Mrs. E. F. Ray



VOLUME XVIII

FEBRUARY, 1949

NUMBER 3

Summer Session

1949 OFFICE OF REGISTRAR

MAR 16 1949

SHAW UNIVERSITY RALEIGH: N: C:

COLLEGE COURSES

First Session June 6 to July 11 Second Session, July 12 to August 16

MINISTERS' AND WOMEN'S MISSIONARY COURSES

Annual Institute, June 13-17 Six Weeks' Study Courses, June 20-July 29

Published six times the year in the months, February, March, April, May, October and November

Entered as second-class matter January 25, 1932, at the post office at Raleigh, North Carolina, under Act of August 24, 1912.

THE SHAW UNIVERSITY SUMMER SCHOOL

Under the Supervision

of the

DIVISION OF NEGRO EDUCATION DEPARTMENT OF PUBLIC INSTRUCTION

Raleigh, North Carolina

CALENDAR, 1949

Classes are held each Saturday both terms Persons desiring dormitory space should see page 4

June 6	MondayRegistration—First Session
June 15	Last day for filing application for graduation on August 16. Later filing permitted only upon good reasons as ap- proved by the President and will involve a fee of \$1.00 for each week late.
July 11	Monday First Session Ends
July 12	Tuesday Registration—Second Session
August 16	TuesdaySummer School Commencement

Officers of Administration

Robert P. Daniel, A.B., A.M., Ph.D.	President
Nelson H. Harris, A.B., A.M., Ph.D.	Director of Summer School
Foster P. Payne, A.B., A.M.	Dean of the College
Glenwood E. Jones, B.S.C.	Business Manager
Eva Frazer Ray, A.B., A.M.	
Walker H. Quarles, Jr., B.S.C.	Secretary
Thelma C. Nelson, A.B., B.L.S.	Librarian
Carrie L. Harrison, B.S., A.M.	Dean of Women
Caswell M. Carter, B.S.	

Faculty

(Tentative Selection at Time of Printing)

Lenoir H. Cook, A.B., A.M.	French
Marguerite R. Cook, B.S., A.M.	
Samuel F. Daly, A.B., B.D.	
Moses N. DeLaney, A.B., B.D.	
Ann W. Ferebee, A.B., A.M.	Psychology, Religious Education
Marion L. Gregory, B.S., M.S.	
Nelson H. Harris, A.B., A.M., Ph.D	
Carrie L. Harrison, B.S., A.M.	
David N. Henderson, A.B., A.M.	
Herschel L. Irons, B.S., M.S.	
Elbert E. Jones, B.S., A.M.	
Thomas E. Kee, A.B., A.M.	German, French
James E. Lytle, Jr., A.B., A.M.	
Theodore C. Mayo, Mus.B., Mus.M	
Charles R. McCreary, A.B., B.D.	
Mary A. Miller, B. S., A.M.	Art
Foster P. Payne, A.B., A.M.	English
Horace C. Perrin, B.S., A.M.	Chemistry
Nathan A. Pitts, B.S., A.M.	Social Science
Charles B. Robson, B.S., A.M.	
William R. Strassner, A.B., B.D., S.T.	.MReligion
Ethlynne H. Thomas, A.B., A.M.	English
Velmon E. Virgo, A.B., A.M.	
Joel W. Wallace, B.S., A.M.	English
Sarah W. Wallace, A.B., B.L.S.	Library Science
Alma W. West, A.B., A.M.	Education
Martha W. Wheeler, B.S., M.S	Mathematics, Typing

0

General Information

OBJECT OF THE SUMMER SESSION

The Summer Session is intended to provide instruction for regular students of this and other colleges and universities and for those engaged during the winter in teaching.

LOCATION

The location of Shaw University is especially convenient, situated practically in the heart of the Capital City. No car or cab fares will be necessary to visit the shopping district, State Department of Education, State Museum, State Library, Hall of History, and other places of educational interest. An exceedingly bracing and healthful climate makes this city an ideal place for residence and study.

FACULTY

The faculty for the Summer Session will be composed primarily of the regular members of the Shaw University faculty, together with additional specialists in the field of education.

LIBRARY

A well-equipped and attractive library, consisting of more than 17,000 books, is located in Tyler Hall. It is supervised by a competent librarian who aids the students in their reference work and guides them in their general reading. Magazines and daily and weekly newspapers provide ample means for the information of students on current events. It is the aim of the Administration to make the library one of great usefulness in the education of the students in technical knowledge and general culture.

