratory is located on the fourth floor of the University Building. It is completely furnished with chairs, laboratory stools and tables, specimen cases, and wall boards for displaying maps. A physical globe and several hundred topographic, shaded relief, and geologic maps are included in the physical department, as well as individual sets of specimens for the study of the more common minerals, rocks, and ores, together with the necessary equipment for making simple physical tests for identification. A reference collection of several thousand typical geological, mineralogical and paleontological specimens are also provided.

PHYSICAL LABORATORY

Directly above the Biological Laboratory, in a room of the same dimensions, will be found the Physical Laboratory which was equipped during the Summer of 1938. The hall is provided with laboratory tables and stools to accommodate units of twenty students working at one time. Water, gas, and electricity are provided for laboratory use. Apparatus of excellent quality has been installed so that students may perform the experiments customary in the most advanced laboratory courses.

UNIVERSITY AUDITORIUM

When the first unit of the University Building was constructed it included an auditorium on the Temple Street side of the building with a seating capacity of one thousand. The completely equipped stage of the auditorium affords excellent facilities for student dramatics. The auditorium is also used for mass meetings, commencements, concerts and similar functions.

BOOKSTORE

The Bookstore is located on the first floor of the University Building Annex. It has every facility for the rapid handling of textbooks and other college supplies.
DORMITORY FACILITIES

An agreement has been made with the Boston City Club to provide dormitory facilities for the men students of Suffolk University. Students may secure rooms in the club. Membership fees are reasonable, the annual fee for students under 22 years of age being $12.00 including tax, payable quarterly. Membership in the club entitles students to attend all functions of the club, use the Library, lounges, dining room, game rooms, etc., and enjoy weekly entertainment programs.

Students will be under the supervision of a proctor chosen from the Faculty of the University. Room rates will average about $8.00 per man per week. Two men will occupy a room except that some of the exceptionally large rooms will be expected to accommodate more. Though primarily an urban institution the University is subsidizing the dormitory to provide suitable living quarters for out-of-town students.
ADMISSION REQUIREMENTS

ADMISSION TO THE FRESHMAN CLASS

Suffolk University is open to students of both sexes on equal terms. Applicants for admission to the Freshman class must qualify by the following method: Graduation from an approved course of study in an accredited high school or preparatory school with completion of fifteen acceptable secondary school units or its equivalent.

All admissions to the Freshman class or to advanced standing are under the control of the Director of Admissions. It is desirable that applicants meet the distribution of entrance units as given below in order that they may go forward without having to do any work in college preliminary to the prescribed courses.

In addition to scholarship the Director considers qualities of character, industry, leadership and health. To this end, a personal interview is required before a student may be admitted to any of the Colleges. It is advisable that this interview be arranged as far in advance of the opening date as possible. Transcripts of record and two testimonials of good moral character must be on file before the application may be acted upon.

It is recommended that applicants under twenty-one years of age discuss their college plans thoroughly with their parents before enrolling. If possible, it is well for parents of these younger students to attend the personal conference required prior to registration so that all questions may be thoroughly answered.

Veterans: For special registration procedure required of veterans, see Registration and General Regulations on page 20.

DISTRIBUTION OF ENTRANCE SUBJECTS

<table>
<thead>
<tr>
<th>Subject</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>English (four years)</td>
<td>3 units</td>
</tr>
<tr>
<td>Foreign Language</td>
<td>2 units</td>
</tr>
<tr>
<td>History</td>
<td>1 unit</td>
</tr>
<tr>
<td>Algebra</td>
<td>1 unit</td>
</tr>
<tr>
<td>Plane Geometry</td>
<td>1 unit</td>
</tr>
<tr>
<td>Natural Science</td>
<td>1 unit</td>
</tr>
<tr>
<td>Other acceptable units</td>
<td>6 units</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>15 units</strong></td>
</tr>
</tbody>
</table>

Candidates for degrees who have not completed the full language, mathematics, or science entrance requirements may enter on condition, but must successfully complete courses required to remove these conditions. Courses taken to satisfy entrance conditions may not count as credit toward any degree.
Definition of a Unit

A unit of work in high school is considered as a course covering a school year of not less than thirty-six weeks with five periods of at least forty-five minutes each per week. Two periods of manual training, domestic science, drawing or laboratory work are considered the equivalent of one period of classroom work. Each high school graduate is expected to complete four years of high school English, for which only three entrance units are allowed.

Refusal of Application

The Director of Admissions reserves the right to refuse the application of any student whose preparatory work is insufficient or whose scholastic record indicates inability to pursue successfully the work of the college.

Admission to Advanced Undergraduate Standing

Applicants who have completed courses in a college, junior college, or other institution of collegiate rank of recognized standing will be permitted to enroll as students in advanced standing subject to conditions outlined below:

1. The Registrar of the institution previously attended must send a certificate of honorable dismissal direct to the Registrar of the College of Liberal Arts, the College of Journalism, or College of Business Administration, depending upon which department the student desires to enter.

2. The applicant for advanced standing should request the Registrar of the college previously attended to send also an official transcript of credits. Transcripts should specify courses, semester hours of credit and grade for each course, the semester when taken, a key to grades not expressed in per cents, and a statement of the units accepted for entrance. Transcripts of such work, if possible, should be submitted one month or more in advance of Registration Day. Grade reports, diplomas or lists of credits submitted by the applicant will not be accepted as a basis of granting advanced standing.

3. A catalogue of the college during the years in which the applicant was in attendance should be clearly marked to indicate the courses completed and submitted with the application.

4. All requirements for admission to the Freshman class must have been complied with before advanced standing can be granted.

5. Not more than one-fourth of the credits accepted from another college may be of D grade or its equivalent.

6. All grants of advanced standing credit are made on a provisional basis. Grants so made are final only after the student has satisfactorily completed thirty semester hours of work in Suffolk University in the College from which he anticipates receiving his degree.
7. Whenever a student enters with advanced standing and later proves to be inadequately prepared in any of his prerequisite subjects, the Faculty reserves the right to require him to make up such deficiencies prior to graduation.

8. The grant of advanced standing credit shall not exceed ninety semester hours.

**SEMESTER HOUR**

In estimating advanced standing credit, the unit employed is the semester hour which is the equivalent of fifty lecture minutes a week for one semester. Two laboratory hours count as one lecture hour. After all credits have been evaluated, proper notification will be sent to the applicant.

**ADMISSION OF SPECIAL STUDENTS**

A limited number of special students may be admitted each year upon satisfying the Director of Admissions as to their ability to profit by the courses to which they seek admission. Special students are those who are not candidates for a degree.

Men and women over twenty-one years of age who cannot satisfy the entrance requirements may be admitted as special students upon recommendation of the Director of Admissions. It will be necessary for the applicant to file with the Registrar a full statement of his qualifications. Candidates are requested to present this statement at least three weeks before the beginning of the college year.

Registration of a special student is for one semester only. Re-registration will be refused if such student does not meet the required scholastic standing.

**REGISTRATION AND GENERAL REGULATIONS**

**Registration Procedure**

All new students are required to file applications, make out registration and Bursar's cards, secure lecture schedules and Handbooks prior to opening day or evening.

Veteran students must file a Certificate of Eligibility and Entitlement with the Veteran's Advisor on registration day. These certificates should be obtained well in advance of registration day from any local New England Office of the Veteran's Administration. Registrants who are unaware of the procedure for obtaining the certificates are urged to see the Suffolk University Veteran's Advisor at their earliest convenience.

**Registration Limits**

Except in special cases no registration will be accepted after the first week in any semester. Credit will not be given for a course in which a
student has not formally registered. An additional registration fee will be required from all prospective students who register after the final date set for registration.

**Registration from Other Departments**

A student enrolled as a candidate for a degree in another Department of the University may register for courses in either of the Colleges without payment of an additional registration fee.

**Registration for Courses in Other Institutions**

No student in any College of Suffolk University in the expectation of receiving advanced standing credit may enroll for courses in other institutions without notifying in writing the Registrar. *If permission to take outside work has been granted, upon its completion an official transcript must be sent by the Registrar of the institution in which the course was taken direct to the Registrar of the College in which the student is enrolled in Suffolk University.*

**Day and Evening Divisions**

Although Suffolk University is open to worthy students of all types it nevertheless makes special provision for those who must earn a part or all of their expenses while attending school. Day and evening classes are maintained in all undergraduate departments. Students who are not under the necessity of working may select lecture schedules that will permit them to take thirty semester hours a year and so earn a degree in four years.

A student may enroll for less than thirty semester hours at a corresponding decrease in tuition.

Courses have been arranged so that the work of each semester stands by itself, thus permitting students to enter either in September or February.

Each full-year course, with the exception of certain laboratory courses will be rated at six semester hours credit, while one semester courses will be rated at three semester hours on the fifty-minute semester hour basis.

**Summer Sessions**

A full summer semester, as outlined in the 1947-48 calendar, will be conducted in the Summer of 1947. It is contemplated that in the summer of 1948, the University will revert to its former system of short summer sessions.

**Change of Courses**

The regular procedure in adding a course or in withdrawing from a course is by written consent of the Registrar of the College in which the student is enrolled. Blanks may be obtained from the Registrar. These notices must be sent to the Registrar's Office for recording.
Withdrawal from Courses — Penalties

Courses for which the student has been officially enrolled and from which he withdraws without permission will be recorded as "failure", unless they are discontinued within the first two weeks of the semester because of illness or other reasons satisfactory to the Registrar of the College in which the student is enrolled.

Withdrawal from College

A student desiring to withdraw from College before the end of a semester must give notice to the Registrar in writing prior to the withdrawal. Written permission for such withdrawal from a parent or guardian must be filed by a student under twenty-one years of age. Students failing to comply with this rule will be given the status of "dishonorable dismissal."

Re-admission to College

Students in good standing who withdraw from College may re-enter subject to the rules and regulations in effect at the time of re-entry.

Lecture Hours

Schedules for classes for all divisions as to hours and room assignments will be made prior to the semester concerned and will be given to each student at registration.

Laboratory Sessions

A schedule of laboratory sessions will be published at the beginning of each semester for those courses requiring laboratory work. A student taking such a course will be required to attend the laboratory sessions in addition to the other regularly scheduled classes.

Attendance

All students are expected to attend all lectures in every course for which they are registered.

For other specific rules concerning attendance students are referred to the Students' Handbook.

Attendance Coupons

Attendance coupons will be issued to each student by the Bursar upon payment of tuition. A coupon must be presented to the instructor at the beginning of each class. These coupons serve as a record of attendance and should be guarded with care.

Coupons are individually numbered and must not be exchanged. Incorrectly marked or dated coupons will not be recorded.
THE CATALOG AND STUDENT'S HANDBOOK

An official booklet, "Student's Handbook," is issued by the University for the students at the College of Liberal Arts, the College of Journalism, and the College of Business Administration. Copies are distributed to all students at the opening of College.

All students are held responsible for understanding and complying with all rules and regulations contained in the catalog and Student's Handbook.

GRADES

All grades will be based on the following marking system:
- A 90-100%
- B 80-89%
- C 70-79%
- D 60-69%
- F Below 60%
- I Incomplete

A and B are honor grades; C represents satisfactory work; D is passing without credit in the Honor Point system of computing student standing (see below); F indicates failure; I signifies that a student has not completed some requirement of a course, but that opportunity will be granted to make up the deficiency.

SCHOLASTIC AVERAGES will be computed on an Honor Point system as follows:
- 3 Honor Points will be granted for each semester hour of A grade work;
- 2 Honor Points will be granted for each semester hour of B grade work;
- 1 Honor Point will be granted for each semester hour of C grade work;
- 0 Honor Points will be granted for each semester hour of D grade work;
- 1 Honor Point will be deducted for each semester hour of F grade work;

Thus, a grade of A in a 3 semester hour course will count as 9 Honor Points, a grade of B as 6 points, a grade of C as 3 points, a grade of D as 0 Points, and a grade of F will subtract 3 Honor Points from the total number acquired.

In order to remain in good standing in the University, a student must maintain an average of 0.6 Honor Points for each semester hour of work.

In order to be eligible to receive a degree from the University, a student must have no fewer than 72 Honor Points for 120 semester hours of work.

