

Name:



Miskatonic University

THE UNDERGRADUATE COURSE BOOK

(READ PAGE 3)

USE THIS BOOK REGULARLY
AS DIRECTED ON PAGES 3 AND 8

Matriculation No.

MISKATONIC UNIVERSITY UNDERGRADUATE COURSE BOOK

This prop is a replica/adaptation of an actual vintage university course book from an institution comparable to Miskatonic.

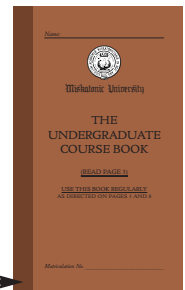
Print this page on brown or green cardstock. **Print the next page** on the reverse of this page.

Print remaining pages on lightweight white paper, if possible. 16 lb. paper works better than regular copy paper because of the thickness of the finished book. **This file is meant to be printed on both sides of the paper:** print the odd pages first, then put the same paper back in the printer and print the even pages. (Note that crop marks appear only on the odd pages.)

When all pages are printed, **score** pages at dashed line. **Trim** at solid black crop marks.

Assemble pages in correct order and **staple** together with two staples at the spine.

Cover staples on the outside of spine with a piece of brown or green cloth duct tape or gaffer's tape 3/4 of an inch wide.



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NOTE CONCERNING THE CARE OF THE STUDENT'S HEALTH

The University seeks to maintain the best possible sanitary and hygienic conditions in the matter of (1) purity of water and food supply, (2) sanitary condition of all buildings and rooms used in any way by students, (3) preventing the entrance and spread of contagious diseases, (4) restraining students from undertaking work for which they are physically unfit. Every undergraduate student, on admission to the University, submits to a physical examination. (Graduate students are requested to take this examination; it is made without charge.)

The co-operation of all students is requested in carrying out this purpose. Every student is requested to report promptly any illness or indisposition. Men will report to the Medical Examiner for men, women to the Medical Examiner for women. First aid will be given when necessary, and advice as to whether the student should be under the care of a physician. The names of capable and trustworthy physicians will be furnished, if desired. The University, however, does not assume responsibility nor furnish treatment in cases of continued illness. Indigent students will be assisted as far as possible, in this as in other needs, from the loan fund or by other means.

OFFICES OF THE MEDICAL ADVISERS

For men, Axton Field House.

For women, Second Floor, Dorothy Upman Hall.

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NOTES & ATTACHMENTS

Miskatonic University

THE UNDERGRADUATE COURSE BOOK

CONTAINING

1. The student's personal memorandum of credits (**Read page 3**)
2. An abstract of certain regulations affecting undergraduate students



Arkham, Massachusetts

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Schedules, Departmental Programs, etc., for distribution.

Every student should get a copy of the *Circular of Information of the Colleges* and keep it for frequent reference. It contains not only a statement of the requirements for admission and for graduation but also a full announcement of the courses of instruction offered in the Colleges.

The current *Annual Register* is kept on the desk for reference.

Directory of Instructors, giving their addresses, class hours, and consultation hours.

Directory of Students.

Lost and Found Bureau.

General Information.

3. MISCELLANEOUS

Housing Bureau: Room and Board Register, places outside the University Quadrangles which are officially inspected before being placed on the list, Upman Hall, Room 2.

Public Telephone Station, Midway 800, Memorial Hall, North Corridor, and Information Office.

Women's Cloak Room and Rest Room: Memorial Hall, Second Floor; also Upman Hall, Locksley Hall.

Money orders issued and cashed, Cash Deposit system for students, the Cashier's Office, Memorial Hall.

University Bookstore; 143 W. College Street. Textbooks, magazines, stationery, and other office and classroom material, postage stamps. Orders may be left for books not in stock.

Young Men's Christian Association, Packer House, Room 2.

Young Women's Christian League, Upman Hall, second floor.

Employment Bureau, Memorial Hall, Room 31.

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IMPORTANT MEMORANDA

1. OFFICES OF ADMINISTRATION

1. University Examiner, Hoyt Administration Building, Room 4A.

Departmental Examiners. Consult the register at the Information Office.