OBSERVATION AND DIRECTED TEACHING FACILITIES

Opportunity for observation and directed teaching under the supervision of the University Summer School may be provided under special conditions through the Raleigh Public School System. The facilities are available for emergency cases only. Special fee \$20 in addition to regular charges.

DORMITORY FACILITIES

Persons desiring dormitory accommodations during the Summer School should indicate that fact to Dr. N. H. Harris, Director of the Summer School, not later than June 1; send key deposit of \$2 with application prior to that date, making money-order payable to Shaw University. The University has adequate housing for those who desire to live on the campus during the Summer School. The women students are under the supervision of the Director of Women's activities who is assisted by Dormitory Hostesses and the men students are under the supervision of the Director of Men's Activities.

RECREATION

Tennis, croquet, softball, and sightseeing tours are among the forms of recreation provided by the University.

In addition, several social events are held for the students and faculty of the Summer School.

TEACHERS' EMPLOYMENT BUREAU

The Bureau has secured each year a large number of teaching and administrative positions for students and former students. It exists for the double purpose of supplying the needs of school officials over the State and of helping students and former students to find teaching and administrative positions for which they are best suited.

ASSEMBLY

Assembly exercises are held in Greenleaf Memorial Hall on Mondays, Wednesdays, and Fridays. All students are invited to attend these exercises. Special addresses are arranged and interesting recitals presented.

REGISTRATION

Teachers are requested to bring their certificates, credit slips from summer schools previously attended, diplomas, or other evidences of training. These will be needed for registration the first day. No student should expect to enter and receive credit after Thursday, June 9, for the first term and after Friday, July 15, for the second term.

ADMISSION

Written application should be made and forwarded in advance. A transcript signed by the president or principal of the school attended, containing a full record of the subjects pursued by the student with the time devoted to each, and his standing in the same, should be sent to the Registrar of the University before the student registers. Application blanks will be furnished on request and should be properly filled cut and returned promptly.

Courses are organized to serve the needs of the following persons:

- (a) High School graduates
- (b) College students
- (c) Holders of any of the following certificates:
 - 1. Elementary—any class
 - 2. Primary "C," "B," "A"
 - 3. Grammar Grade "C," "B," "A"

 $\mathbf{5}$



EXPENSES FOR EACH SESSION

\$40.00
5.00
2.00
3.00
\$50.00
\$46.00
40.00
2.00
3.00

MISCELLANEOUS EXPENSES

Weekly arrears penalty	3 1.00
Room key deposit required of resident students	2.00
Late registration, per day	1.00
Private mail box rental for part or entire session	2.00
Graduation fee	13.50
Extra hours, each	7.50
Laboratory and special fees (see under courses)	

Laboratory and special lees (see under courses)

Boarders and Non-boarders, Please Note

- 1. In addition to general expenses listed above, note that laboratory or special fees are required in certain courses. (See list of courses offered).
- 2. Charge for board and room for less than a week will be at the rate of \$2.00 per day.
- 3. Fees are due in full upon entering. Arrangements for delayed payment will involve extra charges of \$1.00 for each week or fraction thereof in which account is in arrears. No refund will be made after June 15 for the first session and after July 20 for the second session.
- 4. Tuition charges are based upon a load not to exceed six semester hours per session. In the event a student is permitted to carry extra work in any session, the charge will be \$7.50 per semester hour.
- 5. Candidates for degrees to be conferred on August 16 should file application for graduation by June 15 and pay graduation fee and all expenses by July 12. The graduation fee is \$13.50 and includes

use of cap and gown. There is no reduction in this fee, however, if the student does not participate in exercises.

- 6. After one transcript has been released for a student, a fee of \$1.00 is charged for the release of each additional transcript.
- 7. In addition to the above expenses, allowances must be made for the purchase of books and supplies and personal necessities.
- 8. Dormitory students will have access to the school laundry. Students will be required to furnish linen and spreads for their beds, pillows, towels, and soap.
- 9. Any policies, procedures, or charges not covered by specific statement in this BULLETIN are the same as indicated in the catalog of the academic year.
- 10. A limited number of mail boxes are available for rent to students at a fee of \$2.00 for the summer session. These may be rented individually or in a group not to exceed four students per box.

