5-1-1928

General Academic Catalog (1928-1929)

University of Omaha

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The University of Omaha
OMAHA, NEBRASKA

COLLEGE OF ARTS AND SCIENCES
Joslyn Hall
24th and Pratt Streets

BULLETIN

ANNOUNCEMENTS FOR 1928

Published by the Administration of the
UNIVERSITY OF OMAHA
Omaha, Nebraska
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ACADEMIC CALENDAR
1928-1929

Summer Session 1928

June 11       Monday, Science and Mathematics Session opens.
June 18       Monday, General Session opens.
July 27       Friday, General Session closes.
August 3      Friday, Science and Mathematics Session closes.

Academic Year 1928-1929

First Semester

September 10  Monday, Entrance Examinations.
September 11-12 Tuesday and Wednesday, Freshman Registration and
                  General Session.
September 13-14 Thursday and Friday, Upper-class Registration.
September 15   Saturday, Freshman English Examination. Required
                  of all Freshmen.
September 17   Monday, First Semester Classes Begin.
September 19   Thursday, Convocation.
September 21   Friday, Y. M. C. A. and Y. W. C. A. Reception for
                  Students.
September 29   Saturday, Extension Classes Begin.
October 19     First Quarter Reports.
November 11    Armistice Day.
November 12-16 Mid-Semester Examinations.
November 29-30 Thanksgiving Holiday.
December 21    Monday, 8:00 a. m. Work resumed.
January 7      First Quarter Reports.
January 16     Third Quarter Reports.
January 28     Third Quarter Reports.
to
February 1     Final Examinations.

Second Semester

January 30     Wednesday, Freshman-Sophomore Registration.
January 31     Thursday, Junior-Senior Registration.
February 1     Friday, Special and Irregular Registrations.
February 4     Monday, Second Semester Classes Begin.
February 22    Washington’s Birthday.
March 8        First Quarter Reports.
March 28-29    Spring Vacation.
April 1-5      Mid-Semester Examinations.
May 8          Third Quarter Reports.
May 24         Annual Gala Day.
May 29-to
June 3         Final Examinations, Second Semester.
May 30         Memorial Day.
June 1         Baccalaureate Sunday.
June 4         Faculty Reception Honoring Seniors.
June 5         Alumni Banquet.
June 5         Open House—2:30 to 5:30 p. m.
June 6         Thursday, Seventeenth Annual Commencement.
OFFICERS OF ADMINISTRATION

President—Earne st W. Emery, A. B., A. M., D. D.
Joslyn Hall, Main Floor. Phone Web. 6727

Dean of University—Walter Gilbert James, A. M., Ph. D.
Science Hall, 24th and Ames Ave. Phone Ken. 5366

Dean of Men—T. Earl Sullen ger, A. M.
Joslyn Hall, Room 17. Phone Web. 4845

Dean of Women—Miss Nell Ward, A. M.
Science Hall, Room 7. Phone Ken. 5366

Executive Secretary—Julius F. Schwarz, D. D.
Joslyn Hall, Main Floor. Phone Web. 6727

Registrar—Miss Elizabeth Barnes, A. B.
Joslyn Hall, Main Floor. Phone Web. 4845

Dean of Law School—Judge Alexander C. Troup, A. B., LL. B.
County Court House

Secretary of Law School—Arthur C. Thomsen, LL. B.
Medical Arts Bldg., Phone Ja. 3781

Dean School of Commerce and Finance—A. J. Dunlap, A. B., LL. B.
1307 Farnam St. Phone At. 1019

Auditor for the University—L. B. Crenshaw
Joslyn Hall, Main Floor. Phone Web. 4845

Secretary to the President—Miss Charlotte C. Anderson
Joslyn Hall, Main Floor. Phone Web. 6727

BOARD OF TRUSTEES

Officers of the Board

President . . . Alfred W. Gordon
Secretary . . . Wilson T. Graham
Treasurer . . . D. W. Merrow

Term Expiring 1928

Judge Howard Kennedy
1708 Farnam Street, Omaha
Vice-President and Trust Officer, Peters Trust Company.

Mrs. Sarah H. Joslyn
3902 Davenport St., Omaha
Philanthropist

Alfred W. Gordon
711 Electric Building, Omaha
President, American Old Line Insurance Co.
JAMES E. DAVIDSON
811 Electric Building, Omaha
Vice-President and General Manager, Nebraska Power Company,
Chairman, Greater Omaha Committee

WILSON T. GRAHAM
754 Peters Trust Building, Omaha
Realtor

HUGH A. MYERS
220 Brandeis Theatre Building, Omaha
Lawyer

M. B. COPELAND
1201 Nicholas Street, Omaha
President, M. A. Disbrow & Company

HENRY F. KIESER
221 North 16th Street, Omaha
Pioneer Book dealer

MRS. C. VINCENT
24th and Evans Streets, Omaha

Term Expiring 1929

J. H. VANCE, M. D.
314 Brandeis Theatre Building, Omaha
Physician

ARTHUR C. THOMSEN
507 Medical Arts Building, Omaha
Attorney

WM. L. SHEARER, M. D., D. D. S.
1226 Medical Arts Building, Omaha
Oral and Plastic Surgeon

C. LOUIS MEYER
1141 No. 11th Street, Omaha
President, Concrete Engineering Company

N. P. DODGE
Smith Road, Hyde Park, Massachusetts
Realtor

ALICE R. WARRE
1312½ South 32nd Street, Omaha

R. A. MCEACHRON
322 South 18th Street, Omaha
Building and Loan

W. S. ROBERTSON
Milwaukee, Wisconsin

PALMER FINDLEY, M. D., F. A. C. S.
428 Aquila Court Building, Omaha
Physician and Surgeon

ARTHUR PALMER
1010 Omaha National Bank Building, Omaha
Lawyer
WARREN H. HOWARD
630 Union State Bank Building, Omaha
Lawyer

FORD E. HOVEY
224 Exchange Building, South Omaha
President, Stock Yards National Bank

E. A. BAIRD
1614 Harney Street, Omaha
President, Conservative Savings and Loan Association

Term Expiring 1930

A. A. LAMOREAUX
418 Peters Trust Building, Omaha
Contractor

C. W. BLACK
Malvern, Iowa
Philanthropist

J. P. LORD, M. D.
830 City National Bank Building, Omaha
Physician and Surgeon

H. H. McCLANAHAN
1614 Medical Arts Building, Omaha
Pediatrician

D. W. MERROW
418 Peters Trust Building, Omaha
Lawyer

MRS. A. F. JONAS
106 South 31st Avenue
Philanthropist

C. VINCENT
Grain Exchange Building, Omaha

C. A. CUSHMAN
27th & Q Streets, Omaha
General Manager, Swift and Company

M. G. COLPETZER
1324 Pierce Street, Omaha
President, Chicago Lumber Company

COMMITTEES OF THE BOARD

Finance: E. A. BAIRD, Chairman; Judge HOWARD KENNEDY, ARTHUR PALMER.
Building and Grounds: W. T. GRAHAM, Chairman.
Faculty Relations: Dr. EMERY, Chairman; Dr. VANCE, Dr. SHEARER.
Athletic Board: WARREN HOWARD, Chairman; A. C. THOMSEN, H. A. MYERS, Dr. VANCE. Faculty Members: L. M. BRADFIELD, A. J. DUNLAP; Student Members: LEAH DAUBENHEYER, HARRY GAMBLE.
FACULTY

EARNEST W. EMERY, A. B., A. M., D. D. . . . . . . . . . . . . . . . President of the University


W. GILBERT JAMES, A. M., Ph. D., . . . . . . . . . . . . . . . . . . . Dean and Professor of English and Public Speaking

B. L. Hedding College, 1902; A. B. Illinois Wesleyan University, 1903; Post-graduate student and diploma in Oratory, Northwestern University, 1904; Post-graduate student and diploma in Oratory, ibid., 1907; Post-graduate student, Columbia College of Expression, summer of 1911; A. M. Highland College, 1910; Ph. D. ibid., 1913. Professor of Public Speaking, Upper Iowa University, 1904-1906; Professor of English and Public Speaking, Bellevue College, 1907-1909; Professor of English, Highland College, 1910-1914; President Highland College, 1914-1918; Dean, University of Omaha, and Professor of English and Public Speaking, 1918.

MISS AUGUSTA KNIGHT, A. B., . . . Professor of Fine Arts

A. B. Carthage College, Carthage, Missouri, 1906; Art Diploma, Pratt Institute Normal, Brooklyn, New York, 1908; Instructor in Art, Lindenwood College, St. Charles, Missouri; Instructor in Art, Brownell Hall, Omaha, 1908-1915; Instructor in Art, University of Omaha, 1912.

MISS NELL WARD, A. M., . . . . . . . . . . . . . . . . . . . . . . . Dean of Women and Professor of Chemistry

Cuthbert and Lola Vincent Foundation.
B. S. University of Nebraska 1913; M. A. University of Nebraska, 1915, Head of Science Department; Central College for Women, 1916-1918; Professor of Chemistry, University of Omaha, 1918-1928; Dean of Women, University of Omaha, 1926.

ALBERT KUHN, A. M., . . . . . . . . . . . . . . . . . . . . . . . Professor of Modern Languages and Assistant Professor of History

A. B. Macalester College, St. Paul, 1906; A. M. University of Chicago, 1918. Professor of History and Classical Languages, University of Dubuque, Iowa, 1914-1918; Professor of French and Classical Languages, Marquand School for Boys, Brooklyn, New York, 1919; Pastor Bethany Presbyterian Church, Omaha, 1919-1928; Professor of German and Assistant Professor of History, University of Omaha, 1922.
Vahan H. Vartanian, A. M., D. D., Professor of Bible and Religious Education
A. B. Anatolia College, Marsovan, Asia Minor, 1910; M. A. Columbia University, 1915; D. D. Westminster College for Men, Fulton, Missouri, 1918; Superintendent County Schools, Medjid Euz, Asia Minor, 1910; Pastor, Medjid Euz, Asia Minor 1911; Instructor, Systematic Theology and Bible, Biblical Seminary, New York City, 1915-1917; Professor of English Bible and Head of Extension Department Parsons College, Fairfield, Iowa, 1917-1921; Professor of Religious Education and Head of Extension Bible Department, University of Omaha, 1922.

Mrs. Pearl L. Weber, A. M., Professor of Psychology and Education
Ph. B. University of Chicago, 1899; Graduate Scholar in Pedagogy, University of Chicago, 1900; Fellow in Philosophy, University of Chicago, 1901; Sage Scholar in Philosophy, Cornell University, 1902; Graduate Scholar in Psychology, University of Chicago, 1920; A. M., University of Chicago, 1920; Professor of Romance Languages, Muncie National Institute, 1915-1917; Professor of Philosophy and Romance Languages, Aurora College, 1917-1920; Professor of Philosophy, Psychology, Education, Illinois Woman's College, 1920-1923; Professor of Philosophy and Education, University of Omaha, 1923.

T. Earl Sullenger, A. M., Dean of Men and Professor of Sociology
A. B. University of Oklahoma, 1920; M. A. University of Oklahoma, 1920; Teacher, Public Schools of Kentucky, 1913-1916; Psychiatric Work for United States Government, 1918-1919; Instructor, Community Organization and Research University of Oklahoma, 1920-1921; Professor of Social Research, Richmond, Virginia, School of Social Work, 1921-1923; Director of Recreation, Lynchburg, Virginia, Training School, summer 1922; Head of Department and Professor of Sociology, University of Omaha, 1923-1928; Dean of Men, University of Omaha, 1926.

Mrs. Leslie F. Johnson, A. B., Assistant Professor of English
A. B. University of Michigan, 1917; Head of Department of Latin and Director of Physical Training for Girls, Glenwood High School, Glenwood, Iowa, 1917-1918; Substitute teaching, Omaha Central High School, 1920-1921; Instructor in English and Latin Departments, at University of Omaha; Director of Women's Gymnasium, University of Omaha, 1921-1924; Instructor of Rhetoric, Advanced Latin, Greek and English Literature, History of United States, University of Omaha, 1924.

Miss Francis K. Gould, A. M., Associate Professor of English
A. B. University of Michigan, 1910; A. M. University of Michigan, 1915; University of Edinburgh, 1916-1918; Special lectures, Paris and Oxford, 1918; Head of English Department, Mount Morris College, Mount Morris, Illinois, 1920-1924; Professor of English Literature, University of Omaha, 1924.
Miss Annie B. Jenkins, B. S., . . . . . . . . . . . . Assistant Professor of Home Economics

B. S. Iowa State College, Ames, Iowa, 1922; three years teaching experience in High Schools; Professor of Home Economics, University of Omaha, 1925.

F. Kelsey Guilfoil, A. B., Assistant Professor of English

A. B. University of Oregon, 1923; City editor, Wyoming State Tribune, 1920-1921; other staff positions, Oregon and California, 1921-1923; Managing Editor La Grange Citizen, Illinois, 1925; High School Instructor, Oregon, 1923-1925; Special lectures, University of London, (England), 1926; Professor of Rhetoric and Journalism, 1925.

John Kurtz, A. B., . . . . . . . . . . . . . . . . . . Instructor in Mechanical Drawing and Shop Work

A. B. University of Omaha, 1922; Instructor in Mechanical Drawing and Shop, University of Omaha, 1923-1928; Instructor in Mathematics, University of Omaha, 1921-1922; Instructor, Wood Shop, South High School, Omaha, Nebraska, 1921.

Miss Frances E. Wood, Ph. B., . . . . . . . . . . . . Assistant Professor of Education, Kindergarten-Primary

Ph. B. Chicago University, 1924; Instructor in Kindergarten and First Grade, Council Bluffs Public Schools, 1910-1913; Instructor in Kindergarten, Los Angeles, California, 1913-1914; Instructor in Kindergarten and First Grade, Council Bluffs Public Schools, 1914-1922, 1924-1926; Professor of Kindergarten and Primary Methods, University of Omaha, 1926.

Mrs. Nell Griscom Gillard, Instructor in Public School Music

Post Graduate High School, four years; Cadet Conservatory of Music, two years; Syracuse University, one year; Seven years voice, Private Masters, New York City; Certificate for Public School Piano work under Otto Meissner, Meissner Institute of Milwaukee; Instructor in Grade and High School Music.

Lloyd M. Bradfield, A. B., . . . . . . . . . . . . Assistant Professor of Psychology and Instructor of Physical Education for Men.

A. B. Dubuque University, 1922; Three years graduate study University of Iowa, 1923-1926; research in Psychology under the personal direction of Dean Seashore; Instructor University of Dubuque High School, 1922-1924; Instructor of History and Director of Men's Athletics, University of Omaha, 1926.

George P. Borglum, B. S., . . . . . . . . . . . . Assistant Professor of Modern Languages

B. S. Dartmouth College, 1926; Instructor of French, University of Omaha, 1927-1928.
MARIANO MIGUELEZ MAYA, A. B., B. S., . . . . . . . . .

Assistant Professor of Modern Languages

A. B. Central University, Madrid, Spain, 1912; B. S. Central University, Madrid, Spain, 1912; Head of Spanish Department and Instructor of Spanish and Latin, Central High School, Great Falls, Montana, 1923-1924; Head of German Department Instructor, Latin, Spanish, and French, Male High School, Louisville, Kentucky, 1924-1926; Instructor of Spanish, Italian and French, University of Omaha, 1926.

MISS HILMA PETERSON, A. B., . . . . . . . . . . .

Instructor in Mathematics and Coach of Girls' Basket Ball

A. B. University of Omaha, 1926; Instructor of Mathematics in Extension classes, University of Omaha, 1926; Assistant Instructor in Mathematics, Graduate Assistant in Chemistry, Women's Athletic Coach, University of Omaha, 1926.

MRS. A. S. HARRINGTON, . . . . Instructor in Dramatics

Weslyan University, 1910-1911; 3 summers, Dramatic Work, University of Nebraska; First State Chairman of Drama for the Nebraska Federation of Women's Clubs, 2 years; Professional Experience in Dramatics, 3 years; Instructor in Play Production, University of Omaha, 1926.

MRS. FRED BAUMEISTER, . . . . . . . . . . . . . . .

Instructor of Physical Education for Women

Fitch's Dramatic Academy, Omaha, 2 years; Assistant instructor, Miss Lillian Fitch; 2 summers; Elmore School of Dramatic Expression, New York City, 1 year; four years, Professional Experience; Instructor, Physical Education for Women, University of Omaha, 1926.

THOMAS E. MCKIBBON, A. M., . . . . . . . . .

Professor of Mathematics and Physics

A. B. College of Pacific, San Jose, California, 1917; Graduate study, Sanford University, Palo Alto, California, 1918; A. M. University of California, Berkeley, California, 1919; Assistant Instructor in History, University of California, 1919; Principal, Fowler High School, California, 1919-1921; Superintendent Public Schools, Thebes, Illinois, 1921-1923; Superintendent Public Schools, Astoria, Illinois, 1923-1925; Superintendent Public Schools, Cereal Springs, Ill., 1925-1926; Head of French Department St. Louis University High School, 1926-1927; Instructor in Mathematics and Physics, University of Omaha, 1927.

MISS MARY TALBOT, A. M., . . . . . . . . . . . . .

Assistant Professor of Biology

B. S. Denison University, 1925; M. A. Ohio State University, 1927; Student Asst. in Zoology and Botany, Denison University, 1924 and 1925; Graduate Asst. in Zoology, Ohio State University, 1925-1927; Instructor in Biology, University of Omaha, 1927.
E. G. RASMUSSEN, A. B., A. M., . . . . . . . . . . . . . . . . .
. . . Assistant Professor of Economics and Political Science
B. S. Kansas State Agricultural College, 1926; Cashier of Union State Bank, Cleburne, Kansas, five years; M. A. Northwestern University, Chicago, Ill., 1927; Instructor of Economics and Business Administration, University of Omaha, 1927.

MISS SELMA ANDERSON, A. M., . . . . Instructor in Greek
A. B. University of Nebraska, 1910; M. A. University of Nebraska, 1911; Registrar, and Instructor in Greek, University of Omaha, 1911-1919; Instructor in Greek, University of Omaha, 1927.

MRS. PEARL BERRY, . . . . . . . . . . . . . . . . . . . . . . . .
. . . Instructor in Kindergarten-Primary Education
Diploma Course—Kindergarten Primary Education, University of Omaha, 1927; Instructor, Kindergarten-Primary Education, University of Omaha, 1927.

REUBEN A. TANQUIST, A. M., . . . . . . . . . . . . . . . .
. . . . Assistant Professor of Sociology
A. B. Hamline University, 1926; M. A. University of Minnesota, 1927; Assistant in Department of Sociology at University of Minnesota, 1926-1927; Instructor in Sociology, University of Omaha, 1927.

INEZ CHESNUT, A. B. . . . . . . . . . . . . . . . . . . . . .
. . . Librarian
A. B. University of Omaha, 1923; Instructor in Music and Drawing, Logan, Iowa, 1908-1911; Instructor Music and Drawing, Nevada, Iowa, 1911-1913; Instructor, Music, Shelby, Iowa, 1914-1915; Instructor of Music, Des Moines, 1916-1917; Instructor High School Glee Clubs, Boone, Iowa, 1921-1922; Librarian, University of Omaha, 1923.
HISTORICAL STATEMENT

The University of Omaha is an outcome of the modern educational trend in the direction of establishing institutions of higher liberal, technical and professional training in the great centers of population. The growth of cities is the phenomenon of our modern civilization. In all countries which have progressed beyond the merely agricultural stage of industrial development, the proportion of the total population residing in cities is steadily increasing at an astonishing rate.

This persistent and rapid concentration of population entails grave economic, civic, and social problems of the most crucial sort. Indeed, the problem of the city may be said to be the outstanding problem of our modern social organization. America's greatest menace lies in her failure to adequately reckon with her municipal problems. For this great task there must be trained efficiency and this can be best provided only through appropriate agencies conducted in closest proximity to the problems which require to be scientifically studied and treated. It is the recognition of this fact that has led to locating nowadays in cities various philanthropic institutions which formerly were thought to be rightly located only beyond the city limits.

Actuated by such considerations and by a sincere civic pride and devotion, a group of representative citizens organized themselves, in the early summer of 1908, into a Board of Trustees and began the active promotion of the movement for the founding of a non-sectarian, co-educational institution of higher liberal, professional and technical learning under such auspices as would conduce to the highest type of intelligence and efficient citizenship. This Board incorporated as the University of Omaha on October 8, 1908, and inaugurated its educational work on September 14, 1909, with an enrollment of twenty-six students.

The University has steadily, year by year, extended the range of its educational work and is providing the advantages of higher liberal and practical education for hundreds of ambitious, intelligent and worthy young Omaha people who otherwise would have been compelled to go from home to secure these advantages.

GENERAL INFORMATION

Location—The College of Arts and Sciences of the University of Omaha is located in a very attractive residential part of Omaha, closely adjoining Kountze Place, and also quite near to Kountze Park. It is easily accessible from all parts of the city and its environs by way of the North Twenty-fourth Street car line, which is the principal thoroughfare of the city.
Moral and Religious Influence—No religious tests are prescribed either for entrance into the University, for participation in any of its privileges, or for graduation and title to any degrees conferred by it.

Nevertheless, the educational system of the University is being built on the assumption that moral and religious atmosphere is not only conducive to the completest culture, but that it is necessary to the development of the highest type of manhood and womanhood. While, therefore, religious freedom is guaranteed to all, thorough instruction is imparted in the history, the literature, the ethics, and the religious conceptions of the Bible. The students are encouraged to maintain an active interest in their own religious welfare by identifying themselves with the churches of the city and with the Y. M. and Y. W. Christian Associations of the University.

Convocation—Convocation exercises are conducted daily in the auditorium. Various matters of interest to the life of the students are discussed. Addresses are frequently made by members of the faculty and invited speakers from the city and abroad. Students are expected to habitually attend these exercises.

STUDENT ORGANIZATIONS

Y. M. C. A. and Y. W. C. A.—There are two distinctively religious organizations of students, namely, the Young Men's Christian Association, and the Young Women's Christian Association. Both are well organized for the purposes of volunteer study of the Bible, of Missions, and of practical religious problems. These organizations also aim to promote the highest type of social life among the students and, particularly, to aid new students in every possible way during the early days of each new school year. On Friday evening of the opening week the two Associations hold a joint reception in order to further acquaintanceship and good-fellowship among the students.

Student Volunteer Band—The object of the Student Volunteer Band is to bring together for mutual stimulation and study of Christian Missions young men and women who have volunteered for service as Christian missionaries in non-Christian lands.

Student Council—The Student Council is composed of two members from each college class, one selected by the class and one by the Faculty. A faculty representative is appointed by the President of the University. The Council holds regular meetings for the discussion of problems of interest to the students, and is free to make recommendations to the Faculty on matters of student life and activity. As a medium through which student sentiment finds expression, the Council does much to promote a healthy college spirit.

Debating Club—This club, to which all students of the University are eligible, aims to promote oratory, debate, and a general forensic interest. Public contests are held among the members and with other institutions of learning. From its membership are chosen representatives for the Inter-Collegiate debates.

Glee Clubs—The Men's and Women's Glee clubs afford opportunity for training in choral singing under able leaders. Credit is allowed for regular and systematic work in connection with these clubs.

Alumni Association—The Alumni Association is composed of graduates holding degrees conferred by the University. Its object is to advance the interests of the Institution, to revive and renew the associations of college days, to promote class reunions at commencement seasons and to keep a complete list of the names, addresses, and after-college employment of all matriculates.
Student Publications—There are two student publications. The Gateway, and the Annual, or "Omahan."

The "Gateway," which is published weekly, is the usual type of College newspaper. It is intended for a wide circle of readers, including the Alumni and the friendly public. It aims to be a reliable medium of college news as well as an organ of expression for the serious, humorous and sentimental sides of college life.

The "Omahan," which appears June first each year, is highly artistic in appearance and is intended very especially to perpetuate the memory of the personal traits and achievements of the graduating class. It contains a brief account of each class and recognized organizations of the school. Thus it serves as a general souvenir of the year's events.

O. U. C. C.—The University of Omaha College of Commerce Club is the student organization of the College of Commerce and Finance. Besides offering the students social contact with each other it offers practice in parliamentary law. It arranges for and conducts excursions and visits to the various factories and plants in the city. It brings to the College many speakers of reputation. It makes possible literary and athletic activities which broaden the school life and make for a wider, better education.

GOVERNMENT AND DISCIPLINE

No elaborate system of rules is imposed upon the students for the regulation of their conduct. Each student is expected to prove himself or herself capable, in a large measure, of self-government in accordance with the higher accepted principles of rectitude and propriety. Honorable character, devotion to learning, loyalty to the University, regard for its standards of character and scholarship, and unstinted courtesy toward the faculty and fellow-students are absolutely required. Students who are found to be out of sympathy with these broad essentials of self-government will be requested to withdraw from the University even though there be no specific breach of conduct.

Regular and punctual attendance at recitations and lectures is required. It is also expected that students will be faithful in attending the daily Convocation. Any lack of cordial acquiescence with the requirements and recommendations of the faculty will be regarded as sufficient ground for discipline.

Offences against good order in the class rooms are generally dealt with by the individual instructors. Flagrant cases are reported to the Discipline Committee.

Wilful disregard of summons from the Discipline Committee the Dean or the Student Council, shall render the offender liable to suspension.

Students are suspended or dismissed whenever, in the opinion of the Faculty, they are pursuing a course of conduct detrimental to themselves or the University.
Rules for Attendance and Absence:

The first recorded absence in any class, up to and including the number of hours' credit in that course for the semester, shall be known as Primary Absences, carrying no penalty, and shall not be excused on any grounds.

The subsequent absences above the number of Primary Absences in any course shall be known as Penalty Absences, and shall be subject to penalty and may be excused only on a valid certificate of ill-health from the attending physician.

Petition for the excuse of penalty absences must be made to the Absence Committee within two weeks following the absence.

Penalties for Excessive Absences:

Fines of credit shall be imposed upon students incurring Penalty Absences according to the following scale:

For each unexcused penalty absence of three hours, or major part of three hours, one hour of general credit will be subtracted from the total elective credits at the end of the semester or term.

Thus, an absence of 1 hour will draw no penalty;
2 hours will draw 1 credit penalty (1 semester hour).
3 hours will draw 1 credit penalty
4 hours will draw 1 credit penalty
5 hours will draw 2 credit penalty
6 hours will draw 2 credit penalty
7 hours will draw 2 credit penalty
8 hours will draw 3 credit penalty
9 hours will draw 3 credit penalty, and so on.

A student may not have a primary absence excused in order to get a "free cut" later. Also, Penalty Absences will be counted in each class toward a penalty, regardless of the total of Primary Absences in all classes; that is, a student carrying sixteen hours of work may not plead that he has not reached that total of Primary Absences.

SCHOLARSHIPS AND HONORS

*Mary Stoddard Scholarship,* a fund of $1,000.00 bequeathed by Mrs. Stoddard to the University of Omaha.

*Dr. S. K. Spalding Scholarship,* a fund of $2,000.00 donated to the University of Omaha by Mrs. Spalding, in memory of her husband.

*Colonial Dames Americanization Scholarship,* a fund comprising an initial donation of $251.30 from the Douglas County branch of the Woman's Committee of the Council of National Defense and supplemented by an additional donation of $750.00 from the Omaha Society of Colonial Dames.

*Marie H. Martin Scholarship,* a fund of $2,000 donated by Mrs. C. Vincent in memory of her deceased friend (Mrs.) Marie H. Martin, who was for many years a much beloved teacher in the Omaha Public Schools.

*Joseph Barker, Sr., Scholarship,* a fund of $2,000.00 donated by Joseph Barker, Jr., to establish a scholarship in memory of his father, a prominent and highly esteemed pioneer citizen of Omaha.

*Ware Scholarship,* a fund of $2,000.00 established by Miss Alice R. Ware, in memory of her sister, Ellen R. Ware, and her brother, John D. Ware, the annual interest from which is to be devoted to paying the tuition of some worthy student, especially one looking forward to some distinctly religious work.
Webster Student Loan Fund, a fund of $1,000.00 established by Mr. John R. Webster and his son, John Potter Webster, both of Omaha, from which loans may be made to worthy students for the purpose of aiding them in defraying college expenses.

Hannah E. Black Scholarship, a fund of $2,000.00 donated by Mr. C. W. Black, of Malvern, Ia., to establish a scholarship in memory of his wife, Hannah E. Black.

C. W. Black Scholarship, a fund of $2,000.00 donated by Mr. C. W. Black to establish a permanent endowment scholarship.

Jerome Prize in Economics—A prize of $15 offered annually by Prof. Harry Jerome of Wisconsin State University, to the student of Economics writing the best essay on an assigned subject.

D. A. R. History Prize—A prize of $5 offered by the Sadler Chapter annually for the best essay on an assigned subject in American history.

Alice R. Ware Prize Fund, a fund of $500.00 donated by Miss Alice R. Ware, of Omaha, the interest income from which is to be applied to providing annual prizes to be awarded by competition to the two persons adjudged the best singers in an annual contest of students who are taking vocal instruction in the University Department of Music.

Stoddard Loan Scholarship of the Woman's Club, a fund of $200.00 donated to the University through the Omaha Woman's club for the purpose of providing, from time to time, a loan to some daughter of the Omaha Woman's Club.

Alpha Kappa Delta, national honorary sociological society, University of Omaha chapter, offers a prize of $10.00 for the best research thesis by a sociological student on some assigned topic.

NOTE: Scholarships in the University of Omaha are available only for such students as are planning to complete their Liberal Arts course in this institution, except in cases where scholarships are definitely designated for aid to pre-medical students.