Any student who earns a total cumulative average of less than 0.6 Honor Points for each semester hour of work will be placed on probation. A student who has been placed on probation will be given until the following grading period to establish a cumulative average of 0.6 Points. Failing to achieve the satisfactory average, the student becomes subject to suspension or dismissal from the University.
No student may participate in extra-curricular activities while on probation.

A warning notice will be issued to any student who receives a grade lower than C on any midsemester test.

THE DEAN'S LIST, composed of students who are deemed worthy of recognition for high scholastic achievement, is divided into two groups to be designated as follows:

Group A shall include all students who receive a scholastic average of 3 Points.

Group B shall include all students who receive a scholastic average of not less than 2 points.

Students who make the Dean's List (A or B) will be permitted twice the number of unexcused absences ordinarily granted.

Reports will be issued to each student at the close of the semester. If a student is under twenty-one years of age, the report will be sent to his parent or guardian.

CLASSIFICATION OF STUDENTS

Classification of students depends upon the number of semester hours earned prior to the first semester of a given year. Freshman standing is assigned to all those having less than thirty semester hours; Sophomore standing, thirty semester hours; Junior standing, sixty semester hours; Senior standing, ninety semester hours.

TUITION FEES AND OTHER CHARGES

The University Charges for an education in the College of Liberal Arts, the College of Journalism and the College of Business Administration have been fixed at the lowest possible figure in order to meet the needs of students of limited means as well as those who must earn their living while attending classes.

REGISTRATION

Applications for admission to the College of Liberal Arts, the College of Journalism and the College of Business Administration must be accompanied by a registration fee of $5.00. This fee is payable for the first year only. No application is recorded until the fee has been received. This fee is not a part of the tuition and will not be refunded after the student has been duly admitted to the College to which he has applied. However, upon receipt of written request this fee may be applied to another year should the applicant re-register. Applicants who are veterans must also pay the registration fee which is refundable by the University after the applicant submits his "Letter of Eligibility."
SUFFOLK UNIVERSITY

STUDENT ACTIVITIES

Suffolk University has four well-established Undergraduate schools, with a steadily increasing number of "co-eds" in each department. Student activities which develop personal qualities of leadership, initiative, cooperation and sportsmanship are being encouraged. Membership is based on the maintenance of a satisfactory scholastic standard. In order to discourage excessive participation in such activities, which would be incompatible with high standards of scholarship, the University has certain regulations regarding participation which are printed in the Student's Handbook. A member of the executive staff has been appointed to serve as Director of Student Activities. The director works closely with student groups in all matters of organization, meetings, public performance, etc. The following activities are open to all qualified students in the University.

STUDENT COUNCIL

The Student Council is an organization of representatives chosen by the students according to the terms of a constitution duly drawn up and adopted by the student body. They serve with an appointed faculty committee in the consideration and the solution of problems presented to them by the Executive office of the University and by the students. The Student Council has been most successful in its work of serving both the students and the Executive Offices in establishing and maintaining cooperation and good spirit.

ATHLETICS

In 1946-47 games of Soccer, Basketball, Hockey, and Baseball have been conducted with teams representing neighboring colleges and universities. This policy will be expanded in the coming year.

AMERICAN VETERANS' COMMITTEE

Suffolk University has its own local chapter of the American Veterans' Committee. This veteran's organization is open for membership to all veterans of World War II.

DRAMATICS

The Suffolk University Dramatic Workshop is composed of students interested in dramatics. A Faculty member supervises their work and trains them for their stage productions which are presented on the stage of the University Auditorium before appreciative audiences.
Suffolk Journal

The Suffolk Journal is the official publication of the University. It is published by a board composed of students under the guidance of a Faculty member. It is an opportunity for free expression by the students and serves as a practical laboratory for those enrolled in the College of Journalism. The Journal is well received by the student body.

International Relations Club

This club has been organized for students interested in International Affairs. Monthly forums, usually numbering between 100 and 150 students, meet with noted speakers in panel discussion. This organization has also sent student delegates to conventions in Chicago, Cambridge and Worcester, Mass.

Italian Club

The Italian Club meets weekly whereby students have an opportunity to better acquaint themselves with the language and culture of Italy.

Social Affairs Committee

This committee is affiliated with the Student Council and from time to time sponsors Sport Dances, Bridge Socials, Proms, etc., for the students of Suffolk University.

Philosophy Club

This is a newly formed activity in which the works of the great Philosophers are discussed by students and invited speakers.

Debating Club

A planned schedule of interscholastic competitions with neighboring colleges and universities is in effect this year.

Creative Writing

An organization of student and faculty writers for mutual suggestion, criticism and benefit. Members are eligible to participate in writing periodically.
SUFFOLK UNIVERSITY

REQUIREMENTS FOR DEGREES

COLLEGE OF LIBERAL ARTS

Degrees Offered: Bachelor of Arts, Bachelor of Science

Semester Hours of Credit required for B.A. or B.S. ....120 semester hours

The numbering of the courses is to be interpreted as follows:

The whole number indicates the year of the subject.

An odd decimal indicates first semester.

An even decimal indicates second semester.

Example: Hist. 2.7 is a second year subject during the first semester

Hist. 2.8 is a second year subject during the second semester.

I. FIRST YEAR — Required Courses

All entering students are required to take their first year 30 semester hours as follows:

1. Eng. 1.1-1.2  Rhetoric and Composition  6 sem. hrs.
2. Hist. 1.1-1.2  History of Western Europe  6 sem. hrs.
3. Human. 0.1-0.2  Introduction to Humanities  6 sem. hrs.
4. Sci. 0.1-0.2  Introduction to Science  6 sem. hrs.
5. Soc. Stu. 0.1-0.2  Introduction to Social Studies  6 sem. hrs.

II. SECOND YEAR — 30 semester hours

(a) Required Courses

Eng. 2.7-2.8  English Literature  6 sem. hrs.

(b) Elective Courses

Students must take four (4) additional courses in the second year, or twenty-four (24) additional semester hours, to be chosen under the guidance of a faculty advisor from the course listings.

III. THIRD AND FOURTH YEAR

30 semester hours each year to be chosen from the courses listed and with the assistance of a faculty advisor in his major field.

IV. GENERAL REQUIREMENTS

(a) Each student is required to present for graduation at least two fields of concentration, or majors — twenty-four (24) semester hours for each field. Majors are offered in the fields of English, Modern Languages, and Philosophy in the Division of Humanities; History, Sociology, Psychology, Economics and Government in the Division of Social Studies; Biology and Chemistry and Physics and Mathematics in the Division of Sciences.

(b) A major is hereby defined as twenty-four (24) semester hours of credit earned in one department of the College, in addition to the general requirements for graduation. Subject to the approval of the Chairman of the Division, the credit may be earned in the Division instead of the Department.
(c) Special requirements for the B. A. degree — twelve (12) semester hours of one Foreign language or a reading knowledge thereof. If the student offers a major in one Foreign Language, the 12 semester hours required must be in a second Foreign Language.

(d) Special requirements for the B.S. degree — six (6) semester hours of mathematics or the equivalent of Mathematics 1.2-1.3.

(e) Additional semester hours of electives to be selected by the student and subject to the approval of his advisor.

PRE-LEGAL DIVISION REQUIREMENTS

I. First Year — Required Courses
See required courses for candidates for Bachelor of Arts or Bachelor of Science degrees.

II. Second Year — 30 semester hours
(a) Required Courses
- Eng. 2.5 Public Speaking 3 sem. hrs.
- Eng. 2.6 Argumentation 3 sem. hrs.
- Hist. 2.7-2.8 English History 6 sem. hrs.
- Phil. 1.1-1.2 Logic 6 sem. hrs.

(b) Elective Courses
- Bus. Adm. 1.1-1.2 Elementary Accounting 6 sem. hrs.
- Econ. 1.1-1.2 Principles of Economics 6 sem. hrs.
- Gov. 1.1 American Government 3 sem. hrs.
- Gov. 1.2 Comparative Government 3 sem. hrs.
- Gov. 2.1-2.2 American Constitutional Development 6 sem. hrs.
- Hist. 2.3-2.4 American History 6 sem. hrs.
- Hist. 3.7-3.8 Europe in the nineteenth and twentieth centuries 6 sem. hrs.
- Psych. 1.1-1.2 General Psychology and Psychology of adjustment 6 sem. hrs.
- Soc. 1.1-1.2 Introduction to Sociology 6 sem. hrs.

III. Associate in Arts Certificate — 60 semester hours
Awarded on successful completion of 2 years of Liberal Arts subjects as outlined in II.

COURSES OF INSTRUCTION

DIVISION OF THE HUMANITIES

Professor Hannay, Chairman; Professor Goodrich; Professor Pizzuto; Assistant Professor Read; Mr. Bloomhardt; Mr. Cass; Mr. Colburn; Mr. Folino; Mr. Kirwin; Mr. McCafferty; Mr. Metastasio; Mr. Neiley; Mr. Sahakian; Mr. Thomas Savage; Mr. Strain.
I. Department of English

II. Department of Fine Arts

III. Department of Foreign Languages

IV. Department of Philosophy

**Humanities 0.1-0.2 — Introduction to the Humanities**  
2 terms — 6 semester hours

This course considers in survey the growth of the modern cultural tradition. The student is given an acquaintance with the basic contents of the fields of the Humanities, of literature, the fine arts, religious and philosophical thought as they have arisen in the mind of man.

**Department I — English**

**English 1.1-1.2 — Rhetoric and Composition**  
2 terms — 6 semester hours

The fundamental, indispensable course. It begins with a review of grammatical technique, including diagramming, and proceeds through a presentation of the basic principles of thought organization and outlining and the disciplines of good narrative, descriptive, and expository writing. Frequent short themes are required and model prose is studied. Required of all Freshmen first and second semesters.

**English 2.1-2.2 — Advanced Composition and Creative Writing**  
2 terms — 6 semester hours

This course is planned to furnish thorough training not merely in correct writing but in the mastery of the more difficult problems of controlling material in the larger units of sustained discourse, and in the development of attractive individual style. Stress is laid upon originality and distinction in the preparation of book reviews, editorials, feature articles, essays, stories, and other types of prose. Much writing is required according to the pattern of contemporary models. **Pre-requisite: English 1.2.**

**English 2.3 — Vocabulary Building**  
1 term — 3 semester hours

A practical basic course of universal advantage. Description of the helps available for word study precedes an indication of the kind of words to study and the disciplines to adopt to appropriate these words. A sketch of the history of the English language includes the contributions from Celtic, Roman, Anglo-Saxon, Danish, Norman, and French cultures. The major concentration is upon prefixes and suffixes, word origins, word analysis, synonyms, antonyms, figures of speech, good usage, general vocabulary, and the vocabularies of various activities and professions.
English 2.4 — Business English
1 term — 3 semester hours
A specialized course for students preparing for business administration. The course is so planned as to provide discipline in essential techniques of correct, dignified English, and to acquaint the student with the types of correspondence and the psychology employed in business relations. Required of students in Business Administration. Prerequisite: English 1.2.

English 2.5 — Public Speaking
1 term — 3 semester hours
The theory and practice of informal and formal public address. The course includes a study of the physical, the vocal, and the mental aspects of the speaker, overt and covert gesticulations, fundamental speech types, structure, and style, platform deportment, diagnosis of the audience, and the psychology of appeal. Numerous short speeches are prepared for class delivery and criticized.

English 2.6 — Argumentation and Debate
1 term — 3 semester hours
The aim of this course is to provide training in the fundamentals of logical reasoning, the principles of argumentation and debate, and in parliamentary procedure. Special emphasis is placed upon the preparation and delivery of well-reasoned speeches and debates and upon the conduct of meetings. Basic for pre-legal students.

English 2.7-2.8 — History of English Literature
2 terms — 6 semester hours
A survey of the English literary product of the British Isles from the beginnings to the present and its development in relation to English life and history. While chronology, language, versification, and prose styles receive attention, the major and the secondary literary products are examined in detail, with descriptions of the periods in which they were produced. Representative selections are studied throughout the course as an introduction to appreciation of literature. Basic for all special courses in English literature. Prerequisite: English 1.1-1.2.