Requirements for Graduation

- 1. A student must earn 124 semester hours credit in courses including Physical Education.
- 2. A student must earn 124 quality points.
- 3. A student must be in good standing at the time he is recommended for his degree.
- 4. A student must meet the general requirements for either the A.B. or the B.S. degree as outlined below.
- 5. A student must meet the specific requirements for his major as outlined in the Annual Catalogue.
- 6. A student must pursue courses in residence at Shaw University for a period of at least two semesters, the last of which must immediately precede his graduation. During this period of two semesters the student is required to earn a minimum of thirty (30) semester hours credit.

In lieu of the above, a student may satisfy residence requirements by attending three twelve-weeks summer sessions earning a minimum of thirty-six (36) semester hours credit in courses pursued at the University. The last of these sessions must immediately precede his graduation.

General Requirements for the A.B. Degree*

(1)	Personal Adjustment Lectures.	
(2)	English, 101, 102, 221, 222	12 hours
(3)	Survey Science 101-102	8 hours
(4)	Social Science Survey 111-112	6 hours
(5)	Two years in one foreign language	
(6)	Biblical Literature 101 and three hours elective in	
	Religion	6 hours
(7)	Psychology 211	3 hours
(8)	Philosophy 303	3 hours

(9)	Sociology 201 or Economics 201	3 hours
(10)	Government 201 or History 314	3 hours
(11)	Physical Education 101, 102, 221	4 hours
(12)	Departmental Requirements according to major.	

*Except for majors in elementary education.

General Requirements for the B.S. Degree

(1)	Personal Adjustment Lectures.		
(2)	English 101, 102, 221, 222		hours
(3)	Mathematics 101-102		hours
(4)	History 111-112		hours
	Two years in one Foreign Language		
	Biblical Literature 101		
	Psychology 211 or 212		
	Philosophy 303		
	Social Science (one of the following courses)		
	Sociology		
	Economics		
(10)	Physical Education 101, 102, 221	4	hours
	Departmental Requirements according to major		

Elementary Education

(1)	Personal Adjustment Lectures.		
(2)	English 101, 102, 221, 222, 327, 333	.18	hours
(3)	Survey Science 101, 102	. 8	hours
(4)	History 111, 112, 333, 334	.12	hours
(5)	Government 201	. 3	hours
(6)	Economics 201 or History 314	. 3	hours
(7)	Biblical Literature 101	. 3	hours
(8)	Philosophy 303	3	hours
(9)	Art 212, 251, 252, 254	. 9	hours
(10)	Music 205, 207, 214	. 6	hours
(11)	Physical Education 211, 214, 362	. 6	hours
(12)	Electives in Physical Education and Health Education	. 4	hours
(13)	Geography-Education 351, 353, 355	. 9	hours
(14)	Education 201, 212, 313, 325, 436, 437, 439, 480E, and		
	433 or 435	.30	hours

- (15) Electives in Education or other departments.
- (16) All students expecting to secure primary or grammar grade certificates to teach in the State of North Carolina must be able to make a reasonable score on the Ayres or Thorndike Writing Scales. There will be provision for improvement in penmanship, but without any credit.
- (17) Although not a requirement for graduation, it is recommended that majors in elementary education pursue piano lessons, since opportunities for employment are greater for teachers who can play a piano.

8

First Session Courses

(Figure in parenthesis represents the semester hours credit. The University reserves the right to withdraw any course with insufficient enrollment. Students interested in courses not announced should notify the Director of the Summer School by May 14 regarding their desires. The University will consider offering courses upon sufficient demand.)

	ART AND MUSIC		
1.	Art s108	(2)	Art Crafts (Lab. fee\$2.00 plus supplies)
2	Art s212	(2)	Fundamentals of Drawing
			(Lab. fee \$2.00 plus sup-
			plies)
3.	Art s251	(2)	Industrial Arts for Elemen-
			tary Teachers (Lab. fee
			\$2.00 plus supplies)
	Music s205		
5.	Music s207		Public School Music (extra
			fee \$2.00)
6 .	Music s215		History of Music (extra fee
тт	EDUCATION		\$2.00)
	EDUCATION		
			The Teaching of Reading
	Education s313		
			Tests and Measurements
	Education s338		
э.	Education S550		Workshop Seminar in Ad- ministration (extra fee
			\$3.00)
6	Education \$480		See page 4 (extra \$20.00)
			bee page + (catta \$20.00)
III	I. ENGLISH		
1.	English s101		
			Survey of World Literature
			Public Speaking
			American Literature
5.	English s333		Children's Literature
IV	. FOREIGN LANGUAG	E	
1.	French s101	(3)	Elementary French
	French s205		
	French s221		
	German s101		
V	GEOGRAPHY		
		(2)	
1.	Geography s353		
9	Geography s354		America
4.	Geography S554	(2)	Inature Study