COLLEGE EXPENSES

Tuition, regular college course, per semester (18 weeks) cash in advance........................................... $75.00
Incidental fee, per semester.................................................. 6.50
Late Registration............................................................ 2.00
Special Examinations....................................................... 1.00
Diploma Fee....................................................................... 10.00
Teacher's Certificate........................................................ 2.00
Department Diploma Fee.................................................. 5.00

Laboratory Fees, per Semester

Elementary Course in Chemistry........................................... $8.00
Qualitative and Quantitative............................................ 8.00
Organic Chemistry.......................................................... 10.00
Volumetric......................................................................... 8.00
Physics............................................................................. $3.00
Engineering..................................................................... 10.00
Biology............................................................................. 3.00
Journalism....................................................................... 3.00

Domestic Economy

Cooking and Food......................................................... $5.00
Millinery........................................................................ 3.00
Sewing............................................................................ 1.00
Designing—One Credit.................................................. 3.00
Two Credits.................................................................... 5.00

Tuition for special work varies according to the amount and character of the courses.
Tuition in Art

Regular students taking art:
One day each week.................... $10.00 Two days each week............ 15.00
Special students taking art:
One day each week.................... $15.00 Three days each week.... 32.50
Two days each week.................... 25.00 Four days each week........ 37.50
1. History of Art, Interior Decoration, Appreciation of Architecture are included in regular tuition charges to regular students.
2. Special Art students may include these subjects in their special course at the same rate as an art subject.
3. Studio fee above tuition in Design.......................... $3.00 per credit
   Studio fee above tuition in Home Economics............... 3.00 per credit
   Studio fee above tuition in Kindergarten-Primary Art 3.00 per credit
   Studio fee above tuition in Normal Training Art..... 3.00 per credit
4. Extension classes in Art $10.00 for first credit and $4.00 for each additional credit. No additional studio fee charged.
5. Students furnish all materials used.
6. Tools and studio equipment furnished by the school.

Tuition in Music

Private Vocal Lessons—1 lesson a week per semester.................... 50.00
Private Vocal Lessons—2 a week per semester............................... 100.00
Private Piano Lessons—1 a week per semester............................... 50.00
Private Piano Lessons—2 a week per semester............................... 100.00
Private Violin Lessons—1 a week per semester............................... 50.00
Private Violin Lessons—2 a week per semester............................... 100.00

Tuition in Expression

Regular students taking Expression:
Private Expression—1 lesson a week per semester....................... $ 18.00
Private Expression—2 a week per semester................................. 36.00
Special students taking Expression:
Private Expression—1 lesson a week per semester....................... 36.00
Private Expression—2 a week per semester................................. 72.00

Fees in Extension Courses

Non-Credit Collegiate Extension Work—
$5.00 for first credit hour
$2.00 for each additional hour
Regular Collegiate Extension Work
$10.00 for first credit hour
$ 4.00 for each additional hour
Students are expected as a matter of honor to make good all damage or loss of college property.

EXAMINATIONS AND GRADES

Semester examinations are held for each course. Examinations are two hours in length. Grades are determined in part by daily record of the student, in part by the semester examination, the weight attached to each being determined by the in-
structor giving the course. Four passing grades are provided as follows:

A—95-100%—indicating superior
B—85-94%—indicating above average.
C—75-84%—indicating average.
D—70-74%—indicating passing, but unsatisfactory.

Grades below passing are provided as follows:
P—Passed, but not graded.
Con—Conditional.
Inc—Incomplete.

Twelve hours of accumulated, unremoved conditions and failures automatically drops a student.

All incompletes must be made up the first nine weeks following the close of the semester. After this time incompletes become a failure.

Final credits are not granted in year courses until the full course is completed.

If a student is reported failed in any subject, he or she cannot receive credit for that course until it has been pursued a second time in the regular way.

A student may be reported incomplete, if some minor portion of the work remains unfinished, providing the student's standing in the course is not below D.

A discount of 10 per cent will be made upon all work which is incomplete.

Dropping a subject after pursuing it for three weeks will be recorded as a failure. Notify teacher, advisor and registrar when dropping a subject.

Delinquencies—

Warning—Any student whose work is unsatisfactory is warned. In such cases notice is sent to the student, and if practicable, to his parents or guardian.

Probation—Any student whose work is extremely unsatisfactory is put on probation. This means that he is in danger of dismissal from the class or from the University. During the period of probation the student is on trial to prove his fitness to continue the work.

Final Action—Any student failing to maintain a grade of 70 in 75 per cent of his studies will be automatically dropped and cannot re-register.

DEGREES AND COURSES

Degrees—Two baccalaureate degrees are conferred by the College of Liberal Arts and Sciences, namely, the degrees of Bachelor of Arts and Bachelor of Science. The former degree is conferred on all graduates of the College of Liberal Arts and Sciences who, having satisfied all other requirements of the curriculum for graduation, have sufficiently specialized in languages and literature. The latter degree is similarly bestowed upon those who, having satisfied all other require-
ments of the curriculum for graduation, have sufficiently specialized in the sciences.

The degree of Bachelor of Laws is conferred on those who complete satisfactorily the prescribed courses of studies in the School of Law and pass the State Bar Examination.

The Bachelor of Science degree may be granted to medical students who complete the pre-medical requirements of this University and present transcripts showing additional two full years of work in a class A medical college.

The degree of Bachelor of Arts may be granted to medical students at the end of two years of work in a class A medical college, providing that both the fixed requirements and required electives of the University have been met. This requires five years.

Diplomas without degrees are granted to students completing satisfactory courses in Art, Expression, Kindergarten-Primary work, and Public School Music.

No student is permitted to be a candidate for more than one degree at a time.

TERMS OF ADMISSION TO COLLEGE OF ARTS AND SCIENCES

All candidates for admission to the University, in any of its departments, must afford satisfactory evidence of good character and, if they come from other institutions of higher learning, they must have evidence of honorable dismissal.

There are two methods of admission to regular standing in the Freshman class of the College of Arts and Sciences; namely, by certificate from accredited preparatory schools or by passing an entrance examination. In either case a total number of thirty credits in preparatory studies must be presented and they must conform to the following distribution into Requisites and Electives.

Entrance Requirements

The student may choose between Plan 1 and Plan 2.

Plan 1

The completion of an approved four-year high school course with at least fifteen units or thirty credits, is required for unconditional entrance into the Freshman class of the University. The following are specified requirements:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Units/Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>3 units or 6 credits</td>
</tr>
<tr>
<td>Foreign Language (2 to 3)</td>
<td>(a) 5 units or 10 credits</td>
</tr>
<tr>
<td>Mathematics (3 to 2)</td>
<td></td>
</tr>
<tr>
<td>Science (Laboratory)</td>
<td>1 unit or 2 credits</td>
</tr>
<tr>
<td>European History</td>
<td>1 unit or 2 credits</td>
</tr>
<tr>
<td>Elective Subjects</td>
<td>5 units or 10 credits</td>
</tr>
</tbody>
</table>

(a) Five units or 10 credits of foreign language and of mathematics are required with a minimum of 2 units or 4 credits of language, one unit or 2 credits in Algebra, and one unit or 2 credits in geometry.
Plan 2

Graduates of accredited high schools may have full admission to Freshman standing on 12 units or 24 credits, conditional admission upon 11 units or 22 credits, completed in the senior high school (grades ten, eleven, and twelve); provided that a year of algebra and a year of foreign language may be counted from work done in grade nine, in such a case the total credits earned in grades nine to twelve not being fewer than 15 units or 30 credits.

Nine academic units or 18 credits are required, 7 units or 14 credits of which shall consist of a major (3 units or 6 credits) and two minors (2 units or 4 credits each), which shall include English and mathematics. Academic subjects are defined as English, foreign languages, mathematics, natural sciences, and social sciences.

For all courses except the Pre-Engineering, the major and the minors must be chosen from English, foreign languages, and mathematics. In the Pre-Engineering course mathematics is prescribed as the major and physical sciences and English as minors.

A major in foreign language may consist of a year of one language and two of another, but a minor must be in a single language.

Graduates of accredited high schools presenting at least 12 units or 24 credits, as defined above, may make up deficiencies in required entrance subjects by carrying college work in those subjects. Such credits may apply on any college course as free electives only.

ELECTIVES TO COMPLETE ENTRANCE REQUIREMENTS

For the remaining credits of the total entrance requirement the applicant may present any work that was completed in the secondary school and counted as a part of the necessary work for graduation. The miscellaneous subjects most frequently offered in this way are:

Electives:

- History.................................Not more than 4 credits or 2 units
- Solid Geometry........................Not more than 1 credit or ½ unit
- Chemistry..............................Not more than 2 credits or 1 unit
- Physics.................................Not more than 2 credits or 1 unit
- Biology.................................Not more than 2 credits or 1 unit
- Civics.....................................Not more than 1 credit or ½ unit
- Physical Geography.....................Not more than 1 credit or ½ unit
- Geology..................................Not more than 1 credit or ½ unit
- Physiology.............................Not more than 1 credit or ½ unit

Latin, Greek, German, French—No credit for less than a year's work.

Agriculture
Mechanical Drawing
Normal Training
Domestic Science

Not more than two credits.

Business—Not more than four credits.
GENERAL ADMISSION

Credentials which are accepted toward admission to the University become the property of the University and are kept permanently in the files. All credentials must be filed with the Registrar one month before the beginning of any semester or session. Certificates must be made out and signed by the Principal or other recognized officer of the school and mailed by him to the Registrar of the University.

Arrearage of Credits—Candidates who have satisfied the above exhibited entrance requirements with an arrearage of not more than 2 credits may be conditionally classified as Freshman. This concession will be made only with the understanding that the arrearage will be removed by the end of the Freshman year.

Graduates of accredited schools, presenting at least 30 entrance points, may make up deficiencies in required entrance subjects by carrying college work in those subjects. Such credits may apply on the hours for graduation as free electives, but not to meet group or other prescribed courses.

Admission to Advanced Standing—Applicants for admission from other universities or colleges must file with the Registrar (1) a letter of honorable dismissal; (2) an officially certified statement of the college work already accomplished showing the length of time in attendance, the length of each course in weeks, the number of recitations or lectures per week, the length of recitation or lecture, the amount of time per week in laboratory courses, and the grade and credit hours secured; (3) an officially certified record of the secondary school work satisfying the admission requirements of that College of the University which they seek to enter.

Full credit is given for work completed at institutions which maintain standards of admission and graduation equal to those of this University.

Admission as “Adult Special” Students—Persons at least 21 years of age who cannot fulfill the regular admission requirements for freshman standing, but who present an equivalent academic training, or who have otherwise acquired adequate preparation for collegiate courses may be admitted to the University as “Adult Specials.” Such admission shall be approved by the Dean of the College which the applicant desires to enter. Adult specials are subject to the same regulations as regular students in respect to physical training and eventual graduation requirements.

Entrance Examinations—Prospective students desiring to present themselves for the entrance examination, in accordance with the above described requirements, should do so on the day scheduled before the opening of the first semester of the college year.

Curriculum of the College of Liberal Arts and Sciences

The academic year is divided into two semesters of eighteen weeks duration each. A summer session of 6 to 8 weeks duration has been added for the accommodation of teachers, prospective teachers, and others who desire to pursue special courses of concentrated study. The academic requirements for graduation are measured in units termed “credit hours.” Those who have satisfied the entrance requirements will receive such “credit
"hours" for all courses successfully completed during either the regular or the special summer session. A total of one hundred and twenty-eight (128) credits is required for graduation and title to a degree.

Applicants for degrees and certificates must file with the registrar not later than the end of the first six weeks of the last semester of the course.

No student is recommended for a degree who has not been reported as within 17 hours of this requirement at the beginning of his last semester. The course from which these credits are to be earned are distributed into the following classes:

I. Fixed Requirements. (Courses which must be taken the year in which they are offered.)

II. Required Electives. (Specific or alternate courses which must be taken for graduation.)

III. Free Electives. (Courses from which the student may choose to complete necessary hours for graduation.)

I. The Fixed Requirements include the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>B. A.</th>
<th>B. S.</th>
<th>B. S. in Med.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rhetoric</td>
<td>6</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>Bible I and II</td>
<td>4</td>
<td>4</td>
<td>2</td>
</tr>
<tr>
<td>Mathematics I and II</td>
<td>6</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>History of English Literature</td>
<td>6</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Physical Education for Women</td>
<td>4</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Freshman Lectures</td>
<td>1</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Total Credits</td>
<td>27</td>
<td>27</td>
<td>14</td>
</tr>
</tbody>
</table>

II. The Required Electives include the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>B. A.</th>
<th>B. S.</th>
<th>B. S. in Med.</th>
</tr>
</thead>
<tbody>
<tr>
<td>†Ancient or modern Language</td>
<td>12 to 16</td>
<td>12 to 16</td>
<td>12 to 16</td>
</tr>
<tr>
<td>Political Science, Economics or Sociology</td>
<td>6</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>History</td>
<td>6-12</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Science</td>
<td>6-12</td>
<td>24</td>
<td></td>
</tr>
<tr>
<td>Zoology</td>
<td></td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Biology</td>
<td></td>
<td></td>
<td>2-4</td>
</tr>
<tr>
<td>Physics</td>
<td></td>
<td></td>
<td>8</td>
</tr>
<tr>
<td>Inorganic Chemistry</td>
<td></td>
<td></td>
<td>8</td>
</tr>
<tr>
<td>Organic Chemistry</td>
<td></td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Psychology</td>
<td>6</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>Ethics</td>
<td>3</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Public Speaking</td>
<td>2</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Physical Training</td>
<td>4</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>

* A credit equals 1 semester hour of 18 hours of recitation or its equivalent in laboratory work.

† Presupposes two years of preparatory Language.

Note: The credits in Required Electives vary according to amount offered at entrance. None of the Fixed Requirements or Required Electives shall be waived or modified in any case without the action of the Faculty, and the record of such action shall show the reasons therefor.
III. Free Electives:

(a) The remaining credits of the required 128 for graduation must be made from the following groups of studies. This group system is intended to give a list of related subjects from which major and minor subjects may be chosen:

- Group 1. Ancient Languages (Latin, Greek).
- Group 3. English Language and Literature and Public Speaking.
- Group 4. Psychology and Education.
- Group 5. Philosophy, Logic and Ethics.
- Group 9. Biological Sciences and Geology.
- Group 11. Moral and Religious Education.

(b) Every student is required, before the opening of the Junior year, to select a major subject, two collateral minor subjects, or two majors, these to be chosen under the advice of the professor in charge of the major subjects.

(c) What groupings of individual courses may constitute a given major or minor is to be determined by the professor in charge of the major subject.

(d) Regulations are designed, not only to limit specialization, but also to throw what specialization is permitted late in the course, in order that as much general education as possible may be secured before specialization begins.

(e) A candidate for B. S. in Medicine should understand that two full years of work additional in a class A medical college is required.

The College of Arts and Sciences is divided into four classes, namely, Freshman, Sophomore, Junior and Senior classes. The Freshman and Sophomores are known as the Lower Group. The Juniors and Seniors are known as the Upper Group. After the student has completed sixty-four hours of work, he enters the Upper Group. If this sixty-four hours of work is not completed in the first five semesters of attendance, the student is automatically dropped from the University, unless additional time be granted by the Classification Committee.

All courses of study in the College of Arts and Sciences are graded as, Lower and Upper Group subjects. The Lower Group courses aim to give the basic principles of the subjects studied. A student in the Upper Group may in no case take more than one-third of his work in the Lower Group, and in addition must make not less than C to gain full credit for this, otherwise he receives four-fifths credit for the work done in the Lower Group study carried. A student in the Lower Group may take work in the Upper Group upon recommendation of the department concerned and upon authorization by the Dean of the University.
### SPECIMEN CURRICULUM OF COURSES

#### FOR LOWER GROUP CLASSES

#### FRESHMAN YEAR

**Fixed Requirements**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>English I (Rhetoric)</td>
<td>3</td>
</tr>
<tr>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>Bible I</td>
<td>1</td>
</tr>
<tr>
<td>Physical Training</td>
<td>1</td>
</tr>
</tbody>
</table>

**Note:** Each student should select enough from the following to make up 16 hours per semester.

**Electives**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Ancient Language</td>
<td>3 or 5</td>
</tr>
<tr>
<td>1 Modern Language</td>
<td>3 or 5</td>
</tr>
<tr>
<td>History</td>
<td>3</td>
</tr>
<tr>
<td>2 Physics I</td>
<td>4</td>
</tr>
<tr>
<td>2 Chemistry I</td>
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<td>*Wood and Metal Shop</td>
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**SOPHOMORE YEAR**

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</table>
Additional courses for Lower Group students may be found under the heading of Description of Courses for various departments.

Courses for Upper Group students, including Junior and Senior classes, may be found under heading of Description of Courses for various departments.

**PRE-PROFESSIONAL COURSES**

1. *Law*—While acquiring a liberal education, the student may by judicious selection of courses in history, economics, political and social sciences, etc. advance his preparation materially for the study of law.

This affords unusual opportunities to prospective teachers as well as to teachers of the City.

5. *Engineering*—The University offers all the essential theoretical and practical training usually included in the first two years of a standard four-year engineering course.

**SPECIMEN COURSES OF STUDY FOR PRE-PROFESSIONAL STUDENTS**

**PRE-LEGAL COURSE**

**FRESHMAN YEAR—LOWER GROUP**

<table>
<thead>
<tr>
<th>First Semester</th>
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<tbody>
<tr>
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<td>French or German II</td>
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<td>General Chemistry</td>
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<tr>
<td>or Botany</td>
<td>or Botany</td>
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<td>Rhetoric II</td>
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SOPHOMORE YEAR—LOWER GROUP

First Semester

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<td>Psychology</td>
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<tr>
<td>History of Eng. Literature</td>
<td>3</td>
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<tr>
<td>Political and Social History of U.S.</td>
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<td>Economics</td>
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Second Semester

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16

PRE-ENGINEERING COURSE

Students registering in the Pre-Engineering course should decide at an early date where they wish to complete their degree in order that they may satisfy the requirements of that particular institution for the first two years.

FRESHMAN YEAR—LOWER GROUP SUBJECTS

First Semester

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<tr>
<th>Course</th>
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<tbody>
<tr>
<td>Rhetoric</td>
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<tr>
<td>College Algebra and Trig</td>
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<tr>
<td>General Chemistry</td>
<td>4</td>
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<tr>
<td>Mechanical Drawing</td>
<td>3</td>
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<tr>
<td>Shop Work (wood)</td>
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Second Semester

<table>
<thead>
<tr>
<th>Course</th>
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<tbody>
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<td>Rhetoric</td>
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<tr>
<td>Analytical Geometry</td>
<td>5</td>
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<tr>
<td>General Chemistry</td>
<td>4</td>
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<td>Des. Geometry</td>
<td>3</td>
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<td>Shop Work (wood)</td>
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<th>Course</th>
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<tbody>
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<td>Calculus</td>
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<td>Physics</td>
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<td>Organic Chemistry</td>
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<tr>
<td>Shop Work (Metal)</td>
<td>3</td>
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<td>Economics</td>
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17
Other collegiate courses may be substituted for any of the above according to the requirements of the school granting the degree.

**DESCRIPTION OF COURSES**

**DEPARTMENT OF LANGUAGES**

**GREEK LANGUAGE AND LITERATURE**

1 and 2. *Elementary Greek*—Essentials of Greek grammar, exercises and easy readings. Xenophon's Cyropaedia or Moss' First Greek Reader; preparation for Xenophon's Anabasis.

Five hours. Throughout the year. Ten credits.

3. *Xenophon's Anabasis*—Selections from Books I, II. Grammatical drill and prose composition.

Three hours. One semester. Three credits.


Three hours. One semester. Three credits.

5. *Odyssey*—Two books read consecutively; selections from other books. Greek philosophy. Life and teachings of Socrates.

Three hours. One semester. Three credits.

7 and 8. *The Greek Drama. Tragedy.*

Aeschylus—Prometheus Bound.

Sophocles—Antigone.

Euripides—Medea.

Detailed study of the Greek theatre, style and literary characteristics of each dramatist. Other selected dramas read in translation.

Three hours. Throughout the year. Six credits.


Two hours. One semester. Two credits.


Two hours. One semester. Two credits.

11. *Study of Greek Oratory*—Special orations of Lysias and Demosthenes.

Two hours. One semester. Two credits.


Two hours. One semester. Two credits.

The advanced Greek courses may be varied somewhat according to the previous preparation of the students. Courses will be offered in New Testament Greek and Greek lyric poetry upon request of students.

**LATIN LANGUAGE, LITERATURE AND LIFE**

**Pre-requisites to College Latin.**

(a) *Beginner's Latin*—Pronunciation inflections, syntax, by thorough drill. Constant oral and written composition of easy Latin sentences. Simple idioms. Reading of Latin fables and stories from Roman History. One Year.

*Caesar's Gallic War*, four books.

College Courses.


Pre-requisite, Courses 1 and 2.

Three hours. Throughout the year. Six credits.


Pre-requisite. Courses 3 and 4.

Three hours. Throughout the year. Six credits.


Three hours. First Semester. Three credits.

8. *Teacher's Latin*—For those who wish to acquire a knowledge of teaching and a teaching knowledge of an ancient language. The principles and methods to be acquired in this course are applicable to the teaching of any foreign language. The course begins with eighteen lessons in pedagogy and the remainder of the course is given to practice teaching and a thorough review of Latin vocabulary and Latin principles and rules of syntax; a thorough classification of Latin words and practice in distinguishing synonyms.

Pre-requisite, five years of Latin. Given alternate years.

Three hours. One semester. Three credits.

9. *Rapid Reading*—Aim: To acquire the habit of gathering the Latin author's thought without translation. Selections from such works as the Epistles of Cicero, Latin Hymns, the Vulgate, Eutropius, Martial, Aulus Gellius and Suetonius. Critical and literary study of texts.

Pre-requisite, five years of Latin. To be given in alternate years with the Teachers.

Three hours. One semester. Three credits.


Pre-requisites, five years of Latin.

Three hours. First semester. Three credits.

11. Continuation of Course 10.

Three hours. Second semester. Three credits.

GERMAN LANGUAGE AND LITERATURE

1 and 2. *Beginning German*—For students with no previous training in German. Textbook: Spannhoffd, *Lehrbuch der deutschen Sprache*, or its equivalent.

Five hours per week. Throughout year. Ten credits.

3. *Conversational German*—German in daily life. Reading of a comedy.

Three hours per week. First semester. Three credits.
4. Classics and Composition—Masterpieces of Schiller and Goethe read in class and discussed orally and in writing.
Three hours per week. Second semester. Three credits.
5. History of German Literature—From the Great Epics to the Classic Period. Copious reading from sources.
Three hours per week. First semester. Three credits.
Three hours per week. Second semester. Three credits.
7. Goethe—With special attention to the first part of Goethe's "Faust."
Two hours per week. Second semester. Two credits.
9. Scientific German—Reading of easy texts, preceded by a rapid review of elementary grammar.
Three hours per week. First semester. Three credits.
10. Scientific German, continued. Rapid reading of texts on Chemistry, Physics, Physiology and Economics.
Three hours per week. Second semester. Three credits.

SPANISH LANGUAGE AND LITERATURE
1 and 2. Elementary Grammar—Pronunciation and spelling of the Castilian language. Composition and translation of easy selections. Drill on all fundamentals in grammar work.
Five hours throughout the year. Ten credits.
3 and 4. Literature and Composition—Dictation, prose composition, grammar review. Reading in literature of eighteenth and nineteenth centuries.
Three hours throughout the year. Six credits.
5 and 6. Advanced Composition and Conversation—Dictation and conversation based on daily life and customs in Spain.
Three hours throughout the year. Six credits.
7 and 8. History of Spanish Literature—Reading and dictation from representative literature.
Three hours throughout the year. Six credits.

FRENCH LANGUAGE AND LITERATURE
Five hours throughout year. Ten credits.
3 and 4. Intermediate Grammar and Composition—Review of elementary grammar; all verbs, advance syntax, idioms, translation and dictation.
Three hours throughout year. Six credits.
Prerequisite, course 1-2 or equivalent.
5 and 6. Advance Prose Composition and Classic Literature—Grammar, Composition, Conversation and Translation; Analysis of plays by Corneille, Racine, and Moliere, and review of the classic period.
Three hours throughout year. Six credits.
Prerequisite, courses 1-2, 3-4, or equivalent.
7 and 8. General Survey of French Literature—From middle ages to the present. Fiction, Drama, Philosophy, Poetry. Lectures, Class reading, and Reports.
Three hours throughout year. Six credits.
Prerequisites, courses 1-2, 3-4, or equivalent.
   Three hours throughout year. Six credits.
   Prerequisite, course 5-6.

   Two hours throughout year. Four credits.
   Prerequisite, course 5-6.

13 and 14. *French History and Conversation*.
   Three hours throughout year. Six credits.
   Prerequisite, course 5-6.

**DEPARTMENT OF ENGLISH**

**Rhetoric**

   Three hours throughout the year. Six credits.

3. *Argumentation and Exposition*—Primarily for sophomores or freshmen exempt from Courses 1 and 2. The introductory courses or their equivalent are pre-requisite. Special attention will be paid to practical applications of argumentation. Recommended for those taking up public speaking or debating.
   Three hours. First semester. Three credits.

4. *Narration*—An introduction to short story writing will be a feature of this course. Students will be given an opportunity to write short stories, as well as other forms of narration. Courses 1 and 2 or their equivalent are pre-requisite.
   Three hours. Second semester. Three credits.

5 and 6. *Short Story Writing*—A complete course in the structural principles of the short story, with considerable practice in writing. Courses 1, 2 and 4 are pre-requisite. Given alternate years.
   Two hours. First and second semesters. Four credits.

7 and 8. *Advanced Composition*—A practical course in criticism and style designed to give a critical and philosophical basis to one's judgments on men, affairs, literature, and art. Junior and senior elective. Pre-requisite, Courses 1, and 2, or their equivalent; Courses 3 and 4, or 5 and 6, and History of English Literature.
   Two hours throughout the year. Four credits.

   Note: Freshmen will be excused from taking Rhetoric 1 and 2, provided they comply with the terms of exemption. They must show, on their transcript of record, satisfactory evidence of having received superior grades in English while in high school. If, in the judgment of the instructor, the record warrants it, they will be permitted to take an examination during registration week, the results of which will determine whether the student is to be excused. The student will then be admitted to Courses 3 and 4, if he desires. It is to be understood that the student must still fulfill the requirement of twelve hours in English (language and literature) for graduation.

**Journalism**

9 and 10. *Principles of Journalism*—A study of the basic principles of news gathering, writing, and editing. Actual practice in the writing of news stories. Pre-requisite, Rhetoric 1 and 2, or equivalent.
   Three hours throughout the year. Six credits.
11. Feature Writing—The technique of the feature article, with a study of the kind of feature articles published, and why. Practice in writing feature stories. Pre-requisite, Courses 9 and 10.
Two hours. First semester. Two credits.

12. Editorial Writing—The editorial functions of the newspaper will be studied, together with practice in the writing of editorials. Open only to juniors and seniors.
Two hours. Second semester. Two credits.

Three hours throughout the year. Six credits.

15. Publishing—This course includes all problems of the newspaper except the actual writing and editing. Mechanical equipment and business management will be studied. Newspaper ethics will be considered. Pre-requisite, Courses 9 and 10.
Two hours. Second semester. Two credits.

English Literature

Three hours throughout the year. Six credits.

3 and 4. Introduction to the Study of Shakespeare—A critical study of Shakespeare's art with special emphasis upon his principal plays. Open to students having had Courses 1 and 2, and others only by permission. Elective. Alternate years.
Two hours throughout the year. Four credits.

Two hours throughout the year. Four credits.

Three hours, first semester. Three credits.

Three hours, second semester. Three credits.

Two hours. First semester. Two credits.

10. The Modern Drama—A study of the modern dramatists, including a careful consideration of Ibsen, Barrie, Shaw, etc. Open to advanced students. Alternate years.
Two hours. Second semester. Two credits.

11. Chaucer—An elementary study of Chaucer's major works with literary rather than linguistic emphasis. Open to advanced students by permission. Alternate years.
Two hours. First semester. Two credits.
12. Milton and His Age—Open to advanced students. Alternate years.
   Two hours. Second semester. Two credits.

13. The Age of Wordsworth—An intensive study of the poetry of Wordsworth, Keats, Shelley, and Coleridge will also be considered in their relation to the whole Romantic Movement. Open to advanced students. Alternate years.
   Two hours. First semester. Two credits.

14. Victorian Literature—The poets and great prose writers of this epoch will be studied in the light of the historical, social, and intellectual background of the age. Open to Seniors and graduate students. Alternate years.
   Two hours. Second semester. Two credits.

15. Introduction to Browning—Interpretative reading and critical discussion of Browning's representative work. Open to Seniors and graduate students. Alternate years.
   Two hours. First semester. Two credits.

16. Advanced Browning—A study of Browning's major works, such as Pippa Passes, Paracelsus, A Soul's Tragedy, etc. Prerequisite, Course 15. Open to Seniors and graduate students. Alternate years.
   Two hours. Second semester. Two credits.

17. Literary Appreciation—Given in alternate years and open to upper classmen and graduate students.
   Two hours. First semester. Two credits.

18. Literary Analysis—Given in alternate years and open to upper classmen and graduate students.
   Two hours. Second semester. Two credits.

19 and 20. The Teaching of English—A course for upper classmen who expect to teach high school composition and literature. Alternate years.
   Two hours throughout the year. Four credits.

Public Speaking

1. Fundamentals of Expression—Instruction is given in the management of the breath; the proper use of the body to gain vocal energy and grace of action; the most advanced knowledge of English phonation; the best methods of acquiring perfect articulation; the various qualities of voice and their use; the application of force, stress, pitch, quality and emphasis; the use of inflection for gaining emphasis, expression and variety in speech.
   Required of students specializing in public speaking and expression.
   Open to others by permission.
   Two hours throughout year. Four hours credit.

2. Practical Public Speaking—Lectures and text-book. Continuous practice before the class with criticism. Work adapted to development of the individual in any line of endeavor where it is necessary to induce others to act.
   Required of all Sophomores. Two hours throughout year. Four credits.

3. Argumentation—Principles of argument and brief building. Textbook and criticism. Classroom debates and discussions. Refer to course Three, Department of Rhetoric and Journalism.
   Three hours, first semester. Three credits.

4. Debating—Open to those having had Course 3. Intercollegiate debating.
   One hour throughout year. Two credits.
5. **Development of the Oration**—A study of the oration as a distinct type of literature. Analysis of modern orations, and the development of original orations. The same to be delivered under the direction of the Public Speaking Department.

Pre-requisite, courses 1 and 2, under composition, and course 2, under public speaking. Junior or Senior elective.