English 3.5-3.6 — History of American Literature
2 terms — 6 semester hours
A survey of the literary product of America from Colonial Times to the present, together with a detailed study of the more important writers who have stood the test of time. Advantage is taken of this locality to stress the inspiring historical background and the literary memorials in which this vicinity abounds. Extensive reading assignments accompany class lectures. Prerequisite: English 1.1-1.2.

English 4.1-4.2 — History of English Drama
2 terms — 6 semester hours
The course begins with a study of the Greek and the Roman drama and theatres. Detailed investigation of the medieval religious drama and
the work of the Tudor Period follow. The plays of Shakespeare are
surveyed in their entirety, together with representative works of his con­
temporaries. Subsequently Jacobean, Restoration, Eighteenth, Nine­
teenth, and Twentieth Century dramatic history are examined in detail.
The reading of numerous representative plays is required throughout the
course. **Prerequisite:** English 1.1-1.2 and English 2.7-2.8.

**English 4.3 — History of the English Novel**
1 term — 3 semester hours

The development of the English novel throughout its whole course from the early fictional products of the Elizabethan Period and the birth of the novel in the Eighteenth Century to the beginning of the Twentieth Century. Study of the various types, psychological, picaresque, sentimental, romantic, historical, and reform, reflecting English life and thought, is accompanied by extensive reading of representative examples. **Prerequisite:** English 2.8.

**English 4.4 — English Romantic Poetry**
1 term — 3 semester hours

A specialized course studying in detail the transition from late eight­
teenth century neo-classicism and the rise of modern English romantic poetry, together with the personalities and poetry of Wordsworth, Cole­ridge, Byron, Shelley, Keats, and Scott. Extensive studies of representa­tive work of these poets accompanies interpretative lectures. **Prerequisite:**

**English 5 — Studies in English**
Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of English research which may be of special interest to them.

**DEPARTMENT II — FINE ARTS**

**Fine Arts 1.1-1.2 — History of Art in Western Civilization**
2 terms — 6 semester hours

A course offering the beginning student an approach to the aesthetic heritages of the ancient world, both East and West, down to modern times. Architecture, painting, sculpture, and related arts are examined for their historical significance as well as for their functional value.

**Fine Arts 2.1-2.2 — History of Music in Western Civilization**
2 terms — 6 semester hours

A general survey of the development of music from the time of Pales­trina through the Twentieth Century, with emphasis placed on the creative personalities of each era.

**Fine Arts 5. — Studies in the History of the Fine Arts**
Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of Fine Arts research which may be of special interest to them.
French 1.1-1.2 — Elementary French  2 terms — 6 semester hours
Essentials of grammar, practice in oral use of the language, and reading of simple French texts.

French 2.1-2.2 — Intermediate French  2 terms 6 semester hours
Reading of stories and plays; review of grammar and composition. 
**Prerequisite: French 1.2 or its equivalent.**

French 3.1-3.2 — General Survey of French Literature 2 terms — 6 semester hours
A general survey of the most important movements in French literature. Selected readings from representative authors such as Machault, Deschamps, Curel, Lemaître, La Fontaine Fénelon, Lesage, Molière, Diderot, Voltaire, Rousseau, Chateaubriand, Madame de Staël, and others. 
**Prerequisite: French 2.2 or its equivalent.**

French 4.1 — French Drama  1 term — 3 semester hours
A history of the French Drama from the Seventeenth Century. Particular emphasis is placed on the plays of such authors as Molière, Racine, and Corneille, with short studies on the social and political history of the period in relation to its influence on the author and the theater; selected readings from Hugo, de Vigny, de Musset, Brieux, Dumas, Rostand. 
**Prerequisite: French 2.2.**

French 4.2 — Seventeenth Century Prose  1 term — 3 semester hours
The works of Pascal, La Rochefaucauld, La Bruyère, Bossuet, Madame de Sevigné, and others; further practice in composition and conversation. In alternate years, Eighteenth Century prose will be given treating the period of the Enlightenment, including such authors as Voltaire, Rousseau, and Montesquieu. 
**Prerequisite: French 2.2.**

German 1.3-1.4 — Elementary German  2 terms — 6 semester hours
A study of the elements of grammar, drill in pronunciation, practice in conversation, and reading of simple prose and poetry.

German 2.3-2.4 — Intermediate German  2 terms — 6 semester hours
A review of grammar, composition, and conversation. A study of the more common German idioms. Reading of modern German stories and plays. 
**Prerequisite: German 1.4 or its equivalent.**

German 3.3-3.4 — General Survey of German Literature  2 terms — 6 semester hours
A critical survey of German literature, its chief movements, writers from the earliest times to the present. This course presupposes a good reading knowledge of German. 
**Prerequisite: German 2.4 or its equivalent.**
German 4.2 — German Drama
The important German dramas with particular emphasis on the works of the Nineteenth Century. Prerequisite: German 2.4 or its equivalent.

German 4.4 — German Poetry
A study of the more important German poets: Goethe, Schiller, Heine, Uhland, etc. Prerequisite: German 2.4 or its equivalent.

Italian 1.5-1.6 — Elementary Italian
Drill in pronunciation and in the elements of the language with graded readings from modern authors.

Italian 2.5-2.6 — Intermediate Italian
Composition and review of grammar. Selected readings from such authors as Alvaro, Bontempelli, Borgese, Lippiarini, Moscardelli, Papini, Puccini, Tombari, Niccodemi, and others. Prerequisite: Italian 1.6 or its equivalent.

Italian 3.5-3.6 — General Survey of Italian Literature
A survey of the principal movements in Italian literature. Selected readings in Dante, Petrarch, Boccaccio, Ariosto, Tasso, Machiavelli, Castiglione, Goldoni, Leopardi, Manzoni, Carducci, Fogazzaro, D’Annunzio, Benelli, Pirandello, and others. Prerequisite: Italian 2.6 or equivalent.

Italian 4.5-4.6 — The Works of Dante
A study of Dante’s life and works. The Vita Nova and Divina Commedia are read and commented. Prerequisite: Italian 2.6.

Latin 1.7-1.8 — Introduction to Latin
Study of forms and syntax, development of vocabulary, reading of selections from Latin authors.

Latin 2.7-2.8 — Selected Latin Authors
A review of Latin grammar, translation of selections from Caesar, Cicero, Pliny, Vergil, and others. Prerequisite: Latin 1.8 or its equivalent.

Spanish 1.9-1.10 — Elementary Spanish
Designed to acquaint the student with the basic grammar and introduce him to conversation and reading.

Spanish 2.9-2.10 — Intermediate Spanish
Designed to give the student proficiency in grammar, in basic conversation and a fluency in reading of Spanish literature. Prerequisite: Spanish 1.10 or its equivalent.

Spanish 3.9 — Cervantes
Designed to acquaint the student with the chief works of Miguel de Cervantes Saavedra. Readings from Don Quijote and the Novelas ejemplares.
Spanish 3.10 — Spanish Drama of the Golden Age
1 term — 3 semester hours
A study of Spanish Drama including works of Lope de Vega, Calderon, Tirso de Molinow, Alarcon, Juan de la Cueva.

Spanish 4.9 — Nineteenth Century Novel
1 term — 3 semester hours
A study of the great Spanish novels, including La Familia de Alvareda, Pepita Jimenez, Dona Perfecta, Marianela, Marta y Maria, Los cuatro jinetes del Apocalipsis, and El sombrero de tres picos.

Spanish 4.10 — Hispano-American Literature
1 term — 3 semester hours
Readings in the literature of the Spanish speaking Latin American nations, with emphasis upon the literatures of Argentina, Chile, Ecuador, and Mexico.

Foreign Language 5.
Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in the areas which may be of special interest to them.

DEPARTMENT IV — PHILOSOPHY

Philosophy 1.1 — Logic
1 term — 3 semester hours
A study of the forms and laws of thought, syllogistic argument and fallacies encountered in reasoning.

Philosophy 1.2 — Logic
1 term — 3 semester hours
Methods of scientific investigation and an introduction to the study of semantics.

Philosophy 2.1 — History of Ancient Philosophy
1 term — 3 semester hours
The study of the development of philosophical thought from the period of the ancient Greek philosophers to the period of the Scholastics.

Philosophy 2.2 — History of Modern Philosophy
1 term — 3 semester hours
The period of the transition to modern philosophy and the more recent tendencies in philosophy.

Philosophy 3.1 — Introduction to Philosophy
1 term — 3 semester hours
An introductory study intended to orient the student in philosophical thought.
Philosophy 3.2 — Problems of Philosophy  1 term — 3 semester hours
A study of the persistent problems of philosophy together with solutions offered by various schools of thought.

Philosophy 5 — Studies in Philosophy
Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of Philosophical research which may be of special interest to them.

DIVISION OF THE SOCIAL STUDIES

Assistant Professor Blackman, Chairman; Professor Looney, Professor Ott; Assistant Professor Berns; Dr. Crockett; Mr. Chamberlain; Mr. Connolly; Mr. Crawford; Mr. Fiorillo; Mr. Guindon; Mr. Handler; Mr. Hanson; Mr. Moore; Mr. Needham; Mr. Pond; Mr. Charles Savage; Mr. Voss; Mr. Wolff.

V. DEPARTMENT OF ECONOMICS
VI. DEPARTMENT OF GOVERNMENT
VII. DEPARTMENT OF HISTORY
VIII. DEPARTMENT OF PSYCHOLOGY
IX. DEPARTMENT OF SOCIOLOGY

Social Studies 0.1-0.2 Introduction to Social Studies  2 terms — 6 semester hours
The course consists of an introduction to the social, economic, and governmental problems which confront man, particularly the American man, today. The aim of the course is to develop a broad understanding of the problems in order that the student will be better equipped to assume civic responsibilities.

DEPARTMENT V — ECONOMICS

Economics 1.1-1.2 — Principles of Economics  2 terms — 6 semester hours
This course is designed to provide the basic tools of economic analysis and to acquaint the student with the structure of contemporary economic society and the processes of production, distribution, and consumption. The basic principles are applied to simple problems in the fields of business management, money and banking, public finance, labor and international trade.
Economics 2.3 — Economic History of Europe since 1750
1 term — 3 semester hours
This course traces the evolution of the major economic and political institutions of Europe as related to population, technology, and resources. Particular attention is given to the historical development of modern business organization and policy, financial institutions, techniques of production, transport, expansion of commerce, the labor movement, and the role of the state in national and international economic affairs.

Economics 2.4 — Economic History of the United States
1 term — 3 semester hours
Treatment of economic history of the United States as outlined under Economics 2.3.

Economics 2.5-2.6 — Statistical Methods 2 terms — 6 semester hours
The purpose of this course is to provide training in statistical methods as applied to economic and business data. College algebra is a prerequisite. Students lacking this preparation may be admitted only with permission of the instructor.

Economics 3.1-3.2 — Economic Theory 2 terms — 6 semester hours
Equilibrium of the household, firm, industry, and national economy. Monopolistic competition. Consideration is given here to certain special problems of rent, interest, wages, and profits. A summary history of economic thought is also presented.

Economics 3.3 — Money and Banking 1 term — 3 semester hours
The nature and functions of money and credit, the structure of commercial banking, consumer finance, functions and policies of the Federal Reserve System, and monetary theories of the business cycle.

Economics 3.4 — International Trade 1 term — 3 semester hours
The relationship of international trade to the domestic economy of the United States; balance of payments, the gold standard, and exchange equalization funds; maritime policy, reciprocal trade agreements, and tariffs; international economic relations.

Economics 4.1-4.2 — Labor Economics and Trade Unionism 2 terms — 6 semester hours
The development of trade unionism in the United States; changing relationships between labor and management, labor legislation and its consequences for workers, employers, and consumers; and economics of wage determination, employment, and social security.

Economics 4.3 — Business Cycles 1 term — 3 semester hours
Economic fluctuations considered theoretically, historically, and statistically. The consequences of extreme variations in economic activity and proposals for reducing instability.
Economics 4.4 — Socialism and Social Reform 1 term — 3 semester hours

History of socialism in Europe and the United States; socialistic changes in the economic and social structure of modern states; other programs of social reform or reconstruction which have been proposed or adopted in recent decades.

Economics 5 — Studies in Economics

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of economic research which may be of special interest to them.

Department VI — Government

Government 1.1 — American Government 1 term — 3 semester hours

The aim of this course is to acquaint the student with the development and operation of the U. S. Government, stressing an understanding of the Federal Constitution, legislation procedure, powers and duties of the executive, the importance of the judiciary, and the structure and functioning of political parties.