VI. HISTORY AND SOCIAL SCIENCE

			Seme	ester Hor	ur Description
1.	Government	s201		(3)	.Introduction to Government
2.	Economics s	201		(3)	Principles of Economics
3.	History s11	1		(3)	Social Science Survey
4.	History s22	1		(3)	European History
					Negro History
6.	History s33	3		(3)	American History
7.	Sociology s3	35		(3)	Modern Social Problems
V	I. PHILOSO	PHY			
	Philosophy s			(3)	Fthics
1.	1 mosophy :				-Ethics
V]	III. PHYSIC	AL EDU	JCATION		
1.	Physical Ed	lucation	s214	(2)	Practices and Procedures in
					Physical Education for the
					Elementary Grades
					Personal Hygiene
3.	Physical Ed	ucation	s319	(2)	Intra-Mural Athletics
					Principles of Physical
_				(2)	Education Practices and Procedures in
5.	Physical Ed	ucation	s362		
0	Diserta I Til		-005	(1)	Health Education Swimming (extra fee \$1.50)
6.	Physical Ed	ucation	szzə		Swimming (extra fee \$1.50)
IX	. RELIGION	V			
1	B. L. s101	See hard		(3)	Bible Survey
2	B. L. s104			(3)	Beginning of Christian
	D. 1. 5101				Faith
3	R E s475				Leadership in Religious
0.	п. ц. это				Education
Λ	R C 9494			(3)	The Program of the Rural
4.	1. 0. 5454				Church
F	Two courses	for P D	students		.(according to demand)
э.	I wo courses	TOP D.D	. students		(according to demand)
X.	SCIENCE A	AND MA	THEMAT	TICS	
1.	Science s102				Physical Science Survey
					(Lab. fee\$5.00)
2.	Biology s102	2		(4)	General Zoology (Lab. fee
					\$7 50)
3	Biology s311			(4)	.Comparative Anatomy
0.	D10106, 5011				(Lab. fee\$7.50)
1	Biology s421			(4)	Physiology (Lab. fee \$7.50)
					Elementary General Chem-
9.	Unemistry s				istry (Lab. fee \$7.50)
6	Chemistry	991		(1)	Organic Chemistry (Lab.
0.	Onemistry s				fee \$7.50)
					100 (01.00)

	Semester Hour	Description
7. Mathematics s101	(4)Gene	eral Mathematics
8. Physics s103		
XI. HOME ECONOMICS		
1. Home Economics s331	(3)Hom	e Management
XII. COMMERCE		
1. Commerce 110N		ng (special fees \$15 \$25. See page 13.)

Second Session Courses

(Figure in parentheses represents the semester hours credit. The University reserves the right to withdraw any course with insufficient enrollment. Students interested in courses not announced should notify the Director of Summer School by June 14 regarding their desires. The University will consider offering additional courses upon sufficient demand.)

I.	ART AND MUSIC	Semester	Hour	Description
1.	Art s218	(2)	Introd	luction to Lettering
				fee \$2.00 plus sup-
			plies)	
2.	Art s252	(2)	Projec	ets in Industrial Arts
			(Lab.	fee \$2.00 plus sup-
			plies)	
3.	Art s254	(2)		
				schools (Lab. fee \$2.00
				upplies)
4.	Music s214	(2)		
~	Tr. 1. 010	(0)	fee \$2	
э.	Music s216	(2)		
тт	EDUCATION		\$2.00)	
			17.1	
	Education s212			
2.	Education s325	(2)		Education
III	I. ENGLISH			
1.	English s102	(3)	Englis	sh Composition
	English s222			
3.	English s408	(3)	Advan	ced Composition
IV	. FOREIGN LANGUAGE			
1.	French s101	(3)	Eleme	ntary French
	French s206			
	French s222			
	German s102			

