

Michigan State College

# REGULATIONS

For the Guidance of  
Undergraduate  
Students

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**DEPARTMENT OF ZOOLOGY  
MICHIGAN STATE COLLEGE  
EAST LANSING, MICHIGAN**

1925-26

Visiting classes

3321.1A

MICHIGAN STATE COLLEGE

# REGULATIONS

FOR THE GUIDANCE OF  
UNDERGRADUATE  
STUDENTS



1925-26

The object of this booklet is not to set forth rigid rules, but to acquaint the undergraduate student with customs and regulations which exist at the College. A careful reading of the contents may save embarrassment and mistakes.

## COLLEGE CALENDAR, 1925-26

### 1925

Tuesday, September 15, to Saturday, September 19 inclusive, "Freshman Week" including registration.

Friday, September 18, and Saturday, September 19, Registration Upper-classmen.

Monday, September 21, Classes begin.

Saturday, September 26, Special Examinations.

Wednesday, November 25, at noon Thanksgiving recess begins.

Monday, November 30, classes resumed, 8:00 A. M.

Friday, December 18, Fall term closes at noon.

### 1926

Monday, January 4, Registration Day, Winter Term.

Tuesday, January 5, Classes begin.

Monday, February 22, Holiday, Washington's Birthday.

Friday, March 26, Winter term closes at noon.

Monday, April 5, Registration Day, Spring Term.

Tuesday, April 6, Classes begin.

Monday, May 31, Memorial Day.

Friday, June 18, Spring Term closes at noon.

Sunday, June 20, Baccalaureate Sermon.

Monday, June 21, Commencement Day.

## **Summer Session**

1925

Tuesday, June 23, Summer Session opens.

Friday, July 31, Summer Session closes.

1926

Tuesday, June 22, Summer Session opens.

Friday, July 30, Summer Session closes.

### **Winter Short Courses For the Year 1925-1926**

General Agriculture—Sixteen Weeks—Two Years,  
Oct. 26-March 5.

General Agriculture—Eight Weeks—Jan. 4-March  
5.

Dairy Production—Ten Weeks—Jan. 4-March 19.

Dairy Manufactures—Eight Weeks—Jan. 4-March  
5.

Ice Cream Makers—Two Weeks—March 8-March  
19.

Horticultural Course—Eight Weeks—Jan. 4-  
March 5.

Poultry Course—Four Weeks—Jan. 4-Jan. 30.

Post-Graduate Veterinarians Course—Jan. 25-  
Jan. 29.

Bee-keepers Course—Two Weeks—Feb. 8-Feb. 19.

Truck and Tractor Course—Feb. 8-March 5.

Truck and Tractor Course—March 8-April 2.

Farmers' Week—Feb. 1-Feb. 5.

### **STATE BOARD OF AGRICULTURE**

The governing board of the College, known as the State Board of Agriculture, consists of six members, two of whom are elected every two years. This Board meets once a month, the usual

time being the third Wednesday of the month, and the usual place of meeting, the President's Office at the College.

The personnel of the present Board is as follows:

L. Whitney Watkins, Manchester.

Dora Stockman, Lansing.

Melville B. McPherson, Lowell.

Jay R. McColl, Detroit.

Clark L. Brody, Lansing.

Herbert Gowdy, Union Pier.

## INFORMATION

The Registrar is always glad to answer questions or to give information concerning College customs. If in doubt, it is best to ask some one in authority.

## REGISTRATION

New students should have their high school credits sent to the Registrar's office as early as possible in the summer. If the credits are satisfactory, an admission card is mailed to the applicant.

The student should present himself, with admission card, on Registration Day (Sept. 15, 1925, for new students; Sept. 18 and 19, 1925, for old students) at Room 109, Agricultural Building, for Registration. After registering, the student proceeds to the Secretary's office in the Library Building, where fees are paid (See Schedule of Fees on page 12). He then goes to his proper class adviser (See page 6) for assignment to classes.

Those whose credits have not been accepted or approved will present themselves, with credits, at

the Registrar's office, Old Library Building, to secure admission card, then proceed as above.

The first week of the fall term is set apart for Registration; in the winter and spring terms all students register on the first Monday of the term. Students must report to class advisers on those days for class assignments, or receive unexcused absences (see under "Absences" on page 17).

Office hours on registration days shall be from 8:00 to 12:00 and from 1:00 to 5:00.