Dean of the College of Language, Literature and the Arts, Locksley Hall, Room 9A.

Dean of the College of Science, Atwood Hall, Room 10A.

Dean of the School of Medicine, Atwood Hall, Room 4.

Dean of the School of Law, Memorial Hall, Room 25.

Dean of Women, Hoyt, Room 16A.

Bureau of Records, Hoyt, Room 2A.

Assistant Recorder, Hoyt, Room 1A

Cashier, Memorial Hall, north of the main entrance.

Students are expected to consult the bulletin boards frequently for general Official Notices. The Weekly Calendar is posted every Saturday.

Personal Official Notices: Students should frequently inspect the racks for official notices from the Dean or the Recorder: Junior and Senior Colleges, Memorial Hall, North Corridor; College of Science, Atwood Hall, second floor, Room 6B.

2. INFORMATION OFFICE

Memorial Hall, Opposite the East Entrance

Letters: Missing addresses are supplied where possible. See lists posted on the bulletin boards. Unclaimed mail is returned to the Arkham post-office.

Baggage Express, railway and local.

Railway and Steamship time-tables, city directory, etc.

Official Publications: Circulars and Bulletins of Information, University Address Book, Quarterly Time

USE OF THE COURSE BOOK

1. It certifies that the person to whom it is issued may enter college (see p. 4). The incoming student must present it to the Dean when he matriculates and registers.

2. It is an official memorandum of requirements, credits, and grades. The student is held responsible for a knowledge of its contents.

3. It is to be left at the Recorder's office (Bureau of Records) at the end of each quarter, with the courses taken entered as directed on p. 8. It is returned when the grades and credits have been entered, which will be several weeks after the end of the quarter. Notice is given in assembly and on the bulletin boards. If it is inclosed in an addressed envelope bearing sufficient postage it will be sent by mail.

4. **The student should call for it every quarter** when distribution is announced, and keep it for reference. The office cannot undertake to post books on demand when presented at irregular periods, and will not be responsible for books not called for.

5. It will be replaced in case of loss, on presentation at the Bureau of Records of a receipt from the Cashier for 50 cents, but the office will not be under obligation to enter details of previous record.

6. A student wishing to enter another institution should ask the Recorder for a statement of credits and letter of honorable dismissal, naming the institution. This *Course Book* is not a credential.

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ADMISSION CREDITS Reckoned in Units

The person to whom this book is issued, from the

..... High School

may matriculate as a college student with admission credit in the subjects marked from the following list:

1/2 Pol. Econ.	German	1/2 Comm. Geog.
1/2 Civics	3 English	1 Gen. Biology
1/2 Comm. Law	1 Biblical Lit.	1 Zoology
1/2 Hist. 1) Greek	1 Math. 1a) Alg. 1st	1/2 Physiology
1/2 H. 2) Roman	1/2 M. 1b) Alg. 2d	1 Botany
1/2 H. 3a) Medieval	1 M. 2) Pl. Geom.	1/2 Agriculture
1/2 H. 3b) Modern	1/2 M. 3) Sol. Geom.	1 Freehand Draw.
1/2 H. 4) English	1/2 M. 4) Adv. Arith.	1 Mech. Draw.
1 H. 5) U.S.	1/2 M. 5) Pl. Trig.	1 Shopwork
Greek	1/2 College Alg.	1 Home Econ.
1 Latin 1) Elem.	1/2 Gen. Science	1 Music
1 L. 2) Caesar	1/2 Astronomy	1/2 Pub. Speaking
1 L. 3) Cicero	1 Physics	1 Stenography
1 L. 4) Vergil	1 Chemistry	1 Typewriting
French	1 Physiography	1 Bookkeeping
1 Spanish	1/2 Geology	1/2 Comm. Arith.

.....
University Examiner
Dated.....

COLLEGE CREDIT, AS ADVANCED STANDING either provisional or approved, for work taken in other institutions is allowed this student as shown in the table opposite. It is reckoned in majors and is included in the totals on pp. 9-16. One major equals three and one-third "semester hours."