One hour throughout the year. Given alternate years. Two credits.

**DEPARTMENT OF EXPRESSION**

For those desiring to specialize in Public Speaking and Expression the following course is offered. The course covers a period of two years, based on at least 15 units of work from an accredited high school. Those completing the course satisfactorily are given a certificate or diploma. Students pursuing an A. B. course in the University and majoring in English language, literature and speaking will be given a diploma in Oratory, if they so desire, provided the following subjects have been included in their Bachelor course.

<table>
<thead>
<tr>
<th>First Year</th>
<th>Second Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman English 1-2 ..........</td>
<td>Argumentation ..................</td>
</tr>
<tr>
<td>History English Literature ...</td>
<td>Shakespeare ....................</td>
</tr>
<tr>
<td>French</td>
<td>French ..........................</td>
</tr>
<tr>
<td>Fundamentals of Expression ...</td>
<td>Psychology ......................</td>
</tr>
<tr>
<td>Physical Culture .............</td>
<td>History of American ..........</td>
</tr>
<tr>
<td>Private Lessons ...............</td>
<td>Literature .....................</td>
</tr>
<tr>
<td>Play Production ...............</td>
<td>Practical Public Speaking ....</td>
</tr>
<tr>
<td>Private Lessons ...............</td>
<td>Private Lessons ...............</td>
</tr>
<tr>
<td>36 Physical Culture ...........</td>
<td>2 Costume and Makeup ..........</td>
</tr>
</tbody>
</table>

**DEPARTMENT OF ECONOMICS AND FINANCE**

**Economics**

1 and 2. **Economic Theory**—A course in the basic principles of economics. Designed both to lay the foundation for further work in economics and to prepare the student for business and for citizenship; considerable attention to such topics as prices, money, banking, foreign exchange, the tariff, the corporate organization of industry, monopoly, distribution, business cycles, labor unions, cooperation, railways, agriculture, socialism, and taxation.

Course 1 and 2 together constitute a single general introductory course running throughout the year. In no case will credit be given for less than the full years work.

Prerequisites; sophomore standing.

Three Hours. Throughout the year. Six Credits.

3. **Economic Problems**—Description of the mechanism of production, distribution, and exchange; analysis of problems arising in modern economic society, and the presentation of rational basis for solution. Attention is devoted to recent developments in labor movements; economic problems of specialized agriculture; modern attitudes toward competition and monopoly.

Prerequisite; courses 1 and 2.

Two hours. Two semesters. Four credits.
4. *Economic History of Europe*—Foundations of our modern economic life as they were laid after the fall of the Roman Empire through the changes in the organization of Europe brought about by the crusades, the geographic discoveries, the new states system, and the rise of the financial middle class with a pecuniary standard of living.

Prerequisite; none.
Three hours. First semester. Three credits.

5. *Economic History of the United States*—Survey of national development from colonial times to the present; the economic aspects of the Revolutionary War; early commerce and manufacturing; the settlement and development of the West; the public land system; economic aspects of slavery; transportation and labor organizations.

Prerequisites; none.
Three hours. Second semester. Three credits.

6. *Business Administration*—A systematic descriptive survey of the organization and operation of the business, of its typical activities and their relationship to each other. The promotion and financing of the business; control of production, planning, and operation; employment and handling of men; purchasing, advertising, selling, banking, credit, collections, accounting, cost accounting, business barometers, and executive control.

Prerequisites; none.
Two hours. First semester. Two credits.

7. *Business Organization*—A course primarily analytical in character, dealing with the problems of structure and internal organization of the business. The structure of organizations; standards, classification and division of duties, centralization, functionalization and specialization; the staff function and initiative in business. The operation of the organization; planning, supervision, inspection and follow-up, coordination control by records, discipline, leadership, executive control.

Prerequisite. Business Administration.
Two hours. Second semester. Two credits.

8. *Labor Problems*—This course is designed to give a general survey of the background, activities, and problems of the labor movement in the United States, with some reference to the conditions in England as well. The various types of activity which have influenced the movement are considered under such headings as trade unionism, social insurance, labor legislation, arbitration, mediation, and conciliation, collective bargaining, scientific management, profit-sharing, and others; and some of the dominant problems now confronting the labor movement, such as unemployment, immigration, hours of labor, minimum wage, restriction of output, industrial unrest, and the determination of wages, are discussed.

Prerequisite; Courses 1 and 2.
Two hours. First semester. Two credits.

9. *Elements of Statistics*—The purpose of this course is to provide students with a knowledge of statistical methods and of their application to economic, business, and social problems. The course begins with an analysis of scientific method. Then follows a consideration of the methods of collecting, appraising, and interpreting, statistical data in their application to concrete problems. Among the subjects discussed are statistical units, tabulation, graphics, averages, index numbers, measures of dispersion, skewness, and correlation as they apply both to time and frequency series.

Prerequisites; Junior standing.
Three hours. Second semester. Three credits.
Finance

10. *Money and Banking*—Study of the principles of money and banking, the existing monetary and banking systems of the United States. History of the precious metals, bimetallism, credit, relation of money and credit to prices, fiat money, National and State banking systems, central banks, and the principles of Foreign exchange. Our present Federal Reserve Banking system is carefully studied.

Prerequisites; none.

Three hours. First semester. Three credits.

11. *Public Finance*—Growth and trend of government expenditures and debts, separation of sources of state and local revenues, the classified property tax, the state income tax, taxation of corporations, state tax commissions and the incidence and shifting of taxes are examples of theories and practices of government finance which are selected for special study.

Prerequisites; Courses 1 and 2.

Three hours. Second semester. Three credits.

12. *Business Finance*—Development of corporate form of business; its advantages and disadvantages; legal position of the corporation; promotion; sources of capital; internal financial management; receivership and reorganization.

Prerequisites; none.

Two hours. First semester. Two credits.


Prerequisites; Business Finance.

Two hours. Second semester. Two credits.

14. *Analysis of Financial Reports*—The character and the importance of the respective items in the corporation report from a financial standpoint, the relationship of the data as reflective in operating policies, depreciation policies, possible construction and expansion policies, the balance of the financial structure and similar problems entering in corporate report analysis are considered.

Prerequisites; Accounting.

Two semesters. First semester. Two credits.

DEPARTMENT OF POLITICAL SCIENCE AND HISTORY

Political Science


Three hours. One semester. Three credits.

2. *American State and Local Government*—Special attention will be paid to the government of Nebraska and Omaha. Open to Freshmen or Sophomores.

Three hours. One semester. Three credits.

3. *Contemporary Problems of Government*—Reform of legislative organization and procedure, administrative consolidation, the budget, law enforcement, the police system, problems of international relations, etc. Alternate years. Upper classmen.

Three hours. One semester. Three credits.
4. **Elementary Jurisdiction**—The aim of this course is to acquaint the student body with the fundamental conceptions and principles of law. Alternate years. Upper classmen.
   Two hours. One semester. Two credits.


6. **Comparative Study of Constitutions**—A study of typical and outstanding power of constitutional government with a view to recognizing their comparative merits and defects. Alternate years. Upper classmen.
   Two hours. One semester. Two credits.

**History**

1 and 2. **Mediaeval European History**—From the Germanic Migrations to the Era of the Reformation. The aim of the course is to give a general knowledge of the Migrations and Settlements of Teutonic tribes, Monasticism, Mohammedanism, the Empire of Charlemagne, Feudalism, the Rise of the Papal Power, the Holy Roman Empire, the Crusades, the Supremacy of the Papacy, the Growth of the Towns, the Universities and Scholasticism, the Renaissance, and the Formation of National Governments and Literatures. Open to Freshmen or Sophomores.
   Three hours throughout the year. Six credits.

3 and 4. **Modern European History**—The history of Europe from the fifteenth century to the present time. The Era of the Protestant reformation and the Wars of Religion; the Age of the Absolute Monarchy; the French Revolution and Napoleonic period; the Rise of the Modern European Nations, with special emphasis on the progress of Nationalism and Democracy; the Expansion of Europe in the Nineteenth Century. Open to Freshmen and Sophomores.
   Three hours throughout the year. Six credits.

5 and 6. **History of England**—This course covers the history of the English nation from the invasion of the Anglo-Saxons to the present time. Special effort is made to discern the political forces affecting national life and development, the events and movements exhibiting the progress of liberty, and, in particular, the growth of constitutional government. Alternate years.
   Three hours throughout the year. Six credits.

7 and 8. **History of the United States**—This is an advanced course in which special attention is given to the political and constitutional principles exemplified in our State and Federal Government which have been involved in and have contributed to the evolution of our national ideals.
   Pre-requisite two years of European History and a course in Economics.
   Three hours. Two semesters. Six credits.

9. **American Diplomacy**—A thorough study of statecraft and diplomatic relations of the United States with Foreign Powers. Alternate years.
   Two hours. One semester. Two credits. Open to history teachers, and students who have had a general college course in American history.

10. **Constitutional History**—This course consists in a study of the origins of constitutional government in England and its historical development in England and the United States.
   Pre-requisites, Courses in History 1, 2, 3, 4, 5, 6, 7 and 8.
   Two hours. One semester.
COLLEGE OF ARTS AND SCIENCES

DEPARTMENT OF CHEMISTRY

Chemistry

1. *General Inorganic Chemistry*—A study of the non-metals and general chemical theory. The course is designed to meet the needs of those who wish to study chemistry as a part of a liberal education and also those who wish to major in the subject.
   Three hours lecture. Weekly quiz. Four hours laboratory. First semester. Four hours credit.

2. *General Inorganic Chemistry*—Course 1 continued. Continued study of Course 1 and a study of metals and carbon compounds.
   Three hours lecture. Weekly quiz. Four hours laboratory. Second semester. Four hours credit.

3. *Qualitative Analysis*—Lectures and laboratory work on the principles and practice of qualitative analysis. Pre-requisite Courses 1 and 2 (open to students who have a very high scholarship in Course 1).
   Two hours class. Six hours laboratory. Three hours credit (Course IV must follow). First semester, or.
   Two hours class. Nine hours laboratory. Four hours credit. First semester.

   Pre-requisite, Course 3. Two hours class. Six hours laboratory. Second semester. Three hours credit.

5. *Quantitative Analysis*—Theory, principles, and practice of Volumetric Analysis. Pre-requisite, Courses 1, 2, 3, and 4. Pre-requisite for pre-medics, Courses 1 and 2.
   Two hours lecture. Six hours laboratory. First semester. Three hours credit.

6. *Quantitative Analysis*—Same as 5 for gravimetric analysis. Pre-requisites, Courses 1, 2, 3, and 4 and 5.
   Two hours class. Six hours laboratory. Second semester. Three credits.

7. *Advanced Analytical Chemistry*—Pre-requisite, Courses 1, 2, 3, 4, and 5.
   Nine to fifteen hours laboratory. Three to five hours credit.

8. *Advanced General Chemistry*—(Elementary Physical Chemistry). A study of theories and principles. Pre-requisites, Courses 1, 2, 3, and 4 or 5 and 10.
   Two hours lecture. Second semester. Two hours credit.

9. *History of Chemistry*—A study of the lives and works of great chemists. Pre-requisites, Courses 1, 2, 8, 10, and 11.
   Two hours lecture. First semester. Two hours credit.

10. *General Organic Chemistry*—Courses 10 and 11 form a continuous course covering the compounds of carbon, including the aliphatic and aromatic series. The chemical behavior, the characteristic reactions and relationships of the different classes of carbon compounds are studied.
   Pre-requisite; Courses 1, 2 and 10. Three hours class. Four hours laboratory. Second semester. Four hours credit.

   Pre-requisite; Courses 1, 2 and 10. Three hours class. Four hours laboratory. Second semester. Four hours credit.

12. *Biochemistry*—This course includes the chemistry of carbohydrates, fats, proteins, colloids and inorganic food materials. The chemistry of enzyme action, the chemistry of digestion, food value, metabolism and excretion and the chemistry of nutrition are considered.
   Pre-requisite, Courses 1, 2, 10 and 11. Three hours class. Four hours laboratory. First semester. Three hours credit.
13. Food and Sanitary Chemistry—Analysis of water, milk, flour, etc. Study of preservatives, detection of adulterants and food laws. Pre-requisites, Courses 1, 2, 10 and 13. Two hours class. Six hours laboratory. Second semester. Three hours credit.

14. Co-Operative Chemistry—The aim of this course is to give the students practical experience in chemistry while college courses, leading to a Bachelors' Degree and a major in chemistry, are being continued. The work will be taken in that branch of chemistry in which the student is most interested and in the laboratory of a co-operating firm. Regular reports must be made stating the kind of work being done, the number of hours per week spent in the laboratory, and the progress being made. The course is supervised and conferences are held. Pre-requisites. The pre-requisite will be largely determined by the course selected, however, usually Courses 1, 2, 3, 4, 6, 10 and 11. Credit. College credit is given, the amount being determined by the number of hours spent in the laboratory, the standard of the work, and the number of regular college hours of work being continued. For a Bachelor's Degree, a major in Chemistry shall include Courses 1, 2, 3, 4, 5, 8, 10, 11 and sufficient hours from 7, 9, 12 and 13.

DEPARTMENT OF BIOLOGY

Biology

1. General Zoology 1 and 2—Lectures, recitations, laboratory work, introductory into the entire field of animal life; structure, functions, life history and evolution of animal life. Experiments, study of protozoa, dissection of higher forms and microscopic study of tissues. Three hours class. Four hours laboratory. Throughout year. Six credits. Laboratory Wednesday and Thursday 1:15-5:15.

2. General Botany 1 and 2—Study of the structure, functions and relationships of plants as living organisms, with chief emphasis upon higher forms, but enough attention to the lower to indicate their peculiarities and importance. Three hours class. Four hours laboratory. Throughout year. Six credits. Laboratory Monday and Tuesday 1:15-5:15.

3. Physiology—A study of the human body, its structures, functions, and the conditions of its healthy working. Three class hours. Four hours laboratory. First semester. Three credits. Laboratory to be arranged.

4. Hygiene—Lectures, recitations, on hygiene and sanitation, including both civic and personal hygiene. Three class hours. Second semester. Three credits.

5. Entomology—The anatomy and physiology of insects, the principles of their classification and methods for the control of injurious forms. Three class hours. Four hours laboratory. Second semester. Three credits. Laboratory to be arranged.

6. Comparative Anatomy of Vertebrates—Class and laboratory work of an intensive type. The structures, functions and development of vertebrate animals are considered as an introduction to human anatomy, physiology and embryology. Pre-requisite, Zoology 1 and 2. Two hours lecture. Four hours laboratory. Second semester. Two credits. Laboratory Friday 1:15-5:15.

7. Biology for Teachers—This course covers the general field of Biology as a first year course for teachers who expect to teach in the grades and who must have some knowledge of the fundamentals.
of plant and animal life. It must be followed by Nature Study during the second semester in order to meet the requirements for the two year certificate.

Three hours recitation. Laboratory three hours, 8 to 11:40 Tuesday or 2:15 to 5:15 Friday. First semester. Three credits.

8. Methods of Science—This course is designed as a Special Methods class for high school teachers of science.
Two hours. Second semester. Two credits.

DEPARTMENT OF MATHEMATICS, PHYSICS AND PRE-ENGINEERING

Mathematics

1. Advanced Algebra—For those not having three entrance credits in this subject. This course may be taken to satisfy one-half of the requirements in Freshmen Mathematics.
Three hours recitations. First semester. Three credits.

2. Solid Geometry—For those not having an entrance credit in this subject. This course may be taken to satisfy one-half of the requirements in Freshman Mathematics. All pre-engineering students should pursue this course preparatory to their regular course.
Three hours recitations. First semester. Three credits.

3. College Algebra—Pre-requisites, 3 credits of High School Algebra. Review of quadractics, mathematical induction, the progressions, permutations, complex numbers, theory of equations, logarithms, and determinants. Required of Freshmen.
Three hours recitation. First semester. Three credits.

4. Plane and Spherical Trigonometry—Conception, analysis, reasoning by formulas, applications in commerce, industry and scientific investigations. Required of Freshmen.
Three hours recitation. Second semester. Three credits.

5. Analytic Geometry—Systems of co-ordinates; loci and their equations; the plotting of curves; the properties of the straight line and conic sections. Co-ordinate and loci in three dimensions. Pre-requisites, Courses 3 and 4.
Three hours recitation. Throughout the year. Six credits.

6. Differential and Integral Calculus—First Semester. The functions of variables and the idea of the derivative are presented; process of differentiation of algebraic and transcendental functions; practical application in physics and mechanics.
Three hours recitation. Throughout the year. Six credits.

7. College Algebra and Plane Trigonometry—This course is designed for pre-engineering students during their first semester of work. It must be preceded by 6 credits of high school mathematics.
Five hours recitation. First semester. Five credits.

8. Analytic Geometry—This course is designed for pre-engineering students only, and must be taken during their second semester of work. It must be preceded by courses 7 and 2, namely College Algebra and Plane Trigonometry and Solid Geometry.
Five hours recitation. Second semester. Five credits.

Two hours recitation. First or second semester. Two credits.
10. Surveying—Class work in methods and in study of instruments used, field work, office work in plotting, map drawing, and in computations from field work. Pre-requisites, courses 4 or 7 and mechanical drawing.

Two hours. First or second semester. Two credits.

11. Methods in High School Mathematics—This course is designed for young teachers.

Two hours recitation. First or second semester. Two credits.

Physics

1. General Physics—Elementary Mechanics, Hydrostatics, Pneumatics and Heat. This course is offered for students who enter with a deficiency in Physics of preparatory grade. In courses 1 and 2 the whole subject of General Physics is covered with the aim of giving the student a reasonable insight into the fundamental physical laws and their application to practical life.

Three hours recitation. Two hours laboratory. First semester. Three credits.

2. General Physics—Elementary Magnetism, Electricity, Sound and Light. This course is a continuation of Course 1.

Three hours recitation. Two hours laboratory. Second semester. Three credits.

3. Advanced Physics—Mechanics, Heat and Sound. Algebra, Geometry, Plane Trigonometry, and Elementary Physics required for entrance. This course, with Course 4, is designed to meet the requirements of those who wish to pursue further the study of Physics as a part of a liberal education and of those who wish to obtain entrance to professional and technical schools. Not open to Freshmen.

Three hours lectures and recitations. Four hours laboratory. Monday p. m. First semester. Four credits.

4. Advanced Physics—Electricity and Light. This course is a continuation of Course 3.

Three hours lectures and recitations. Four hours laboratory. Monday p. m. Second Semester. Four credits.

Engineering

Mechanical Drawing, Descriptive Geometry, Physics, Chemistry, Rhetoric, Mathematics and Shop Work make up the work of the first two years in engineering. Following are the courses in Mechanical Drawing, Descriptive Geometry and Shop Work.

1. Mechanical Drawing—The care and use of drafting instruments, instrument exercises, geometrical construction, lettering, shading, orthographic projections, exercises in drawing to scale and dimensioning.

Six hours per week in drafting rooms. First semester. Two credits.

2. Mechanical Drawing—Continuation of Course 1 including orthographic projections, rotation of objects, shades and shadows, sectioning, auxiliary views, intersections, development of surfaces, isometric drawing and dimensioning.

Six hours per week in drafting rooms. Second semester. Two credits.

3. Mechanical Sketching and Drafting—Courses 1 and 2 required.

A series of graded exercises in the measuring and sketching of mechanical constructions, and the subsequent detail drafting of the same.

Six hours per week in drafting room. Two credits.
4. **Descriptive Geometry**—A critical study of the science of representing by drawing; the location of points, lines, planes, single curved surfaces, and surfaces of revolution, with their relation to each other. Six hours drawing per week. One hour lecture. Three credits.

5. **Woodworking**—Bench work; care and use of bench tools; exercises in wood. Lathe work; practice with turning tools and wood working machinery.
   Eight hours per week in shop. One hour lecture. Three credits.

6. **Metal Working**—Bench work; lathe work; drilling, etc.; shop practice.
   Eight hours per week in shop. One hour lecture. Three credits.

7. **Forge Work**—Characteristics of metals, bending, welding, shaping, sharpening, annealing, tempering, etc.
   Eight hours per week in shop. One hour lecture. Three credits.

8. **Pattern Making and Casting**—Lead, aluminum and brass.
   Hours and credit to be arranged with instructor.

**DEPARTMENT OF PSYCHOLOGY AND PHILOSOPHY**

**Psychology**

1. **Child Psychology**—This course seeks to provide the student with sound criteria for estimating principles of the development of the child and to give him adequate training in the concrete study of child life.
   Three hours. Second semester. Three credits. Required of all prospective Kindergarten-Primary teachers.

2. **Introductory Psychology**—An introductory course in which consciousness is viewed from an angle of the different processes, sensation, perception, etc., in their relation to our mental life and to the correlated bodily processes. To make clear the principles and laws of mental life, constant reference is made to their application in teaching, business, social, and professional life.
   Three hours. First semester. Three credits. Required of all prospective teachers.

3. **Advanced Psychology**—The aim is to make a much more thorough analysis of mental life than does the introductory course.
   Three hours. Second semester. Three credits. Courses 2 and 3 required for graduation.

4. **Educational Psychology**—A special study of those aspects of psychology which are important in the handing of educational problems on such topics as the growth of instincts; the learning process; individual differences, and the correlation of mental abilities.
   Three hours. First semester. Three credits. Required of all prospective teachers and preceded by Psychology 2.

5. **Psychological Clinic**—A practical course in the examination, classification and disposition of abnormal individuals, designed for the training of teachers.
   Three hours. First semester. Three credits. For Juniors and Seniors only, or those having had Psychology 2 and 3.

6. **Abnormal Psychology**—An analytical study of mental abnormalities with special reference to the psycho-genetic mechanism involved.
   Three hours. Second semester. Three credits. For Junior and Seniors only, or those having had Psychology 3.

7. **Social Psychology**—A study of the psychology of social life and the relation of the individual to the group. Preceded by Psychology and Sociology.
   Three hours. First semester. Three credits.
8. Psychology of Thinking—An intensive analytical study of the mental processes and functions involved in reflection.
   Two hours. Second semester. Two credits. For upper classmen only.

   Two hours. Second semester. Two credits. For upper classmen only.

10. Psychology of Religion—The aim of this course is to study the phenomena and the development of the religious nature of man.
    Three hours. First semester. Three credits. Open to upper classmen who have had General Psychology.

    Three hours. Second semester. Three credits. Open to upper classmen who have had course 10.

Philosophy

1. History of Philosophy, Ancient and Mediaeval—A survey of European philosophy from Thales to Descartes, with assigned readings of selections from the authors discussed.
   Two hours. First semester. Two credits.

2. History of Philosophy—Modern—A general survey of the philosophic development from Bacon and Descartes to Kant and Hegel, with assigned readings in the works of the philosophers studied.
   Two hours. Second semester. Two credits.

3. Psychology of Reflective Thinking—An intensive analytical study of the mental processes and functions involved in reflection.
   Three hours. Second semester. Three credits.

   Three hours. First semester. Three credits.

5. Ethics—A brief survey of the history of morals, followed by an analytical study of the moral consciousness. Special attention is given to the social significance of moral conduct.
   Three hours. First semester. Three credits.

6. Aesthetics—A study of the philosophy of beauty, the psychology of aesthetic experience, and the application of aesthetic principles to the study and appreciation of the fine arts.
   Two hours. Second semester. Two credits.

The courses offered in the department of Philosophy are designed primarily for upper classmen who have had at least three hours of General Psychology.

DEPARTMENT OF SOCIOLOGY

Sociology

1 and 2. General Sociology—A careful study of the nature, theories and laws of society, social forms, functions and social progress; an examination of Socialism, Communism, Anarchism, etc. Open to Juniors and Seniors; to others by special permission.
   Three hours throughout year. Six credits.

3. Social Psychology—A study of the psychology of social life and the relation of the individual to the group.
   Three hours. First semester. Three credits.
4. Educational Sociology—A study of the nature of the fundamental social structures and their relation to progress, followed by a special application of modern social knowledge to the problems of education. Open to upper classmen and those taking educational work.
Three hours. Second semester. Three credits.

5. The Family—Historical development of the family. Problems of American family life, and programs for family welfare.
Two hours. Second semester. Two credits.

6. Criminology—Social, economic and hereditary causes of crime; various theories and plans of prison reforms; relation of prisoners and criminals to society. Open to those having taken 1 and 2.
Two hours throughout year. Four credits.

7. Community Organization and Recreation—Geographic, economic and social forces which determine the size and structure of the local community. Principles and methods of organization. A study of the problems of community recreation, locally and elsewhere. Discussion of organized and supervised play, etc. Open to upper classmen.
Two hours. First semester. Two credits.

8. Social Pathology—A scientific analysis of the causes and conditions of poverty and dependency, health and society, crime and punishment, sex and the family, and social case work. The course is to help students to better understand the pathological conditions of society and how best to treat them.
Two hours. Second semester. Two credits.

9. Social Evolution—A study of the development of society from primitive man to modern civilization. It deals with the evolution of society from the standpoint of housing, property, law and government, morality, clothing, physical tools, food, cultural patterns, education and science.
Two hours. First semester. Two credits.

10. Social Research—A course in methods of planning, constructing and presenting results of investigations of social problems, communities and institutions; preparation of social surveys, etc. Open to those having taken course 1 and 2.
Three hours throughout year. Six credits.

11. Americanization—This course includes a study of the causes of immigration. Brief surveys are made of the backgrounds of our immigrants. The special traits of immigrants are studied so as to reveal the connection between our foreign born population and the outstanding educational, economic, political and other social problems. Attention is given to Americanization methods.
Two hours. Second semester. Two credits.

12. Development of Social Theory—An advanced study of the history of social thought since the earliest times. The theological, metaphysical and positive interpretations of social phenomena. The social theories of the leading thinkers of each age. The development of the scientific method and its application to the study of society. The origin, development and theories of the different schools of sociology. Open to students by consent of the instructor.
Two hours. First semester. Two credits.

13. Play and Recreation—A study of the socialized use of leisure time in the home, the church, the school, the community and in industry. A study of the development of the modern city and the problems connected therewith; commercialized recreation, etc. The historical development and philosophy of the play movement will be discussed. Proper play centers, play techniques and leadership will be carefully considered.
Two hours. Second semester. Two credits.
(Not offered 1928-29)
14. Seminar—For graduate students who are candidates for higher degrees and for major students in the department. The purpose is to train in methods of original research.

Hours to be arranged.

The following courses are given either as regular day school work or as evening classes:

15. Scope of Social Work—A course for undergraduates designed to help the student acquire a general view of the entire field of social work as understood by its present scope and methods. It is arranged for those who contemplate social work either as a profession or as an avocation, students preparing for, or specializing in law, medicine, ministry, etc., and for volunteers and laymen board directors in social agencies.

First and second semesters. Two hours credit.

16. Problems in Child Welfare—Care and study of the child; its heredity and environment; development of modern standards of child welfare in the home; and education in recreation; child labor and economic problems. Care of the dependent, defective and neglected child by private and public agencies. Functions of the foster home, the institution, parental school, Juvenile court, placements of children, etc. Case records of child problems and field work.

First and second semesters. Two hours credit.

17. Social Legislation—A brief resume of the progress and content of social legislation and the principles underlying it, with special reference to the laws of Nebraska. A study of the history of child labor, factory acts and such special topics as the minimum wage, juvenile delinquency, workmen's compensation and various forms of pensions will be treated.

First and second semesters. Two hours credit.

18. Girl Leadership—A course that treats of the psychology of girl leadership, methods and principles of girl organization. A study of girl Scouts, girls' clubs, Camp Fire, Reserves, and other types of organizations. A training course for leaders in the different fields of girl leadership.

First semester. One hour credit.

19. Social Case Work—The method of case work as applied to the treatment of the socially inadequate. Field work with the different case work agencies in Omaha.

First and second semesters. Two hours credit.

20. Boy Leadership—A course that deals with the social and psychic phases of leadership of boys and with methods and principles of organization. A study of Y. M. C. A., Boy Scouts, Rangers and other boy organizations. Its purpose is to train leaders.

First and second semesters. Two hours credit.

21. Field Work—Omaha offers exceptional opportunity for field work in practical social work. All of the twenty-nine social agencies of the Community Chest and the agencies of the Council of Social Agencies of Omaha, are co-operating.

Hours for field work will be arranged.

DEPARTMENT OF EDUCATION

1. Methods of Study—This course deals with the most efficient methods of study. The object of the course is to teach the student proper procedures in studying.

One hour. First semester. One credit. Required of all students preparing to teach.

2. Introduction to Education—This course attempts to orient the student in the field of Education.
One hour. Second semester. One credit. Required of all students preparing to teach.


4. *Educational Psychology*—A special study of those aspects of psychology which are important in the handling of educational problems on such topics as the growth of instincts; the learning process; individual differences, and the correlation of mental abilities. Three hours. First semester. Three credits. Required of all students preparing to teach. This course should be preceded by Introductory Psychology.

5. *Educational Tests and Measurements*—A study of the standard test movement in education; a brief historical perspective; principles underlying the demand for standards; attempts to standardize the content of the course of study; an organization of the principal tests designed to measure the outcome of specific studies in elementary secondary curricula; a critical discussion of the validity of the tests; the use of standard tests to the administrator, to the teacher, and to school surveyors. Three hours. Second semester. Three credits. This course is elective and is open to second year Normal Training students or upper classmen.

6. *General Methods*—A study of fundamental principles of the teaching process. Two hours. First semester. Two credits. Required of all students preparing to teach.

7a. *Teaching the Common Branches*—Special methods in Grade School Subjects. Two hours. Second semester. Two credits. Required of all students preparing to teach in the upper grades of public school work.

7b. *Teaching the High School Subjects*—Principles of Pedagogy and Psychology applied to the teaching of high school subjects. Two hours. Second semester. Two credits. Required of students preparing to teach in high school. Each student must confer with the Dean of the University to be assigned to a special instructor.

8. *Practice Teaching*—Students who are pursuing courses leading to State Certificates must conduct classes under the personal supervision of the Department of Education. Two or three hours. First or second semester. Two or three credits. Students must interview the Instructor in General Methods to be assigned to a definite class.