**Late Registration and Classification.** A student who appears for registration after the regularly appointed date (See Calendar) should report at the office of the Registrar, Old Library Building. After registering he pays his fees and proceeds to his class adviser as above for classification cards.

**Late Registration.** No student in the freshmen year may be admitted to classification in any of the four-year courses later than the close of the third week of a term; other students not later than the close of the fourth week.

**Class Advisers.** Each student is assigned, according to course and year, to some member of the Faculty who assists him in making up his study card and acts as his adviser throughout the year.

For the year 1925-1926 the class advisers are as follows:

#### **Agricultural Course**

Seniors - - - - - Dean R. S. Shaw  
Room 118 Agr. Bldg.

Juniors - - - - - Prof. J. E. Burnett  
Second Floor, Dairy Bldg.

Sophomores - - - - - Prof. R. E. Marshall  
Hort. Bldg.



Freshmen - - - - - Prof. C. E. Millar  
Room 212 Agr. Bldg.  
Freshmen - - - - - Prof. G. A. Brown  
Room 112, Agr. Bldg.

### **Engineering Course**

All Classes - - - - - Dean G. W. Bissell  
Room 101, R. E. Olds' Hall of Eng.  
Freshmen Adviser - - - - Prof. H. B. Dirks  
Room 1 Olds Hall.  
Freshmen Adviser - - - - Prof. C. M. Cade  
Room 202 Olds Hall

### **Home Economics Course**

All Classes - - - - - Dean Jean Krueger  
H. E. Bldg.  
Freshmen Adviser - - - - Miss Bradley  
Freshmen Adviser - - - - Miss Grimes  
Gymnasium  
Freshmen Adviser - - - - Miss Shellenberger  
H. E. Bldg.

### **Veterinary Course**

All Classes - - - - - Dean W. Giltner  
Bacteriology Laboratory  
Freshmen Adviser - - - - -Dr. Chamberlain  
Vet. Bldg.

### **Applied Science Course**

All Classes - - - - - Dean F. S. Kedzie  
Room 313, Agr. Bldg.  
Freshmen Adviser - - - Prof. S. G. Bergquist  
Room 400, Agr. Bldg.  
Freshmen Adviser - - - Prof. J. W. Stack  
Old Library Bldg.

## Liberal Arts Course

All Classes - - - - - Prof. E. H. Ryder  
Room 115, Agr. Bldg.

Freshmen Adviser - - - - - Mr. D. C. Eckerman  
U. Lit. Bldg.

Freshmen Adviser - - - - - Prof. R. S. Linton  
Old Library Bldg.

**Special Classification.** Students are granted special classification only when unusual circumstances or the age and experience of the applicant warrant it. Permission for such classification must be secured from the Dean of the College and the Dean of the Division in which the work is to be taken.

**Required Work.** In classification, required work and back work take precedence over other subjects.

**Class Rank.** Students will be promoted from one class to another according to the following plan: A student having forty academic credits in course will be eligible to Sophomore classification, one having eighty-eight academic credits will be eligible to Junior classification; and one having 136 academic credits will be eligible to Senior classification; except that promotion from one class to another will not be made in the spring term.

**Excess Credits.** Students ordinarily are required to register for sixteen academic credits per term with a maximum of eighteen and a minimum of fourteen credits, at the discretion of the class adviser. If for any reason a student wishes to classify for more than eighteen or less than fourteen credits, such request must be made in writing for consideration by the class adviser and the Dean of the Division.

No student may classify for more than sixteen academic credits in any term, unless the points earned during the preceding term exceed by one-half the number of credits carried.

**Dropping Subjects.** A student must not drop a subject except by permission of his class adviser and the head of the department concerned. In case such permission is granted and the subject is dropped before the close of the first four weeks (five weeks in the case of a Freshman) of the term, no grade will be reported; after that time a grade of "F" will be reported in the subject, except in a case of illness or other cogent reason when upon written request a committee may grant that the grade of "Inc." or no grade may be reported. All grades of "Inc." must be verified by the Registrar.

**Changes in Schedules.** All changes of schedules must be authorized through the Registrar's office.

**Definition of Credit.** A credit consists of one lecture or recitation or one two-hour or three-hour laboratory period a week for a term of twelve weeks.

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## COURSE REQUIREMENTS

Admission to all courses requires graduation from an approved high school with fifteen acceptable units, or examination in subjects to cover fifteen units. Of these units, three are required in English, one in Algebra, and one in Plane Geometry for all courses. For the Engineering Course, an additional one-half unit in Algebra, one-half unit in Solid Geometry and one unit in Physics are required; For the Liberal Arts Course, two years of a language are also required.