Government 1.2 — Comparative Government 1 term — 3 semester hours

The governmental forms of important nations are studied and are compared, especially in the light of contemporary developments. Sufficient historical material is included in the course to provide a basis for understanding democratic methods and the differences between democracy and other political philosophies.

Government 2.1-2.2 — American Constitutional Government 2 terms — 6 semester hours

This course provides a comprehensive study of the history and growth of American constitutional government. It will consider the constitutional problems faced by succeeding administrations and the solutions found to such problems.

Government 2.3 — International Law 1 term — 3 semester hours

This course presents a detailed study of the principles of international law as they have developed during the period of modern history. Actual cases heard and decided by national and international tribunals are used wherever possible.

Government 2.4 — Contemporary Foreign Policy 1 term — 3 semester hours

This course provides an interesting and thorough study of the contemporary foreign policy of the United States, the historical development of our foreign policy, and the effect of our domestic policies and of the foreign policies of other great world powers upon U. S. foreign policy.
Government 3.1 — International Organization
1 term — 3 semester hours
The course will consider past efforts at international organization, the reasons for the failure of these efforts, the organization of the United Nations, and the contemporary problems which face the United Nations Organization.

Government 3.2 — Public Administration 1 term — 3 semester hours
An introduction to the place of Administration in modern government with reference to the American and comparative systems. The course includes theory and the formulation of policy; problems of organization; application to selected services and controls.

Government 3.3-3.4 — Principles of Political Theory
1 term — 3 semester hours
A study of outstanding political thought with emphasis upon the major problems such as the state, freedom, revolution, law, constitution and property. Selected writing will be studied and criticised in terms of philosophical and historical contributions to the permanent body of political theory.

Government 4.1 — Government Regulation of Industry
1 term — 3 semester hours
This course surveys the causes for and development of government regulation of industry in the United States.

Government 4.2 — Principles of Popular Government
1 term — 3 semester hours
This course explains the historical development of the principles of popular government, including mention of ancient popular institutions and stressing modern development in Europe and the United States.

Government 5 — Studies in Government
Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of governmental research which may be of special interest to them.

Department VII — History

History 1.1 — History of Western Europe from Ancient Times to 1500
1 term — 3 semester hours
A survey of European History, political, social and cultural, from the ancient empires, of Egypt, Babylonia, and Persia, through the classical civilization of Greece and Rome, the Middle Ages and the institutions of feudalism, to the decline of medievalism and the flowering of the Renaissance.
History 1.2 — History of Western Europe Since 1500
1 term — 3 semester hours
A survey of the political, social, and cultural patterns of European History from 1500 to the present: the Reformation; rise of national states; evolution of capitalism; absolutism in the seventeenth and eighteenth centuries; emergence of democracy in the English and French Revolutions; revolution and reaction in the nineteenth century; modern imperialism; World Wars I and II.

History 2.1 — Greek History
1 term — 3 semester hours
A survey of Greek history and culture from Cretan-Mycenaean times, through the Dark Ages, the full bloom of Greek civilization in the city-state, the rise of Macedon, the Hellenistic empires, to the dominance of Rome in the Mediterranean world.

History 2.2 — Roman History
1 term — 3 semester hours
The growth and decline of the Roman Republic and Empire, with their institutions, methods of government, concepts of law and religion.

History 2.3 — The growth of the American Nation to 1852
1 term — 3 semester hours
A broad survey of U.S. History beginning with the centuries of exploration to 1852. The course will consider the founding of the English colonies, political, social and economic developments, the struggle for the continent, the American Revolution, the process of westward expansion, national expansion and the growth of democracy.

History 2.4 — The making of Modern America, 1852 to the Present
1 term — 3 semester hours
A survey of the United States from 1852 to the present time, including the burning issue of slavery, the Civil War, reconstruction, the Industrial Revolution and its effects, international developments, World War I and its aftermath, the Franklin D. Roosevelt administrations, and World War II.

History 2.7 — English History to 1603
1 term — 3 semester hours
A general survey of the political, social, economic, constitutional, and intellectual development of England from Celtic times, through the Roman, Anglo-Saxon, Danish, and Norman periods, to the close of Elizabeth's reign.

History 2.8 — English History since 1603
1 term — 3 semester hours
A continuation of the first semester survey of the development of British civilization. Stress is placed upon the evolution of the Empire, the transition from aristocracy to democracy, the cultural contribution of the English people, and their position in world affairs today.
History 2.9 — Diplomatic History of the United States
1 term — 3 semester hours
A survey of American foreign policy from the Revolution to the present; struggle for commercial recognition; origin and development of the Monroe Doctrine; Westward extension of the nation; international developments during the Civil War period; international arbitration; role of the United States in World Wars I and II.

History 3.1 — Latin-American History
1 term — 3 semester hours
A survey of the histories of the Latin American nations from their struggle for independence to the present, with attention to their contributions to world affairs.

History 3.2 — The Far East
1 term — 3 semester hours
A general introduction to the history of Eastern and Southern Asia, with special emphasis upon the cultural and political development of China, India, and Japan. After a survey of the development of this area prior to the permanent establishment of contact with the West, the student follows in greater detail the growth, during the last four centuries, of Asia's importance in the modern world.

History 3.3 — Cultural History of the Middle Ages
1 term — 3 semester hours
A survey of medieval culture; Carolingian Renaissance; rise of the universities; development of Catholic theology; monastic learning; mystery and miracle plays; Gothic architecture; medieval epic, romance, and ballad; evolution of vernacular tongues.

History 3.4 — Intellectual History of Modern Europe
1 term — 3 semester hours
This course considers the chief factors that have contributed to the making of the intellectual, artistic, and spiritual life in the intellectual classes of the Western World in the modern era. Reading for the course will be allowed in the field of the student's own interest by arrangement with the instructor.

History 3.5 — The Renaissance and the Reformation
1 term — 3 semester hours
The Renaissance in Italy; political, social, economic, religious, and general cultural aspects; the Renaissance in the North; Humanism and Pietism. The Reformation: Luther, Zwingli, Calvin; Anglican Church, Presbyterian Church, minor sects.
History 3.6 — The French Revolution and Napoleon I

1 term — 3 semester hours

An intensive course treating the Revolutionary and Napoleonic Period in Europe between 1789 and 1815. The broad lines of study describe the decadence of the Nineteenth Century; the eruption of revolution, 1789; the establishment of the constitution and monarchy in France; the First French Republic; the Reign of Terror; the rise of the Napoleonic Empire and its subsequent fall.

History 3.7 — Europe in the Nineteenth Century

1 term — 3 semester hours

This course will deal with the political, economic, and cultural development of the principal European states from 1815 till about 1900. It will trace the origin and development of national movements, the rise of socialistic organization, imperialistic expansion, and principal intellectual currents.

History 3.8 — Europe in the Twentieth Century

1 term — 3 semester hours

After some consideration of the more immediate background of the World War of 1914-1918, the lectures will follow the main outlines of the conflict, examine the terms of the peace settlement, and then proceed to a somewhat more extended study of the post-war period, with stress on both the domestic development of the leading states and the major problems of the international relations which culminate in World War II. A sketch of the years 1939-1945 will conclude the course.

History 4.1 — History of France

1 term — 3 semester hours

History 4.2 — History of Italy

1 term — 3 semester hours

History 4.3 — History of Russia

1 term — 3 semester hours

History 4.4 — History of Germany

1 term — 3 semester hours

The preceding four courses are intensive studies of the individual country from the social, economic, intellectual and political aspect. They will be offered in alternate years.

History 5 — Studies in History

Members of the Department will hold conference hours with students who are candidates for Honors and will direct their reading in areas of historical research which may be of special interest to them.
Psychology 1.1 — General Psychology 1 term — 3 semester hours
This introductory course is designed to give the student an understanding of the psychological approach to human behaviour through the study of the inner springs of action in man, the methods by which man understands his environment, and how individual man is related to the social group. While the course is designed primarily as the basis for further study in psychology, it is sufficiently comprehensive in its organization to be of benefit to the student whose program permits only one course in this field of knowledge.

Psychology 1.2 — Fields of Psychology 1 term — 3 semester hours
This course is concerned with the objective study of the more common individual adjustment problems of normal people. The principles of abnormal psychology are applied to the study of the less seriously disabling abnormalities. General personality development is studied and the techniques of mental hygiene are discussed on the theoretical basis.

Psychology 1.4 — Psychology of Adjustment 1 term — 3 semester hours
This course is designed to familiarize the student with the methods by which psychology attempts to discover the facts and principles about behaviour, with the principal ways of organizing this information into theories or systematic explanations of behaviour, and with various ways and areas in which the body of psychological knowledge is applied to human problems.

Psychology 2.1-2.2 — Experimental Psychology 2 terms — 8 semester hours
The body of literature reporting the experimental studies of the various fields of psychology is examined from the view points of methods and of results. Wherever practicable the student verifies experimental findings either through duplication of the original experimental situation or through the design and execution of an analogous experiment. Elementary statistical method is introduced.

Psychology 2.3 — Child Psychology 1 term — 3 semester hours
The developmental sequences of the infant are studied with particular emphasis on motor development, language development, social development and intellectual development. There is a detailed examination of the process whereby immature human beings are prepared for adult social participation and of the maladjustment that occurs in the course of this socializing process. Childhood and adolescent life-histories serve as practice material for the development of skill in personality analysis.
Psychology 2.4 — Educational Psychology

1 term — 3 semester hours

Facts and principles drawn from the several fields of psychology are focussed on the educating process. In addition, the experimental investigation of specific educational problems are studied in detail. The general theory of testing the products of learning is discussed, as well as specific testing techniques.

Psychology 3.1 — Measurement of Mental Abilities: Group Testing

1 term — 3 semester hours

Various theories of the nature of intelligence are examined in detail. The history of mental measurement is reviewed and an analysis is made of various types of verbal and performance test items. Familiarity with current group tests is achieved through the taking of these tests by the students and by having students administer tests to their fellow students. Interpretation of test results is emphasized.

Psychology 3.2 — Measurement of Mental Abilities: Individual Testing

1 term — 3 semester hours

This course is offered as a laboratory course. It provides training in one of the skills basic to the work of the school and clinical psychologist and of the educational and vocational counselor. Detailed training in the administration and interpretation of the Stanford Binet and Wechsler-Bellevue Scales is given. Due emphasis will be laid upon formboard and performance tests.

Psychology 4.1 — Abnormal Psychology

1 term 3 semester hours

The dynamics of abnormal behavior are studied, particularly as exemplified in the neuroses and in the organic functional psychoses. Case material is presented to illustrate the various types of behavior and to familiarize the student with clinical procedure. Various speculative, clinical, and experimental approaches to the understanding of abnormal behavior are appraised and applied to case material.

Psychology 4.2 — Social Psychology

1 term — 3 semester hours

This course consists of an intensive study of man in relation to his fellow man and of the behavior of men in groups. Emphasis is upon the principles of human behavior involved in wars, depressions, strikes, elections, and other social happenings. The mechanisms of social interaction, such as facilitation, inhibition, imitation, suggestions and identification are studied in detail.

Psychology 5. — Studies in Psychology

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of psychological research which may be of special interest to them.
SUFFOLK UNIVERSITY

DEPARTMENT IX — SOCIOLOGY

Sociology 1.1-1.2 — Introduction to Sociology
2 terms — 6 semester hours
This course provides the student with a broad, workable understanding of the society in which he lives, its institutions, economics, politics, family, religion, and education. Questions to be studied are the inter-relationship of social groups, the structure and changes in society, and the effect of a culture upon the actions of the individuals in it.

Sociology 2.1-2.2 — Social Problems
2 terms — 6 semester hours
The plaguing problems of war and peace, unemployment and poverty, freedom and suppression, delinquency and crime are analyzed in a realistic fashion and without political or economic prejudice.

Sociology 3.1 — The Family
1 term — 3 semester hours
The family and marriage and their relation to the lives of husband and wife, parent and child, in historic and contemporary societies are the major interests of the course. The family as the basic social unit, divorce, the problems of population, and similar topics will be discussed.