If Admitted	Through the Quarter in Which the Total Becomes
without advanced standing	18 majors
without more than 9 majors	18 majors
with 10 to 12 majors	21 majors
with 13 to 15 majors	24 majors

2. The Bachelor's degree is awarded with honors to each student who has grade points according to the following scale:

Majors of Credit in the University	Average of Grade Points per Major Taken
a) 36	3 3/4
b) last 27	4
c) last 18	4 1/2
d) last 9	5

provided, in cases b), c), d), that the average in previous work is not lower than 2 grade points per major taken.

3. Departmental honors are awarded to each student who at graduation has a record entitling him to the Bachelor's degree with honors or an average of 3 3/4 grade points per major taken in the University, if his credits include 6 majors of Senior College work in one department with an average therein of 4 1/2 grade points or 9 such majors in related departments with the same average, provided that in the judgment of the Dean the 9 majors form a coherent group of studies.

4. Students are elected to the Phi Beta Kappa society at graduation or at the end of the third year of undergraduate work on nomination by the University for especial distinction in general scholarship. The student must have been in residence for six quarters. The grade demanded is higher than that required for graduation with honors. Membership is determined by vote of the chapter, no initiative being taken by the student.

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NOTE.—Regulations 1a and 1b above do not apply to students entering with advanced standing (see par. 2, following) but only to those entering directly from accredited secondary schools.

2. College Credit for College Work:

a) Students admitted with advanced standing from other colleges are allowed provisional credit in accordance with their credentials. Credit is not finally allowed without examination unless the student's work in the University averages as high as C. Action is taken when the student has been in residence two quarters. If his average is below C, his provisional advanced standing is subject to cancellation. If the deficiency is slight he may be allowed a third quarter in which to remove it if the Dean so recommends. If at the end of the third quarter his average is below C, his claim for advanced standing without examination is forfeited.

b) If a student having a satisfactory record has temporarily withdrawn from the University to take work in another institution, his claim may be approved after one additional quarter of satisfactory work in residence.

c) If a student leaves the University with an unsatisfactory record but is readmitted after a satisfactory record in another standard college, advanced standing for the work done in the other institution will be confirmed provided (1) the total record in courses taken here (before leaving and after returning) averages C or better, or, (2) the total record in not less than three quarters (nine majors) from the time of readmission to the University averages B— or better.

3. Grade points for advanced standing are allowed on the basis of C, i.e., 2 per major.

Honors.—

1. The title of Associate or the Two Years' Certificate of the College of Education is awarded with honorable mention to each student who has an average of $3\frac{3}{4}$ grade points per major taken, according to the following scale:

24

MJS.	COURSES RINGED ARE CREDITED
	Philos. 1, 2, 3, 4, 5, 6, 7 Psychol. 1, 5, 7, 9A, 13 Ed. 1, 4, 10, 18, 31A, 37A, 57, 62, 86, 87 Pol. Ec. 0, 1, 2, 3, 4, 5, 6, 7, 8, 9 Pol. Sci. 1, 3, 4, 10, 15, 17, 22, 60, 61 Hist. 1, 2, 3, A12, A14, B6, C6, C9, E4, E5, E6 His. of Art Sociol. 1, 3, 5, 6, 8 Home Econ. O. T. N. T. Gk. 1, 2, 3, 4, 5, 6, 7 Lat. 1A, 1B, 2A, 2B, 4, 5, 6, 13, 14 Ital. B1, B2, B3 Span C1, C2, C3 Ger. 1, 2, 3, 4, 5, 6, 11, 40 Eng. 1, 3, 40, 41, 48A, 48B, 79, 80, 160, 161 Gen. Lit. Math. 0, 1, 2, 3, 6, 15, 18, 19, 20, 35, 36 Arch. 1, 2, 5, 19, 20, 21 Astr. 1, 2, 3A, 3B, 4, 5, 6 Phys. 1, 2, 3, 4, 5, 7, 35, 45 Chem. 1, 2, 3, 2S, 3S, 4, 6, 7, 8, 8M, 9 Geol. 1, 2, 3, 5, 19 Geog. 1, 3, 5, 7, 8, 10,, 11, 12 Zool. 1, 3, 5, 15, 16, 17, 18, 19, 20 Anat. 1, 2, 3, 4, 10, 10A Physiol. 1, 2, 12, 13, 14, 19 Bot. 1, 2, 3, 4, 6 Pathol. Bact. 1, 3 Pub. Sp. College of Education Hist. 1, 8, 12, 14 Ho. Ec. & Hd. Art *1, *2, 3, 5, 8, 36, *100, *101, 110, *120A, *130, 135, 150, 160 Eng. 7, 12, 14, 80 Math. 1, 2, 10 Geog. 1, 5, 15, 20 Nat. Sci. 1, 2, 3, 7, 21, 40, 60 Music *4, *5 A. & I. Ed. *6A, 12, *20, 22, 24, *50, 55, *70A
Total	*Technical