V.	GEOGRAPHY	Semester Ho	ur Description					
1.	Geography s351	(2)	Principles of Geography					
	Geography s355							
VI	VI. HISTORY AND SOCIAL SCIENCE							
1.	History s112	(3)	Social Science Survey					
			Modern European History					
3.	History s331	(3)	Latin American History					
	History s334							
5.	Sociology s201		Introduction to Sociology					
6.	Sociology s424	(3)	The Family					
VI	I. PHYSICAL EDUCATION	ON						
1.	Physical Education s251	(2)	Basketball					
	Hygiene s361							
			Hygiene					
3.	Physical Education s341	(2)	Theory of Play and					
			Recreation					
4.	Physical Education s255	(1)	Swimming (extra fee \$1.50)					
377	II. PHILOSOPHY AND I	PSVCHOLOC	v					
	Philosophy s303							
2.	Psychology s211	(3)	General Psychology					
τx	. RELIGION							
1.	B. L. s101		Bible Survey					
2.	R. C. s495	(3)	and the Rural Community					
2	Advanced Course in Religi	on (3)	(According to demand)					
υ.	Auvanceu Course în Mengi	011(3)	.(According to demand)					
X.	SCIENCE AND MATHE	MATICS						
1	Science s101	(4)	Biological Science (Lab. fee					
1.	, Selence SIVI		\$5.00)					
2.	Biology s212	(4)	Embryology (Lab. fee					
			\$7.50)					
3.	Chemistry s102	(4)	General Chemistry (Lab.					
			fee \$7.50)					
4.	Chemistry s222							
			fee \$7.50)					
5.	Physics s104	(4)	General Physics (Lab. fee					
0	Mathematics s102	(4)	\$7.50)					
6.	mainematics \$102		General Mathematics					
XI. COMMERCE								
		on Credit	Tuning (Special for \$15 and					
1.	Commerce 110	on-Creatt	Typing (Special fee \$15 and \$25. See page 13).					
			φ20. Dee page 10).					

Theological Courses

Theological courses for advanced Religion majors in the college or for B.D. students will be offered upon sufficient demand. Qualified students should indicate in writing the courses desired. Address request to Dean W. R. Strassner of the School of Religion not later than May 14.

Workshop-Seminar for Principals and Supervisors

Because of the success of the workshop-seminar of other years, plans are being made to provide during the first session of the 1949 Summer School a workshop-seminar for teachers, principals, and supervisors. The workshop-seminar is designed to give its members an opportunity to clarify their thinking on problems of educational philosophy, and to give them assistance in defining educational objectives. Each member will be given a chance to work on problems which are encountered in his particular school situation. Those who bring similar problems will be encouraged to work in small, informal groups. In addition, they will have easy access to the services of a group of sympathetic and competent workshop specialist.

Those who attend will be given credit for six semester hours in supervision and administration. These hours will fulfill the State's requirement for the principal's or supervisor's certificate, and, in addition, serve to renew certificates.

Registration for workshop will begin June 6. Special fee of \$3.00 in addition to regular charges.

For further information, please feel free to communicate with the Director of Summer School.

Special Course in Typing

Students registered in the Summer School are offered the opportunity to receive instruction in typing in a special course which will meet for an hour daily. This course can be pursued in addition to the regular credit load, but will involve an extra fee of \$15.00 for each term. In the event there should be room, persons not in regular Summer School may be admitted upon proper approval, but the fee for such persons will be \$25.00.

All persons taking the course must furnish their own typewriters and supplies. Certain companies have arranged for the sale of typewriters to students desiring to purchase them. For information concerning these purchases consult with the instructor of the class, Mrs. Martha W. Wheeler.

0

Workshop in Resource-use

A cooperative workshop under the direction of North Carolina College in Durham, St. Augustine's College and Shaw University is planned for six weeks this summer. Persons interested should communicate with President H. L. Trigg, St. Augustine's College, Raleigh, North Carolina, who will serve as the workshop director.