9. *School Administration*—This course considers the problems of attendance, organization, classification of pupils, and other problems of interest to those who are interested in professional service. Three hours. First semester. Three credits. Elective and open to upper classmen who have completed or are carrying the required courses in Education.

10. *Mental Hygiene*—A study of the mental health of normal children. Discussion of the conditions and methods that tend to preserve disintegration of personality, as well as conditions and practices that end to disintegration. Two hours. Second semester. Two credits. Elective and open to upper classmen who have completed the required courses in Education.

11. *Courses for Teachers in Service*—Special courses are arranged for teachers under the heading Extension Courses. Inquire for a separate bulletin concerning this work.
12. **Character Education**—A study of what constitutes the more effective underlying principles in the training of character and in the definite inculcation of ethical truth.
   Two hours. One semester. Two credits.

**TEACHERS’ CERTIFICATES**

Junior Certificates and University Teachers’ Certificates are issued by the University with the approval of the State Board of Inspectors and the State Superintendent of Public Instruction, to those who complete the prescribed courses.

Two-year Normal Training students must complete a total of 66 college hours, including 20 college hours in Education, in order to receive a State Certificate.

All four-year or degree students wishing a State Certificate must complete 20 college hours in Education as a part of the 128 hours which are necessary for graduation.

**A Suggested Schedule for State Certification**

Fourteen college hours or credits must be acquired in the following subjects, the remaining 6 credits are elective and may be chosen from the field of Education and Psychology.

- Methods of Study ........................................ 1
- Introduction to Education ........................... 1
- History of Education .................................. 3
- Educational Psychology .............................. 3
- General Methods ....................................... 2
- Special Methods ........................................ 2
- Practice Teaching ..................................... 2

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Required hours 14
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Following electives are recommended:

- Tests and Measurements ........................................ 3
- Introductory Psychology .................................. 3