**Agricultural Course.** The first two years of the course consist of required work. During the junior and senior years the student must complete a minimum of 28 credits of technical work, with a maximum of 45 allowed. Fourteen of these credits must be in some one series. The remainder of the work is elective.

**Forestry Course.** The first two years of this course are identical with the Agricultural Course except in the winter and spring terms of the second year, where Forestry subjects take the place of Agriculture. At the close of the second year attendance at a four-weeks' summer camp in northern Michigan is required. One-half of the work of the Junior year and three-fourths of that of the Senior year is prescribed, and the remainder elective.

**Engineering Courses.** The first year is identical for all courses in Engineering. During the second year specialization in the different branches—Civil, Chemical, Electrical and Mechanical Engineering, and Engineering Administration—begins and continues through the remainder of the course. In the last year the courses in Civil, Electrical and Mechanical Engineering offer several options which permit of high specialization.

**Home Economics Courses.** All work in Home Economics is identical during the first year, and, to a great extent, during the second year. At the opening of the Junior year the student selects some particular branch for specialization.

**Veterinary Medicine.** This course is prescribed throughout the four years.

**Applied Science Course.** The first year of this course is largely prescribed. In the second year a

student may choose, within limits, among a wide range of subjects. At the beginning of the third year he is expected to choose a major and a minor subject and continue work in those lines throughout the last two years.

**Liberal Arts Course.** During the first year English and a continuation course in some subject pursued two years in high school are required. The remainder of the work is elective. The second year's work is largely elective. In the junior year major and minor subjects are chosen.

**Business Administration Course.** The requirements for admission to this course are the same as for the Liberal Arts Course, and the same degree is granted, that of B. A.

**Credits for Graduation.** A total of 192 academic credits is required for graduation in each of the courses of the College. In addition, all students are required to carry physical training throughout the freshman and sophomore years with a total of six credits. Men students are further required to carry military training throughout the freshman and sophomore years with a total of twelve credits. Points equal in number to the credits earned for graduation must be furnished.

**Change of Course.** A student who wishes to change his course should secure permission from the Dean of the College and the Dean of the Division to which he wishes to transfer. The entrance requirements of the course to which he desires to change must also be met.

Adjustment of credits from one course to another may be made by securing a statement of work completed from the Registrar and submitting it to the Dean of the Division to which transfer is

made. Changes are permitted only at the close of a term and when the student is not more than sixteen credits in arrears of his course.

## **FEES**

All fees are due and payable immediately upon registration. Following is the schedule of fees:

### **General Fees**

Matriculation fee.....	\$5.00
Tuition (for non-residents of Michigan) .....	15.00 each term.
Diploma fee .....	5.00
Course Fee (all courses) .....	35.00 each term.

This fee includes incidental, gymnasium, and Health Service fees.

In the Departments of Chemistry and Bacteriology a small deposit will be required in laboratory courses to cover breakage.

### **Graduate Course Fees**

For all Divisions, per term.....	\$10.00
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### **Part-Time Fees**

For those who take half-time work or less, those taking work without credit (except music), those who are not in residence, and those who are not registered as students but who wish to secure credit by special examination, a fee per credit of....	\$2.50
Music Fees, for other than regular students, per term .....	25.00

### **Student Fees**

The student body, by vote, has imposed upon itself the following fees:

Athletic and Liberal Arts fee.....	\$5.00 each term.
Union fee .....	4.50 annually
Student Council and Women's Self Gov-	
ernment Association .....	.50 annually.

**Non-Resident Fee.** A tuition fee of \$15.00 a term is charged to those whose legal residence is in another state or country. The burden of registering under proper residence is placed upon the student. Should a question arise as to his legal residence, the matter should be taken up with the Secretary of the College and adjusted before registering. **A student registering improperly shall, when discovered, be required to pay a penalty of \$10 for each year so registered, aside from the required fee.**

**Athletic and Entertainment Fee.** Upon the recommendation of the Student Council and by vote of the student body a fee of five dollars a term is charged each student, for which he has free admission to all home athletic and public speaking contests, also free admission to a series of entertainments provided by the Liberal Arts Union.