Sociology 3.2 — Criminology
1 term — 3 semester hours
The course includes a study of the nature and courses of crime; criminal laws, types and theories of criminology; ancient and modern attitudes toward punishment of criminals; delinquency, mental disease, poverty, and racial background in relation to crime.

Sociology 5 — Studies in Sociology
Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of sociological research which may be of special interest to them.

DIVISION OF SCIENCES

Associate Professor FRIEDMAN, Chairman; Assistant Professor GOODRUM; MR. HUCKINS; MR. KOPF.

X. DEPARTMENT OF BIOLOGY
XI. DEPARTMENT OF CHEMISTRY
XII. DEPARTMENT OF GEOLOGY
XIII. DEPARTMENT OF MATHEMATICS
XIV. DEPARTMENT OF PHYSICS

Science 0.1 — Introduction to Science
1 term — 3 semester hours
A brief survey of the nature of the Universe and its contents, with reference to the laws regulating the behavior and inter-relations of astronomical bodies; the composition of the earth and the history of the changes which it has undergone; the nature of the atmosphere and its relation to winds and the weather; the basic principles of mechanics, wave motion, sound, heat, light, magnetism, and electricity.
Science 0.2 — Introduction to Science 1 term — 3 semester hours
The nature of atoms, elements, and compounds, and the principles of
chemical reactions; the key types of organic compounds and their rela-
tion to living systems; a brief survey of the plant and animal kingdoms;
and a description of the structure and function of the organs and systems
of the higher plants and animals.

Department X — Biology

Biology 1.1 — General Biology — Botany 1 term — 4 semester hours
The general principles of biology. The morphology, physiology, repro-
ductive behaviour, and evolutionary relations of the main types of plants.
Lectures and laboratory.

Biology 1.2 — General Biology — Zoology 1 term — 4 semester hours
A comprehensive survey of the animal kingdom. The morphology,
physiology, reproductive behaviour and evolution of the main types of
animals. Emphasis is placed on the physical nature and functions of man.
Lectures and laboratory. Prerequisite: Biology 1.1.

Biology 2.1 — Invertebrate Zoology 1 term — 3 semester hours
A detailed survey of the structure, function and development of the
lower animals. Lectures and demonstrations. Prerequisite: Biology 1.2.

Biology 2.2 — Comparative Anatomy of the Vertebrates 1 term — 4 semester hours
The morphology and phylogeny of vertebrates showing the relations
between the organs and systems of the different classes of animals with
backbones. Lectures and laboratory. Prerequisite: Biology 1.2.

Biology 2.3 — The Non-vascular Plants 1 term — 4 semester hours
The structure, function, life-history and economic importance of the
algae, fungi and mosses. Lectures and laboratory. Prerequisite: Biology 1.2.

Biology 2.4 — The Vascular Plants 1 term — 4 semester hours
The structure, function, life-history and economic importance of the
ferns, gymnosperms, and angiosperms. The development of conducting
tissue and the seed habit from the primitive tracheophytes through the
flowering plants. Lectures and laboratory. Prerequisite: Biology 1.2.

Biology 3.1 — Mammalian Anatomy 1 term — 4 semester hours
A detailed study of the gross structure of the organs and systems of
a typical mammal with particular reference to the relation of structure
to function. Lectures and laboratory. Prerequisite: Biology 1.2.
Biology 3.2 — Comparative Histology 1 term — 4 semester hours
The microscopic anatomy of the fundamental tissues and organs of the animal body. Theory and practice in preparing material for histological analysis. Lectures and laboratory. **Prerequisite: Biology 1.2**

Biology 3.3 — Embryology 1 term — 4 semester hours
The development of the organs and systems of vertebrates. The contribution of experimental embryology toward the explanation of developmental physiology. Lectures and laboratory. **Prerequisite: Biology 1.2.**

Biology 3.4 — Comparative Physiology 1 term — 4 semester hours
The physical and chemical phenomena of cells, tissues and organs. Specific references to the physiology of various types of animals including man. Lectures and laboratory. **Prerequisite: Biology 1.2.**

Biology 3.5 — Plant Physiology 1 term — 3 semester hours
The physical and chemical aspects of the life processes of plants. The biochemistry of the lower plants with reference to the basic properties of protoplasm. Lectures and demonstrations. **Prerequisite: Biology 2.3, 2.4, Chemistry 2.1.**

Biology 4.1 — Genetics 1 term — 2 semester hours
The principles and theories of heredity and variation. Lectures. **Prerequisites: Biology 1.2, Math 2.2.**

Biology 4.2 — Endocrinology 1 term — 2 semester hours
The structure, function, and interrelations of the ductless glands. Lectures. **Prerequisite: Biology 1.2, Chemistry 2.1.**

Biology 5 — Studies in Biology
Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of biological research which may be of special interest to them.

**DEPARTMENT XI — CHEMISTRY**

Chemistry 1.1-1.2 — General Inorganic Chemistry 2 terms — 8 semester hours
The fundamental principles of the nature and behavior of chemicals. The descriptive chemistry of the major elements and their more important compounds. Lectures and laboratory.

Chemistry 2.1 — Organic Chemistry 1 term — 3 semester hours
The structure, properties and uses of the organic compounds of carbon. Lectures. **Prerequisites: Chem. 1.2.**
Chemistry 2.2 — Organic Chemistry Laboratory

The preparation of a number of typical carbon compounds. Laboratory prerequisites: Chem. 2.1.

Chemistry 3.1 — Qualitative Analysis

Principles and practice of the separation and identification of the common inorganic anions and cations. Lectures and Laboratory. Pre-requisite: Chem. 1.2.

Chemistry 3.2 — Quantitative Analysis

Principles and practice of the simple volumetric and gravimetric methods of quantitative determination. Lectures and laboratory. Pre-requisite: Chem. 3.1.

Chemistry 4 — Physical Chemistry


Chemistry 5 — Studies in Chemistry

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of chemical research which may be of special interest to them.

Department XII — Geology

Geology 1.1 — Physical Geology

The nature and composition of the earth, and the physical and chemical factors operating within and upon it. Lectures and laboratory.

Geology 1.2 — Historical Geology

The history of the earth and the changes which it has undergone as determined from physics, chemistry, and a study of fossils. Lectures and laboratory. Pre-requisite: Geology 1.1.

Geology 2.1 — Structural Geology

A study of the nature, classification, crystal form, properties, and occurrence of minerals, rocks, and ores. Pre-requisite: Geology 1.2.

Geology 2.2 — Economic Geology

The nature and occurrence of commercially important geological structures with emphasis on oil, coal, and metallic ores. Lectures. Pre-requisite: Geology 1.1.
Mathematics 1.1 — Review of Mathematics and Intermediate Algebra
1 term — 3 semester hours
Includes factoring, linear equations, pairs of linear equations, graphs, radicals and exponents, quadratic equations, functions, progressions and worded equation. For student who lacks the entrance prerequisites in Mathematics.

Mathematics 1.2 — Trigonometry
1 term — 3 semester hours
Angles; trigonometric functions; linear interpolations; right triangles; identities; logarithms; multiple angles; trigonometric functions and inverse trigonometric functions; reduction formulas; laws of sines, cosines and tangents; and oblique triangles. Prerequisite: High school algebra and plane geometry.

Mathematics 1.3 — College Algebra
1 term — 3 semester hours
A rapid review of High School Algebra through quadratics; functions; systems of linear equations; binomial theorem; elementary theory of equations; determinants; infinite series. Prerequisite: Two years of High School Algebra, or Math 1.1.

Mathematics 1.4 — Theory of Equations
1 term — 3 semester hours
Cubic and quadratic equations; theorems on roots; systems of equations; determinates; symmetric functions. Prerequisite: Math 1.2, 1.3.

Mathematics 1.5 — Analytical Geometry
1 term — 3 semester hours
The non-Euclidean geometry of the straight line, circle, parabola, ellipse and hyperbola; polar and parametric equations; introduction to calculus. Prerequisite: Math 1.1 or equivalent.

Mathematics 2.1 — Differential Calculus
1 term — 3 semester hours
Principles of differential calculus with reference to its applications in geometry and physics. Prerequisite: Math 1.4.

Mathematics 2.2 — Integral Calculus
1 term — 3 semester hours
The elements and applications of integral calculus. Prerequisite: Math 2.1.

Mathematics 3.1 — Differential Equations
1 term — 3 semester hours
The elementary theory and solution of ordinary differential equations, and the application to physics and chemistry. Prerequisite: Math 2.2.

Mathematics 3.2 — Advanced Calculus
1 term — 3 semester hours
Partial differentiation; multiple integrals; gamma and beta functions; introduction to complex variables. Prerequisite: Math 2.2.
Mathematics 4.1-4.2 — Mathematical Statistics

Central tendency; variability; simple and multiple correlation; reliability; partial and multiple correlation ratio; factor analysis; chi square; the analysis of variance. Emphasis is placed on the application of the Principles. **Prerequisite:** Math. 2.1, 2.2.

Mathematics 4.3 — Mathematical Logic

Mathematical notions such as variables, limits, infinites and infinitesimals, symbols, functions, deductions, imaginary numbers, etc. Critical references to contemporary philosophies of mathematics and of science. **Prerequisite:** 15 semester hours of mathematics and Phil. 1.1.

Mathematics 5 — Studies in Mathematics

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in areas of mathematical research which may be of special interest to them.

**DEPARTMENT XIV — PHYSICS**

Physics 1.1 — General Physics

The principles of mechanics, wave motion, sound and heat. Lectures and laboratory.

Physics 1.2 — General Physics

The principles of light, magnetism, electricity and electron phenomena. Lectures and Laboratory. **Prerequisite:** Physics 1.1.

Physics 2.1 — Electricity and Magnetism

Principles and theories of electrical and magnetic phenomena. Lectures and demonstrations. **Prerequisite:** Physics 1.2, Math 1.5.

Physics 2.2 — Optics

A study of the wave theory of light, and physical and geometric optics. Lectures and demonstrations. **Prerequisite:** Physics 1.2, Math 2.1.

Physics 3.1 — Thermodynamics

A study of the laws governing heat and mechanical energy transformations. Lectures and demonstrations. **Prerequisite:** Physics 1.2, Math 3.2.

Physics 3.2 — Modern Physics

An introduction to recent advances in atomic theory, the quantum theory, electron behavior, etc. Lectures. **Prerequisite:** Physics 2.1, Math 3.2.

Physics 5 — Studies in Physics

Members of the Department will hold conference hours with students who are candidates for Honors, and will direct their reading in area of physical research which may be of special interest to them.
COLLEGE OF BUSINESS ADMINISTRATION

Requirements for Degree

Assistant Professor Sklar, Acting Chairman; Mr. Keane, Mr. Slavin.

Degree Offered: Bachelor of Science in Business Administration.

Semester Hours of credit required for B.S. in B.A. ....120 Semester Hours

First Year — 30 semester hours

Required Courses

2. Eng. 1.1-1.2  Rhetoric and Composition  6 sem. hrs.
3. Hist. 1.1-1.2  History of Western Europe  6 sem. hrs.
4. Sci. 0.1-0.2  Introduction to Science  6 sem. hrs.
5. Soc. Stud. 0.1-0.2  Introduction to Social Studies  6 sem. hrs.

Second Year — 30 semester hours

(a.) Required Courses:

3. Eng. 2.3  Vocabulary Building  3 sem. hrs.
4. Eng. 2.4  Business English  3 sem. hrs.

(b.) Students must take two additional courses in the second year, or twelve additional semester hours, to be chosen under the guidance of a faculty advisor.

Third and Fourth Years — 30 semester hours each year

Appropriate courses will be chosen under the direction of the faculty advisor from the courses listed, plus additional work in the courses of the Liberal Arts College, in order to complete the requirements for graduation in Business Administration.

General Comment

It is the purpose of the College of Business Administration to elaborate on the present program as the need arises in the future. Additional courses necessary to assist the students in bridging the gap between theory and practice will be added to meet the above mentioned purpose.
COURSES OF INSTRUCTION

Bus. Ad. 1.1-1.2 — Elementary Accounting 2 terms — 6 semester hours
The basic fundamentals of accounting are defined, explained and illustrated. Subjects covered include: basic accounting statements, development and operation of accounts, books of original entry, controlling accounts, work-sheets, and introduction to partnerships and corporations. No previous knowledge of bookkeeping required.