5

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COLLEGE WORK SPECIFICALLY REQUIRED

Of the person to whom this book is issued:

NOTE.—Students entering the School of Law or the School of Medicine will consult the appropriate Dean.

I. THE GROUPS

The work of the first two years must include the amount specified in column 2, below:

	AMOUNT	DEPARTMENTS	COURSE NUMBERS
	2 Majors	English	1 and 3
Continuation Group	3 Majors in first year		
Distribution Group I	Majors chosen from	Philosophy Psychology Political Economy Political Science History Sociology	
II	Majors (To make a total, High School & College, of 4 Mj. in one language)	Greek Latin French German Spanish	
III	Majors	Mathematics	
IV	Majors chosen from	Archæology Astronomy Physics Chemistry Geology Geography Zoology Physiology Botany	

II. EXTRA REQUIREMENTS

These may be imposed in accordance with §§ 14; 35, 3.

.....extra work in English

.....extra majorsextra grade points.

Requirements for Graduation.—

1. For the title of Associate, 18 majors and 32 grade points.
2. For the Two Years' Certificate in the College of Education, 18 majors and 36 grade points.

3. For the Bachelor's degree, 36 majors and 72 grade points.

If a student has gained credit in majors on a lower grade than C, he must bring up his average by better work in other courses. If additional work is required for any cause, additional grade points are required at the rate of 2 for each major.

Dismissal for Poor Work.—

1. A student whose average is below D may be dismissed at the end of his first or second quarter.

2. A student who has taken 9 majors, whether he has received credit for them or not, and whose grade points are ten below the standard, 2 per major taken, is dismissed at the end of his third or any subsequent quarter.

Advanced Standing.—

1. College Credit for Preparatory Work:

a) A student who has pursued preparatory work in excess of College admission requirements on the advice and under the supervision of the college Dean will receive full college credit (usually one major for each half-unit) if he maintains during the first two quarters of his work at the University, with full work, 6 majors, and average standing of B– or above. If he maintains an average less than B– but not lower than C, his excess high-school work will receive one-half college credit only. If his average falls below C, no college credit will be allowed.

b) Other claims if presented to the University Examiner during the first year of residence may, upon the recommendation of the Principal and the approval of the departments concerned, be allowed under the same scholarship requirements as in a).

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B. The College of Science

Mathematics	Anatomy
Astronomy and Astrophysics	Physiology
Physics	Physiological Chemistry
Chemistry	Botany
Geology and Paleontology	Engineering
Geography	Metallurgy
Zoology	Military Science and Tactics

C. The College of Medicine

Medicine	Hygiene and Bacteriology
Nursing	Physical Culture and Athletics
Pathology	

D. The College of Law and Business

The courses in Law are classified as one department.

THE MARKING SYSTEM

Grades and Credits.—

1. Each course receives one grade, which combines the results of all tests and is lowered by absences.

2. Grades are indicated by letters, to each of which is given a certain value in "grade points," as shown below:

Grade	Significance	Credit (Major Course)	Grade Points
A	Excellent	1	6
A—		1	5
B	Good	1	4
B—		1	3
C	Fair	1	2
C—		1	1
D	Barely passed	1	0
E	Conditioned	2d exam required	—1
F	Failure	0	—2

For other than major courses grade points are given in proportion.