**Refund of Fees.** Students withdrawing from College within twenty days after registration, will be refunded all fees except matriculation fee, which is in no case refunded. After that time and previous to the close of the first six weeks, one-half of the fees will be refunded. After the first six weeks no refund will be made except of room rent, where students room in a dormitory.

## EXAMINATIONS

Examinations are given in all subjects at the close of the term. A schedule of examinations is



posted in the Old Library Building during the week preceding examination week.

**Special Examinations** for the removal of conditions and for advanced standing are given on the first Saturday of each term **and at no other time except by permission of the Faculty.** Examinations for students who have received the grade of "Incomplete" may be given whenever the work is completed. A permit for all special examinations should be secured at the Registrar's office. A fee of \$1.00 is required for special examinations to remove conditions.

Former students not in attendance, may take special examinations by paying the specified fee of \$2.50 per credit hour.

**Entrance Examinations.** These may be taken either at the close of the school year in June, or during the week preceding the opening of College in the fall. An applicant may take part of his examinations at either period but will be expected to finish all of them within a year. Information concerning dates of examinations may be secured from the Registrar's office.

## GRADES

The following table shows the system of marks used by the College:

- A—Excellent.
- B—Superior.
- C—Average.
- D—Inferior.
- X—Conditioned.
- F—Failed.
- Inc.—Incomplete.

The grade of "Inc." is given only in cases



where a student is prevented by illness, either of himself or family, or other equally cogent reason, from completing his work. In such cases the student is expected to notify his class adviser of such disability at once.

**Grade Point System.** The following resolution was adopted by the Faculty on September 11th, 1920:

That a point system be adopted in connection with the present grading system:

That points equal in number to the credits earned must be furnished.

That three points be allowed for each credit of work with an A grade; two points for each credit of work with a B grade; one point for each credit of work with a C grade, and no points for work of D grade or lower.

**Conditions and Failures.** Required subjects in which a grade of "F" is received must be repeated in class. Exceptions to this rule may be made only when the student satisfies the Department concerned that he has, by tutoring or otherwise, met all requirements, when he may petition the Faculty for a special examination. A condition (X) may be removed by a special examination at one of the regular periods (see under Examinations), provided it is taken before the subject is repeated in course. After that time the condition becomes a failure and may only be removed as stated above.

An "Incomplete" should be removed at the earliest possible time. If not made up within a year it becomes a "Failure" and the work must be repeated in class.

Two conditions or one failure in prerequisite work for any subject excludes the student from that work.

**Entrance Conditions.** A student permitted to enter conditionally will be required to remove such conditions within three years. If the conditions are "general" he must take five extra credits for each unit.

**Unsatisfactory Work.** A student whose work proves unsatisfactory may be warned, placed on probation, or requested to withdraw from college. If placed on probation, he is not permitted to participate in any extra-curricular activities.

**Substitutions.** The matter of substitution of credits is placed in the hands of committees made up of the Dean of each Division and the heads of the two departments interested.

Requests for substitution of one subject for another should be made before the term in which the subject for which substitution is asked occurs in course.

**Statement of Credits.** A statement of credits may be secured from the Registrar's office at any time except during Registration week. A student may receive one copy of his credits free of charge. Additional copies are one dollar each.

## REQUIREMENTS FOR GRADUATION

A candidate for graduation must have completed the required work of any course, and have a total of at least 192 academic credits and six credits in Physical Education. Twelve credits in Military Science are further required of men. Points equal in number to credits earned are required.

All requests for substitution must be made before the beginning of the spring term of the senior year.

The final eligibility list for graduation will be made out two weeks after the opening of the spring term.

A student must complete at least one full year's work under the faculty of this college before a degree may be granted.

## ABSENCES

Attendance at every class or laboratory period is expected of each student.

In each Division a member of the Faculty acts as Excusing Officer. All absences from class are reported by instructors each day to this officer, and a student who has been absent from class for any cause should see him at once and explain the reason of the absence. The Excusing Officers are:

Agricultural Division, Prof. W. E. J. Edwards, Room 112 Agr. Bldg.

Engineering Division, Prof. J. W. Steward, Room 406 Olds' Hall.

Home Economics Division, Miss Ruth Cowan, Dean's Office, H. E. Bldg.

Veterinary Division, Dean W. Giltner, Bact. Bldg.

Applied Science Division, Dean F. S. Kedzie, Room 313 Agr. Bldg.

Liberal Arts Division, Dean E. H. Ryder, Room 115, Agr. Bldg.