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Elective hours 6
```

Total Educational credits required .................. 20

Besides the above courses in Education, all prospective grade teachers must include among other courses of study, Biology or Nature Study, Normal Music, Normal Art, and Physical Education.

Prospective elementary grade teachers are recommended to pursue the following schedule of courses.

**NORMAL TRAINING SCHEDULE**

**FRESHMAN YEAR**

**LOWER GROUP SUBJECTS**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introductory Psychology .................. 3</td>
<td>Child Psychology ........................ 3</td>
</tr>
<tr>
<td>Freshman Rhetoric .................................. 3</td>
<td>Freshman Rhetoric ........................ 3</td>
</tr>
<tr>
<td>Methods of Study (Educ. A) .................. 1</td>
<td>Intro. to Education (Ed. B) .......... 1</td>
</tr>
<tr>
<td>Normal Music ...................................... 1</td>
<td>Normal Music ............................. 1</td>
</tr>
<tr>
<td>Biology for Teachers ............................ 3</td>
<td>History of Education .................. 3</td>
</tr>
<tr>
<td>Physical Education .............................. 1</td>
<td>Physical Education ..................... 1</td>
</tr>
<tr>
<td>Electives ........................................ 4</td>
<td>Electives ................................ 5</td>
</tr>
</tbody>
</table>

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16
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17
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### SOPHOMORE YEAR
#### LOWER GROUP SUBJECTS

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Educational Psychology</td>
<td>Tests and Measurements</td>
</tr>
<tr>
<td>General Methods</td>
<td>Special Methods</td>
</tr>
<tr>
<td>Normal Art</td>
<td>Normal Art</td>
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<tr>
<td>Nature Study</td>
<td>Practice Teaching</td>
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<tr>
<td>Electives</td>
<td>Electives</td>
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<td></td>
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<td>17</td>
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<td>16</td>
</tr>
</tbody>
</table>

Note—Students of this course must maintain an average of “C” during the previous semester before taking Practice Teaching.

### KINDERGARTEN—PRIMARY EDUCATION

The University of Omaha offers a two-year course in Kindergarten—Primary Education. On the completion of this course a certificate is given which enables the holder to teach in the kindergarten and primary grades. The course may be taken in connection with the regular four-year college course, leading to a degree in addition to the certificate.

#### KINDERGARTEN—PRIMARY SCHEDULE

##### FIRST YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
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</thead>
<tbody>
<tr>
<td>Rhetoric</td>
<td>Rhetoric</td>
</tr>
<tr>
<td>Introductory Psychology</td>
<td>Child Psychology</td>
</tr>
<tr>
<td>Kdgn-Prim. Curriculum</td>
<td>History of Education</td>
</tr>
<tr>
<td>Music</td>
<td>Intro. to Education</td>
</tr>
<tr>
<td>Methods of Study</td>
<td>Music</td>
</tr>
<tr>
<td>Gym</td>
<td>Games</td>
</tr>
<tr>
<td>General Biology</td>
<td>Gym</td>
</tr>
<tr>
<td>Child Literature</td>
<td>Electives</td>
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<tr>
<td></td>
<td></td>
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<tr>
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<td>17</td>
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<tr>
<td>Directed Observation. First Semester. Thursday A. M.</td>
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</tr>
</tbody>
</table>

##### SECOND YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Practice Teaching</td>
<td>Practice Teaching</td>
</tr>
<tr>
<td>Educational Psychology</td>
<td>Tests and Measurements</td>
</tr>
<tr>
<td>Primary Methods</td>
<td>Primary Methods</td>
</tr>
<tr>
<td>Nature Study</td>
<td>Handwork</td>
</tr>
<tr>
<td>Art</td>
<td>Art</td>
</tr>
<tr>
<td>Electives</td>
<td>Electives</td>
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<td></td>
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<td></td>
<td>17</td>
</tr>
<tr>
<td>Note—Practice Teaching. Second Year. Three hours every morning. An average grade of “C” is required of a student before she is permitted to do practice teaching.</td>
<td>17</td>
</tr>
</tbody>
</table>

### DESCRIPTION OF COURSES

1. Kindergarten-Primary Curriculum—This course includes a study of the historical development of the Kindergarten and Primary grades. The Educational principles which lead to the unification are briefly considered and various types of programs are examined and evaluated.
Materials and devices are collected and arranged for use with the various elements of a modern curriculum.

Three hours. First semester. Three credits.

2. Child Psychology—Study of children and the application of knowledge to their care and training.

Three hours. Second semester. Three credits. Must be preceded by Introductory Psychology.


4. Handwork—Readings and discussions on use and value of Handwork in Primary grades. Practical work with materials.

Two hours. Second semester. Two credits.


Two hours. First semester. Two credits.


Two hours. Second semester. Two credits.

7. Practice Teaching—For second year students. Three hours a day spent in teaching, in Kindergarten and Primary grades, under supervision.

Both semesters. Six credits.

Note—See notes following Kindergarten-Primary schedule.

A working knowledge of Piano is required for recommendation to a Kindergarten-Primary position.

### PUBLIC SCHOOL MUSIC EDUCATION

**TWO-YEAR COURSE FOR MUSIC SUPERVISOR'S CERTIFICATE**

Required Subjects—First Year

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Voice</em> ................................................. 1</td>
<td><em>Voice</em> ................................................. 1</td>
</tr>
<tr>
<td><em>Piano</em> .................................................. 1</td>
<td><em>Piano</em> .................................................. 1</td>
</tr>
<tr>
<td>Music Methods I ....................................... 2</td>
<td>Music Methods II .................................... 2</td>
</tr>
<tr>
<td>Observation I ........................................... 2</td>
<td>Observation II ....................................... 2</td>
</tr>
<tr>
<td>Conducting I ............................................ 1</td>
<td>Conducting II ......................................... 1</td>
</tr>
<tr>
<td>Harmony I ............................................... 2</td>
<td>Harmony II ............................................. 2</td>
</tr>
<tr>
<td>Sight Reading and Ear Training .......................... 2</td>
<td>Sight Reading and Ear Training II .................. 2</td>
</tr>
<tr>
<td>History of Music I ...................................... 2</td>
<td>History of Music II ................................ 2</td>
</tr>
<tr>
<td>Music Appreciation I ................................... 1</td>
<td>Music Appreciation II ................................ 1</td>
</tr>
<tr>
<td>Introductory Psychology .................................. 3</td>
<td>History of Education ..................................</td>
</tr>
<tr>
<td>Subject</td>
<td>Credit</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>--------</td>
</tr>
<tr>
<td>Voice</td>
<td>1</td>
</tr>
<tr>
<td>Piano</td>
<td>1</td>
</tr>
<tr>
<td>Music Methods III</td>
<td>2</td>
</tr>
<tr>
<td>Observation III</td>
<td>2</td>
</tr>
<tr>
<td>Practice Teaching I</td>
<td>3</td>
</tr>
<tr>
<td>Music Appreciation III</td>
<td>1</td>
</tr>
<tr>
<td>Harmony IV</td>
<td>2</td>
</tr>
<tr>
<td>Electives</td>
<td>2</td>
</tr>
</tbody>
</table>
Irregular Resolutions of Dominant Seventh, Leading-tone Chords of the Seventh in Major and Minor (Diminished Seventh Chords), Secondary Chords of the Seventh, Inversions of Secondary Seventh Chords, Chords of the Ninth, Eleventh, and Thirteenth, Chromatically Altered Chords, Augmented Chords, Suspension, Ornamental Tones, Modulations, Cross-relations, The Pedal, the Old Modes.

Foote and Spaulding text. Class meets twice weekly. Two hour credit each semester.

*History of Music I-II*—Music of Primitive nations, Music and Instruments of the Bible, Music of the early Christian Church, Rise and Development of Liturgy, notation, Music and the Renaissance, the Polyphonic Age, the Rise of Opera and Oratorio, the Period of Bach and Handel, Hayden and Mozart, the Advent of Beethoven, the Rise of Virtuosity and Romanticism, Wagner and the new Operatic Tendencies, etc.

Pratt's text. Class meets twice weekly. Two hour credit each semester.

*Music Appreciation I-II*—Includes methods and material used in the Primary grades. Course is based upon the Glenn and DeForrest text.

Class meets once weekly. One hour credit each semester.

*Music Appreciation III-IV*—Methods and material used in the Intermediate grades and Junior High Schools. Course is based upon the Glenn and Lowery text.

Class meets once weekly. One hour credit each semester.

*Observation I-II*—Opportunity is given each student to observe class room work in Public School Music under professional teachers. Primary and Intermediate grades.

Two hours each week. Two credits each semester.

*Observation III*—Opportunity given each student to observe class room work in Public School Music under professional teachers. Upper grades and High School.

Two hours each week. One semester only. Two credits.

*Practice Teaching I-II*—Opportunity given each student to teach through the grades under skilled supervisors.

Six hours' teaching each week throughout two semesters. Three hours credit each semester.

**DEPARTMENT OF HOME ECONOMICS**

**FOOD AND NUTRITION**


One hour class. Three hours laboratory. First semester. Two credits.


One hour class. Three hours laboratory. Second semester. Two credits.


One hour class. Three hours laboratory. First semester. Two credits.

5. Dietetics—A study of the fundamental principles of human nutrition. Examination of dietary standards and construction of diets. Two hours class. Four hours laboratory. First semester. Three credits.


7. Institutional Cookery and Food Problems—Credit and hours arranged after conference with instructor.

8. Diet in Disease—(Hospital dietetics.) One hour class. Three hours laboratory. First semester. Two credits.

9. Diet in Disease—(Hospital dietetics)—Course 8 continued. One hour class. Three hours laboratory. Second semester. Two credits.


12. Theory and Practice—This course considers the place of Home Economics in education, its relation to various subjects in the curriculum. It includes the outlining of courses of study in various kinds of schools, development of the lesson plan. Practical work includes practice teaching and assisting in practice classes. One hour class. Three hours laboratory. Either semester. Three credits.

TEXTILES AND CLOTHING


4. Dressmaking and Advanced Clothing Problems—Brief history of costume from Egyptian to modern costume. Modeling and original design. Silk dress and evening dress. A careful and impartial study
of shop-made garments and trade-dressmaking. A study of family clothing-budget and their relation to income.

Pre-requisites, Clothing 3, Costume Design, and Textiles.

One hour class. Three hours laboratory. Second semester. Two credits.

5. Textiles—Primitive forms of textile industries and development of modern methods of manufacture, textile fabrics, production and characteristics. Chemical and microscopic test for different textiles to determine their composition and adulteration.

Pre-requisite, Chemistry 1.

One hour class. Two hours laboratory. Second semester. Two credits.

6. Millinery—Planning and making wire and rice net frames suited to the season. Study of color, shape and trimmings as to suitability and becomingness. Simple trimmings.

Two hours laboratory. Two hours preparation. First and Second semesters. One credit.

Attention is called to the following courses in art:

2. Costume Design.
3. Home Decoration and Furnishing.

COURSES PLANNED

The following courses in Home Economics are planned to meet the need of:

1. Those students who desire general courses in preparation for home or as a part of their general education.
2. Those who are preparing to teach Home Economics or become dietitians.

For a Bachelor of Science Degree in Home Economics the following course is required.

COURSE LEADING TO BACHELOR OF SCIENCE DEGREE WITH MAJOR IN HOME ECONOMICS

**Freshman Year**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clothing I</td>
<td>Clothing II, V</td>
</tr>
<tr>
<td>Design</td>
<td></td>
</tr>
<tr>
<td>Food I</td>
<td>Food II</td>
</tr>
<tr>
<td>Rhetoric I</td>
<td>Rhetoric II</td>
</tr>
<tr>
<td>Chemistry I</td>
<td>Chemistry II</td>
</tr>
<tr>
<td>Botany</td>
<td>Botany II</td>
</tr>
<tr>
<td>Gymnasium</td>
<td>Gymnasium</td>
</tr>
<tr>
<td>Bible I</td>
<td>Bible II</td>
</tr>
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</table>

18

**Sophomore Year**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clothing III</td>
<td>Clothing IV</td>
</tr>
<tr>
<td>Costume Design</td>
<td>Clothing Design</td>
</tr>
<tr>
<td>Food III</td>
<td>Food IV</td>
</tr>
<tr>
<td>English Literature</td>
<td>English Literature</td>
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<tr>
<td>Physiology</td>
<td>Bacteriology</td>
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<tr>
<td>Organic Chemistry</td>
<td>Organic Chemistry</td>
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<tr>
<td>Gymnasium</td>
<td>Gymnasium</td>
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<tr>
<td>Economics</td>
<td>Economics</td>
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18
### JUNIOR YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
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<tbody>
<tr>
<td>Dietetics</td>
<td>3</td>
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<tr>
<td>Ethics or Philosophy</td>
<td>3</td>
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<tr>
<td>History of Education</td>
<td>3</td>
</tr>
<tr>
<td>*Gen. Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
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<td><strong>3</strong></td>
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<td><strong>9</strong></td>
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<td><strong>17</strong></td>
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### SENIOR YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
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</thead>
<tbody>
<tr>
<td>Diet in Disease</td>
<td>2</td>
</tr>
<tr>
<td>Home Nursing</td>
<td>1</td>
</tr>
<tr>
<td>Electives</td>
<td>13</td>
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<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>English</td>
<td>14</td>
</tr>
</tbody>
</table>

**SUGGESTED ELECTIVES**

- Sociology
- Modern Language
- Mathematics
- Science
- *For those preparing to teach.

**DEPARTMENT OF RELIGIOUS EDUCATION**

**BIBLE**

1. *Life of Christ*—This is a brief survey of the life of Christ as recorded in the Four Gospels, with the express purpose of setting forth the outstanding characteristics of each period of His Ministry. Required of all Freshmen.
   Two hours. One semester. Two credits.

2. *Life and Teachings of Christ*—This is a continuation of Course 1. An attempt is made to train the mind for direct and scientific study of the life and teachings of Christ as given in the Gospel according to Matthew. Required of all Freshmen.
   Two hours. One semester. Two credits.

3. *Life of Paul*—This course attempts to acquaint the student with the personality of Paul and with the outstanding periods of his life.
   Two hours. One semester. Two credits.

4. *Life and Times of Paul*—This is the continuation of Course 3, leading the student from the personality of Paul to the consideration of the first century Christianity as depicted in the Book of Acts.
   Two hours. One semester. Two credits.

5. *History of the Hebrew People*—A study of the history of the Hebrews, from the origin of the nation to the restoration from the Exile, as given in their sacred books.
   Two hours. One semester. Two credits.

6. *Hebrew Prophets*—This course concerns itself with the study of the prophetic literature covering the period of the Northern and Southern Kingdoms and the Exile.
   Two hours. One semester. Two credits.

7. *Literary Study of the Bible*—A detailed study of the leading forms of literature represented in the Sacred Writings. Open to Juniors and Seniors elective.
   Two hours. Two semesters. Four credits.
SCIENCE OF RELIGION

1. Christianity and Social Problems—This is an attempt to analyze the social and economic problems of the present day and to suggest the Christian principles upon which a new social order must be founded. Must be preceded by ethics.
   Three hours. Second semester. Three credits.

2. Comparative Religion—This course aims to bring forward the universal elements in world religions, especially in Hinduism, Buddhism, Confucianism, Zoroastrianism, Mohammedanism, Judaism and Christianity. It attempts to compare, to classify and to evaluate these three religions according to ethical and religious concepts. Modern cults are made subject of special discussion. Open to Juniors and Seniors.
   Three hours. Second semester. Three credits.

3. Psychology of Religion—The aim of this course is to study the phenomena and the development of the religious nature of man. "Religious Consciousness," by James B. Pratt is used as a text. Open to Juniors and Seniors.
   Three hours. Second semester. Three credits.

4. Religions of the World—An alternate course with "Comparative Religion," for advanced students. Open only for those who have taken Course 2.
   Three hours. Second semester. Three credits.

   Three hours. One semester. Three credits.

DEPARTMENT OF PHYSICAL EDUCATION

Credits will be allowed for regular and systematic training in Athletics as follows:
Three credits out of a total of 128 credits.
Two and one-half credits out of a total of 96 credits.
Two credits out of a total of 64 credits.
One credit out of a total of 32 credits.
One-half credit will be allowed per year for regular and systematic participation in foot ball, basket ball and tennis practice and games; also for a corresponding amount of participation in wrestling, boxing, field and track athletics, or calisthenics. Required of all Freshman men.

PHYSICAL DRILL FOR WOMEN

First Year

Elementary March Tactics.
Indian Clubs
Floor Work
Esthetic and Folk Dancing
Games
Volley Ball

Advanced Marching Tactics
Advanced Floor Work
Corrective Work

Second Year

Marching Tactics
Corrective work
Advanced Indian Clubs
Advanced Floor Work
Greek Dancing
Games
Basket Ball

Third Year

Athletic and Esthetic Dancing
Tennis
Games
Basket Ball
COLLEGE OF ARTS AND SCIENCES

Required of all women students not presenting a medical certificate of inability.
Three hours. Three years. Three credits.

DEPARTMENT OF ART

The Department of Fine and Applied Arts aims to develop the ability of various types of college students to cultivate an appreciation of art and expression as a part of a liberal education.

It aims also to give to students specializing in Art the fundamental training in drawing, designs, color theory and composition upon which to build for future success. Special additional courses are contemplated and will be added upon request of a sufficient number of students. Credits are given for all work satisfactorily completed.

1. Free-hand Drawing—In pencil, Charcoal or pen and ink from casts and still life, in line, light and shade, and values. Application of principles of free-hand perspective.

2. Elementary Drawing—For Kindergarten students. Drawing, color theory, figure sketching, pencil and water color, sketching of nature forms, some manual problems, such as toy making.

3. Design—A study of spacing in line, dark and light and color. Required of all handcraft students working for credits.

4. Design B—Principles of design, line, color theory, space relations. A course for students of Home Economics.

5. Pictorial Composition—Principles or arrangement, balance of shapes in spaces, using still life, landscape and figure. Lettering, poster and other forms of commercial art design. This course aims especially to develop artistic appreciation and artistic rendering of commercial work.


7. Drawing—From casts and costumed model; media, charcoal, tempera, pencil, pen and ink.

8. Handicraft Group—(a) Jewelry and metal work. Use of tools and processes of construction in making of pins, pendants, bowls, spoons, etc., also etching of tone.
(b) Leather tooling includes dying and making up of bags, purses and other articles of utility and beauty.
(c) Wood block printing, toy making and various other crafts involving study and practice of original design.

No credit given in connection with Design A.

9. Household Decoration—Principles of color, rhythm, balance, and harmony, as related to the home. First semester. Two credits.


10. History of Painting—First semester. Art of painting from primitive people to close of Italian Renaissance with study of the formative causes and national characteristics of the art under consideration. Note book work. Two credits.

11. Development of Architecture—A historic study of the greatest periods of architecture with an aim toward appreciation, and recognition of the styles. Illustrations by lantern and photograph, references in assigned reading, and lectures will be the means of study.
History of Painting—Second semester. From Art of Netherland to present time, with some time devoted to American Art. Note book work. A text is used but must be supplemented by library work. Two credits.

Saturday Classes for Teachers—These courses offer practical help to grade teachers as well as widening their horizon. Drawing color theory, industrial arts design, toy making and handicrafts. Through them is secured increased proficiency in drawing, a better knowledge of design and color, a keener appreciation of art principles and a foundation for class-room criticism.

An Art Club has been organized for the promotion of good fellowship. It aims to stimulate interest in art among the student body and to provide social diversion. Its active membership comprises students in the Art Department.

Special schedules may be arranged for those preparing to teach Manual Training or Public School Drawing. A certificate is given for work completed as follows.

ART MANUAL ARTS

Entrance, 30 High School credits. Two year course.

<table>
<thead>
<tr>
<th>First Year</th>
<th>Second Year</th>
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<tbody>
<tr>
<td>Psychology</td>
<td>3</td>
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<tr>
<td>Botany</td>
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<td>English</td>
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<td>Design</td>
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<td>Handicraft</td>
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<td>Mechanical Drawing</td>
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<td>Electives</td>
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*Students should take 6 hours in College Physics and 3 hours in College Algebra as part of electives.

NORMAL ART

Entrance 30 points. Two year course.

<table>
<thead>
<tr>
<th>First Year</th>
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<tr>
<td>Psychology</td>
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<tr>
<td>English</td>
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<td>Drawing and Painting</td>
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<td>Design</td>
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</table>

Courses and credits in Education necessary for a State Certificate may be changed at any time to meet state requirements. Twenty credits are now required.

This Bulletin has endeavored to give the general information concerning courses in the College of Arts and Sciences. If you desire information concerning the School of Commerce and Finance, the School of Music, or the School of Law, write the Registrar of the University, 24th and Pratt Streets or phone Web. 4845.

UNIVERSITY OF OMAHA, OMAHA, NEBRASKA
Johnson, Victor - why short!
i'm long, when he has
French and Spanish?
take math 3. + Botany in
S.S.

Wagner Renewed A.8 at end of
1 year of med. with 3 years
here.
I. **The College of Arts and Sciences**  
24th and Pratt Streets  
**Walter Gilbert James, A. M., Ph. D., Dean**

II. **The College of Commerce and Finance**  
1307 Farnam Street  
**A. J. Dunlap, B. S., LL. B., Dean**

III. **The School of Law**  
1307 Farnam Street  
**Judge Alexander C. Troup, Dean**

IV. **The School of Art**  
24th and Pratt Streets  
**Augusta Knight, Director**

V. **The School of Music**  
24th and Pratt Streets  
**Noel J. Logan, Director**

VI. **The Summer Session**  
24th and Pratt Streets  
**Walter Gilbert James, A. M., Ph. D., Director**

VII. **Extension Courses**

For Bulletins, address  
**Registrar, University of Omaha**
The University of Omaha

Announces the Opening of the

COLLEGE OF COMMERCE AND FINANCE
1307 FARNAM STREET
OMAHA, NEBR.

BULLETIN

Afternoon, Evening, and
Saturday Classes
1928-29

Published by the Administration
of the
UNIVERSITY OF OMAHA
Omaha, Nebraska

Entered as Second Class matter, May 13, 1924, at the Post Office, at Omaha, Nebr., under the act of August 24, 1912. Accepted for mailing at the special rate of postage provided in Section 1103, Act of October 3, 1917, authorized May 13, 1924.
PREFACE

The expansion of the College of Commerce of the University of Omaha into the "College of Commerce and Finance" is distinctly a forward step in the educational field of Omaha.

Business is now, in its higher forms, as much a learned profession as law, medicine, engineering, agriculture, and other difficult and complicated arts, and demands of those who would rise from the ranks a thorough, scientific, and practical training.

The courses offered in the expanded curriculum of the College of Commerce and Finance are all of University grade and have been selected to meet the industrial and economic need of the City.

The College of Commerce and Finance is offering instruction on two plans, as follows:

Late afternoon, evening, and Saturday classes for men and women in business who can give only a part of their time to University work.

Regular day classes from 8 o'clock in the morning until 3 o'clock in the afternoon, for students who desire full time instruction.
ADMINISTRATIVE OFFICERS

Karl Frederick Wettstone, A. B., D. D. . . . . . President of the University
W. Gilbert James, A. M., Ph. D. . . Dean of the University
A. J. Dunlap, B. S., LL. B. . . . . . . . . . . . . . Acting Dean, the College of Commerce and Finance
Elizabeth Barnes, A. B. . . . . . . . . . . . . . Registrar
Freda C. Nelson . . . . . . . . . . . . . . . . . . . Executive Secretary
Lewis D. Crenshaw . . . . . . . . . . . . . . . . . . . Auditor

THE FACULTY

The following instructional staff will be increased as the needs of the Department require.

H. M. Frost . . . . . . . . Professor of Accounting
A. B., University of Nebraska, 1913; LL. B., Creighton University, 1923; LL. M., Columbia University, 1924; C. P. A., State of Nebraska, 1922. Practicing attorney and public accountant. Member American Institute of Accountants. Member Omaha Nebraska Bar Association.

L. D. Crenshaw . . . . . . . . Instructor in Accounting

T. Kelsey Guilfoil . . . . . . . . Assistant Professor of English and Journalism

Lucile De Lashmutt Matthews . . . . . . . . . . . . . . . Instructor in English, Shorthand, and Typewriting

A. J. Dunlap . Professor of Business Law and Salesmanship
B. S., Hastings College, Hastings, Nebraska, 1905; LL. B., University of Nebraska, 1916. Superintendent of Schools at Cambridge, Stromsburg, Central City, Nebraska. Supervisor of Assembly, Teachers College, University of Nebraska. County Attorney, Merrick County. Acting Dean of the College of Commerce and Finance, University of Omaha, 1925.
ALEXANDER McKie . . Assistant Professor of Business Law
A. B., University of Nebraska, 1924; LL. B., University of Nebras­ka, 1926. Instructor in Law two years, University of Omaha. Practicing attorney.

E. G. RASMUSSEN . . . Assistant Professor of Economics
B. S., Kansas State Agricultural College; graduate study, North­western University, Chicago, Illinois, two semesters; M. A. in Business Administration expected by January 1, 1928, North­western.

LYMAN G. CROSS . . Professor of Finance and Securities
A. B., University of Nebraska, 1915; LL. B., University of Ne­braska, 1920; Superintendent of Public Schools, Cortland, Neb.; Principal of Havelock School, Havelock, Neb. Vice President, Union Securities Co., Omaha, Nebr.

RALPH R. RAINNEY . . Professor of Finance
A. B., University of Nebraska, 1902. Assistant Cashier, U. S. National Bank, Omaha, Nebr.

J. F. McCLOUD . . Professor of Investments and Securities
A. B., University of Illinois, 1917. National City Company of New York; Assistant Secretary, Omaha Trust Company, Omaha, Nebr.

T. H. MAENNER . . Professor of Land Economics
B. S. in Architecture, Washington University, St. Louis, Mis­souri, 1914. Instructor in Architecture, Night School in the Public Schools of St. Louis. President of the T. H. Maenner Company, Builders and Architects, Omaha, Nebraska.

FRED I. ARCHIBALD . . Lecturer in Advertising
Twelve years, Advertising Department, Lincoln Daily Star. Four years, Secretary-Treasurer, Star Publishing Company. Adver­tising Director of the World Herald, Omaha, Nebraska.

JAMES A. AUSTIN . . Lecturer in Advertising
Advertising Manager of the Omaha Bee-News, Omaha, Nebraska, for twenty years.

T. G. DE VANNEY . . Lecturer in Merchandising
Merchandising expert Omaha Bee-News.

ALLAN T. HUFF . . Lecturer in Markets and Merchandising
Secretary of the Associated Retail Credit Men. Secretary of the Associate Retailers of Omaha, 8 years. Manager of the Associated Retail Credit Bureau.

LEWIS C. THOELECKE, Professor of Fire and Indemnity Insurance
M. F. Jones . . . . . . Professor of Life Insurance
A. B., Grinnell College, Grinnell, Iowa, 1916. Principal of High Schools in Nebraska. Assistant Manager of Travelers Insurance Company, Omaha, Nebraska.

W. Gilbert James . . . . Professor of Public Speaking

Gloria Kurtz . . . . . . . . . . . . Instructor in Shorthand, Typewriting, and Commercial Subjects.
Assistant Instructor in Shorthand and Typewriting two years University of Omaha.
THE PURPOSE OF THE

COLLEGE OF COMMERCE AND FINANCE

A careful study of the work being done in commerce and finance in the eastern universities, together with a survey of the industrial field of Omaha, has convinced the directors of the University of Omaha of the need, in the City, of a curriculum coordinated closely with the business life of the City.

This close coordination is accomplished in eastern institutions by the offering of commercial and industrial training, of University grade, by University men and women actually and successfully employed in the field of business. Such is the plan of the College of Commerce and Finance of the University of Omaha.

It has been amply demonstrated that the old process of apprenticeship in business is impractical because of the length of time required for an individual to master the technique of the particular business in which he is engaged. The accumulated knowledge, in the form of textbooks in the Universities, is rapidly replacing the old process. The young man or woman actually engaged in business in Omaha will, under the plan of the College of Commerce and Finance of the University of Omaha, be enabled to acquire, in a condensed form, the learning and experience of the successful men and women who have preceded them in the field. This will enable the individual to increase his efficiency and rise more rapidly in his field of endeavor.

In order to accommodate the large number of men and women employed during the day time, the University has accordingly arranged the afternoon, evening, and Saturday classes.

Requirements for Admission and for Degrees

The entrance requirements to the College of Commerce and Finance are the same requirements as prescribed by the University of Nebraska and the North Central Association of Colleges and Secondary Schools. All entrants are grouped into two classes:

Adults, who are non-high school graduates; and graduates of an accredited four year high school.

Special Adult students who are non-high school graduates cannot qualify for any degree course. Furthermore, these students must be twenty-one years of age and possess sufficient business experience to enable them to pursue the work satisfactorily.

Applicants under twenty-one years of age must present the required entrance credits from an accredited high school before entering upon any course of study whether special or for degree purposes.
DEGREES

The University of Omaha is authorized to issue two kinds of degrees to graduates of the College of Commerce and Finance:

Bachelor of Business Administration

To students who meet all entrance requirements, and who complete 128 credits, or a preponderance of the work, in the part-time schedule of the College of Commerce and Finance, shall be awarded the degree of Bachelor of Business Administration. Before a degree is conferred upon any student he shall complete one of the part-time courses as presented on the following pages. In addition to these required subjects, the student may elect further courses in the College of Commerce and Finance to the limit of 98 semester hours of credit. The remaining 30 semester credits, however, shall include non-professional subjects which may be recommended by the Dean of the College of Commerce and Finance.

Bachelor of Science in Commerce

To students who meet all entrance requirements and who present credits of acceptable grade for two years of work in a college, University, professional or scientific school of approved standing, including:

1. Laboratory Science . . . 8 credits (minimum)
2. College English . . . 12 credits
3. Elements of Economics . 6 credits
4. Modern Language . 12 or 16 credits
5. Mathematics . . . . 6 credits

Such students may qualify for the degree of Bachelor of Science upon the completion of one of the approved two year courses in the College of Commerce and Finance. The total of hours thus accumulated must equal 128 semester hours.

SCHOLARSHIPS

For the double purpose of financing the College of Commerce and Finance, and enabling individuals and institutions to assist other young people in their efforts at self-improvement, the University is offering scholarships, covering the various subjects offered in the Afternoon, Evening, and Saturday School. It is hoped that by this method not only the development of the University will be accelerated, but that new opportunities for self-improvement will be opened to many young men and women who are unable to attend a University under their present circumstances.
TIME SCHEDULE

The class hours will be arranged largely to accommodate the convenience of the students and instructors, between the hours of 4:00 P. M. and 9:30 P. M., afternoon and evening, and on Saturday from 9:00 A. M. to 4:00 P. M.

TUITION REGULATIONS

All tuition is due and payable in advance, according to the following schedule:

1 hour . . . . . . . $10.00
2 hours . . . . . . . 14.00
3 hours . . . . . . . 18.00
4 hours . . . . . . . 22.00
5 hours . . . . . . . 26.00
6 hours . . . . . . . 30.00
7 hours . . . . . . . 34.00
8 hours . . . . . . . 60.00
9 hours . . . . . . . 60.00
10 hours . . . . . . 60.00
11 hours . . . . . . 60.00
12 hours . . . . . . 60.00

LOCATION

The College of Commerce and Finance of the University of Omaha is located at 1307 Farnam Street on the second and third floors of the University building. Telephone At. 1019.

EMPLOYMENT

In order to assist the business interests of the City in securing competent help, as well as to assist the students in securing positions, the University, while making no guaranty of employment, maintains a free Employment Bureau, for the purpose of serving both the employer and the student.

SCHEDULE OF STUDY

(Part Time Schedule—Afternoon, Evening, and Saturday Classes)

The following courses have been designed to answer the varying needs of the Omaha trade territory. The subjects in these courses are of University grade and lead toward the degrees of Bachelor of Business Administration and Bachelor of Science in Commerce.

The work covered in one of the four year courses, outlined below, is equal, approximately, to two years of a regular collegiate course. Students desiring a degree must, therefore, after completing one of the prescribed courses, follow the Junior and Senior collegiate years in order to secure a degree.
### GENERAL BUSINESS

#### FIRST YEAR

**1st Semester**
- Economics I: 2
- Accounting I: 2
- English I: 2

**2nd Semester**
- Economics II: 2
- Accounting II: 2
- English II: 2

#### THIRD YEAR

**1st Semester**
- Business Organization III: 2
- Money and Banking: 2

**2nd Semester**
- Business Organization IV: 2
- Business Administration: 2
- Electives
  - General Psychology: 2
  - Factory Management: 2
  - Corporation Finance: 2
  - Investment Securities: 2
  - History: 2
  - Philosophy: 2
  - Shorthand and Typewriting: 2

#### SECOND YEAR

**1st Semester**
- Business Organization I: 2
- Economics III: 2
- Business Law I: 2

**2nd Semester**
- Business Organization II: 2
- Economics IV: 2
- Business Law II: 2

#### FOURTH YEAR

**1st Semester**
- Economics V: 2

**2nd Semester**
- Economics VI
  - Electives
    - Business Policy: 2
    - Statistics and Methods: 2
    - Markets and Distribution: 2
    - Sales Administration: 2
    - Economics: 2
    - Business Law: 2
    - English: 2

### ACCOUNTING

#### FIRST YEAR

**1st Semester**
- Accounting I: 2
- English I, B. E.: 2
- Business Law I: 2

**2nd Semester**
- Accounting II: 2
- English II, B. E.: 2
- Business Law II: 2
- Electives
  - English: 2
  - Science: 2
  - Mathematics: 2
  - Geography: 2
  - Economics: 2
  - General Psychology: 2
  - Shorthand and Typewriting: 2

#### THIRD YEAR

**1st Semester**
- Accounting V: 2
- Accounting Law V: 2

**2nd Semester**
- Accounting VI: 2
- Accounting Law VI: 2
- Electives
  - Factory Management: 2
  - Problems in Fed. Taxation: 2
  - Economics: 2
  - Transportation: 2
  - Business Organization: 2

#### SECOND YEAR

**1st Semester**
- Accounting III: 2
- Business Law III: 2
- Economics I: 2

**2nd Semester**
- Accounting IV: 2
- Business Law IV: 2
- Economics II: 2
- Electives
  - English: 2
  - Science: 2
  - Economics: 2
  - Political Science: 2
  - Shorthand and Typewriting: 2

#### FOURTH YEAR

**1st Semester**
- Accounting VII: 2
- Accounting Law VII: 2

**2nd Semester**
- Accounting VIII: 2
- Accounting Law VIII: 2
- Electives
  - Economics: 2
  - C. P. A. Review: 2
  - Credits and Collections: 2
  - Business Cycles: 2
  - Research: 2
## UNIVERSITY OF OMAHA

### SALESMASTSHIP

#### FIRST YEAR

**1st Semester**
- Economics I . . . . . . 2
- English I . . . . . . 2
- General Psychology . . . . . . 2

**2nd Semester**
- Economics II . . . . . . 2
- English II . . . . . . 2
- Psychology of Advertising . . . . . . 2
- Electives
  - Language . . . . . . 2
  - Geography . . . . . . 2
  - Shorthand and Typewriting . . . . . . 2

#### SECOND YEAR

**1st Semester**
- Business Law I . . . . . . 2
- Principles of Salesmanship . . . . . . 2

**2nd Semester**
- Business Law II . . . . . . 2
- Marketing . . . . . . 2
  - Electives
  - Sales Administration . . . . . . 2
  - Advertising . . . . . . 2
  - Economics . . . . . . 2
  - Shorthand and Typewriting . . . . . . 2

#### THIRD YEAR

**1st Semester**
- Business Organization III . . . . . . 2
- Accounting I . . . . . . 2

**2nd Semester**
- Business Organization IV . . . . . . 2
- Accounting II . . . . . . 2
  - Electives
  - Advertising Campaigns . . . . . . 2
  - Sales Administration Problems . . . . . . 2
  - Merchandising . . . . . . 2
  - Economics . . . . . . 2

#### FOURTH YEAR

**1st Semester**
- Economics III . . . . . . 2

**2nd Semester**
- Economics IV . . . . . . 2
  - Electives
  - Money and Banking . . . . . . 2
  - Effective Speaking . . . . . . 2
  - Retail Store Management . . . . . . 2
  - Purchasing . . . . . . 2
  - Copyrighting . . . . . . 2
  - Credits and Collections . . . . . . 2
  - Investments . . . . . . 2

### BUSINESS AND FINANCE

#### FIRST YEAR

**1st Semester**
- Economics I . . . . . . 2
- Accounting I . . . . . . 2
- English I . . . . . . 2

**2nd Semester**
- Economics II . . . . . . 2
- Accounting II . . . . . . 2
- English II . . . . . . 2
  - Electives
  - Shorthand and Typewriting . . . . . . 2
  - Mathematics or Science . . . . . . 2

#### SECOND YEAR

**1st Semester**
- Economics III . . . . . . 2

**2nd Semester**
- Economics IV . . . . . . 2
  - Electives
  - Business Law I . . . . . . 2
  - Money and Banking I . . . . . . 2

#### THIRD YEAR

**1st Semester**
- Business Organization III . . . . . . 2
- Corporation Finance . . . . . . 2
- Business Cycles . . . . . . 2

**2nd Semester**
- Business Organization IV . . . . . . 2
- Investment Security . . . . . . 2
  - Electives
  - Business Administration . . . . . . 2
  - Economics . . . . . . 2
  - Political Science . . . . . . 2

#### FOURTH YEAR

**1st Semester**
- Economics V . . . . . . 2
  - Electives
  - Money Markets . . . . . . 2
  - Credits and Collections . . . . . . 2

**2nd Semester**
- Economics VI . . . . . . 2
- Bank Practice . . . . . . 2
- Credits and Collections . . . . . . 2
  - Electives
  - Public Speaking . . . . . . 2
  - Business Law . . . . . . 2