Bus. Ad. 1.3-1.4 — Business Law 2 terms — 6 semester hours
A study of the elements of law including contracts, the law of sales, personal property, negotiable instruments and business associations.

Bus. Ad. 1.5 — Business Organization 1 term — 3 semester hours
The different types of organizations used in business: advantages and disadvantages of the various types; methods of promoting and organizing financial structure by means of individual investments, stocks and bonds.

Bus. Ad. 2.1-2.2 — Advanced Accounting 2 terms — 6 semester hours
An intensive study is made of the accounting statements, including problems of form, content, and valuation. Advanced problems with respect to partnerships and corporations are covered in detail. Other specialized topics include consignments, agency and branch accounts, accounting for bankruptcies, and consolidated balance sheet and statement of profit or loss. Prerequisite: Bus. Ad. 1.2.

Bus. Ad. 2.3-2.4 — Marketing 2 terms — 6 semester hours
The policies involved in marketing based on fundamental principles with specialized and technical subjects in market analysis, industrial marketing and relations of marketing to other fields of business.

Bus. Ad. 2.5 — Corporation Finance 1 term — 3 semester hours
The management of income, surplus, dividend policies, retirement of debt, financial reorganizations, intercorporate relations dealing with holding companies and mergers of financial structures. Practical illustrations of expenditures and receipts of the corporation.

Bus. Ad. 2.6 — Principles of Investments 1 term — 3 semester hours
The proper investment of funds by individuals, institutions and investment bankers. Subjects covered include the analysis of types of investments, the mechanics of investing as well as the means by which future security market trends are forecast.

Bus. Ad. 3.1-3.2 — Cost Accounting 2 terms — 6 semester hours
This course is designed from the viewpoint of the factory manager as well as that of the accountant. A study is made of the installation, operation and the interpretation of cost systems. Among the subjects covered are job order, process, estimating and standard cost systems, budgets, by-product and joint-product costs. Prerequisite: Bus. Ad. 2.3.
Bus. Ad. 3.3-3.4 — Federal and State Taxation 2 terms — 6 semester hours

The main emphasis of the course is upon the Federal and Massachusetts income tax laws and procedures. Practical situations and the preparation of tax returns are discussed and illustrated. The problems of individuals, partnerships, corporations, estates and trusts are considered in detail. Prerequisite: Bus. Ad. 2.2.

Bus. Ad. 3.5 — Personnel Administration 1 term — 3 semester hours

Special emphasis is placed upon the methods of securing the utmost in employer-employee loyalty and cooperation. The organization and operation of personnel relations in business are considered in the light of modern labor and management problems.

Bus. Ad. 3.6 — Salesmanship 1 term — 3 semester hours

Methods of successful selling based on fundamentals applied to the various fields of salesmanship.

Bus. Ad. 3.7 — Principles of Advertising 1 term — 3 semester hours

The function of this course is to provide the necessary background to meet most of the advertising situations of the present day. Detailed consideration is given to such topics as customer appeal via radio, newspapers and magazines, and other means of advertising.

Bus. Ad. 4.1-4.2 — Auditing 2 terms — 6 semester hours

The study is made of auditing procedures from the inception of an audit to its completion. The preparation of working papers, financial statements and accompanying comments are studied in the light of modern practice. Prerequisite: Bus. Ad. 2.2.

Bus. Ad. 4.3-4.4 — C.P.A. Problems 2 terms — 6 semester hours

This course is intended for those students who wish to take the American Institute of Accountants examinations of any state C.P.A. board, and those students who wish to study the application of advanced accounting principles to special cases. The material covered in this course is taken from the more recent examinations. Prerequisite: Bus. Ad. 2.2.

Bus. Ad. 4.5 — Industrial Management 1 term — 3 semester hours

Various techniques and methods used in administration of industrial organizations. Problems of relations between employer and employee and methods of adjusting grievances.

Bus. Ad. 5 — Studies in Business Administration 2 terms — 6 semester hours

The purpose of this course is to provide an opportunity for the students to apply the principles derived from their respective courses in the study of individual business situations they may choose.
SUFFOLK UNIVERSITY

COLLEGE OF JOURNALISM

Assistant Professor Ratcliffe, Acting Dean; Mr. Edmands, Mr. Homer.

Requirements for Degree

Degree Offered: Bachelor of Science in Journalism.
Semester Hours of credit required for B.S. in J. .......120 semester hours

First Year — 30 semester hours

(a.) Required Courses:
1. Ed. 1.1 Newspaper Administration 3 sem. hrs.
2. Ed. 1.2 News Reporting 3 sem. hrs.
3. Eng. 1.1-1.2 Rhetoric and Composition 6 sem. hrs.
4. Hist. 1.1-1.2 History of Western Europe 6 sem. hrs.

(b.) Two other courses to be elected after consultation with the Dean of the College of Journalism from the three survey courses open to regular freshmen in the College of Liberal Arts, namely the Introduction to Humanities, Introduction to Science, and the Introduction to Social Studies.

Second Year — 30 semester hours

(a.) Required Courses:
1. Ed. 2.1 Advanced News Reporting 3 sem. hrs.
2. Ed. 2.2 Advanced Newspaper Administration 3 sem. hrs.
3. Eng. 2.1-2.2 Advanced Composition and Creative Writing 6 sem. hrs.

(b.) Three other courses to be elected after consultation with the Dean of the College of Journalism.

Third Year — 30 semester hours

(a.) Required Courses:
1. Ed. 3.1a Feature Writing 3 sem. hrs.
2. Ed. 3.1b Copy Editing 3 sem. hrs.
3. Ed. 3.2a Publicity 3 sem. hrs.
4. Ed. 3.2b Advertising 3 sem. hrs.

(b.) Any advanced course in the Department of English and two other courses to be elected after consultation with the Dean of the College of Journalism.

Fourth Year — 30 semester hours

It is tentatively planned to offer as many as eight or ten advanced courses for seniors who will be taught by specialists in the various fields of newspaper work and its allied vocations.
NOTE ON THE COLLEGE OF JOURNALISM

THE FACULTY

Ever since its founding, the College of Journalism at Suffolk University has insisted that its faculty be composed of active newspapermen with many years of professional experience. Without overlooking the fundamental value of higher degrees and previous teaching experience, the College of Journalism has sought for its faculty men who have held important executive positions on metropolitan newspapers. It is not surprising, therefore, that on the staff may be found two former City Editors of Boston newspapers — The Boston Evening Transcript, The Boston Traveler. These are the men believed by Suffolk University to be especially fitted to conduct the elementary and advanced courses offered in the College of Journalism curriculum. Every man on the journalism faculty has had at least twenty years of experience. Each of these has been through the journalistic "mill" and is qualified to hand on to the student the knowledge of newspaper technique which has been acquired in nearly a quarter of a century of active newspapering.

THE COURSES

The courses offered are practical with a theoretical background. The College of Journalism does not subscribe to the theory that the best way to learn is to read a textbook from cover to cover. The freshman courses, and certain of the advanced courses, do not even use a textbook. The instructors, instead, conduct the student through the newspaper plant, through the medium of classroom lectures and field trips to newspaper offices, and, so far as is possible, have him do in the classroom exactly the same work which he will later be called upon to do as an active newspaper writer. The newspapers themselves are studied. The student is shown examples from current newspapers of the subjects under discussion. When copy editing is being studied the student has an opportunity to go over a day's "copy" brought to the classroom from one of Boston's metropolitan newspapers. Likewise, when the student studies advertising layout, he has before him several page "dummies" actually prepared for a Boston newspaper. When he hears about the editorial problems of a national weekly magazine, such as the Saturday Evening Post, he sees a forty-five minute moving picture portraying vividly the production of that magazine. In every instance the instructor attempts to make the course as lively, as vivid and as close to the actual thing as it is possible.
CO-EDUCATIONAL

Both young men and young women are admitted to the college. Every year, throughout New England, both on the larger metropolitan dailies and on the smaller suburban and rural weeklies there are openings for young men with a degree in journalism. At the same time there is an ever-widening field in newspaper work for the young woman who can write and who has been trained in newspaper technique. Metropolitan newspapers employ several times as many women now as before the war.

THE BACKGROUND COURSES

Educators and newspaper editors are agreed that future newspaper workers not only need training in the technique of journalism but they also need instruction in the so-called liberal arts courses, such as English, economics, sociology, psychology, and history. Thus the freshman studies "Newspaper Administration" and "Reporting the News" while at the same time undertaking fundamental, background courses in the liberal arts. During the sophomore year the student enters more advanced courses in newspaper procedure while continuing the study of such liberal arts courses as are considered essential background for the future reporter. During the junior and senior years, the student, having completed most of his liberal arts requirements, will devote ever-increasing attention to the professional courses in Journalism.

COURSES OF INSTRUCTION

Ed. 1.1 — Newspaper Administration 1 term — 3 semester hours
An introductory, over-all picture of the newspaper. The various departments are discussed in detail. Studies are made of the posts of publisher, advertising manager, managing editor, news editor, telegraph editor, slot man and copy editor. Seasonal lectures are given on covering the world series and the football extra. The course also detours through the production of a news weekly (Newsweek) and to see a motion picture portraying the production of a national weekly magazine (The Saturday Evening Post).

Ed. 1.2 — News Reporting 1 term — 3 semester hours
What the reporter does and how he does it. An elementary, introductory course in reporting which is prerequisite to all other courses in writing and editing. Elements of news, the lead, style and structure of the news story as compared with other forms of writing will be stressed. The course is based upon the theory that news writing is an art to be mastered through practice.

Ed. 2.1 — Advanced News Reporting 1 term — 3 semester hours
Practical work in gathering news and preparing it for publication. This course will acquaint the student with the usual news sources and the
work of the press associations. Stories appearing in the metropolitan newspapers will be analyzed and evaluated. The Suffolk graduate entering journalism as a profession will undoubtedly start out as a reporter. This course will equip him with the ability to write a news story, the most fundamental task on a newspaper.

**Ed. 2.2 — Advanced Newspaper Administration**

1 term — 3 semester hours

A continuation of Ed. 1.1. Leaving the editorial and advertising departments behind, the student will make a classroom tour through the composition, stereotype and press departments. The duties of the Make-up Editor will be studied. Field trips will be made through several metropolitan and suburban newspapers in order that the student may see the newspaper in actual operation.

**Ed. 3.1a — Feature Writing**

1 term — 3 semester hours

Intensive study of the various types of feature story. Who the magazine, or Sunday editor is, and what he does. Actual practice in the writing of articles suitable for feature sections. Explanation of what the feature article attempts to do and wherein it differs from ordinary news reporting. Consideration of the important part played by pictures in newspaper magazine production.

**Ed. 3.1b — Copy Editing**

1 term — 3 semester hours

Every newspaperman and woman needs to know the fundamentals of the editing of copy. The Copy Desk is the clearing house for all news. This course will consider the scope and the responsibility of the copy desk. The student will learn the technique of handling copy and writing headlines. The duties of the "slot man" will be explained.

**Ed. 3.2a — Newspaper Publicity**

1 term — 3 semester hours

Consideration of the wide and varied field of public relations from the approach to the prospective client to the clipping of the story from the papers. Study of the various fields which find publicity desirable. Appreciation of what the individual or organization seeking publicity expects from the agent. Explanation of the form the publicity must take to satisfy the exacting requirements of a metropolitan city editor.

**Ed. 3.2b — Advertising**

1 term — 3 semester hours

History and philosophy of advertising. Place of advertising in modern business. Typography and compositions, engraving and other processes of reproduction. The advertising agency and its functions.