The following regulations for control of absences were adopted by the Faculty September 11th, 1920:

That one negative credit be imposed for every six unexcused absences caused by late registration, or occurring during Registration Week subsequent to registration.

For absences (1) Due to leaving College before the end of the term without formal withdrawal or

dismissal; (2) On the working half days preceding and following authorized holidays; (3) Incurred by participation in unauthorized holidays: One negative credit for every six absences.

For casual absences, negative credits may be imposed by the Excusing Officer at the rate of from one for every twelve to one for every six absences, depending upon circumstances.

At the end of the academic year the Excusing Officer will report to the Registrar the number of negative credits charged against each student; except that for Seniors the reports will be made at the end of the Winter Term in addition.

The above regulations apply to unexcused absences.

Absences unexplained after one week of occurrence shall stand as unexcused.

**Holidays.** The Thanksgiving Day period from noon on Wednesday, Nov. 25 to Monday, Nov. 30. February 22nd, Washington's Birthday; May 30th, Memorial Day; July 4th, Independence Day, shall be authorized holidays.

## WITHDRAWAL FROM COLLEGE

A student wishing to withdraw from College should call at the office of the Registrar and state his reasons for withdrawal, at the same time presenting his receipt for the term fees. This office will authorize the proper refund of his fees and also notify departments of his withdrawal.

A student dismissed from College for purposes of discipline shall receive "F's" in all subjects in which he is classified.

A student honorably dismissed from the College prior to the middle of the term shall receive no grades in any subject, the fact of withdrawal,

merely, being recorded. A student honorably dismissed after the middle of the term may receive the grade of Incomplete (Inc.) if the quality of his work warrants it, and if the withdrawal is made on account of illness or for other equally cogent reasons.

Students withdrawing from College without proper notification as stated above will be given grades of "F" in the subjects in which he is classified.

## THE LIBRARY

**Hours.** The library will be open from 8:00 A. M. to 9:00 P. M. on week days, and from 10:00 A. M. to 12:00 M., and from 2:00 P. M. to 5 o'clock on Sundays.

During the summer of 1924 the library was removed to the new building which is quite centrally located on the site of old Williams Hall. On the first floor of the building are located the periodical room, the assigned reading room and a room set apart for the use of graduate students. In the assigned reading room are placed books, which students are expected to read, selection being made by the instructors in charge. All books used in this room are charged at the desk.

More than six hundred periodicals are regularly received at the library. These are grouped by subject matter, and filed on shelves, each section of which is lettered. Labels, bearing the titles of publications filed in this room are placed on the shelves, directly under the periodical, by which arrangement any periodical may be located.

The delivery room and the study and reading room are on the second floor. In the delivery room are placed the public catalogue, and the

guides to periodical literature. The catalogue, which is on the dictionary plan, is a card index of the resources of the library. It should indicate three things.—The Authors whose books are in the library, what particular books by these authors we have, and subjects treated in these books. In the upper left hand margin of the cards is the call number which corresponds to the number placed in the books. Having found listed in the catalogue a book which is desired, the call number should be carefully copied on slips provided for the purpose, and the slip presented to an attendant who will bring the book from the stacks. All books taken from the library for home reading should be charged at the desk. The main reading room provides accommodations for one hundred fifty readers. General reference books are placed in this room as are also new books as they are received.

Do not be afraid to ask questions. Attendants in charge of the various departments are there to help you, and it is their pleasure, as well as their duty to render any possible assistance in the use of the library.

## ATHLETICS

The Board in Control of Athletics at the Michigan State College consists of:

1. A member of the State Board of Agriculture and the President of the College, who shall act as ex-officio member.
2. Two faculty members appointed by the President of the College.
3. Two alumni representatives:
  - a. The Secretary of the M. A. C. Association.

- b. A resident representative of the alumni Varsity Club elected by the members of the Club.
4. A student member to be elected at the annual spring College election from a list of three names selected from the membership of the current junior class by the Board in Control of Athletics.

Present personnel of the Board is as follows:

Chairman, R. C. Huston.

Secretary, A. J. McCarthy.

Board Member, President Kenyon L. Butterfield.

Faculty Member, J. F. Cox.

Alumni Member, George E. Julian.

Student Member, Harry K. Wakefield.

Through authority invested in this body by the State Board of Agriculture and subject to the rules and regulations of the Faculty, the Board in Control of Athletics shall have control of all questions pertaining to athletics at the Michigan State College.