## MANUFACTURING AND PRODUCTION

### FIRST YEAR

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<td>English I</td>
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<td>Business Organization</td>
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<tr>
<td>Shorthand and Typewriting</td>
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### SECOND YEAR

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<tr>
<td>Political Science</td>
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<tr>
<td>Shorthand and Typewriting</td>
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</table>

### THIRD YEAR

<table>
<thead>
<tr>
<th>1st Semester</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Business Law I</td>
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</tr>
<tr>
<td>Investment Securities</td>
<td>2</td>
</tr>
<tr>
<td>Factory Management</td>
<td>2</td>
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<tr>
<td><strong>2nd Semester</strong></td>
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</tr>
<tr>
<td>Business Law II</td>
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</tr>
<tr>
<td>Corporation Finance</td>
<td>2</td>
</tr>
<tr>
<td>Factory Problems</td>
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<tr>
<td><strong>Electives</strong></td>
<td><strong>2</strong></td>
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<tr>
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<td>2</td>
</tr>
<tr>
<td>History</td>
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</tr>
<tr>
<td>Economics</td>
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### FOURTH YEAR

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Business Policy</td>
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</tr>
<tr>
<td>Cost Accounting</td>
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<tr>
<td><strong>Electives</strong></td>
<td><strong>2</strong></td>
</tr>
<tr>
<td>Economics</td>
<td>2</td>
</tr>
<tr>
<td>Philosophy</td>
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</tr>
<tr>
<td>Business Law</td>
<td>2</td>
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## ADVERTISING

### FIRST YEAR

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Economics I</td>
<td>2</td>
</tr>
<tr>
<td>English I</td>
<td>2</td>
</tr>
<tr>
<td>General Psychology</td>
<td>2</td>
</tr>
<tr>
<td><strong>2nd Semester</strong></td>
<td></td>
</tr>
<tr>
<td>Economics II</td>
<td>2</td>
</tr>
<tr>
<td>English II</td>
<td>2</td>
</tr>
<tr>
<td>Principles of Advertising</td>
<td>2</td>
</tr>
<tr>
<td><strong>Electives</strong></td>
<td><strong>2</strong></td>
</tr>
<tr>
<td>English</td>
<td>2</td>
</tr>
<tr>
<td>Modern Language</td>
<td>2</td>
</tr>
<tr>
<td>Shorthand and Typewriting</td>
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### SECOND YEAR

<table>
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<tr>
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<tbody>
<tr>
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<td>2</td>
</tr>
<tr>
<td>Accounting I</td>
<td>2</td>
</tr>
<tr>
<td>Mail Selling</td>
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<td><strong>2nd Semester</strong></td>
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<td>Business Law II</td>
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<tr>
<td>Accounting II</td>
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<tr>
<td>Psychology of Advertising</td>
<td>2</td>
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<tr>
<td><strong>Electives</strong></td>
<td><strong>2</strong></td>
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<tr>
<td>English</td>
<td>2</td>
</tr>
<tr>
<td>Business Organization</td>
<td>2</td>
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<tr>
<td>Shorthand and Typewriting</td>
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### THIRD YEAR

<table>
<thead>
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<tbody>
<tr>
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<tr>
<td>Typography</td>
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<tr>
<td>Principle of Salesmanship</td>
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<tr>
<td><strong>2nd Semester</strong></td>
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<tr>
<td>Business Organization IV</td>
<td>2</td>
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<tr>
<td>Markets and Distribution</td>
<td>2</td>
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<td>Copyrighting</td>
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### FOURTH YEAR

<table>
<thead>
<tr>
<th>1st Semester</th>
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<tbody>
<tr>
<td>Sales Administration</td>
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<tr>
<td>Money and Banking</td>
<td>2</td>
</tr>
<tr>
<td>Merchandising</td>
<td>2</td>
</tr>
<tr>
<td><strong>2nd Semester</strong></td>
<td></td>
</tr>
<tr>
<td>Advertising Campaigns</td>
<td>2</td>
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<tr>
<td>Money and Banking</td>
<td>2</td>
</tr>
<tr>
<td>Corporation Finance</td>
<td>2</td>
</tr>
</tbody>
</table>
### UNIVERSITY OF OMAHA

**LAND ECONOMICS**

**FIRST YEAR**

1st Semester  
- Economics I .................. 2  
- Accounting I .................. 2  
- English I .................. 2  

2nd Semester  
- Economics II .................. 2  
- Accounting II .................. 2  
- English II .................. 2

**SECOND YEAR**

1st Semester  
- Business Law I .................. 2  
- Fundamentals of Real Estate Practice .................. 2  

2nd Semester  
- Business Law II .................. 2  
- Urban Land .................. 2  
- Real Estate Practice .................. 2

**THIRD YEAR**

1st Semester  
- Business Organization I .................. 2  
- Corporation Finance .................. 2  
- Appraisals .................. 2  

2nd Semester  
- Business Organization II .................. 2  
- Land Planning .................. 2  
- Business Law .................. 2

**FOURTH YEAR**

1st Semester  
- Real Estate Finance .................. 2  
- Office Management .................. 2  
- Principles of Salesmanship .................. 2  

2nd Semester  
- General Psychology .................. 2  
- Property Management .................. 2  
- Insurance .................. 2

### EMPLOYMENT, MANAGEMENT, and LABOR ADMINISTRATION

**FIRST YEAR**

1st Semester  
- Economics I .................. 2  
- Accounting I .................. 2  
- English III .................. 2  

2nd Semester  
- Economics II .................. 2  
- Accounting II .................. 2  
- English IV .................. 2  

Electives  
- Shorthand and Typewriting .................. 2  
- Industrial History .................. 2

**SECOND YEAR**

1st Semester  
- Business Organization I .................. 2  
- Business Law I .................. 2  
- Marketing .................. 2  

2nd Semester  
- Business Organization II .................. 2  
- Business Law II .................. 2  
- General Psychology .................. 2  

Electives  
- Shorthand and Typewriting .................. 2  
- Political Science .................. 2

**THIRD YEAR**

1st Semester  
- Factory Management .................. 2  
- Money and Banking .................. 2  
- Personnel Psychology .................. 2  

2nd Semester  
- Office Management .................. 2  
- Money and Banking .................. 2  

Electives  
- Business Organization .................. 2  
- Business Administration .................. 2  
- Economics, Socialism .................. 2

**FOURTH YEAR**

1st Semester  
- Advertising Economics .................. 2  
- Business Policy .................. 2  

2nd Semester  
- Statistics .................. 2  

Electives  
- Investments .................. 2  
- Credits and Collections .................. 2  
- Public Speaking .................. 2
ACCOUNTING

Principles of Accounting I: Introductory course designed to teach Accounting principles, giving the reason for their existence and the application of those principles to practical accounting propositions. Individual, partnership, and corporation books of original entry. Credit 2 hours.

Principles of Accounting II: Continuation of Principles of Accounting I. Credit 2 hours.

Accounting I: Practical accounting, theory and auditing. The principal aim is to give a thorough professional training in practical accounting to prepare executives of large corporations, and to pass the C. P. A. examination. Credit 2 hours.

Accounting II: Continuation of Accounting I. Credit 2 hours.

Accounting III: Advanced accounting: compound interest; amortization of bond premium and discount; capital stock; balance sheets. Credit 2 hours.

Accounting IV: Cost Accounting: Special attention given to the installation and operation of cost systems; plant management. Credit 2 hours.

Accounting V: Continuation of Accounting IV. Credit 2 hours.

Accounting VI: Controlling ledger; Production; Betterment and Maintenance Orders; Departmental Cost Sheets and Production Records; Distribution Records; Administrative Expense. Credit 2 hours.


Accounting VIII: Continuation of Accounting VII. Credit 2 hours.

ECONOMICS

Economics I and II: The purpose of this subject is to establish in minds of the students the economic principles underlying the business of a community: consumption, the distribution of wealth, organization of production, value and exchange, labor problems, taxation. Credit 2 hours.

Economics III: The study of basic facts and principles of economic life in their application to private and public welfare. Credit 2 hours.

Economics IV: Continuation of Economics III. Credit 2 hours.

Economic History of the United States I: The colonial period; period of nationalization; industrial and financial reorganization. Credit 2 hours.

Economic History of the United States II: Continuation of Economic History of the United States I: Credit 2 hours.

Money and Banking I: The place of money and monetary standards; credit and commercial banking; history of money and banking in the United States; the Federal Reserve System. Credit 2 hours.

Money and Banking II: Continuation of Money and Banking I.

Advanced Money and Banking: The principal foreign monetary systems; the leading foreign central banks and their control of credit; international money movements. Credit 2 hours.

Credits and Collections: The Credit Department: its organization; the credit file; the basis of granting credit; handling collections. Credit 2 hours.

Business Cycles: The reason for the business cycle; charts; forecasting; relation to investments. Credit 2 hours.
Investments: Elements of ideal investments; the market; sale of securities; foreign securities; taxation. Credit 2 hours.

Introduction to Statistics: Methods, good and bad; grafts; frequency curves; types of averages. Credit 2 hours.

Labor Problems: History of the labor movement; wages; labor laws; labor war; labor unions and other organizations. Credit 2 hours.

Business Concepts: Fundamentals of business; property; money; business organization; enterprise; opportunity. This course is designed to give a background for the other courses in the Department.

Bank Practice: Organization and Administration; powers of National Banks; Reserves; credit analysis; bank policy; loans and discounts; failures. Credit 2 hours.


BUSINESS ORGANIZATION AND MANAGEMENT

Business Organization I: Typical Organizations: procedure and policy; incorporating; financing; lines of credit; advertising; sales management. Credit 2 hours.

Business Organization II: Schedules; budgets; estimates; supervision; executive methods. Credit 2 hours.

Office Management: Principles of Management; distribution of authority and responsibility; promotion; discipline; human interests; correspondence; filing; office procedure; indexing. Credit 2 hours.

Factory Management: Production from the standpoint of the executive; control of operations; planning; scheduling; inspection; supervision; executive control. Credit 2 hours.

Marketing: This subject is a basic course for students interested in salesmanship of all types. Includes market functions; the middleman; jobber; selling agencies; market systems; efficiency systems; prices. Credit 2 hours.

Salesmanship: Analysis; synthesis; method; interviews; closing; planning. Credit 2 hours.

Business Law I: Elementary Law: contracts; agency; cases. Credit 2 hours.

Business Law II: Negotiable instruments; suretyship; partnership; insurance; private corporations; business policy; managerial personnel, including the selection, development, and promotion; the Board; the Manager; relative jurisdictions; merchandising; gross profit; net profit; turnover; stock records. Credit 2 hours.

Sales Administration: Selecting the medium; distributor; sales contract; price policies; advertising campaigns.

Problems in Sales Administration: Methods and Policies: control of sales operations; handling inquiries; channels of distribution; advertising policies; research and investigation in planning advertising and sales campaigns. Credit 2 hours.

ADVERTISING

Principles of Advertising: The relation of advertising to salesmanship; copy; layout; type; paper; color; catalogues; organizations of departments. Credit 2 hours.

Advertising Campaigns: Cooperation of dealers and jobbers; national advertising; outdoor advertising; study of advertising agencies. Credit 2 hours.
PSYCHOLOGY

General Psychology: Sensation; perception; illusion; imagination; reintegration; association of ideas; instinct; reasoning; the thinking processes; personality. Credit 2 hours.

Advertising Psychology: Interest; attention; desire; mass reaction; stimuli. Credit 2 hours.

LAND ECONOMICS

Fundamentals of Real Estate: The commodity; the economic function of the real estate business; methods and procedure; real estate business as a profession. Credit 2 hours.

Urban Land Economics: Growth of cities; classification; land utilization; ownership; tenure; income. Credit 2 hours.

Real Estate Practice: Contracts; deeds; mortgages; bonds; tenants; assignments; management; advertising. Credit 2 hours.

Real Estate Valuation: The appraiser; the method; the technique of appraising; depreciation. Credit 2 hours.

PROPERTY MANAGEMENT

Management of Property of Estates and Corporations: Management of business property; good will; service. Credit 2 hours.

Real Estate Finance: Money; credit; discounts; the underwriter; sources of capital and finance; banks; insurance companies; bond houses. Credit 2 hours.

Land Planning: Zoning; congestion of population; the shifting of districts; the growth of cities. Credit 2 hours.

ENGLISH

English I: Composition; analysis; arrangement; structure of paragraphs; rhetoric; the widening of the vocabulary. Credit 2 hours.

English II: Continuation of English I. Credit 2 hours.

English III: Letter form; punctuation; the whip, the climax, the conclusion. Credit 2 hours.

TOOL COURSES

Shorthand I: The Gregg System; speed and accuracy in transcription. Credit 2 hours.

Shorthand II: Speed writing, eighty to one hundred words per minute on new matter; business vocabulary; spelling; punctuation; paragraphing. Credit 2 hours.

Typewriting I: Drills, with attention to rhythm; touch system; mechanics of letter writing. Credit 2 hours.

Typewriting II: Speed drills; preparation of manuscripts; legal forms; tabulations; care of the machine; dictaphone. Credit 2 hours.

Multigraph: Instructions as to mechanics of machine; forms; art of typesetting; printing attachment. No credit.

Calculating Machines: Addition, subtraction, multiplication, and division; speed drills and accuracy; Posting machine. No credit.
POLITICAL SCIENCE

American Government: National, state, and local. Credit 2 hours.
Comparative Governments: Political institutions and practices of Great Britain, France, and Germany.
Municipal Government: City government: population; municipal corporations; charters; delegated powers. Credit 2 hours.
American State Government: Constitutions; parties; work of the legislature, executive, and judiciary. Credit 2 hours.

PUBLIC SPEAKING

Speech: A practical course in effective speaking for business and professional men. The Physical Instruments of Speech; Use of the Voice; Action as an Aid to Speech; Speech Construction; Analysis of Purpose, Subject Matter and Audience; Arrangement and Development of Material, including Introduction and Conclusion; Specialized Speech-Forms Emphasizing Impromptu, Afterdinner and Sales Talk. Credit 2 hours.
The University of Omaha
OMAHA NEBRASKA

College of Arts and Sciences, College of Commerce and Finance, School of Law, School of Music and Art, Extension Department

BULLETIN
MID-YEAR ANNOUNCEMENTS FOR 1928-1929

DECEMBER 1, 1928

Published by the Administration of the UNIVERSITY OF OMAHA Omaha, Nebraska

Entered as Second Class matter, May 13, 1924, at the Post Office, at Omaha, Nebr., under the act of August 24, 1912. Accepted for mailing at the special rate of postage provided in Section 1103, Act of October 3, 1927, authorized May 13, 1924.
ACADEMIC CALENDAR
1928-1929

Second, Third and Fourth Quarters

First Semester

November 11  Armistice Day.
November 12-16  Mid-Semester Examinations.
November 29-30  Thanksgiving Holiday.
December 21  Friday, 4:00 P. M. Holiday Recess Begins.
January 7  Monday, 8:00 a. m. Work resumes.
January 16  Third Quarter Reports.
January 28  to
February 1  Final Examinations.

Second Semester

January 30  Wednesday, Freshman-Sophomore Registration.
January 31  Thursday, Junior-Senior Registration.
February 1  Friday, Special and Irregular Registrations.
February 4  Monday, Second Semester Classes Begin.
February 22  Washington's Birthday.
March 8  First Quarter Reports.
March 28-29  Spring Vacation.
April 1-5  Mid-Semester Examinations.
May 8  Third Quarter Reports.
May 24  Annual Gala Day.
May 29-to
June 3  Final Examinations, Second Semester.
May 30  Memorial Day.
June 1  Baccalaureate Sunday.
June 4  Faculty Reception Honoring Seniors.
June 5  Alumni Banquet.
June 5  Open House—2:30 to 5:30 p. m.
June 6  Thursday, Seventeenth Annual Commencement.
OFFICERS OF ADMINISTRATION

President—Earnest W. Emery, A. B., A. M., D. D.
Joslyn Hall, Main Floor. Phone Web. 0060

Dean of University—Walter Gilbert James, A. M., Ph. D.
Joslyn Hall. Phone Web. 0060

Dean of Men—T. Earl Sullenger, A. M.
Joslyn Hall, Room 17. Phone Web. 0060

Dean of Women—Mrs. Rene E. H. Stevens,
Joslyn Hall. Phone Web. 0060

Registrar—Miss Elizabeth Barnes, A. B.
Joslyn Hall, Main Floor. Phone Web. 0060

Dean of Law School—Judge Alexander C. Troup, A. B., LL. B.
County Court House

Secretary of Law School—Arthur C. Thomsen, LL. B.
Medical Arts Bldg., Phone Ja. 3781

Dean College of Commerce and Finance—
A. J. Dunlap, A. B., LL. B.
1307 Farnam St. Phone At. 1019

Auditor and Bursar for the University—L. B. Crenshaw
Joslyn Hall, Main Floor. Phone Web. 0060

Secretary to the President—Miss Pearl Schaefer
Joslyn Hall, Main Floor. Phone Web. 0060
GENERAL INFORMATION

This mid-year announcement is intended to present only a bare outline of the courses offered in the University of Omaha, namely, the Arts and Science, School of Commerce and Finance, School of Law, and School of Fine Arts, including Music, Art and Expression.

Should other information concerning any of the courses, or information concerning entrance requirements and requirements for the completion of any course of study or a degree, be desired, write the Registrar of the University for the same, or telephone Web. 0060. A larger and more comprehensive Bulletin will then be mailed to you.

Location—The College of Arts and Sciences of the University of Omaha is located in a very attractive residential part of Omaha, closely adjoining Kountze Place, and also quite near to Kountze Park. It is easily accessible from all parts of the city and its environs by way of the North Twenty-fourth Street car line, which is the principal thoroughfare of the city.

The College of Commerce and Finance of the University of Omaha is located at 1307 Farnam Street, one-half block east of the Woodmen of the World Building. Phone At. 1019.

This places the College at the heart of the wholesale and retail districts of the City. It enables the students and faculty to form the closest association with the business interests of Omaha necessary in a vocational school built to serve those interests.

The School of Law is located at 1307 Farnam Street. The courses in this Department of the University are, at present, offered at night. This enables students, who work during the day, to pursue a course leading to one of the learned professions. Phone Ja. 3781.

The School of Music and Fine Arts is located at Joslyn Hall, 24th and Pratt Streets. Phone Web. 0060.
Specimen Curriculum of Courses in Various Departments

REGULAR COLLEGIATE COURSE

FRESHMAN YEAR

<table>
<thead>
<tr>
<th>Fixed Requirements</th>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>English I (Rhetoric)</td>
<td>3</td>
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<tr>
<td></td>
<td>College Algebra</td>
<td>3</td>
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<tr>
<td></td>
<td>Bible I</td>
<td>2</td>
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<tr>
<td></td>
<td>Physical Training</td>
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Note:—Each student should select enough from the following to make up 16 hours per semester.

Electives

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<thead>
<tr>
<th>First Semester</th>
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</thead>
<tbody>
<tr>
<td>1 Ancient Language</td>
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</tr>
<tr>
<td>1 Modern Language</td>
<td>3 or 5</td>
</tr>
<tr>
<td>History</td>
<td>3</td>
</tr>
<tr>
<td>2 Physics I</td>
<td>4</td>
</tr>
<tr>
<td>2 Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>2 Botany</td>
<td>3</td>
</tr>
<tr>
<td>2 Zoology</td>
<td>3</td>
</tr>
<tr>
<td>Political Science</td>
<td>3</td>
</tr>
</tbody>
</table>
*Art | 1 | *Art | 1 |
*Mechanical Drawing | 3 | *Mechanical Drawing | 3 |
*Wood and Metal Shop | 3 | *Wood and Metal Shop | 3 |

Total hours = 16

SOPHOMORE YEAR

Fixed Requirements

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
</table>
*Ancient Language | 3 | Ancient Language | 3 |
or
*Modern Language | 3 | Modern Language | 3 |
English Literature I | 3 | English Literature II | 3 |
Economics | 3 | Economics | 3 |
Physical Training | 1 | Physical Training | 1 |

Note:—Each student should select enough from the following to make up 16 hours per semester.

* Courses starred are general electives open to students of any class.
1 Hours per week depend on credits previously made in high school.
2 Science chosen depends upon course to be pursued.
Electives

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>History</td>
<td>3</td>
</tr>
<tr>
<td>Bible III</td>
<td>2</td>
</tr>
<tr>
<td>Public Speaking</td>
<td>2</td>
</tr>
<tr>
<td>Psychology</td>
<td>3</td>
</tr>
<tr>
<td>General Sociology</td>
<td>3</td>
</tr>
<tr>
<td>Analytical Geometry</td>
<td>3</td>
</tr>
<tr>
<td>Chemistry III</td>
<td>3</td>
</tr>
<tr>
<td>Organic Chemistry</td>
<td>4</td>
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<tr>
<td>English Literature III</td>
<td>2</td>
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<td>History</td>
<td>3</td>
</tr>
<tr>
<td>Bible IV</td>
<td>2</td>
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<tr>
<td>Public Speaking</td>
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<tr>
<td>Psychology</td>
<td>3</td>
</tr>
<tr>
<td>General Sociology</td>
<td>3</td>
</tr>
<tr>
<td>Analytical Geometry</td>
<td>3</td>
</tr>
<tr>
<td>Chemistry IV</td>
<td>3</td>
</tr>
<tr>
<td>Organic Chemistry</td>
<td>4</td>
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<tr>
<td>English Literature IV</td>
<td>2</td>
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<tr>
<td>Total hours</td>
<td>16</td>
</tr>
<tr>
<td>Total hours</td>
<td>16</td>
</tr>
</tbody>
</table>

* Pre-supposes one year of Freshman language.

Additional courses for Freshmen and Sophomore students may be found in the larger and regular Bulletin of the University. Courses for Junior and Senior classes may also be found in the larger Bulletin. If you wish detailed information concerning the regular degree courses, write or phone the Registrar, Web. 0060.

**PRE-PROFESSIONAL COURSES**

1. Law—While acquiring a liberal education, the student may by judicious selection of courses in history, economics, political and social sciences, etc., advance his preparation materially for the study of law. He may also pursue legal studies with an attorney-at-law in the city and thus shorten his preparation for admission to the bar.

2. Theology—The attention of students who expect to enter the ministry is called to the courses in Bible study, moral philosophy, psychology and sociology as particularly serviceable. Pursuit of these courses will afford the broad, liberal foundation necessary to satisfactory work in the seminary.

3. Medicine—Students expecting to enter the medical profession will find the courses in chemistry, physics and biology outlined to suit their needs. The Nebraska entrance requirements to the medical college consist of at least two years of college preparation. The detailed requirements are stated elsewhere.

4. Teaching—The courses offered in the departments of psychology and education are of interest and cultural value to all students. They are of special interest to prospective teachers. Graduates who meet the requirements of state certification are entitled to a first grade state certificate. A feature of special interest in these departments is the bringing of well known specialists in the various fields of psychology and education to the University of Omaha summer school session of nine weeks. This affords unusual opportunities to prospective teachers as well as to teachers of the City.

5. Engineering—The University offers all the essential theoretical and practical training usually included in the first two years of a standard four-year engineering course.
### SPECIMEN COURSES OF STUDY FOR PRE-PROFESSIONAL STUDENTS

### PRE-LEGAL COURSE

#### FRESHMAN YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>French or German I</td>
<td>French or German II</td>
</tr>
<tr>
<td>General Chemistry or Botany</td>
<td>General Chemistry or Botany</td>
</tr>
<tr>
<td>Rhetoric I</td>
<td>Rhetoric II</td>
</tr>
<tr>
<td>History of Europe</td>
<td>History of Europe</td>
</tr>
<tr>
<td>Political Science</td>
<td>Political Science</td>
</tr>
<tr>
<td>Freshman Lectures</td>
<td>Freshman Lectures</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>17 1/2</strong></td>
</tr>
</tbody>
</table>

#### SOPHOMORE YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>French or German III</td>
<td>French or German IV</td>
</tr>
<tr>
<td>Psychology</td>
<td>Psychology</td>
</tr>
<tr>
<td>History of Eng. Literature</td>
<td>History of Eng. Literature</td>
</tr>
<tr>
<td>Political and Social</td>
<td>Political and Social</td>
</tr>
<tr>
<td>History of U. S.</td>
<td>History of U. S.</td>
</tr>
<tr>
<td>Economics</td>
<td>Economics</td>
</tr>
<tr>
<td>Public Speaking</td>
<td>Public Speaking</td>
</tr>
<tr>
<td></td>
<td><strong>16</strong></td>
</tr>
</tbody>
</table>

### PRE-MEDICAL COURSE

#### FRESHMAN YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rhetoric</td>
<td>Rhetoric</td>
</tr>
<tr>
<td>Algebra</td>
<td>Trigonometry</td>
</tr>
<tr>
<td>Modern Language</td>
<td>Modern Language</td>
</tr>
<tr>
<td>Chemistry</td>
<td>Chemistry</td>
</tr>
<tr>
<td>Zoology</td>
<td>Zoology</td>
</tr>
<tr>
<td></td>
<td><strong>18</strong></td>
</tr>
</tbody>
</table>

#### SOPHOMORE YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physics</td>
<td>Physics</td>
</tr>
<tr>
<td>Organic Chemistry</td>
<td>Organic Chemistry</td>
</tr>
<tr>
<td>Modern Language</td>
<td>Modern Language</td>
</tr>
<tr>
<td>Psychology</td>
<td>Psychology</td>
</tr>
<tr>
<td>Bible</td>
<td>Comparative Anatomy</td>
</tr>
<tr>
<td>Elective</td>
<td>Elective</td>
</tr>
<tr>
<td></td>
<td><strong>18</strong></td>
</tr>
</tbody>
</table>
PRE-ENGINEERING COURSE

Students registering in the Pre-Engineering course should decide at an early date where they wish to complete their degree in order that they may satisfy the requirements of that particular institution for the first two years.

FRESHMAN YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>College Algebra and Trig</td>
<td>5</td>
</tr>
<tr>
<td>General Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>Mechanical Drawing</td>
<td>3</td>
</tr>
<tr>
<td>Shop Work (wood)</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>18</strong></td>
</tr>
</tbody>
</table>

SOPHOMORE YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calculus</td>
<td>3</td>
</tr>
<tr>
<td>Physics</td>
<td>4</td>
</tr>
<tr>
<td>Organic Chemistry</td>
<td>3</td>
</tr>
<tr>
<td>Shop Work (Metal)</td>
<td>3</td>
</tr>
<tr>
<td>Economics</td>
<td>3</td>
</tr>
<tr>
<td>Public Speaking</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>17</strong></td>
</tr>
</tbody>
</table>

Other collegiate courses may be substituted for any of the above according to the requirements of the school granting the degree.

NORMAL TRAINING SCHEDULE

FRESHMAN YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introductory Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Freshman Rhetoric</td>
<td>3</td>
</tr>
<tr>
<td>Methods of Study (Educ. A)</td>
<td>1</td>
</tr>
<tr>
<td>Normal Music</td>
<td>2</td>
</tr>
<tr>
<td>Biology for Teachers</td>
<td>2</td>
</tr>
<tr>
<td>Physical Education</td>
<td>1</td>
</tr>
<tr>
<td>Electives</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>16</strong></td>
</tr>
</tbody>
</table>

SOPHOMORE YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Educational Psychology</td>
<td>3</td>
</tr>
<tr>
<td>General Methods</td>
<td>2</td>
</tr>
<tr>
<td>Normal Art</td>
<td>1</td>
</tr>
<tr>
<td>Electives</td>
<td>11</td>
</tr>
<tr>
<td></td>
<td><strong>17</strong></td>
</tr>
</tbody>
</table>

Note—Students of this course must maintain an average of "C" during the previous semester before taking Practice Teaching.
KINDERGARTEN—PRIMARY EDUCATION

The University of Omaha offers a two-year course in Kindergarten—Primary Education. On the completion of this course a certificate is given which enables the holder to teach in the kindergarten and primary grades. The course may be taken in connection with the regular four-year college course, leading to a degree in addition to the certificate.

KINDERGARTEN—PRIMARY SCHEDULE

FIRST YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rhetoric</td>
<td>Rhetoric</td>
</tr>
<tr>
<td>Introductory Psychology</td>
<td>Child Psychology</td>
</tr>
<tr>
<td>Kdgn-Prim. Curriculum</td>
<td>History of Education</td>
</tr>
<tr>
<td>Methods of Study</td>
<td>Intro. to Education</td>
</tr>
<tr>
<td>Gym</td>
<td>Music</td>
</tr>
<tr>
<td>Biology for Teachers</td>
<td>Games</td>
</tr>
<tr>
<td>Child Literature</td>
<td>Gym</td>
</tr>
<tr>
<td>Observation</td>
<td>Biology for Teachers</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>16</td>
<td>17</td>
</tr>
</tbody>
</table>

Directed Observation. First Semester. Thursday A. M.

SECOND YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Practice Teaching</td>
<td>Practice Teaching</td>
</tr>
<tr>
<td>Educational Psychology</td>
<td>Tests and Measurements</td>
</tr>
<tr>
<td>Primary Methods</td>
<td>Primary Methods</td>
</tr>
<tr>
<td>Art</td>
<td>Handwork</td>
</tr>
<tr>
<td>Electives</td>
<td>Art</td>
</tr>
<tr>
<td></td>
<td>Electives</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>7</td>
<td>1</td>
</tr>
<tr>
<td>17</td>
<td>17</td>
</tr>
</tbody>
</table>

Note—Practice Teaching. Second Year. Three hours every morning. An average grade of "C" is required of a student before she is permitted to do practice teaching.

The foregoing is a partial survey of the work done in the College of Arts and Sciences. For entrance requirements and detailed information concerning courses, a larger Bulletin will be mailed to any address upon request to the Registrar.
A student of the School of Music may take a four year course leading to the degree of Bachelor of Arts, a four year course leading to the Degree of Bachelor of Music, a two year course leading to a State Certificate as teacher or supervisor of music, and a three year course leading to a certificate of the School of Music evidencing that the holder is qualified to appear as a soloist in public and competent to give instruction in music.

College students who are interested in Music may take a four year course majoring in Music (24 credits) and having completed the collegiate requirements they may receive the degree of Bachelor of Arts.

Students wishing a more highly specialized course may take the work leading to the degree of Bachelor of Music. Requirements for admission to this course are the same as those for the B. A. degree in the College of Arts and Sciences. For graduation the following course is required:

**COURSE IN APPLIED MUSIC**

**Leading to the Degree of Bachelor of Music**

<table>
<thead>
<tr>
<th>Freshman Year</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Subjects— Piano, Voice, Organ or Violin.....</td>
<td>4</td>
</tr>
<tr>
<td>Minor Subjects— Piano, Voice, Organ or Violin.....</td>
<td>2</td>
</tr>
<tr>
<td>Solfeggio and sight Reading.</td>
<td>2</td>
</tr>
<tr>
<td>History of Music</td>
<td>4</td>
</tr>
<tr>
<td>Hours</td>
<td></td>
</tr>
<tr>
<td>History of Music</td>
<td>4</td>
</tr>
<tr>
<td>Songs of all Nations</td>
<td>4</td>
</tr>
<tr>
<td>Prescribed Academic Work</td>
<td>16</td>
</tr>
<tr>
<td>Choral Ensemble</td>
<td>1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Sophomore Year</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Subjects</td>
<td>4</td>
</tr>
<tr>
<td>Minor Subjects</td>
<td>2</td>
</tr>
<tr>
<td>Solfeggio and Dictation</td>
<td>2</td>
</tr>
<tr>
<td>History of Music</td>
<td>4</td>
</tr>
<tr>
<td>Harmony</td>
<td>4</td>
</tr>
<tr>
<td>Academic Work Prescribed</td>
<td>16</td>
</tr>
<tr>
<td>Choral Ensemble</td>
<td>1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Junior Year</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Subjects</td>
<td>4</td>
</tr>
<tr>
<td>Minor Subjects</td>
<td>2</td>
</tr>
<tr>
<td>Counterpoint, Form and Analysis</td>
<td>4</td>
</tr>
<tr>
<td>Instrumental and Vocal Compositions</td>
<td>2</td>
</tr>
<tr>
<td>Academic Work</td>
<td>16</td>
</tr>
<tr>
<td>Solo Classes, Informal Recitals, Choral Ensemble</td>
<td>1</td>
</tr>
<tr>
<td>Harmony</td>
<td>4</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Senior Year</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Subjects</td>
<td>4</td>
</tr>
<tr>
<td>Minor Subjects</td>
<td>2</td>
</tr>
<tr>
<td>The Appreciation of Music</td>
<td>4</td>
</tr>
<tr>
<td>Analytical Study of the Masterpieces in Vocal and Instrumental forms</td>
<td>2</td>
</tr>
<tr>
<td>Academic Work</td>
<td>16</td>
</tr>
<tr>
<td>Developing of Repertoire in Major Subjects</td>
<td>2</td>
</tr>
<tr>
<td>Thesis</td>
<td>2</td>
</tr>
<tr>
<td>Senior Recital</td>
<td>1</td>
</tr>
</tbody>
</table>

Students pursuing the above course must possess a sufficient basis, covering about two years of study before entering the School of Music or acquired in it. The standing of the student is determined by the Head of the Department. Altogether 128 credits are required for graduation in a degree course.
Students desiring private instruction in any type of music, or membership in any chorus or choir organization, may enroll at any time. Write or phone the Director, Professor Noal Logan, Webster 0060.

**PUBLIC SCHOOL MUSIC EDUCATION**

Two year course for Music Supervisor's Certificate

Students who wish to teach or supervise music in the public schools are required by the State Department to complete the following two-year course. The completion of this course yields a State Certificate.

**REQUIRED SUBJECTS**

<table>
<thead>
<tr>
<th>First Year</th>
<th>Second Year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Semester</strong></td>
<td><strong>Second Semester</strong></td>
</tr>
<tr>
<td><em>Voice</em></td>
<td><em>Voice</em></td>
</tr>
<tr>
<td><em>Voice</em></td>
<td><em>Voice</em></td>
</tr>
<tr>
<td>Music Methods I.</td>
<td>Music Methods II.</td>
</tr>
<tr>
<td>Observation I.</td>
<td>Observation II.</td>
</tr>
<tr>
<td>Conducting I.</td>
<td>Conducting II.</td>
</tr>
<tr>
<td>Harmony I.</td>
<td>Harmony II.</td>
</tr>
<tr>
<td>Sight Reading and Ear Training</td>
<td>Sight Reading and Ear Training</td>
</tr>
<tr>
<td>History of Music I.</td>
<td>History of Music II.</td>
</tr>
<tr>
<td>Music Appreciation I.</td>
<td>Music Appreciation II.</td>
</tr>
<tr>
<td>Introductory Psychology</td>
<td>History of Education</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>First Year</th>
<th>Second Year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Semester</strong></td>
<td><strong>Second Semester</strong></td>
</tr>
<tr>
<td><em>Voice</em></td>
<td><em>Voice</em></td>
</tr>
<tr>
<td><em>Piano</em></td>
<td><em>Piano</em></td>
</tr>
<tr>
<td>Music Methods III.</td>
<td>Music Methods IV.</td>
</tr>
<tr>
<td>Observation III.</td>
<td>Practice Teaching II.</td>
</tr>
<tr>
<td>Practice Teaching I.</td>
<td>Music Appreciation IV.</td>
</tr>
<tr>
<td>Music Appreciation III.</td>
<td>Harmony IV.</td>
</tr>
<tr>
<td>Harmony III.</td>
<td>Rhetoric II.</td>
</tr>
<tr>
<td>Chorus</td>
<td>Folk Dancing</td>
</tr>
<tr>
<td>Rhetoric I.</td>
<td>Electives</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>First Year</th>
<th>Second Year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Semester</strong></td>
<td><strong>Second Semester</strong></td>
</tr>
<tr>
<td><em>Voice</em></td>
<td><em>Voice</em></td>
</tr>
<tr>
<td><em>Piano</em></td>
<td><em>Piano</em></td>
</tr>
<tr>
<td>Music Methods I.</td>
<td>Music Methods II.</td>
</tr>
<tr>
<td>Observation I.</td>
<td>Observation II.</td>
</tr>
<tr>
<td>Conducting I.</td>
<td>Conducting II.</td>
</tr>
<tr>
<td>Harmony I.</td>
<td>Harmony II.</td>
</tr>
<tr>
<td>Sight Reading and Ear Training</td>
<td>Sight Reading and Ear Training</td>
</tr>
<tr>
<td>History of Music I.</td>
<td>History of Music II.</td>
</tr>
<tr>
<td>Music Appreciation I.</td>
<td>Music Appreciation II.</td>
</tr>
<tr>
<td>Introductory Psychology</td>
<td>History of Education</td>
</tr>
</tbody>
</table>

*Students showing enough ability to pass set standards in voice and piano may be exempted from these, but the credit must be made up in other subjects. However, one semester must be taken with our instructors in voice and piano. The University of Omaha urges and recommends that each student pursuing this Public School Course should, for his best interest as a teacher of music, continue his musical education for the third year or even the fourth year. To this end, the University will issue a Special Department Certificate in recognition of this additional work.

Students who cannot qualify for entrance into the University may enter as special students and pursue a three year course leading to a Certificate of the School of Music. The technical requirements are much the same as those set forth above, modified in certain cases in regard to Public School Music and chorus work. The certificate is, however, issued at the discretion of the department in which the student has taken his major work.
DEPARTMENT OF ART

The Department of Fine and Applied Arts aims to develop the ability of various types of college students to cultivate an appreciation of art and expression as a part of a liberal education.

It aims also to give to students specializing in Art the fundamental training in drawing, designs, color theory and composition upon which to build for future success. Special additional courses are contemplated and will be added upon request of a sufficient number of students. Credits are given for all work satisfactorily completed.

The completion of one of the following courses will yield a diploma and a State Certificate enabling a student to teach art in the public schools.

ART
MANUAL ARTS
Entrance, 30 High School credits. Two year course.

<table>
<thead>
<tr>
<th>First Year</th>
<th>Second Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psychology</td>
<td>History of Education</td>
</tr>
<tr>
<td>Botany</td>
<td>Sewing</td>
</tr>
<tr>
<td>English</td>
<td>Bench Work (Man'l Train.)</td>
</tr>
<tr>
<td>Design</td>
<td>Modeling (Man'l Training)</td>
</tr>
<tr>
<td>Handicraft</td>
<td>Design</td>
</tr>
<tr>
<td>Mechanical Drawing</td>
<td>Handicraft</td>
</tr>
<tr>
<td>Observation and Methods</td>
<td>Practice Teaching</td>
</tr>
<tr>
<td>Electives</td>
<td>Electives</td>
</tr>
<tr>
<td>------------------------------</td>
<td>------------------------------</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>32</td>
</tr>
</tbody>
</table>

*Students should take 6 hours in College Physics and 3 hours in College Algebra as part of electives.

NORMAL ART
Entrance 30 points. Two year course.

<table>
<thead>
<tr>
<th>First Year</th>
<th>Second Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psychology</td>
<td>History of Education</td>
</tr>
<tr>
<td>Botany</td>
<td>Prin. Public School Art</td>
</tr>
<tr>
<td>English</td>
<td>Design (Applied Art)</td>
</tr>
<tr>
<td>Drawing and Painting</td>
<td>Practice Teaching</td>
</tr>
<tr>
<td>Design</td>
<td>Art History and Appreciation</td>
</tr>
<tr>
<td>Perspective</td>
<td>12 hours Electives from this</td>
</tr>
<tr>
<td>Handiwork</td>
<td>group:</td>
</tr>
<tr>
<td>Observation and Methods</td>
<td>El. Handicraft</td>
</tr>
<tr>
<td>Electives</td>
<td>Child Psychology</td>
</tr>
<tr>
<td></td>
<td>History</td>
</tr>
<tr>
<td></td>
<td>Literature</td>
</tr>
<tr>
<td>------------------------------</td>
<td>------------------------------</td>
</tr>
<tr>
<td></td>
<td>32</td>