Summer Training Program for Ministers and Women Missionary Workers

I. Annual Ministers' and Women's Leadership Training Conference

President ROBERT P. DANIEL, General Director Dean W. R. STRASSNER, Executive Secretary

ONE WEEK: From Noon, Monday, June 13 until Friday, June 17, 1949

Annually during the second week in June, Shaw University promotes an Institute for Ministers in cooperation with the General Baptist State Convention, and a Leadership Training Conference in cooperation with the Woman's Home and Foreign Missionary Convention of North Carolina. The program provides especially prepared courses of study dealing with subjects of special interest to pastors; discussions and open forums on topics of vital interest; addresses and platform talks by specialists in various phases of religious work; and opportunities for fellowship with fellow ministers of varied experiences and backgrounds.

The Institute for Ministers and the Women's Leadership Training Conference will be held at the same time, June 13-17. Registration, \$1.50; room and board for the entire week, \$7.50. For further information ministers should write to Dean W. R. Strassner, Shaw University, Raleigh, North Carolina; women missionary workers should write to Mrs. Ellen S. Alston, Post Office Box 1818, Raleigh, North Carolina.

II. Ministers' Summer Academic Courses

The Reverend MOSES N. DeLANEY, Director

SIX WEEKS: Beginning Monday, June 20 and ending Friday, July 29

Shaw University is pleased to offer this summer a six-weeks' study course for ministers who desire to improve themselves in literary background and in Bible study. These are not courses for college credit but are designed for ministers who do not have the credits necessary for college admission. The courses planned for this summer are:

- 1. Bible Study. One hour. Reverend Mr. Daly
- 2. The Role of the Minister in Christian Education. Reverend Mr. DeLaney
- 3. English. One Hour. Dean Payne
- 4. The Minister and Community Problems. One hour. Reverend Mr. Daly
- 5. Conference periods on individual problems of ministers
- 6. Handcrafts. Miss Miller

The classes will meet from Monday to Friday of each week so that ministers may return to their church fields if desired. The fees will be \$10 a week including course fees, room and board for those who bring their own sheets, pillow cases, and towels. The charges will be \$12.00 a week for those who fail to bring their linen. Persons not living in the dormitories will pay \$4.50 a week. For further information write to The Reverend M. N. DeLaney, Shaw University, Raleigh, North Carolina.

III. Women's Missionary Study Courses

Miss ANN W. FEREBEE, Director

TWO WEEKS: Beginning Monday, June 20 and ending Friday, July 1

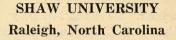
This summer Shaw University continues a summer study program for Missionary Women as another phase of the program of the Missionary Training Department. The work will be so organized that over a period of years women who have completed the total program will receive a certificate. These are not the courses which are to be taken by the students in the college working for the A.B. degree with a major in Religious Education, but are designed for women who are already active in the missionary program in their churches, or wish to prepare themselves for the improvement of such activities.

The courses planned for this summer are:

- 1. One of the selected Leadership Courses. One hour. Miss Ferebee
- 2. Bible Study. One hour. Miss Ferebee
- 3. Adult Program in the Church. One hour. Mrs. Daniel
- 4. Conference periods on individual problems of Missionary Workers in the Church. Miss Ferebee, Mrs. Alston, Mrs. Daniel, and others
- 5. Community Service. Reverend Mr. DeLaney and others
- 6. Handcrafts. Miss Miller

Classes meet from Monday to Friday of each week so that the Missionary Workers may return home each week-end if desired. The fees will be \$10 a week including course fees, room and board for those who bring their own sheets, pillow cases, and towels. The charges will be \$12.00 a week for those who fail to bring their linen. Persons not living in the dormitories will pay \$4.50 a week. For further information write to Mrs. Ellen S. Alston, Box 1818, Raleigh, North Carolina.

THE SHAW UNIVERSITY BULLETIN



Summer Session Application Blank

	Mr. Mrs.								
Name:		ast)	(First)	(Middle)					
Home .	Address								
(Street and Number)									
City			State						
Are yo	u a student in th	e present regu	lar session of Shav	v University?					
Have you attended the Shaw Summer Session previously?Latest year									
Do you plan to live on the campus?									
Do you plan to attend the first term?									
What courses do you plan to take? (List by number, i.e., Eng., S221, History S111)									
<u></u>			na sol Custas						
Do you	plan to attend t	he second tern	n?						
What courses do you plan to take? (List by number)									
Date				A STATE OF THE STATE OF THE STATE					

NOTE: If you are entering Shaw University for the first time with the expectation of earning a degree, please write to the Registrar for the regular Application for Admission form which must be filled out also.