Half-credit may be given in a major course because of inadequate work.

III. THE SEQUENCES

The student will choose his principal and secondary sequences in consultation with his Dean.

M_____ will take

A. PRINCIPAL SEQUENCE

_____ Department

B. SECONDARY SEQUENCE

_____ Department

Dated _____
Dean

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QUARTERLY MEMORANDUM OF GRADES

(Observe these items carefully)

1. **The student will record** on the following pages successively the quarters and the courses for which he is registered. This should be done late in the quarter in order to include all changed registrations. The name of each course, abbreviated if necessary, should be given, rather than the course number alone. Courses conditioned or incomplete in previous quarters and courses in the Correspondence-Study Department in which required examination has been taken since the last quarter may be included *with the current courses* (see p. 3, paragraph 3).

2. **University College students**, when taking less than three majors per quarter, may use the space of one quarter for the work of several quarters, in order not to occupy all the spaces before getting 36 majors of credit. A course extending through two quarters should be recorded for the second quarter only.

3. **The Recorder will record** the grades and the amount of credit. The totals include advanced standing, if any has been recorded (see p. 5). Credit in Physical Culture and other courses not reckoned in majors is shown by √ for a quarter, √/ for half-credit or a term.

4. **Absences** are indicated in accordance with § 28, 2 a), b); the mark X before a grade means that one-half grade point has been deducted for absence on the first day.

NOTE 1.—The student should observe that the requirements for each degree are not merely quantitative, but also specific, and that some of the majors credited may not be counted toward the degree sought. He should, therefore, consult his Dean in regard to the requirements for his degree and not rely merely on the number of majors credited.

NOTE 2.—Attention is called to any extra requirements that may have been imposed (see p. 6, II).

Correspondence-Study Courses.—

1. The University maintains a system of instruction by correspondence designed primarily for non-resident students. Under certain conditions, and with the permission of their Dean, undergraduate students may take courses and secure credit toward a degree for correspondence work carried on during vacations or temporary non-residence. Full details may be found in the Announcements of the Correspondence-Study Department of the University Extension Division.

2. A resident student, or one who has been a resident student but has not taken the Bachelor's degree, may register for correspondence work only with the approval of his Dean. If both correspondence work and residence work are done simultaneously, the regulations concerning the number of courses allowed must be observed.

3. The total amount of credit toward a Bachelor's degree allowed for non-residence work, whether taken in the Correspondence-Study Department or elsewhere, is 18 majors.

University Departments.—The instruction of the University is offered in the following departments. As they are printed in the *Circulars* and *Time Schedules* in the order given below, the student will find this table useful:

A. The College of Language, Literature, and the Arts

Philosophy	English Language and Literature
Psychology	Oriental Languages and Literature
Education	The Greek Language and Literature
Political Economy	The Latin Language and Literature
Political Science	Romance Languages and Literature
History	Germanic Languages and Literature
History of Art	Fine Arts
Sociology and Anthropology	Music
Archæology	Rhetoric
Comparative Religion	

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Routine of Matriculation and Registration.—

2. The applicant, having presented his *Course Book* certifying his admission credits, will fill out (1) an application card applying for matriculation, (2) a registration card stating his selection of courses for the ensuing quarter, (3) an information card giving his local and his home address.

3. On presenting the registration card to the appropriate clerk the student receives a class ticket for each course, which is required for admission to the class and must be presented on the first day. Failure to present the class ticket on the first day may exclude the student from the class, and, if he is admitted, involves the loss of one-half grade point from the grade reported for the course.

4. Registration is not complete and the student's name is not placed on the official class list until all fees have been paid.

5. Most classes are limited to a specified number of students, usually from 20 to 40. Students are admitted in the order of registration and when a course is announced as full no further registrations are accepted. No application to the instructor should be made in such case.

6. If a student who has complied with all requirements finds that his name is not on the instructor's official list, he

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