During the senior year it is tentatively planned to offer as many as eight or ten courses. These will be taught by specialists in the various fields of newspaper work and its allied vocations. Subjects to be covered by these courses will include advanced advertising, radio broadcasting and writing, and publishing.
Affannato, Salvin C. ................................................................. Medford, Mass.
Agnellon, Cora L. ........................................................................ Lawrence, Mass.
Anzuni, Evelyn ........................................................................... Ipswich, Mass.
Archer, Junius R. ......................................................................... Roxbury, Mass.
Avery, Charles K. .......................................................................... Boston, Mass.
Barber, Robert M. ......................................................................... Medford, Mass.
Baron, Sheldon S. ......................................................................... Roxbury, Mass.
Beckles, Charles L. ........................................................................ Lynn, Mass.
Bennett, Arthur W. ....................................................................... Dorchester, Mass.
Bigwood, Walter E. ....................................................................... Cochituate, Mass.
Blain, George H. ........................................................................... Lawrence, Mass.
Boggio, Lawrence S. .................................................................... Roslindale, Mass.
Borenstein, Stanley R. ................................................................... Brookline, Mass.
Bosak, Henry F. ........................................................................... Medford, Mass.
Bragg, Charlotte L. ......................................................................... Hyde Park, Mass.
Bragga, John W. ........................................................................... Somerville, Mass.
Braunstein, Joseph ......................................................................... Chestnut Hill, Mass.
Brewer, Curtis H. .......................................................................... Roxbury, Mass.
Brown, Carl J. ............................................................................... Dorchester, Mass.
Brown, Robert L. ........................................................................... Melrose, Mass.
Butler, Beatrice M. ....................................................................... Dorchester, Mass.
Calabro, Stephan J. ....................................................................... Medford, Mass.
Callender, Berisford T. .................................................................. Boston, Mass.
Cammon, Fred A. ......................................................................... Somerville, Mass.
Campbell, Arthur W. ..................................................................... Boston, Mass.
Caracotsios, Constantine ................................................................ Lowell, Mass.
Cardinale, Vincent G. .................................................................. East Boston, Mass.
Casassa, Ernest A. ........................................................................ Medford, Mass.
Catusi, Lawrence H. ..................................................................... Wilford, Mass.
Cheverie, William J. ..................................................................... Newtonville, Mass.
Christie, Ralph J. .......................................................................... Woburn, Mass.
Collicchio, Neil ............................................................................ East Boston, Mass.
Coulombe, George J. ..................................................................... Fall River, Mass.
Cronin, Frank X. ........................................................................... Beverly, Mass.
Cunniffe, Edward A., Jr. .............................................................. Waltham, Mass.
Curran, Peter J. ............................................................................ Roxbury, Mass.
Cutter, Alfred ............................................................................... Dorchester, Mass.
Czaja, Michael J. ........................................................................... Boston, Mass.
Dailey, Francis L. .......................................................................... Belmont, Mass.
Damalas, Soterius N. ................................................................... Manchester, N. H.
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Johnson, Robert E. .............................................................. Melrose, Mass.
Jiaras, Charles ............................................................. Jamaica Plain, Mass.
Jameson, Clayton G ...................................................... Beverly, Mass.
Jiaras, Charles .............................................................. Jamaica Plain, Mass.
Johnson, Robert E. .............................................................. Melrose, Mass.
Kaufman, Sidney ............................................................. Dorchester, Mass.
Kearne, Thomas J. ............................................................. Woburn, Mass.
Keeffe, John W. ................................................................. Lawrence, Mass.
Kelley, Bernard W. ............................................................. Everett, Mass.
Kaminsky, Berton M. ......................................................... Brookline, Mass.
Lang, John E. ................................................................. Lowell, Mass.
Lassos, Peter C. ................................................................. Marlboro, Mass.
Law, David J. ................................................................. Waltham, Mass.
Leone, Guy E. ................................................................. Cambridge, Mass.
Liimatainen, Eino E. .......................................................... Peabody, Mass.
Losco, Anthony J. ............................................................. Revere, Mass.
MacAndrew, Robert P. ....................................................... Quincy, Mass.
MacDonald, John F. ........................................................... Charlestown, Mass.
MacLeod, Richard N. .......................................................... Haverhill, Mass.
Mahone, James ................................................................. Roxbury, Mass.
Maloof, Arthur ................................................................. Lawrence, Mass.
McDonough, Francis T. ....................................................... Dorchester, Mass.
McCann, Paul R. ............................................................... Boston, Mass.
McKenney, Conrad T. .......................................................... Boston, Mass.
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Myra, James M. ............................................................... Malden, Mass.
Nicolas, Francis E. ............................................................. Somerville, Mass.
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Novak, Nicholas F. ............................................................ Boston, Mass.
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Orfanello, Francis X. ............................................................ Dorchester, Mass.
Otis, Don B. ................................................................. Hyde Park, Mass.
O'Toole, Barbara A. .......................................................... Quincy, Mass.
Owens, David S. ............................................................. Roxbury, Mass.
Pappas, Michael .............................................................. Watertown, Mass.
Pere, Albert A. ................................................................. Lawrence, Mass.
Patterson, George N. .......................................................... Boston, Mass.
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Peters, Alexander ............................................................. Brookfield, Mass.
Pierce, Evelyn S. ............................................................... Peabody, Mass.
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<td>South Boston, Mass</td>
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Takesian, Raffi .................................................................................. Methuen, Mass.
Teeven, Quintin F. ............................................................................. Cambridge, Mass.
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### COLLEGE OF JOURNALISM

**Degree Candidates**

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<td>Adelson, Melvin</td>
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Kachinsky, Melvin .............................. Mattapan, Mass.
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Kennedy, John J. ......................................... Haverhill, Mass.
Kimball, Robert E. ....................................... East Dedham, Mass.
Kinsella, Joseph T. .................................... South Boston, Mass.
Knox, Frederick H. ......................................... Malden, Mass.
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Lavange, Eugene B. ........................................ Scituate, Mass.
Lavash, Joseph J., Jr. .................................... Framingham, Mass.
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Lunde, Joyce E. .............................................. South Braintree, Mass.
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Marcus, William .............................................. Danvers, Mass.
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Richardson, James L. ............................................................ Medford, Mass.
Robbins, Charles L. .................................................................. Wakefield, Mass.
Roche, John E., Jr. ..................................................................... Orange, Mass.
Rosa, James V. ........................................................................ Cambridge, Mass.
Ross, Robert C. ........................................................................ Mattapan, Mass.
Roubian, Charles ................................................................. Brighton, Mass.
Sage, Homer J. ........................................................................ Woburn, Mass.
Sampson, Robert B. ............................................................... Braintree, Mass.
Sanders, Baron H. .................................................................... Dorchester, Mass.
Santorsola, Michael ................................................................ Biddeford, Me.
Sawyer, Robert L. ...................................................................... Dorchester, Mass.
Schrank, Joel L. .......................................................................... Dorchester, Mass.
Schiuto, Vincenzo .................................................................... Lawrence, Mass.
Sharp, Allan F. ......................................................................... East Boston, Mass.
Shaw, Raymond, Jr. ............................................................... Revere, Mass.
Shea, James M. ........................................................................ Beverly, Mass.
Sheehan, Carroll ....................................................................... Dorchester, Mass.
Silva, Hilda S. ............................................................................. Lawrence, Mass.
Silvangni, Ascenzo C. ............................................................ Boston, Mass.
Sogliero, Albert A. ................................................................... West Somerville, Mass.
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Stevenson, Joan C. ..................................................................... Quincy, Mass.
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COLLEGE OF BUSINESS ADMINISTRATION

Degree Candidates

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Ago, John E. .......................................................... Lynn, Mass.
Ambroisek, Zennon R. ........................................... Wakefield, Mass.
Andrews, Goerfe E., Jr. ........................................ Boston, Mass.
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Barter, Robert J. ................................................ Medford, Mass.
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Blanke, Joseph W., Jr. ............................................................ Dorchester, Mass.
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Bockser, Allen M. ........................................................................ Lyn, Mass.
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Byrne, Edward P. .............................................................................. Dorchester, Mass.
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 Cotter, James N. ......................................................... Roxbury, Mass.
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 Daniels, Edward A. .................................................. Roxbury, Mass.
 Daoutakos, S. .......................................................... Lowell, Mass.
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 Davis, Norman D. ................................................... Mattapan, Mass.
 Davis, Wallace ........................................................ Cambridge, Mass.
 Deasy, Francis J. ...................................................... Roxbury, Mass.
 DeCicco, Joseph F. .................................................... Medford, Mass.
 DeFronzo, Guy A. .................................................. Medford, Mass.
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<td>Hargis, Harry R., Jr.</td>
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<td>Haugh, Irving C.</td>
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<td>Name</td>
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Kowalski, Theodore L. ............................................. Danvers, Mass.
Krinky, Shaia ................................................................ Mattapan, Mass.
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Lalikos, James A. ..................................................... Peabody, Mass.
Lamb, George E. ...................................................... Boston, Mass.
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Largy, Leslie J. ....................................................... Boston, Mass.
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Lehman, Ben A. ...................................................... Winthrop, Mass.
Lenas, Theodore P. ................................................... Lynn, Mass.
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Liberty, Herman B. .................................................. Chelsea, Mass.
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Ligon, Hugh Carl ..................................................... Cambridge, Mass.
Liner, Albert J. ....................................................... Dorchester, Mass.
Linquata, Michael L. ................................................ Gloucester, Mass.
Lippman, Courtney A. .............................................. Roxbury, Mass.
Lippman, Roneyan V., Jr. .......................................... Roxbury, Mass.
Locke, William E. ................................................... Everett, Mass.
Longfellow, George E. .............................................. Saugus, Mass.
Longval, Henry L. ................................................... Boston, Mass.
Lunergan, Robert E. ................................................ Somerville, Mass.
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Margolin, Hyman B. ................................................ Winthrop, Mass.
Marks, Chester H. .................................................. Somerville, Mass.
Martynowski, Edward C. ......................................... Brockton, Mass.
Masse, Fiore A. ..................................................... Boston, Mass.
Masters, Thomas E. ................................................ Brighton, Mass.
Mayo, Frederick T. .............................................................................. Boston, Mass.
McAveeney, Daniel J. ........................................................................... Medford, Mass.
McCabe, Charles P., Jr. ...................................................................... Waltham, Mass.
McCarthy, John J. ................................................................................ Jamaica Plain, Mass.
McClennan, Frederick W. .................................................................... Boston, Mass.
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McEllinney, Daniel J. ............................................................................ Roxbury, Mass.
McGrath, Robert L. .............................................................................. Dorchester, Mass.
McLaughlin, George E. ....................................................................... Somerville, Mass.
McLaughlin, Robert L. ......................................................................... South Boston, Mass.
McMINMININ, John P. .......................................................................... Everett, Mass.
McMurrough, Milton B. ........................................................................ Boston, Mass.
McQuarrie, Edgar W. ........................................................................... Wellesley, Mass.
Mears, John A. ...................................................................................... Jamaica Plain, Mass.
Merz, Richard E. .................................................................................. Hazleton, Pa.
Miga, Michael D. .................................................................................. Lowell, Mass.
Miller, Gerald B. .................................................................................. Belmont, Mass.
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Mooney, Robert G. ................................................................................ South Boston, Mass.
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Mullen, Joseph L. .................................................................................. Boston, Mass.
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Murphy, William E. .............................................................................. Cambridge, Mass.
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Neblett, Lawrence H. ........................................................................... Roxbury, Mass.
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Neville, Louis J. ..................................................................................... Newtonville, Mass.
Neylon, Thomas P. ............................................................................... Lowell, Mass.
Nicholas, James W. ............................................................................... Milton, Mass.
Norton, Mark H., Jr. ............................................................................. Chelmsford, Mass.
O'Brien, James A. .................................................................................. Fall River, Mass.
O'Keefe, John J. .................................................................................... Somerville, Mass.
Rubin, Melvin D. .................................................................Mattapan, Mass.
Rudnick, Stephan H. ..............................................................Allerton, Mass.
Ryan, James F. ........................................................................South Boston, Mass.
Ryan, John A. ........................................................................Watertown, Mass.
Sabbajj, Michael J. ...............................................................Lawrence, Mass.
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Salloway, Ester R. .................................................................Peabody, Mass.
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Saroff, Lester ...........................................................................Boston, Mass.
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Schooley, Otis D. ....................................................................Atlantic, Mass.
Scott, Robert ...........................................................................North Weymouth, Mass.
Sears, John J. .........................................................................Somerville, Mass.
Segal, George ..........................................................................Chelsea, Mass.
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Seraphin, Frederick J., Jr. ......................................................Hartford, Conn.
Sexton, Frederick L. ................................................................Dorchster, Mass.
Shaffell, Francis R. ..................................................................Newport, R. I.
Shaw, Richard P. ....................................................................Reading, Mass.
Shedd, Robert A. ....................................................................Dorchester, Mass.
Shepherd, Raymond J. ..........................................................Rockland, Mass.
Sherman, Philip .......................................................... Chelsea, Mass.
Shneider, Sidney .................................................................. Boston, Mass.
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Snelling, John H. ..................................................................Concord, Mass.
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Sorenson, Robert D. .......................................................... Melrose, Mass.
Sparks, Maxwell T. ................................................................Cambridge, Mass.
Sperber, Alan B. ....................................................................Lynn, Mass.
Stoker, John R. .......................................................................Cambridge, Mass.
Stoneman, James M. .............................................................Chestnut Hill, Mass.
Suduieke, Marion J. ................................................................Lawrence, Mass.
Sullivan, George W. ..............................................................Dorchster, Mass.
Sullivan, Paul C. .....................................................................Boston, Mass.
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Swan, Thomas R. ....................................................................Portland, Maine
Sykes, Thomas W. ..................................................................Lowell, Mass.
Symes, Paul F. .........................................................................Dorchester, Mass.
Tatelman, Robert L. .............................................................Dorchester, Mass.
Temple, Robert C. ..................................................................Somerville, Mass.
Terrio, Francis E. .....................................................................Wellesley, Mass.
Thomasiian, Austin ..................................................................Watertown, Mass.
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THE STUDY OF LAW