**Eligibility to Participate.** Matters of eligibility are under the jurisdiction of a special Faculty Committee, whose duty it is to determine eligibility for participation in all College activities.

#### **Faculty Rules of Eligibility for Participation in College Activities**

1. No student who has conditions or failures in more than eight credits is eligible to participate in intercollegiate athletics.

**NOTE:** Eligibility is based on the record of the student in the Registrar's office not later than Monday following registration day.



2. Students shall not be deficient more than eight points.
3. No student who is on probation is eligible to participate in intercollegiate athletics.

**NOTE:** Satisfactory work for one term (may) remove a student from probation.

4. No student who participates in intercollegiate athletics and does not complete the work of that term shall be permitted to compete in the same sport thereafter until he shall have been in attendance one full term subsequent to his last participation.
5. No student shall participate in intercollegiate athletics until he shall have been in attendance in the College for one full collegiate year. (The summer term will not count toward residence.)
6. No student shall participate in intercollegiate athletics for more than three years in the aggregate.
7. No student shall play in any game under an assumed name.
8. No student shall be permitted to play in any intercollegiate contest who receives any remuneration or pay, either directly or indirectly, for his services on the college team. No student shall participate in any intercollegiate contest who has ever been guilty of professionalism in athletics.

No person who receives any compensation from the institution for services rendered by way of regular instruction shall be allowed to play on any team; but labora-



tory assistants or men holding analogous positions shall not be barred by this rule.

### **Number of Games on Schedule**

(a) The football schedule may not exceed eight regular games. The total absence from recitation for the sport shall not exceed five days.

(b) The baseball schedule may not exceed eighteen regular games. The total absence from recitation for the sport shall not exceed five days.

(c) The basketball schedule shall not exceed sixteen games. The total absence from recitation for the sport shall not exceed five days.

### **Time of Games**

Athletic games are forbidden at any time before 4 p. m. except on Saturdays and holidays.

## **MILITARY TRAINING**

The Military work of the College is organized as a unit of the Reserve Officers' Training Corps, and includes Infantry, Cavalry and Coast Artillery. The work is required during the first two years of college of all male students who are physically fit. The third and fourth years are elective.

**Military Uniform.** This consists of woölen coat, breeches, cap, flannel shirt, web belt and canvas leggings, and is secured by making a deposit with the Secretary at the time of paying fees in the fall. The amount of this deposit in the year 1925-26 will be \$5.00. This is subject to change by the War Department.

**Exemptions from Military Training:** Men thirty-five years of age or over; men having families of a

wife and at least one child; men entering from other colleges with at least two years' credit; men physically unfit; men who by reason of service in the army, are excused by the Commandant with credit for the work. All persons excused, except as last stated, are required to furnish one and one-half academic credits for each term so excused, or a total of nine credits for the two years.

A student who is entitled to be excused from military training must present satisfactory proof that he is entitled to exemption to the Professor of Military Science and Tactics within two weeks after he enters college. If this is not done within the time limit he will be required to take the training. Only the P. M. S. & T. has authority to excuse, and no other excuse is valid.

Every student rated as a Sophomore or Freshman, even though he be taking a special course, is required to take M. S. 1-6 unless excused as provided above.

**Credit for Military Service.** Men who performed military or naval service as commissioned officers shall be held for 184 academic credits instead of 192 for graduation.

Men who performed military or naval service in capacities other than as commissioned officers shall be held for 186 academic credits for graduation.

In order to secure this credit, some evidence of service, such as an honorable discharge, shall be presented at the office of the Registrar with the request for credit.

## THE BAND

The Band is under the direction of the Director of Music, but is a part of the Military organization. Those taking this work are permitted to substitute it for either physical training or military science during the freshman and sophomore years. In the junior and senior years, two credits a term are given.

## THE STUDENT COUNCIL

The Student Council shall be composed of six members, three from the Senior class, two from the Junior class, and one from the Sophomore class. The Council members shall be elected by their respective classes at the general election, at least two weeks before the close of the winter term of the year previous to their term of office. These new men shall attend all meetings of the old council during the spring term and take their office the next fall term. Vacancies shall be filled by their respective classes.

The editor-in-chief of the Holcad and the president of the Freshman class are ex-officio members of the Student Council during their terms of office.