</tr>
</tbody>
</table>

Courses and credits in Education necessary for a State Certificate may be changed at any time to meet state requirements. Twenty credits are now required.
DEPARTMENT OF EXPRESSION

For those desiring to specialize in Public Speaking and Expression the following course is offered. The course covers a period of two years, based on at least 15 units of work from an accredited high school. Those completing the course satisfactorily are given a certificate or diploma. Students pursuing a B. A. course in the University and majoring in English language, literature and speaking will be given a diploma in Oratory, if they so desire, provided the following subjects have been included in their Bachelor course.

<table>
<thead>
<tr>
<th>First Year</th>
<th>Second Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman English 1-2 ...............</td>
<td>Argumentation ..................</td>
</tr>
<tr>
<td>History English Literature ..........</td>
<td>Shakespeare ....................</td>
</tr>
<tr>
<td>French ................................</td>
<td>French ..........................</td>
</tr>
<tr>
<td>Fundamentals of Expression ..........</td>
<td>Psychology .....................</td>
</tr>
<tr>
<td>Physical Culture ...................</td>
<td>History of American ..........</td>
</tr>
<tr>
<td>Private Lessons ....................</td>
<td>Literature ....................</td>
</tr>
<tr>
<td>Play Production ....................</td>
<td>Practical Public Speaking .....</td>
</tr>
<tr>
<td></td>
<td>Private Lessons ...............</td>
</tr>
<tr>
<td></td>
<td>Physical Culture .............</td>
</tr>
<tr>
<td></td>
<td>Costume and Makeup ...........</td>
</tr>
<tr>
<td></td>
<td>Advanced Expression ........</td>
</tr>
</tbody>
</table>

36 36

University of Omaha College of Commerce and Finance

Requirements for Admission and for Degrees

The entrance requirements to the College of Commerce and Finance are the same requirements as prescribed by the University of Nebraska and the North Central Association of Colleges and Secondary Schools. All entrants are grouped into two classes:

Adults, who are non-high school graduates; and graduates of an accredited four year high school.

Special Adult students who are non-high school graduates cannot qualify for any degree course. Furthermore, these students must be twenty-one years of age and possess sufficient business experience to enable them to pursue the work satisfactorily.

Applicants under twenty-one years of age must present the required entrance credits from an accredited high school before entering upon any course of study whether special or for degree purposes.

Degrees

The University of Omaha is authorized to issue two kinds of degrees to graduates of the College of Commerce and Finance:

Bachelor of Business Administration

To students who meet all entrance requirements, and who complete 128 credits, or a preponderance of the work, in the part time schedule of the College of Commerce and Finance, shall be awarded the degree of Bachelor of Business Administration. Before a degree is conferred upon any student he shall complete one of the part time courses as presented on the following pages. In addition to these required subjects, the student may elect further courses in the College of Commerce and
Finance to the limit of 98 semester hours of credit. The remaining 30 semester credits, however, shall include non-professional subjects which may be recommended by the Dean of the College of Commerce and Finance.

**Bachelor of Science in Commerce**

To students who meet all entrance requirements and who present credits of acceptable grade for two years of work in a college, university, professional or scientific school of approved standing, including:

1. Laboratory Science ........................................ 8 credits (minimum)
2. College English ........................................ 12 credits
3. Elements of Economics ................................ 6 credits
4. Modern Language ........................................ 12 or 16 credits
5. Mathematics .............................................. 6 credits

Such students may qualify for the degree of Bachelor of Science upon the completion of one of the approved four year courses in the College of Commerce and Finance. The total of hours thus accumulated must equal 128 semester hours.

The following courses have been designed to answer the varying needs of the Omaha trade territory. The subjects in these courses are of University grade and lead toward the degrees of Bachelor of Business Administration and Bachelor of Science in Commerce.

**GENERAL BUSINESS**

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<thead>
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<td>Business Finance ........................................ 2</td>
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<td>Markets and Distribution ............................ 3</td>
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<td>Land Economics IV ................................ 3</td>
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<tr>
<td></td>
<td>Other electives .....................................</td>
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</table>
Students wishing to specialize in Accounting, Salesmanship, Business and Finance or Advertising courses, may secure a special Bulletin from the College of Commerce and Finance, 1307 Farnam Street, phone At. 1019.

Extension Department

The Extension Department of the University of Omaha holds classes Saturday morning, late afternoons, and on Monday and Thursday evenings. The courses in this department are varied and suited to teachers in service and all other persons interested in educational subjects. The classes are held at Joslyn Hall at twenty-fourth and Pratt Streets, and at 1307 Farnam Street. The next registration for Extension students is February 4th, 1929.

SPECIAL EXTENSION COURSES

We are pleased to announce two Special Courses, namely, Fire, Casualty and Life Insurance and Visualized Education in American History. The course in Insurance will begin November 19 and will be held at 1307 Farnam Street during an evening hour. A detailed announcement may be secured by calling the College of Commerce and Finance, At. 1019.

Synopsis of Fire Insurance Course

I. Principles and History of Fire Insurance.
   1. Economic and Social importance, insurable interest, Fire Insurance terms, historical development, organizations.

II. Fire Insurance Contracts.
   1. New York standard policy, court decisions, analysis, protection afforded, rates, premiums, voidance.

III. Forms and Clauses.
   1. Uniform forms, endorsements, coinsurance, mortgage, loss payable, vacancy permit, alterations, builder's risk, binders.

IV. Loss Settlements.
   1. Loss notice, duty of assured, adjustments, exemptions, depreciation of loss, payment of loss.

V. Allied Coverages.
   1. Automobile, tornado, sprinkler leakage, rents, leasehold, marine, aircraft, riot, civil commotion, explosion, use and occupancy, rain, hail, general cover contracts.

SYNOPSIS OF LIFE INSURANCE COURSE

I. Life Insurance Fundamentals.
   1. Economics of Life Insurance.
   2. Principles and practices.

II. Life Insurance Salesmanship.
   1. Principles of Salesmanship.
   2. Psychology of Life Insurance Salesmanship.

III. General Education.
   1. English Composition.
   2. Economics.
IV. Commercial Law.
1. General Commercial Law.
2. Wills, Trusts and Estates.
3. Law pertaining to Life Insurance Salesmanship.

V. Finance.
1. Corporation Finance.
2. Commercial Credit.
4. Investments.

SYNOPSIS OF VISUALIZATION OF AMERICAN HISTORY

The course in Visualized American History is based on the Yale Chronicles of American Photodramas. Fifteen episodes of American History will be presented in visual form in 47 reels, including historical events from the Voyage of Columbus to the close of the Civil War.

This course will begin November 21 and continue every Wednesday evening at 7:30 for a period of 18 weeks, excepting the two Wednesdays at Christmas time. One credit will be given for the course. The work is under the direction of Prof. Albert Kuhn of the History Department. Students may enroll for the course any time during November. The fee is $5.00.

The following fifteen episodes will be presented in film form of forty-seven reels:

Columbus..............................................................November 21.
Jamestown............................................................November 28.
The Pilgrims.........................................................December 5
The Puritans...........................................................December 12.
Peter Stuyvesant...................................................December 19.
Gateway of the West...............................................January 9.
Wolfe and Montcalm...............................................January 16.
The Eve of the Revolution.......................................January 23.
The Declaration of Independence..............................January 30.
Yorktown..............................................................February 6.
Daniel Boone........................................................February 13.
Vincennes............................................................February 20.
Alexander Hamilton...............................................February 27.
The Frontier Woman................................................March 6.

SUMMER SESSION

The Annual Summer Session of the University will open June 10th and continue for a period of nine weeks, or until August 9th.

The regular University Faculty will be supplemented by instructors of wide experience and note. Special, short time, and regular courses will be offered during the entire nine weeks. This arrangement makes it possible for all classes of students to take work. Those wishing only a few credits may select the one week and ten day courses, or those desiring to acquire nine credits, may remain through the entire session.

A special Summer Bulletin will be printed about the first of March. We shall be glad to mail this Bulletin to any address. Write the Registrar, University of Omaha, or phone Web. 0060.
DR. E. W. EMERY, President
Preface

Business is the biggest profession today in the United States. We are distinctly a commercial people. Even the learned professions are rapidly adopting the principles of the business world. To the typical American, business has become a necessary part of his life and, from the present condition of things, is destined to become more so.

There are rules, regulations, methods, laws, mathematics, and procedure which are familiar to every business man and are in constant and daily operation wherever business is being transacted. They are the great rules of the game. Until very recently all of this vast wealth of human experience was uncodified. Within the last quarter of a century, writers have entered the field and reduced to textbook form the majority of these rules, methods, etc.

Before this change took place, education was concerned chiefly with history, literature, philosophy, mathematics in its higher forms, and the sciences which were necessary to the learned professions. Upon this basis, the Universities of past decades were based.

With the rapid expansion of business, together with its growing complexity and importance, the Universities began to realize that if they were to properly serve mankind they must function economically in society.

Accordingly, from one end of the country to the other, within the last decade and a half have appeared new Departments in the Universities, known as Schools of Commerce, Schools of Business Administration, and Colleges of Commerce and Finance. In these Departments, the “tool courses,” covering such subjects as shorthand, typewriting, multigraphing, and other machines appeared, together with courses in law, finance, marketing, insurance, real estate, accounting, and kindred subjects, all designed to train the student to move freely and safely in the business world.

The College of Commerce and Finance of the University of Omaha is designed to fill just this need in the lives of the young people of this section. A careful reading of this Bulletin will show that the subjects offered are those which arise from and affect the principal industries of the country. A little thought will make it plain that a student following the courses outlined in the College of Commerce and Finance will save years of hard apprenticeship in the world of business.

It will become evident that the principal benefits to be derived from a commercial training are: First, the ability to make a living and a success of life; second, to acquire a goodly portion of the culture ordinarily derived from a course in a College of Liberal Arts.
The Faculty

The faculty of the College of Commerce and Finance is composed of University men and women, part of which faculty is actively engaged in business in the City of Omaha. For instance, the instructors in Accounting are practicing accountants in the City; the instructors in Law are practicing lawyers. The courses in Insurance and Real Estate are directed by active operators.

The following instructional staff is in charge of the classes in the Department:

H. M. Frost . . . . . . . . Professor of Accounting
A. B., University of Nebraska, 1913; LL. B., Creighton University, 1923; LL. M., Columbia University, 1924; C. P. A., State of Nebraska, 1922. Practicing attorney and public accountant. Member American Institute of Accountants. Member Omaha Nebraska Bar Association.

L. D. Crenshaw . . . . . . . Instructor in Accounting

T. Kelsey Guilfoil . . . . . . Assistant Professor of English and Journalism

Lucile De Lashmutt Matthews . . . . . . . Instructor in English, Shorthand, and Typewriting

A. J. Dunlap . . . . . . Professor of Business Law and Salesmanship
B. S., Hastings College, Hastings, Nebraska, 1905; LL. B., University of Nebraska, 1916. Superintendent of Schools at Cambridge, Stromsburg, Central City, Nebraska. Supervisor of Assembly, Teachers College, University of Nebraska. County Attorney, Merrick County. Dean of the College of Commerce and Finance, University of Omaha, 1925-28.

Alexander McKie . . . . . . Assistant Professor of Business Law
A. B., University of Nebraska, 1924; LL. B., University of Nebraska, 1926. Instructor in Law two years, University of Omaha. Practicing attorney.
E. G. RASMUSSEN . . . . . Assistant Professor of Economics
B. S., Kansas State Agricultural College; graduate study, Northwestern University, Chicago, Illinois, two semesters.

LYMAN G. CROSS . . . . Professor of Finance and Securities
A. B., University of Nebraska, 1915; LL. B., University of Nebraska, 1920; Superintendent of Public Schools, Cortland, Neb.; Principal of Havelock School, Havelock, Neb. Vice President, Union Securities Co., Omaha, Neb.

J. F. McCLOUD . . . . Professor of Investments and Securities
A. B., University of Illinois, 1917. National City Company of New York; Assistant Secretary, Omaha Trust Company, Omaha, Nebraska.

T. H. MAENNER . . . . Professor of Land Economics
B. S. in Architecture, Washington University, St. Louis, Missouri, 1914. Instructor in Architecture, Night School in the Public Schools of St. Louis. President of the T. H. Maenner Company, Builders and Architects, Omaha, Nebraska.

FRED I. ARCHIBALD . . . . Lecturer in Advertising
Twelve years, Advertising Department, Lincoln Daily Star. Four years. Secretary-Treasurer, Star Publishing Company. Advertising Director of the World-Herald, Omaha, Nebraska.

JAMES A. AUSTIN . . . . Lecturer in Advertising
Advertising Manager of the Omaha Bee-News, Omaha, Nebraska, for twenty years.

T. G. DE VANEY . . . . Lecturer in Merchandising
Merchandising expert Omaha Bee-News.

ALLAN T. HUFF . . . . Lecturer in Markets and Merchandising
Secretary of the Associated Retail Credit Men. Secretary of the Associate Retailers of Omaha, 8 years. Manager of the Associated Retail Credit Bureau.

LEWIS C. THOELECKE . Professor of Fire and Indemnity Insurance

W. GILBERT JAMES . . . . Professor of Public Speaking

GLORIA KURTZ . . . . . . . . . . . Instructor in Shorthand, Typewriting, and Commercial Subjects
Assistant Instructor in Shorthand and Typewriting two years University of Omaha.

H. A. BLOMQVIST . . . . Instructor in Accounting
Requirements for Admission and for Degrees

The entrance requirements to the College of Commerce and Finance are the same requirements as prescribed by the University of Nebraska and the North Central Association of Colleges and Secondary Schools. All entrants are grouped into two classes:

Adults, who are non-high school graduates; and graduates of an accredited four year high school.

Special Adult students who are non-high school graduates cannot qualify for any degree course. Furthermore, these students must be twenty-one years of age and possess sufficient business experience to enable them to pursue the work satisfactorily.

Applicants under twenty-one years of age must present the required entrance credits from an accredited high school before entering upon any course of study whether special or for degree purposes.

Degrees

The University of Omaha is authorized to issue two kinds of degrees to graduates of the College of Commerce and Finance:

Bachelor of Business Administration

To students who meet all entrance requirements, and who complete 128 credits, or a preponderance of the work, in the part time schedule of the College of Commerce and Finance, shall be awarded the degree of Bachelor of Business Administration. Before a degree is conferred upon any student he shall complete one of the part time courses as presented on the following pages. In addition to these required subjects, the student may elect further courses in the College of Commerce and Finance to the limit of 98 semester hours of credit. The remaining 30 semester credits, however, shall include non-professional subjects which may be recommended by the Dean of the College of Commerce and Finance.

Bachelor of Science in Commerce

To students who meet all entrance requirements and who present credits of acceptable grade for two years of work in a college, University, professional or scientific school of approved standing, including:

1. Laboratory Science . . . 8 credits (minimum)
2. College English . . . 12 credits
3. Elements of Economics . 6 credits
4. Modern Language . 12 or 16 credits
5. Mathematics . . . . 6 credits

Such students may qualify for the degree of Bachelor of Science upon the completion of one of the approved four year courses in the College of Commerce and Finance. The total of hours thus accumulated must equal 128 semester hours.
Time Schedule

The class hours are from 8:00 A. M. to 3:00 P. M., except Saturdays. However, the building is open until 5:00 P. M. on week days and until noon on Saturdays, for the benefit of students who desire to use this extra time for their work.

Evening School is held during the week from 6:00 to 9:00, depending upon the subject.

Tuition Regulations

All tuition is due and payable in advance, according to the following schedule:

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<th>Hours</th>
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<tr>
<td>12</td>
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Location

The College of Commerce and Finance of the University of Omaha is located at 1307 Farnam Street, one-half block east of the Woodmen of the World Building.

This places the College at the heart of the wholesale and retail districts of the City. It enables the students and faculty to form the closest association with the business interests of Omaha necessary in a vocational school built to serve those interests.

The location of this Department of the University is an advantage to its graduates in getting in touch with openings in the business field.

Employment

In order to assist the business interests of the City in securing competent help, as well as to assist the students in securing positions, the University, while making no guaranty of employment, maintains a free Employment Bureau, for the purpose of serving both the employer and the student.

Schedule of Study

The following courses have been designed to answer the varying needs of the Omaha trade territory. The subjects in these courses are of University grade and lead toward the degrees of Bachelor of Business Administration and Bachelor of Science in Commerce.
The work covered in one of the four year evening courses, outlined below, is equal, approximately, to two years of a regular collegiate day course. Students desiring a degree must present a total of 128 credits, including those listed under the requirements for degrees.

*Note:* Those students desiring to work toward a degree must follow the prescribed Courses, carrying the required hours as listed.

In the event a student does not desire to work toward a degree, then he may elect freely from the Courses, being limited only by the daily schedule.

This makes an elastic condition, permitting the student to follow the special subjects which will fit him for a special service or position, either in day or evening school.

The following courses, expanded for evening school, are offered in condensed form for day school:

### General Business

#### FIRST YEAR

<table>
<thead>
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#### THIRD YEAR

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#### FOURTH YEAR

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<td>Markets and Distribution</td>
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# Accounting

## FIRST YEAR

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<tr>
<td>Accounting Law I</td>
<td>Accounting Law II</td>
</tr>
</tbody>
</table>

## Electives

- English                                              3
- Science                                              3
- Mathematics                                          3
- Geography                                            3
- Economics                                            3
- General Psychology                                   3
- Shorthand and Typewriting                            8
- Other electives                                      3

## SECOND YEAR

<table>
<thead>
<tr>
<th>1st Semester</th>
<th>2nd Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting III</td>
<td>Accounting IV</td>
</tr>
<tr>
<td>Accounting Law III</td>
<td>Accounting Law IV</td>
</tr>
<tr>
<td>Economics I</td>
<td>Economics II</td>
</tr>
</tbody>
</table>

## Electives

- English                                              3
- Science                                              3
- Mathematics                                          3
- Political Science                                    2
- Shorthand and Typewriting                            8
- Other electives                                      3

## THIRD YEAR

<table>
<thead>
<tr>
<th>1st Semester</th>
<th>2nd Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting V</td>
<td>Accounting VI</td>
</tr>
<tr>
<td>Accounting Law V</td>
<td>Accounting Law VI</td>
</tr>
</tbody>
</table>

## Electives

- Factory Management                                 3
- Problems in Fed. Taxation                          3
- Economics                                           3
- Transportation                                     3
- Business Organization                              2
- Other electives                                     3

## FOURTH YEAR

<table>
<thead>
<tr>
<th>1st Semester</th>
<th>2nd Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting VII</td>
<td>Accounting VIII</td>
</tr>
<tr>
<td>Accounting Law VII</td>
<td>Accounting Law VIII</td>
</tr>
</tbody>
</table>

## Electives

- Economics                                           3
- C. P. A. Review                                    3
- Credits and Collections                            3
- Business Cycles                                    3
- Research                                            3
- Other electives                                     3

---

**COLLEGE OF LAW**
# Salesmanship

## FIRST YEAR

### 1st Semester
- Economics I: 3
- English I: 3
- General Psychology: 3

### 2nd Semester
- Economics II: 3
- English II: 3
- Psychology of Advertising: 3

## Electives
- Language: 3
- Geography: 3
- Shorthand and Typewriting: 8
- Insurance I: 3
- Other electives:...

## SECOND YEAR

### 1st Semester
- Business Organization I: 2
- Business Law I: 3
- Principles of Salesmanship: 3

### 2nd Semester
- Business Organization II: 2
- Business Law II: 3
- Marketing: 3

## Electives
- Sales Administration: 3
- Advertising: 3
- Economics: 3
- Shorthand and Typewriting: 8
- Insurance I: 3
- Other electives:...

## THIRD YEAR

### 1st Semester
- Business Organization III: 2
- Accounting I: 3

### 2nd Semester
- Business Organization IV: 2
- Accounting II: 3

## Electives
- Advertising Campaigns: 3
- Sales Administration Problems: 3
- Merchandising: 3
- Economics: 3
- Other electives:...

## FOURTH YEAR

### 1st Semester
- Economics III: 2

### 2nd Semester
- Economics IV: 2

## Electives
- Money and Banking: 3
- Effective Speaking: 3
- Retail Store Management: 3
- Purchasing: 3
- Copyrighting: 3
- Credits and Collections: 3
- Investments: 2
- Other electives:...
## Business and Finance

### FIRST YEAR

**1st Semester**
- Economics I 
- Accounting I 
- English I

**2nd Semester**
- Economics II 
- Accounting II 
- English II

**Electives**
- Business Organization I 
- Shorthand and Typewriting 
- Mathematics or Science 
- Salesmanship I 
- Insurance I 
- Other electives

### SECOND YEAR

**1st Semester**
- Economics III 
- Business Law I 
- Money and Banking I

**2nd Semester**
- Economics IV 
- Business Law II 
- Money and Banking II

**Electives**
- Business Organization II 
- Shorthand and Typewriting 
- Economics 
- Salesmanship II 
- Insurance II 
- Other electives

### THIRD YEAR

**1st Semester**
- Business Organization III 
- Business Finance 
- Business Cycles

**2nd Semester**
- Business Organization IV 
- Investments 
- Statistics

**Electives**
- Business Administration 
- Economics 
- Political Science 
- Other electives

### FOURTH YEAR

**1st Semester**
- Economics V 
- Money Markets 
- Credits and Collections

**2nd Semester**
- Economics VI 
- Bank Practice 
- Credits and Collections

**Electives**
- Public Speaking 
- Business Law 
- Other electives

## Advertising

### FIRST YEAR

**1st Semester**
- Economics I 
- English I 
- General Psychology

**2nd Semester**
- Economics II 
- English II 
- Principles of Advertising

**Electives**
- English 
- Modern Language 
- Shorthand and Typewriting 
- Business Organization I 
- Other electives

### SECOND YEAR

**1st Semester**
- Business Law I 
- Accounting I 
- Mail Selling

**2nd Semester**
- Business Law II 
- Accounting II 
- Psychology of Advertising

**Electives**
- English 
- Business Organization II 
- Shorthand and Typewriting 
- Other electives

### THIRD YEAR

**1st Semester**
- Business Organization III 
- Typography 
- Principle of Salesmanship

**2nd Semester**
- Business Organization IV 
- Markets and Distribution 
- Copyrighting

**Electives**

### FOURTH YEAR

**1st Semester**
- Sales Administration 
- Money and Banking 
- Merchandising

**2nd Semester**
- Advertising Campaigns 
- Money and Banking 
- Business Finance

**Electives**
Accounting

Principles of Accounting I: Introductory course designed to teach accounting principles, giving the reason for their existence and the application of those principles to practical accounting propositions. Individual, partnership, and corporation books of original entry. Credit 2 hours.

Principles of Accounting II: Continuation of Principles of Accounting I. Credit 3 hours.

Accounting I: Practical accounting, theory and auditing. The principal aim is to give a thorough professional training in practical accounting to prepare executives of large corporations, and to pass the C. P. A. examination. Credit 3 hours.

Accounting II: Continuation of Accounting I. Credit 3 hours.

Accounting III: Advanced accounting; compound interest; amortization of bond premium and discount; capital stock; balance sheets. Credit 3 hours.

Accounting IV: Cost Accounting: Special attention given to the installation and operation of cost systems; plant management. Credit 3 hours.

Accounting V: Continuation of Accounting IV. Credit 3 hours.

Accounting VI: Controlling ledger; Production; Betterment and Maintenance Orders; Departmental Cost Sheets and Production Records; Distribution Records; Administrative Expense. Credit 3 hours.


Accounting VIII: Continuation of Accounting VII. Credit 3 hours.

Economics

Economics I: A course in the basic principles of economics. Designed both to lay the foundation for further work in economics and to prepare the student for business and for citizenship; considerable attention to such topics as prices, money, banking, foreign exchange, the tariff, the corporate organization of industry, monopoly, distribution, business cycles, labor unions, co-operation, railways, agriculture, socialism and taxation. Credit 3 hours.

Economics II: Continuation of Economics I. Credit 3 hours.

Economics III: Economic Problems: Description of the mechanism of production, distribution, and exchange; analysis of problems arising in modern economic society, and the presentation of rational basis for solution. Attention is devoted to recent developments in labor movements; economic problems of specialized agriculture; modern attitudes toward competition and monopoly. Credit 2 hours.

Economics IV: Continuation of Economics III. Credit 2 hours.

Economics V: Economic History of Europe: Foundations of our modern economic life as they were laid after the fall of the Roman Empire through the changes in the organization of Europe brought about by the crusades, the geographic discoveries, the new states system, and the rise of the financial middle class with a pecuniary standard of living. Credit 3 hours.

Economics VI: Economic History of the United States: Survey of national development from Colonial times to the present; the economic aspects of the Revolutionary War; early commerce and manufacturing; the settlement and development of the West; the public land system; the economic aspects of slavery; transportation and labor organizations. Credit 3 hours.

Business Administration: A systematic descriptive survey of the organization and operation of business, of its typical activities and their relationship to each other. The promotion and financing of business; control of production, planning, and operation; employment and handling of men; purchasing, advertising, selling, banking, credit, collections, accounting, cost accounting, business barometers, and executive control. Credit 2 hours.
Business Organization: A course primarily analytical in character, dealing with the problems of structure and internal organization of the business. The structure of organizations; standards, classification and division of duties, centralization, functionalization and specialization; the staff function and initiative in business. The operation of the organization; planning, supervision, inspection and follow-up, co-ordination control by records, discipline, leadership, executive control. Credit 2 hours.

Labor Problems: This course is designed to give a general survey of the background, activities, and problems of the labor movement in the United States, with some reference to the conditions in England as well. The various types of activity which have influenced the movement are considered under such headings as trade unionism, social insurance, labor legislation, arbitration, mediation, and conciliation, collective bargaining, scientific management, profit-sharing, and others; and some of the dominant problems now confronting the labor movement, such as unemployment, immigration, hours of labor, minimum wage, restriction of output, industrial unrest, and the determination of wages, are discussed. Credit 2 hours.

Elements of Statistics: The purpose of this course is to provide students with a knowledge of statistical methods and of their application to economic, business, and social problems. The course begins with an analysis of scientific method. Then follows a consideration of the methods of collecting, appraising, and interpreting, statistical data in their application to concrete problems. Among the subjects discussed are statistical units, tabulation, graphics, averages, index numbers, measures of dispersion, skewness, and correlation as they apply both to time and frequency series. Credit 3 hours.

Salesmanship: Analysis; synthesis; method; interviews; closing; planning. Credit 3 hours.

Business Law I: Elementary Law: contracts; agency; cases. Credit 3 hours.

Business Law II: Negotiable instruments; suretyship; insurance; private corporations; business policy; managerial personnel, including the selection, development, and promotion; the Board; the Manager; relative jurisdictions; merchandising; gross profit; net profit; turnover; stock records. Credit 3 hours.

Sales Administration: Selecting the medium; distributor; sales contract; price policies; advertising campaigns. Credit 3 hours.

Problems in Sales Administration: Methods and Policies: control of sales operations; handling inquiries; channels of distribution; advertising policies; research and investigation in planning advertising and sales campaigns. Credit 3 hours.

Marketing: This subject is a basic course for students interested in salesmanship of all types. Includes market functions; the middleman; jobber; selling agencies; market systems; efficiency systems; prices. Credit 3 hours.

Insurance I: General principles of insurance, uses, types of organizations, policies, premiums, loan values, liability and compensation, fire, life, casualty. This course is designed to lay the foundation for specialization. Credit 3 hours.

Insurance II: Continuation of Insurance I. Credit 3 hours.

Finance

Money and Banking: Study of the principles of money and banking, the existing monetary and banking systems of the United States. History of the precious metals, bimetallism, credit, relation of money and credit to prices, fiat money, National and State banking systems, central banks, and the principles of Foreign exchange. Our present Federal Reserve Banking system is carefully studied. Credit 3 hours.

Public Finance: Growth and trend of government expenditures and debts, separation of sources of state and local revenues, the classified property tax, the
state income tax, taxation of corporations, state tax commissions and the incidence and shifting of taxes are examples of theories and practices of government finance which are selected for special study. Credit 3 hours.

Business Finance: Development of corporate form of business; its advantages and disadvantages; legal position of the corporation; promotion; sources of capital; internal financial management; receivership and reorganization. Credit 2 hours.


Analysis of Financial Reports: The character and the importance of the respective items in the corporation report from a financial standpoint, the relationship of the data as reflective in operating policies, depreciation policies, possible construction and expansion policies, the balance of the financial structure and similar problems entering in corporate report analysis are considered. Credit 2 hours.

Credits and Collections: The Credit Department: its organization; the credit file; the basis of granting credit; handling collections. Credit 3 hours.

**Psychology**

General Psychology: Sensation; perception; illusion; imagination; reintegration; association of ideas; instinct; reasoning; the thinking processes; personality. Credit 3 hours.

Advertising Psychology: Interest; attention; desire; mass reaction; stimuli. Credit 3 hours.

**Land Economics**

Fundamentals of Real Estate: The commodity; the economic function of the real estate business; methods and procedure; real estate business as a profession. Credit 3 hours.

Urban Land Economics: Growth of cities; classification; land utilization; ownership; tenure; income. Credit 3 hours.

Real Estate Practice: Contracts; deeds; mortgages; bonds; tenants; assignments; management; advertising. Credit 3 hours.

Real Estate Valuation: The appraiser; the method; the technique of appraising; depreciation. Credit 3 hours.

**Property Management**

Management of Property of Estates and Corporations: Management of business property; good will; service. Credit 3 hours.

Real Estate Finance: Money; credit; discounts; the underwriter; sources of capital and finance; banks; insurance companies; bond houses. Credit 3 hours.

Land Planning: Zoning; congestion of population; the shifting of districts; the growth of cities. Credit 3 hours.

**English**

English I: Composition; analysis; arrangement; structure of paragraphs; rhetoric; the widening of the vocabulary. Credit 3 hours.

English II: Continuation of English I. Credit 3 hours.

English III: Letter form; punctuation; the whip, the climax, the conclusion. Credit 3 hours.
Tool Courses

Shorthand I: The Gregg System; speed and accuracy in transcription. Credit 3 hours.
Shorthand II: Speed writing, eighty to one hundred words per minute on new matter; business vocabulary; spelling; punctuation; paragraphing. Credit 5 hours.

Typewriting I: Drills, with attention to rhythm; touch system; mechanics of letter writing. Credit 3 hours.

Typewriting II: Speed drills; preparation of manuscripts; legal forms; tabulations; care of the machine; dictaphone. Credit 3 hours.

Multigraph: Instructions as to mechanics of machine; forms; art of typesetting; printing attachment. No credit.

Calculating Machines: Addition, subtraction, multiplication, and division; speed drills and accuracy; Posting machine. No credit.

Political Science


Public Speaking

Public Speaking I: Fundamentals of Expression: Instruction is given in the management of the breath; the proper use of the body to gain vocal energy and grace of action; the most advanced knowledge of English phonation; the best methods of acquiring perfect articulation; the various qualities of voice and their use; the application of force, stress, pitch, quality and emphasis; the use of inflection for gaining emphasis, expression and variety of speech. Credit 2 hours.

Public Speaking II: Continuation of Public Speaking I. Credit 2 hours.

The Night Law School 1927-28

The sessions of the Night Law School are held at the downtown building between the hours of 6:15 and 8:00 P.M. The classes meet every night except Sunday. The Moot Court, conducted by District Judges Troup and Leslie, is held either at the Administration Building or the Court House on Saturday evenings. Thirty practicing lawyers and members of the District and County Benches are employed for the school year 1928-29. Each instructor teaches but one subject—a different instructor for each subject in the curriculum. Not including the summer sessions in brief-making, the four-year course consumes 1,400 recitation hours—320 more recitation hours than required by the American Association for three-year day courses. The course given is soundly practical. It is intended to enable the graduate to practice law with substantial self-reliance. Many able members of the Nebraska Bench and Bar have been graduated from the night law classes of the Omaha School of Law.

For further particulars about the law school, and special bulletin, address the Registrar of the University of Omaha or Arthur C. Thomsen, Secretary of the Law School, 507 Medical Arts Building, Omaha.
Students of the University of Omaha College of Commerce are eligible to compete in University of Omaha Athletics.
Work of Handicraft Classes
of the
UNIVERSITY OF OMAHA
Department of Art

The University of Omaha Department of Art wishes to announce that the second semester opens on February 1st, 1929. All students interested in courses in Art should report to the Registrar's office and secure information relative to courses, tuition rates, and instructors.
Courses (Continued)

(b) Leather tooling includes dyeing and making up of bags, purses and other articles of utility and beauty.

(c) Wood block printing, toy making and various other crafts involving study and practice of original design.
No credit given in connection with Design A.

9. Household Decoration—Principles of color, rhythm, balance, and harmony, as related to the home. First semester. Two credits.

10. History of Painting—First semester. Art of painting from primitive people to close of Italian Renaissance with study of the formative causes and national characteristics of the art under consideration. Note book work. Two credits.

11. Development of Architecture—A historic study of the greatest periods of architecture with an aim toward appreciation, and recognition of the styles. Illustrations by lantern and photograph, references in assigned reading, and lectures will be the means of study.

12. History of Painting—Second semester. From Art of Netherlands to present time, with some time devoted to American Art. Note book work. A text is used but must be supplemented by library work. Two credits.

13. Saturday Classes for Teachers—These courses offer practical help to grade teachers as well as widening their horizon. Drawing color theory, industrial arts design, toy making and handicrafts. Through them is secured increased proficiency in drawing, a better knowledge of design and color, a keener appreciation of art principles and a foundation for class-room criticism.

Students may arrange hours and courses by consultation with the Instructor.

A SUGGESTED COURSE FOR TEACHERS

Students wishing to teach Normal Art in the public schools should pursue this course. Entrance requirements are uniform for all Arts and Sciences Courses.

<table>
<thead>
<tr>
<th>First Year</th>