THE SUFFOLK UNIVERSITY
LAW SCHOOL PLAN

Reprint from the MAY 1945 issue of the
THE LAW SOCIETY JOURNAL
THE STUDY OF LAW
The Suffolk University Law School Plan

With the removal from civilian to military life for almost four years of many young men who, in the usual course of events, would have made up a major portion of the lawyers annually admitted to the practice of law, the thought presents itself as to what will be the effect upon the bar created by the absence of these young lawyers. Will there ensue a period of scarcity of practitioners? Will there ensue a period of laxity in legal education? Both the bar and the public are vitally interested in the future of the practice of law. For many years the trend has been toward quality as a prerequisite for admission to practice. Acceleration in courses during the war may have had some good points, yet quality ought not to be sacrificed. How to maintain quality and yet afford those men whose scholastic programs and careers have been interrupted by military service an opportunity to overcome the interruption and nevertheless give the public the type of bar it ought to have has posed a real problem. Varied plans have come to our attention; among them has been that of the Suffolk University Law School. In the catalog of that school about to be issued, Dean Frank L. Simpson presents a system of legal instruction which should meet the problem adequately.

I. THE THREE SEMESTER YEAR

Experiments with accelerated programs during the war has led Suffolk University Law School to adopt a three semester school year.

Suffolk’s new plan operates as follows:

(a) Fall Semester of 15 weeks
(b) Winter Semester of 15 weeks
(c) Summer Semester of 12 weeks.

Thus in the three-year day school students receive 114 weeks of training against 90 weeks under the usual day school system. In the four-year evening school they receive 156 weeks of instruction as against the customary 120 weeks. It
will be noted from the above that students receive virtually an additional year of instruction in the day department and more than that in the evening school.

More important still, under the new plan, all required subjects are given in Fall and Winter Semesters, whereas elective subjects are offered in the Summer Semester only.

The total number of semester hours for the degree of Bachelor of Laws is 87: Required courses 73 semester hours, Elective courses making up the balance. It is possible to complete the Elective courses necessary for the degree in two summers but it is recommended that three summer semesters be devoted to those courses.

II. REARRANGEMENT OF COURSES

Experience has demonstrated that neither the number of class exercises, nor the number of weeks, devoted to a subject is the sole test of the time required to be devoted to a course of study. The student needs time for reflection, for collateral reading and research. To meet this need certain fundamental courses are now given over longer periods of time than formerly.

Contracts and Torts, heretofore given three hours per week in the Fall and Winter semesters of the Freshman year, are now given two hours per week throughout the Fall and Winter semesters of the Freshman year and two hours per week in the Fall semester of the Sophomore year. The Property course is given in the Winter semester of the Freshman year and in the Fall and Winter semesters of the Sophomore year.

Equity (including Trusts) is given in four semesters,—in the Fall and Winter semesters of both the Sophomore and Junior years.

Practice and Pleading and Evidence are each given in both the Fall and Winter semesters of the Junior year, thus laying the foundation for the student’s court work, which is done in the Senior year.

III. THE COURT WORK

The court work has been reestablished and extended to afford the widest possible experience in practice, pleading and evidence.
The law student should begin his practical experience in the law school, and not encounter it for the first time after he has passed the Bar examination and been admitted to the Bar. That this can be done has been amply demonstrated in Suffolk University Law School.

Four courts have been set up:

1. A supreme court, to hear *in banc* law questions on appeals, exceptions or reports from the lower courts will be established, to be composed of members of the Faculty or of Judges of the Massachusetts Courts, or of both.

2. A superior court. Three members of the Faculty compose the bench of this court, and judges of the district court may be called to sit herein.

3. A probate court. One of the superior court judges will be assigned to sit, as occasion arises, as judge of probate.

4. A district court, in which three members of the Faculty are assigned as judges, supplemented by Judges of the Massachusetts District Courts who have volunteered their services as such judges and as an Appellate Division.

The jurisdiction of the above courts is based upon that of the like courts of Massachusetts.

Practice in these courts is conducted strictly in accordance with the laws, statutes and rules of Courts of the Commonwealth of Massachusetts, — the aim being to teach practice, pleading and evidence by experience in the courts, thus supplementing class exercises in these subjects.

Each student is required to act as counsel in at least two cases. — in one as counsel for the plaintiff, and in another as counsel for the defendant. A student may participate in more than two cases if he desires and is able to do so.

Students draw their own writs and other process, have them served by the school sheriff and return them to the clerk's office as required by the statutes and rules. Each counsel draws and files his own pleadings and other papers at or within the times fixed by law. Failure to do so will en-
tail the consequences which follow such failure in actual litigation. Counsel for the parties act independently of each other in the preparation of pleadings and of the case for trial. Cases must be heard when reached on the lists, unless reasons are presented adequate to satisfy the court to grant postponement.

The student is encouraged to make his experience as extensive as possible by filing, when proper, demurrers, notices to dismiss, pleas, special answers, interrogatories, affidavits of no cause of action or of no defence, motions for directed verdicts, requests for instructions, motions for new trials, appeals, bills of exceptions, reports, etc.

Actual trials are held before juries or in jury waived sessions.

Law sessions of the courts are held for interlocutory matters; and in all respects, the effort is to approximate as nearly as possible the experience which the young lawyer will encounter in his first years at the bar, whether practising by himself or as a junior in the office of an older attorney.

Office Apprenticeship

In furtherance of the purpose of preparing our students for the actual practice of law, a course in office work has been established, beginning in the junior year. A fully appointed laboratory law office is maintained in the University Building, a laboratory in which students learn by actual experience how to practice law.

The student draws the usual papers employed in court practice, such as declarations, demurrers, pleas, answers, motions, bills of exceptions, etc., thus implementing the course on Practice and Pleading and aiding in the preparation for his court work in the senior year.

He also draws such documents as deeds, mortgages, discharges and assignments of mortgages, leases, simple wills and trust agreements, notices in ice and snow and other cases, notices to quit, notices to produce, summonses, assignments of wages and for creditors and corporate papers. He is required to become familiar with the record and functioning of registries of deeds and of probate and of the clerks of court.
A significant and valuable part of the work of this course is a study of the Rules of the District, Probate and Superior Courts.

IV. The Seminar

The traditional method of investigating and studying the law in different courses, e.g. Contracts, Torts, Sales, Property, etc. tends to develop a habit of thinking on the part of the student in terms of what seem to him isolated subjects. He rarely is able to analyze a set of facts so as to perceive all of the legal problems involved in it. He has little experience, or opportunity to obtain one, in original diagnosis, — the first thing a lawyer is required to do. To afford this experience, seminars have been established beginning in the winter term of the freshman year and continuing throughout the sophomore and junior years.

Each class meets once each week under the direction of the Dean, in office rather than in classroom surroundings. The work is based upon previously assigned problems, taken from actual decisions of the courts.

The exercise is one of diagnosis, in which the student is taught to analyze the facts to ascertain all of the legal questions involved, and to determine what legal principles must be sustained to establish a cause of action or a defense.

The exercise is Socratic and informal and approximates the conference between the senior and junior lawyer in the office.

V. The Comprehensive

Continuing the work of the seminars, there has been established for seniors and graduate students a Comprehensive Course, given three hours per week in the evening school only, during the fall and winter semesters, and for approximately five weeks of the summer semester.

This also is a problem course, based on actual court cases. It is conducted by the Dean and a primary objective is an intensive training in analysis and diagnosis of facts and law. The problems selected, however, cover a very wide field of the law and afford opportunity for extensive review. The problems are not selected and presented by courses, but are designedly varied, so as to develop the student's powers of
original thinking and reasoning and to exercise his abilities of applying the principles which he has been studying in his previous courses. The approach to the problem is that of the lawyer and all aspects of the problem are surveyed together with related matters suggested by the questions and issues actually raised by the case.

Refresher Course

The wide extent of the law and the practical problems viewed in the Comprehensive Course makes it an adequate refresher course for veterans and others who desire to pursue a further course of study after graduation from law school, but who do not wish to become candidates for postgraduate degrees.

In the Comprehensive, important recent decisions of the Supreme Judicial Court of Massachusetts and statutes affecting substantive law, practice and evidence, are cited and discussed. All recent significant changes in the law, both statutory and non-statutory are noted.

VI. The Master of Laws Degree

The course for the Master of Laws degree has been reestablished in the evening school and is open to students holding the degree of LL.B. whose scholastic record indicates the ability to undertake it. The course may be taken in one year, or in not more than three consecutive years. The subjects available for this degree are listed in Group IV, and the requirements are hereinafter stated.

The Suffolk University Law School System

The method of instruction in Suffolk University Law School combines the study of cases and texts with lectures designed to develop legal reasoning and a knowledge of principles and rules. The competent practice of the law demands an ability to analyze complicated fact situations, as well as a knowledge of legal principles and a trained power of legal reasoning. Diagnosis is as important in legal practice as in medical practice. It is as essential for the lawyer to determine what is fundamentally involved in a legal controversy as it is for a doctor to ascertain the ailment of a patient. Accordingly, analysis of decisions and, quite as essentially,
of fact situations is a significant and important part of the system of instruction. Thought-compelling lectures, oral review and periodic written tests are regular features of the Suffolk method.

Under a rearrangement of curriculum and lecture hours, that began in September 1942, the school's effective methods of teaching have been greatly improved, providing fuller opportunity for case discussion and comprehensive review.

**Changes in Curriculum**

Among the significant changes in the curriculum are:

1. The establishment of the three semester school year.
2. The rearrangement of courses by which fundamental courses such as Contracts, Torts, Equity, Property, Practice & Pleading and Evidence are given over longer periods of time.
3. The reestablishment of the courts and the enlargement of the Court Work.
4. The institution of the seminars in the first three years.
5. The establishment of the Comprehensive course for seniors and graduate students.
6. The establishment and rearrangement of the course for the Master of Laws degree.

**Special Schedule for Veterans**

In the early days of the World War when students were likely to volunteer or be drafted into the armed services, accelerated programs were justified by the possibility that the student might not be able to complete the full course of study for his degree. This situation has long since ceased to exist. There is now no occasion, or justification, for abridging the full three calendar years of day time study, and four full calendar years of evening study, for the Bachelor of Laws degree, except possibly in the case of veterans of the War, who, because of the time spent in the service, may feel that they ought to expedite preparation in order the earlier to attain the Bar and to begin their life work.

It is clear, however, that if the traditional periods of study and preparation were necessary for an adequate foundation
of legal education, before the War, they are necessary now, and are as necessary for the veteran as for other students. The Government has made provision for the assistance of the veteran through legislation providing for the payment of tuition, the purchase of books, and for subsistence, and the law school should offer him as full and adequate instruction as to the non-veteran.

Suffolk University Law School urges veterans to pursue the full periods of study, if this is possible. In special cases, in which a veteran shows that he is capable of proper and adequate preparation in a shorter period, special schedules will be arranged to enable the veteran to shorten his course within limits permitted by the Rules of the Board of Bar Examiners of the Commonwealth of Massachusetts.