The Student Council represents the student body in its desires to the Faculty; passes and enforces laws concerning the lower classes, particularly those relating to customs and traditions; co-operates with other organizations in the managing of affairs of general interest; calls Mass Meetings when necessary; and in general functions in all matters as are necessary to preserve the unity and harmony of the student body.

## **WOMEN'S SELF-GOVERNMENT ASSOCIATION**

The Women's Self-Government Association was organized to enable the women, through their representatives, to aid in the conduct of general affairs of interest to all the women of the College. The work of the organization is carried on with the co-operation of the Faculty.

Upon registration, all women automatically become members of the Association. An annual fee of fifty cents is paid by all women students to provide the necessary funds.

A Board is elected yearly by the Association consisting of three seniors, two juniors, one sophomore and one freshman. It is the duty of the Board to be responsible for all activities of the Association, formulate regulations and promote a democratic spirit among the women of the College.

## **M. A. C. UNION**

This organization includes all students and members of the teaching force and has for its object the promotion of the social welfare of the College. A fee of \$4.50 a year was voted by the student body to secure funds to carry on the work. This fee is included with the regular college fees at the beginning of the year. Various forms of recreation, including the annual student picnic, gatherings, parties, and so on, are thus made possible for all members of the student body.

## **ENTERTAINMENT COMMITTEE**

The Entertainment Committee shall consist of three members of the Faculty, together with one

Senior and one Junior; a member to be elected annually at the time of the athletic and Holcad election of the Sophomore class.

## SOCIAL GATHERINGS

Social gatherings of college students at which both men and women are present should be arranged for with the Chairman of the Social Committee before such gatherings may be held.

All social gatherings of students involving both men and women should secure two sets of patrons, which shall be approved by the Social Committee.

Party requests written in duplicate shall be filed with the Chairman of the Social Committee at least forty-eight hours before the time at which the party is to be held. Forms for these requests may be secured in the office of the Committee Chairman (Prof. L. C. Emmons, Room 204 Olds' Hall).

Any group of students organizing as a society or club is required to submit a copy of its constitution and rules to the Faculty for approval.

No Society or College organization is permitted to give parties for the purpose of gain.

House parties in or out of East Lansing are not to be held by college organizations at anytime.

**Literary Societies, Fraternities and Sororities.** There are now in existence eighteen societies for men and eight for women. Membership to these societies is gained by invitation only.

**Honor Societies.** There are six honor societies representing six of the courses offered at the College. These are open to students who have gained especially high rank in their scholastic work.

There are also an honorary forensic society and an honorary military fraternity.

**Y. M. C. A.** An active organization is maintained with a permanent secretary who devotes his time to student affairs. The Association has quarters in the Peoples Church on Grand River Ave., and all the young men of the College are urged to make use of its facilities and rooms.

**Y. W. C. A.** The young women maintain an organization with quarters in the Woman's Building.

## **EMPLOYMENT BUREAU**

Young men wishing to secure employment should consult the secretary of the Y. M. C. A., who has charge of this work. Young women should apply at Dean Krueger's office or at the Peoples Church.

## **HEALTH SERVICE**

This is under the supervision of the Health Service Department and includes a hospital with a capacity of forty beds, and a dispensary, which is located in the hospital. The student is entitled to unlimited advice and treatment at the dispensary, a medical examination at any time during office hours, and sixty days' care in the College hospital per year. A fee is charged when the Health Service physician is called to a student's room. The fee is \$2.00 for a call between 6:00 A. M. and 9:00 P. M., and \$3.00 for a call between 9:00 P. M. and 6:00 A. M.

Every freshman is required to have a complete medical examination and to attend a series of health lectures which are given by the Health

Service physician. The office hours are: School days, 10:00 to 12:00 A. M.; 2:00 to 4:00 P. M. Saturday, 10:00 to 12:00 A. M.

Vaccination is compulsory for all students entering college, unless they can show satisfactory evidence of a recent successful vaccination.

## STUDENT PUBLICATIONS

**The Michigan State News.** This is the official student paper, which is issued twice a week. The editor-in-chief, business manager, and co-ed editor are elected during the winter term, and take office at the beginning of the spring term. The remainder of the staff is appointed by the editor-in-chief.

**The Wolverine.** The annual publication of the Junior Class is known as The Wolverine. The editor-in-chief and the business manager are elected by vote of the Junior class. The various sub-editors are appointed by the editor-in-chief.

**The Michigan Agriculturist.** A monthly magazine published by students of the Agricultural Division.

**The Green Onion.** A magazine of humor published by the students.