<th>Second Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psychology</td>
<td>Prin. of Public School Art</td>
</tr>
<tr>
<td>Botany</td>
<td>Design (Applied Art)</td>
</tr>
<tr>
<td>English (Rhetoric)</td>
<td>Art History and Appreciation</td>
</tr>
<tr>
<td>Drawing and Painting</td>
<td>History of Education</td>
</tr>
<tr>
<td>Design</td>
<td>Special Methods</td>
</tr>
<tr>
<td>Perspective</td>
<td>Educational Psychology</td>
</tr>
<tr>
<td>Handwork</td>
<td>Practice Teaching</td>
</tr>
<tr>
<td>General Edu. Methods</td>
<td>12 hours of electives may be chosen from this group:</td>
</tr>
<tr>
<td>Methods of Study</td>
<td>Elem. Handicraft</td>
</tr>
<tr>
<td>Intro. to Education</td>
<td>Child Psychology</td>
</tr>
<tr>
<td></td>
<td>History</td>
</tr>
<tr>
<td></td>
<td>Literature</td>
</tr>
</tbody>
</table>

Courses and credits in Education necessary for a State Certificate may be changed at any time to meet state requirements. Twenty credits are now required.
## TUITION RATES

To regular students of the University

<table>
<thead>
<tr>
<th>Credit(s)</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>One credit</td>
<td>$10</td>
</tr>
<tr>
<td>Two credits</td>
<td>15</td>
</tr>
<tr>
<td>Three credits</td>
<td>$20</td>
</tr>
<tr>
<td>Four credits</td>
<td>25</td>
</tr>
</tbody>
</table>

To special students:

- One day for a semester of 18 weeks: $15
- Two days for a semester of 18 weeks: 25
- Three days for a semester of 18 weeks: 32.50
- Four days for a semester of 18 weeks: 37.50

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## TUITION RATES

To Special Art Students

<table>
<thead>
<tr>
<th>Course</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design to Domestic Art Students</td>
<td>$3.00</td>
</tr>
<tr>
<td>Kindergarten Art, one credit</td>
<td>3.00</td>
</tr>
<tr>
<td>Teachers Normal Training Art</td>
<td>3.00</td>
</tr>
<tr>
<td>Interior Decoration, special course</td>
<td>15.00</td>
</tr>
<tr>
<td>Art to Extension Students</td>
<td>10.00</td>
</tr>
<tr>
<td>Subsequent Credits to Extension Students, each credit</td>
<td>4.00</td>
</tr>
</tbody>
</table>

Further information concerning the Department or any of its courses may be had by writing or telephoning the Director, Miss Knight, or the Registrar of the University. Address, University of Omaha, Twenty-fourth and Pratt Streets. Phone Webster 0060.
Work of Design, Drawing, and Painting Classes
of the
UNIVERSITY OF OMAHA
Department of Art
ADVANTAGES

The University of Omaha Art Department strives to meet the above needs. There are also advantages in studying art in a University. A student may, while pursuing a Liberal Arts Course, include one or more art credits along the line of his greatest interest,—laying a foundation for future specialized study.

A student may major in art while doing the work for a Bachelor of Arts Degree. Students desiring to teach Manual Arts may pursue a Normal Art Course covering a period of two years; at the end of which time the student receives a diploma from the Department of Art and a Teacher's Certificate.

Teachers or other busy people may take extension work after school hours or on Saturday mornings. Special students may enter for Art alone and receive private instruction.

Omaha is a desirable city in which to live and study art, as there are many art exhibitions and lectures each year. Furthermore the three University of Omaha Art Studios are fully equipped for a complete line of work. An Art Club, the Paint Pot, furthers the interests of the Department and contributes to the social life of its members. An exhibition of student work is held in the studios at the close of the school year.

No examination is required of special students for entrance. One may enter as a special student at any time. Daily criticism and constant helpful oversight are given. The progress made and the skill developed are in direct proportion to the effort expended.

COURSES

1. Free-hand Drawing—In pencil, Charcoal or pen and ink from casts and still life, in line, light and shade, and values. Application of principles of free-hand perspective.

2. Elementary Drawing—For Kindergarten students. Drawing, color theory, figure sketching, pencil and water color, sketching of nature forms, some manual problems, such as toy making.

3. Design A—Study of spacing in line, dark and light and color. Required of all handcraft students working for credits.

4. Design B—Principles of design, line, color theory, space relations. A course for students of Home Economics.

5. Pictorial Composition—Principles or arrangement, balance of shapes in spaces, using still life, landscape and figure. Lettering, poster and other forms of commercial art design. This course aims especially to develop artistic appreciation and artistic rendering of commercial work.


7. Drawing—From casts and costumed model; media, charcoal, tempera, pencil, pen and ink.

8. Handicraft Group—(a) Jewelry and metal work. Use of tools and processes of construction in making of pins, pendants, bowls, spoons, etc., also etting of tone.
FACULTY

Earnest W. Emery, A. B., A. M., D. D. . . . . . . . . . . . . President of University
W. Gilbert James, A. M., Ph. D. . . . . . . . . . . . . . . . . . Dean of University

Augusta H. Knight, A. B., Carthage College; Graduate of Pratt Institute of Brooklyn, Normal Art; Student at St. Louis School of Fine Arts; Summer Work at Chicago Art Institute; Student of Charles Hawthorne, Provincetown, Mass.; New York University; Boothbay Harbor Art Colony; Saugatuck Summer School of Painting. Exhibitor in various current exhibitions; winner of Robert Morseman Prize for best group of paintings of Nebraska Artists; honorable mention in Water Colors at Saint Paul and Kansas City; represented in private collections. Instructor in Art, Lindenwood College, St. Charles, Missouri; Instructor in Art, Brownell Hall, Omaha, 1908-1915; Director of Art, University of Omaha, 1912—

John McGill—Two years and a half with Frank Alva Parsons, Interior Decoration in France, Belgium, England and Italy.
Mr. McGill offers a course in Interior Decoration, if the number of students justifies. This course is an opportunity for those desiring professional work or its application to home decoration.

Frank Almy, A. B., Grinnell College; Assistant Director of Omaha Art Institute. Student of Chicago Art Institute and Harvard University.
Mr. Almy offers a course in the Development of Architecture.

FOREWORD

Art is not a luxury. Today the world demands beauty in its industrial creations as well as in its Art Galleries. It is the foundation of everything manufactured; it enters the home in everything there assembled; it sells the world's products, and Art determines the selling price of those products.

Man loves to create and to share with others the joy of creation; the earth is strewn with these results from prehistoric times to the present.

Art education is two fold. It opens the eyes to the significance and inherent beauty of each phase of the age long activity, and it stimulates the creative powers resident, to some extent, in all. It is also intellectual, æsthetic and technical, and adds immeasurably to the fullness and enjoyment of life.
Drawing and cut made by Julius Reader, a student of the Department of Art
Summer Session
June 10 - August 30

Published bi-monthly by the Administration of the UNIVERSITY OF OMAHA
Omaha, Nebraska

Entered as Second Class matter, May 13, 1924, at the Post Office, at Omaha, Nebr., under the act of August 24, 1912. Accepted for mailing at the special rate of postage provided in Section 1103, Act of October 3, 1927, authorized May 13, 1924.
"The portals of wisdom are the guiding lights of civilization."

SUMMER CALENDAR

1929

June 8—Saturday. Registration for First Six Weeks' Session.
June 10—Dr. Cutright's course opens.
June 17—Dr. Hullfish's course opens.
June 24—Dr. Harding's course opens.
July 19—Close of First Six Weeks' Session.—Examinations.
July 22—Opening of Mid-Summer Session.
August 9—Close of Nine Weeks' Session.—Examinations.
August 30—Close of Second Six Weeks' Session.—Examinations.
ADMINISTRATION

ERNEST WESLEY EMERY, A. M. ........................................... President
Office, first floor Joslyn Hall. Telephone We. 0060.

W. GILBERT JAMES, PH. D. ........................................... Dean of University
Office, first floor Joslyn Hall. Telephone We. 0060.

ALEXANDER JAMES DUNLAP, A. B., LL. B. .....................
........................................... Dean College of Commerce
Office, 1307 Farnam St., Telephone At. 1019.

NOEL J. LOGAN ........................................... Director Conservatory of Music
Office, third floor Joslyn Hall. Telephone We. 0060.

ELIZABETH G. BARNES, A. B. ........................................ Registrar
Office, first floor Joslyn Hall. Telephone We. 0060.

LEWIS D. CRENSHAW ........................................... Bursar
Office, first floor Joslyn Hall. Telephone We. 0060.

INEZ CHESTNUT, A. B. ........................................... Librarian
Office, Library room, first floor Joslyn Hall.
FACULTY

GOULD, FRANCIS K., A. M.—  
Professor of English.

HAMMER, IRWIN A., A. M.—  
Professor of Education. Head of Department of Education.

JAMES, W. GILBERT, PH. D.—  
Professor of English.

LOGAN, NOEL J.—  
Head of Conservatory of Music and Professor of Music, assisted by Instructors in Voice, Piano, Violin, Organ, 'Cello and Public School Music.

McKIBBON, T. S., A. M.—  
Professor of Physics and Mathematics.

PHILLIPS, ROY C., PH. D.—  
Professor of French and Spanish.

VARTANIAN, VAHN H., A. M., D. D.—  
Professor of Bible and Religious Education.

WEBER, MRS. PEARL L., A. M.—  
Professor of Psychology and Education.

WARD, NELL, A. M.—  
Professor of Botany and Chemistry.

SPECIAL INSTRUCTORS

CUTRIGHT, PRUDENCE, A. M.—  
Director of Instructional Research.  
Board of Education, Minneapolis, Minn.  
Course: “Instructional Research in Public Schools.”  
June 10-15.

HARDING, A. M., PH. D.—  
Professor of Mathematics and Astronomy.  
Director of University Extension, University of Arkansas, Fayette, Arkansas.  
Course: “Elementary Science in the Classroom.”  
June 24-28

HULLFISH, H. G., PH. D.—  
Professor of Principles of Education, Ohio State University, Columbus, Ohio.  
Course: “Principles of Education.”  
June 17-21
SPECIAL INSTRUCTORS—(Continued)

KIRN, G. W., A. M.—
Principal of Abraham Lincoln High School, Council Bluffs, Iowa.
Courses: “General Psychology,” “Extra Curricular Activities” (First three weeks). “High School Curriculum” (Second three Weeks.)
   June 10—August 9

MARRS, R. M., A. M.—
Principal of South High School, Omaha, Nebraska.
Courses: “Educational Psychology” and “General Sociology.”
   June 10—August 9

McMILLAN, E. E., A. M.—
Principal of North High School, Omaha, Nebraska.
Course: “Philosophy of Education” and “Classroom Management.”
   June 10—August 9

INSTRUCTOR TO BE SELECTED—
Course: “Kindergarten and Primary Education.”
   June 10—July 19

GENERAL INFORMATION

The real purpose of the University of Omaha is to serve its constituents. In addition to this it has endeavored to reach out into the trade territory and surrounding states to convey that higher training so necessary to the teaching field. The University as well as those who will participate in the Summer School of 1929 is to be congratulated on the securing of the services of the outstanding instructors of the country.

These special instructors come into the summer session from their wide and varied fields of experience and will bring a wealth of information and instruction to the Summer Session. Students enrolling will do well to avail themselves of the opportunity to sit in the classes of these educators to secure special instruction along the lines of their special interests.

It is the desire of the Administration of the University that Omaha and Council Bluffs, together with their trade territory, unite in promoting in Omaha this Summer School Session and make it the best in the history of the school.
OBJECT OF THE SUMMER SESSION

The Summer Session is planned to meet the needs of all who wish to use part of the summer vacation for study. The courses of instruction are especially adapted to the following purposes:

1. Teachers holding college degrees may study to fit themselves better for their immediate work; or they may review courses in preparation for state examinations.

2. Teachers who are not college graduates may fit themselves more thoroughly for their profession and at the same time secure credit toward college degrees.

3. College students may work off conditions or may secure advanced credit on their college courses.

4. Students preparing to enter Omaha or another university in September, may secure advanced credit on their courses.

5. Persons engaged in business or professional work may pursue to advantage any of the courses for which they are qualified.

Busy teachers welcome the change from regular routine; a breathing space for advanced study; an opportunity to get out of the rut, to brush up and enjoy again the sunshine of school days.

Financially, summer work pays large dividends. It is possible in this way to secure a college degree with larger scholarship and increased salary. Administrative officers everywhere are on the lookout for wide-awake, energetic, ambitious teachers. They know they are likely to find that type enrolled in the summer schools.

The Summer School invites you to renew your faith in your life work, to enlarge your vision and place yourself in a better position to secure more rapid promotion for yourself and render wider service to mankind.

DATES OF SUMMER SESSION

The annual Summer Session of the University of Omaha will begin June 10, 1929. Instruction will be offered for a period of twelve weeks. For those enrolling for the first six weeks, regular classes will close July 19th. For those enrolling for the whole period, or for the second six weeks, regular classes will close August 30th. For special short term classes see article marked "Special Instructors."

Mathematics courses and courses in Chemistry, Botany and Physics will be conducted for nine weeks, beginning June 10th, and ending August 9th.
RECREATION AND ENTERTAINMENT

Omaha is a city of 222,800 inhabitants. You will find it not only a metropolis of trade and commerce, but also a metropolis of education, recreation and entertainment.

If you are interested in moving pictures, etc., the excellent theatre facilities of the city are at your service for recreation that is both entertaining and educational.

If you are interested in outdoor sports, you will find abundant opportunity in Omaha for enjoying your particular preference—golf, tennis, soccer, baseball, swimming, aviation, etc.

The many beautiful parks in the city make Omaha a delightful place for summer vacationing.
CREDIT

Six semester hours (fifteen recitation hours per week) is considered a full schedule for each six weeks term of the Summer Session. The maximum number of credits which you can earn is one credit for each week of attendance. Thus, twelve credits may be earned during two terms of Summer School.

The courses in Mathematics and Science, which are conducted for nine weeks, give three and four semester hours of credit respectively.

Laboratory is required in all sciences. A minimum of eight hours laboratory work per week is required in General Chemistry, Organic Chemistry, and Physics. A minimum of ten laboratory hours per week is required in Botany, and a minimum of twelve laboratory hours per week in Analytical Chemistry.

County School Officials Recommend Our Summer Session:

"Just received your letter stating that the Omaha University would have a summer course of six, nine, and twelve weeks. The twelve weeks' course will enable the teachers in Omaha and Douglas County to secure sufficient credit to renew their certificates without going so far from home.

"I am pleased with the courses you are offering, and the faculty that you have secured."

H. M. Eaton,
County Supt.

ADMISSION, REGISTRATION AND FEES

ADMISSION. There are no formal examinations or requirements for admission to the Summer Session. Students will be admitted to such courses as the respective instructors find them qualified to pursue with advantage. However, students who expect to enroll as candidates for a degree or certificate from the University are required to satisfy the usual entrance requirements for admission to the Summer Session. Transcripts should be forwarded to the Registrar at least a week before the opening of the session.

REGISTRATION AND FEES. Registration for the FIRST SIX WEEKS' SESSION should be completed Saturday, June 8. Registration thereafter for courses continuing during the first six weeks' session will incur a late registration fee of $1.00.

Registration for the SPECIAL ONE WEEK COURSES should be completed the Saturday before the Monday on which the class is scheduled to begin. Registration made thereafter will be considered late.
Registration for the SECOND SIX WEEKS' SESSION should be completed Saturday, July 20. Registration will be considered late thereafter.

Registration will be conducted in the Library of Joslyn Hall from 9 A.M. to 4 P.M. Changes in program may be made the first two days without charge. After June 10 all matters pertaining to registration will be handled through the office of the Registrar.

PROCEDURE. Secure registration form from the information desk in the Library. Fill it out on both sides according to directions and present it for approval to the Dean after which make out class cards on each subject. Hand the registration form, together with class cards, to the checker for final verification and charge. Make payment to Busar. Then present receipt to Registrar and receive class admission cards.

Registration is not completed nor are class admission cards released until settlement of fees is made. No student will be admitted to classes without admission cards signed by the Registrar.

FEES. All tuition and fees are payable at registration at rates listed below. However, where this is impossible, the administration will consider applications for extension of time on payments; such applications to be made not later than one week prior to registration dates. Applications made thereafter will be considered as late registration, incurring the customary fee of $1.00.

VISITOR'S PERMITS. Anyone desiring to attend a single lecture or recitation, must secure a Visitor's Admission Card from the Registrar's Office.

MATRICULATION FEE to all students not previously enrolled in this institution, $5.00.

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**TUITION FEES**

<table>
<thead>
<tr>
<th>Credits</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 to 6</td>
<td>$4.00 per credit</td>
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<tr>
<td>7 to 9</td>
<td>$3.75 per credit</td>
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<td>10 to 12</td>
<td>$3.50 per credit</td>
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<tr>
<td>Audit Courses, each</td>
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<tr>
<td>Any single lecture admission</td>
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**LABORATORY FEES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
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<tbody>
<tr>
<td>General Chemistry</td>
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<tr>
<td>Quantitative Chemistry</td>
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<tr>
<td>Organic Chemistry</td>
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</tr>
<tr>
<td>Physics</td>
<td>3.00</td>
</tr>
<tr>
<td>Botany</td>
<td>3.00</td>
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<tr>
<td>Industrial Arts</td>
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MUSIC FEES

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<tr>
<th>Service Description</th>
<th>6 wks.</th>
<th>12 wks.</th>
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<tbody>
<tr>
<td>Private voice lessons with Mr. Logan</td>
<td>$20.00</td>
<td>$40.00</td>
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<tr>
<td>Private voice lessons with head of dept.</td>
<td>16.66+</td>
<td>33.33+</td>
</tr>
<tr>
<td>Private voice lessons with Mrs. Lukovsky</td>
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<td>24.00</td>
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<tr>
<td>Private piano lessons with Mr. Berryman</td>
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<td>33.33</td>
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<tr>
<td>Private piano lessons with Mrs. Werndorff</td>
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<tr>
<td>Private piano lessons with Miss Clow</td>
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<td>18.00</td>
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<tr>
<td>Private piano lessons with Miss Ptak</td>
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<td>12.00*</td>
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<td>Private piano lessons with Miss Gillman</td>
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<td>Melody Way Teachers’ Course</td>
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<td>Melody Way (Class piano)</td>
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<tr>
<td>Private lessons in Organ</td>
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<td>33.33+</td>
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<tr>
<td>Private lessons with Miss Irma Clow</td>
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<td>24.00</td>
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<tr>
<td>Private Violin lessons with Mr. Shlanta</td>
<td>12.00</td>
<td>24.00</td>
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<tr>
<td>Private Violin Preparatory Department</td>
<td>9.00</td>
<td>12.00</td>
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<td>Private 'Cello lessons</td>
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<td>24.00</td>
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<tr>
<td>Private lessons in wind or brass instruments</td>
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<tr>
<td>Rental of piano one hour</td>
<td>2.13+</td>
<td>3.33+</td>
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*Note: While the tuition rates are listed on a six week and a twelve week basis, students who desire eighteen lessons or more, may secure them by application to the Director, N. J. Logan, upon registration.

REFUNDS

The matriculation fee will be refunded only when charged through an error of a University official. Tuition fees may be refunded upon withdrawal in good standing from the University, according to the following schedule:

- First week ......................................................... 90%
- Second week ....................................................... 75%
- Third week ........................................................ 55%

For additional information communicate with the Registrar of the University, 24th and Pratt Streets. Phone We. 0060.

TEXT BOOKS

Text Books may be secured at the University Book Store located in the basement of Joslyn Hall across from the Cafeteria.
### SCHEDULE OF
**LECTURES, RECITATIONS AND LABORATORIES**

<table>
<thead>
<tr>
<th>SUBJECT</th>
<th>TERM</th>
<th>CREDIT</th>
<th>HOUR</th>
<th>BLDG.</th>
<th>RM.</th>
<th>INSTRUCTOR</th>
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<tr>
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<tr>
<td>Normal Art.</td>
<td>1-2</td>
<td>1</td>
<td>11:40</td>
<td>J. H.</td>
<td>2</td>
<td>Specialist</td>
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<tr>
<td><strong>BOTANY</strong></td>
<td></td>
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<tr>
<td><strong>CHEMISTRY</strong></td>
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<tr>
<td>(See instructor for Assignment)</td>
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<tr>
<td>Analytical Chemistry, Rec.</td>
<td>1-2</td>
<td>2-3</td>
<td>8:00</td>
<td>S. H.</td>
<td>3</td>
<td>Ward</td>
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<tr>
<td>Analytical Chemistry, Lab.</td>
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<tr>
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<td>Organic Chemistry, Rec.</td>
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<td>5</td>
<td>9:00</td>
<td>S. H.</td>
<td>3</td>
<td>Ward</td>
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<td><strong>EDUCATION</strong></td>
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<td>Classroom Management</td>
<td>1</td>
<td>2</td>
<td>9:00</td>
<td>J. H.</td>
<td>3</td>
<td>McMillan</td>
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<tr>
<td>Educational Psychology</td>
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<td>J. H.</td>
<td>3</td>
<td>Marrs</td>
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<td>Educational Sociology</td>
<td>1</td>
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<td>10:40</td>
<td>J. H.</td>
<td>13</td>
<td>Hammer</td>
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<td>Elementary Science in the Classroom (3rd week)</td>
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<td>9-1:15</td>
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<tr>
<td>Extra Curricula Activities (1st 3 wks.)</td>
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<td>J. H.</td>
<td>2</td>
<td>Birn</td>
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<tr>
<td>General Methods</td>
<td>1</td>
<td>2</td>
<td>9:00</td>
<td>J. H.</td>
<td>13</td>
<td>Hammer</td>
</tr>
<tr>
<td>History of Education in U. S.</td>
<td>1-2</td>
<td>2-4</td>
<td>11:40</td>
<td>J. H.</td>
<td>10A</td>
<td>Weber</td>
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<tr>
<td>H. S. Curriculum (2nd 3 weeks)</td>
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<td>2</td>
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<td>2</td>
<td>Kirn</td>
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<tr>
<td>Industrial Arts</td>
<td>1</td>
<td>2</td>
<td>11:40</td>
<td>S. H.</td>
<td>1</td>
<td>Specialist</td>
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<tr>
<td>Instructional Research in the Public Schools (1st week)</td>
<td>1</td>
<td>1</td>
<td>9-1:15</td>
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<tr>
<td>Methods in Arithmetic (1st 3 wks.)</td>
<td>2</td>
<td>1</td>
<td>11:40</td>
<td>J. H.</td>
<td>15</td>
<td>Specialist</td>
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<tr>
<td>Methods in Geography (1st 3 wks.)</td>
<td>2</td>
<td>1</td>
<td>10:40</td>
<td>J. H.</td>
<td>15</td>
<td>Specialist</td>
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<tr>
<td>Methods in Grammar (2nd 3 wks.)</td>
<td>2</td>
<td>1</td>
<td>11:40</td>
<td>J. H.</td>
<td>15</td>
<td>Specialist</td>
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<tr>
<td>Methods in History (2nd 3 wks.)</td>
<td>2</td>
<td>1</td>
<td>10:40</td>
<td>J. H.</td>
<td>15</td>
<td>Specialist</td>
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<td>Methods in Reading</td>
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<td>2</td>
<td>9:00</td>
<td>J. H.</td>
<td>Aud.</td>
<td>James</td>
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<td>Nature Study</td>
<td>1</td>
<td>2</td>
<td>10:40</td>
<td>S. H.</td>
<td>2</td>
<td>McMillan</td>
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<tr>
<td>Philosophy of Education</td>
<td>1</td>
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<td>J. H.</td>
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<td>Specialist</td>
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<td>Primary Methods</td>
<td>1</td>
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<td>8:00</td>
<td>S. H.</td>
<td>2</td>
<td>Specialist</td>
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<td>Principles of Education (2nd wk.)</td>
<td>1</td>
<td>1</td>
<td>9-1:15</td>
<td></td>
<td>1</td>
<td>Specialist</td>
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<tr>
<td>Story Telling</td>
<td>1</td>
<td>2</td>
<td>9:00</td>
<td>S. H.</td>
<td>2</td>
<td>Specialist</td>
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<td>Tests and Measurements</td>
<td>1</td>
<td>2</td>
<td>8:00</td>
<td>J. H.</td>
<td>13</td>
<td>James</td>
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<tr>
<td>Traditional Examinations and New Type Tests</td>
<td>1</td>
<td>2</td>
<td>11:40</td>
<td>J. H.</td>
<td>13</td>
<td>Gould</td>
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<td><strong>ENGLISH</strong></td>
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<td>Development of Novel</td>
<td>1</td>
<td>2</td>
<td>11:40</td>
<td>J. H.</td>
<td>16</td>
<td>Gould</td>
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<td>Introduction to Browning</td>
<td>1</td>
<td>2</td>
<td>10:40</td>
<td>J. H.</td>
<td>15</td>
<td>James</td>
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<tr>
<td>Methods in Reading</td>
<td>1</td>
<td>2</td>
<td>9:00</td>
<td>J. H.</td>
<td>Aud.</td>
<td>Gould</td>
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<tr>
<td>Rhetoric</td>
<td>1-2</td>
<td>2-4</td>
<td>8:00</td>
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<td>16</td>
<td>Gould</td>
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<td>Shakespeare</td>
<td>1-2</td>
<td>2-4</td>
<td>10:40</td>
<td>J. H.</td>
<td>16</td>
<td>Gould</td>
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<td>Survey of English Literature</td>
<td>1-2</td>
<td>2-4</td>
<td>9:00</td>
<td>J. H.</td>
<td>16</td>
<td>Gould</td>
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<td><strong>HISTORY</strong></td>
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<tr>
<td>Tour To Europe</td>
<td>1</td>
<td>2</td>
<td>6</td>
<td></td>
<td></td>
<td>Kuhn</td>
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## Schedule of Lectures, Recitations and Laboratories

<table>
<thead>
<tr>
<th>Subject</th>
<th>Term</th>
<th>Credit</th>
<th>Hour</th>
<th>Bldg.</th>
<th>Rm.</th>
<th>Instructor</th>
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<tr>
<td><strong>Mathematics</strong></td>
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<td>College Algebra</td>
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<td>3</td>
<td>10:40</td>
<td>J. H.</td>
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<td>McKibben</td>
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<tr>
<td>Trigonometry</td>
<td>1-2</td>
<td>3</td>
<td>11:40</td>
<td>J. H.</td>
<td>5</td>
<td>McKibben</td>
</tr>
<tr>
<td><strong>Music</strong></td>
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<tr>
<td>Conducting</td>
<td>1-2</td>
<td>2</td>
<td>10:40</td>
<td>J. H.</td>
<td>Stud. C</td>
<td>Shlanta</td>
</tr>
<tr>
<td>Kindergarten and Primary Mus. Meth.</td>
<td>1-2</td>
<td>2-4</td>
<td>8:00</td>
<td>J. H.</td>
<td>Stud. A</td>
<td>Gillard</td>
</tr>
<tr>
<td>Instruments and Orchestration</td>
<td>1-2</td>
<td>2</td>
<td>9:00</td>
<td>J. H.</td>
<td>Stud. C</td>
<td>Shlanta</td>
</tr>
<tr>
<td>Music Appreciation</td>
<td>1-2</td>
<td>2</td>
<td>12:00</td>
<td>J. H.</td>
<td>Stud. A</td>
<td>Gillard</td>
</tr>
<tr>
<td>Sight Reading and Ear Training for Students</td>
<td>1</td>
<td>2</td>
<td>10:40</td>
<td>S. H.</td>
<td>8</td>
<td>Logan</td>
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<td>Liberal Arts Students</td>
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<td>Violin and Orchestral Instruments</td>
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<td>*For Appointment see Mr. Logan, Conservatory of Music, Office of Director.</td>
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**Physics**

- Col. Physics I, Rec. 1-2 4 8:00 S. H. 8 McKibben
- Col. Physics I, Lab. (See Instructor for Lab. Assignment)
- Col. Physics II, Rec. 1-2 4 9:00 S. H. 8 McKibben
- Col. Physics II, Lab. (See Instructor for Lab. Assignment)

**Psychology**

- Adv. Mental Hygiene 1-2 2 8:00 J. H. 10A Weber
- Gen. Psychology     1-2 2-4 9:00 J. H. 2 Kirk
- Mental Hygiene      1-2 2-4 10:40 J. H. 10A Weber
- Psychiatry for Teachers 1 2 8:00 J. H. 10A Weber
- Psychology of Thinking 1-2 2-4 9:00 J. H. 10A Weber

**Religious Education**

- Bible—Old or New Testament 1 2 8:00 J. H. 10B Vartanian
- Ethics or Social Order    1 2 9:00 J. H. 10B Vartanian
- Psychology of Religion    1 2 10:40 J. H. 10B Vartanian
- Religions of World        1 2 10:40 J. H. 10B Vartanian

**Romance Language**

- French I 1-2 2-4 8:00 J. H. 17 Phillips
- Intermed. French          1-2 2-4 10:40 J. H. 17 Phillips
- Spanish I 1-2 2-4 9:00 J. H. 17 Phillips
- Intermed. Spanish         1-2 2-4 11:40 J. H. 17 Phillips

**Sociology**

- General Sociology        1-2 2-4 11:40 J. H. 3 Mars
- Educational Sociology     1 2 10:40 J. H. 13 Hammer
EDUCATIONAL TOUR TO EUROPE

The University offers as one of its Courses an Educational tour to Europe. Participants of this tour who register with the University as Summer Students, who have completed their High School Courses and who will make observations under the direction of the accompanying members of the Faculty, are granted six Credits.

The Tour leaves New York June 14; the main party will return to New York July 27. Another section will remain a few weeks longer in Europe, to attend the World Conference of Education Associations at Geneva and possibly to make an extension tour to Italy.

The University has designed this tour to make it an economical and yet thoroughly comfortable and highly cultural journey. It embraces London and many cathedrals, castles and literary shrines of England; quaint Amsterdam and vicinity, the famous Ruhr District of Germany, Cologne with its Cathedral, the beautiful Rhine Valley, Heidelberg, old Nuremberg and rural Southern Germany, the beautiful City of Munich, Oberammergau, Lakes Constance, Zurich and Lucerne, two wonderful foot tours in the Alps, six full days in Paris and vicinity.

The tour is also open, without College Credit, to the general public and ought to appeal to those who wish to combine pleasure with real education.

The price of the tour, $575, includes steamship passage, good Tourist Cabins, all European transportation by train, boat and auto, entertainment at good Tourist Hotels, excellent table d'hote meals, care of baggage, all admissions and gratuities in Europe.
An attractive booklet has been prepared, giving the detailed itinerary and other information, and may be obtained upon request.

Applications should be made in March, if possible, to insure berth on steamer. A deposit of $50 will secure a reservation.

COMMERCIAL AND FINANCIAL COURSES

Summer courses will be given in Junior Accounting, Business Correspondence, Business English, Office Procedure and Practice, Shorthand and Typewriting. These courses include work for both beginning and advanced students.

FALL OPENING

The opening of the 1929 semester on September 10th, promises to mark a decided advance in the enrollment of the University of Omaha. The entire curriculum of the University has been expanded and strengthened. In addition to this, several new teachers with masters’ and doctors’ degrees have been added. The University of Omaha is definitely serving the cities of Omaha and Council Bluffs and their trade territory much more effectively than she has ever served.

Plans are now under way for the opening and the enrollment of the 1929 regular school year.

For further information, write the Registrar of the University, or telephone Webster 0060.
A cool place to study.
Announcement of Extension Classes
Afternoon, Saturday, Evening, Fall and Winter Sessions
1928-1929

CALENDAR
Academic Year 1928-1929

First Semester

September 10—Monday, Entrance Examinations.
September 11-12—Tuesday and Wednesday, Freshman Registration and General Session.
September 13-14—Thursday and Friday, Upper-class Registration.
September 15—Saturday, Freshman English Examination. Required of all Freshmen.
September 17—Monday, First Semester Begins.
September 19—Wednesday, Convocation.
September 22—Saturday, Registration for Extension Classes.
September 22—Saturday Extension Classes Begin.
September 24—Afternoon Extension Classes Begin.
September 24-27—Night Classes at Joslyn Hall Begin.
September 24 — Night Classes at 1307 Farnam Street Begin.
November 11 — Armistice Day.
November 12-16 — Mid-Semester Examinations.
November 29-30 — Thanksgiving Holiday.
December 21 — Friday, 4:00 P.M. Holiday Recess Begins.
January 7 — Monday, 8:00 Work resumed.
January 16 — Third Quarter Reports.
January 28 —
February 2 — Final Examinations.

General Information

The Extension Courses of the University of Omaha will begin September 22 and continue the entire school year of 36 weeks. Classes will meet on Monday, Tuesday, Wednesday, and Friday of each afternoon; Saturday mornings from 8:00 to 12:00 o'clock, and Monday and Thursday nights from 6:30 to 9:30 o'clock.

Students wishing courses in Commerce and Finance may inquire for schedule of classes and hours of the Dean of the Department, Mr. A. J. Dunlap, 1307 Farnam Street, Phone AT. 1019.

The School of Law will maintain classes each evening of the week, except Saturday evening, at 1307 Farnam Street. Classes are held from 6:15 to 8:15 o'clock. For information you may call the Secretary of the Department, Mr. Arthur Thomsen; at his office in the Medical Arts Building, Phone JA. 3781.

The Afternoon and Saturday classes will be of college rank. The Night classes will consist of high school and college subjects.

Other classes and other places of meeting may be arranged with the Dean of the University at his office in Joslyn Hall, phone WE. 4845.

Object of Extension Courses

The Extension Courses are adapted to the following purposes:

1. Teachers holding college degrees may study to fit themselves better for their immediate work; or they may pursue a regular course for credit in the Graduate School.

2. Teachers who are not college graduates may fit themselves more thoroughly for their profession and at the same time secure credit toward college degrees.

3. Students employed during the day, but who expect to enter college at some future time, may either make up entrance requirements or may secure advance credit on their college courses.

4. Persons engaged in business or professional work may pursue to advantage any of the courses for which they are qualified.

Character of Extension Work

All work in the Extension Department is equivalent in character and value to that of the regular school. The teaching staff is selected from the regular Faculty of the University and is supplemented by qualified instructors from the City.
Admission and Registration

Students may register in the Extension Department by showing ability to do the work of the courses for which registration is made. Students desiring to become candidates for degrees, however, must matriculate and satisfy the usual requirements before credit on a degree is granted.

Tuition and Fees

All tuitions are payable during the first week of the course at the following rate:

- 1 hour credit $10.00
- 2 hours credit 14.00
- 3 hours credit 18.00
- 4 hours credit 22.00
- 5 hours credit 26.00
- 6 hours credit 30.00

SCHEDULE OF CLASSES

The following courses will be offered Saturday morning at Joslyn Hall, 24th and Pratt Streets.

8:00—Elementary Spanish, Political Science, Elementary German, Narrative and Descriptive Technique in Writing, Sewing 1, Social Factors in Education, Genetic Psychology, Biology for Teachers.


10:00—French 2, Shakespeare, Modern European History, Spanish Conversation, Educational Ethics, Cooking, Art Essentials, Biology Laboratory continued, Diction, Child Literature.

11:00—French Conversation, Psychology of Instinct, College Algebra or Trigonometry, Analytics or Calculus, Art Essentials continued, Cooking continued.

Day Courses After School Hours

Monday, 4:15—Advanced Principles of Education (place to be arranged). Professor Hammer of the Department of Education will present this course.

Tuesday, 4:15—Development of Architecture (Joslyn Hall). Mr. Almy of the Omaha Art Institute will present the lectures.

Wednesday, 4:15—Design and Handcraft (Joslyn Hall). Miss Knight will present this course.

Friday, 4:15—Bible (Joslyn Hall). Professor Vartanian of the Department of Religious Education will offer this course.

Other late afternoon classes will be scheduled upon request.
Night Courses—6:30 to 9:30

Joslyn Hall, 24th and Pratt Sts.

Monday


7:30—General Psychology, Victorian Literature, Spanish 3, French 3, Political Science, Girl Leadership, University of Omaha Choral Society.


Thursday

6:30—Cooking or Sewing, College Algebra, Preparatory Latin, Plane Geometry, Preparatory English.


8:30—High School Algebra, Solid Geometry, Caesar.

High school courses will meet each evening for one hour and a half.

The class in Interior Decoration on Thursday evening will be instructed by an expert decorator, Mr. John McGill.

The class in Girl Leadership will be directed by Miss Gladys Shamp, Local Camp Fire Executive.

The class in Boy Leadership will be conducted by Mr. L. J. Argentinger, local Scout Executive.

Courses in Reportoire in Church Music and Conducting and the University of Omaha Choral Society will be conducted by Prof. Logan, Head of the School of Music.

Night Courses—6:30 to 9:30

1307 Farnam

Accounting, Accounting Law, Shorthand, Typewriting, Business English, Economics and other commercial subjects will be offered at the School of Commerce and Finance, 1307 Farnam Street.

For a complete schedule of courses and hours address School of Commerce and Finance, 1307 Farnam St., or phone AT. 1019.

For information concerning night courses in the School of Law, address Mr. Arthur Thomsen, Medical Arts Bldg., or phone JA. 3781.

For further information concerning any of the above courses address University of Omaha, 24th and Pratt Streets, Omaha, Nebr., or phone WE. 4845.