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GRADUATE DIVISION
MICHIGAN STATE NORMAL COLLEGE

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ANNOUNCEMENT · SUMMER

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GRADUATE DIVISION
Michigan State Normal College

YPSILANTI, MICHIGAN

in co-operation with
**THE HORACE H. RACKHAM SCHOOL
OF GRADUATE STUDIES
UNIVERSITY OF MICHIGAN**

Announcement, Summer, 1943

GENERAL STATEMENT

THE Board of Regents of the University of Michigan at their meeting in July, 1938, passed a resolution approving a formal request from the State Board of Education that the University of Michigan cooperate with the three Michigan Teachers Colleges and Michigan State Normal College in planning a program of graduate instruction. According to the action, a Graduate Division, organized and administered in co-operation with the University, has been set up at each of the three Teachers Colleges and at Michigan State Normal College. Since by action of legislature in 1941 the names of the three Teachers Colleges were changed to Colleges of Education, reference to them in subsequent discussion will be to Colleges of Education instead of to Teachers Colleges. Furthermore, the term Colleges of Education will refer to all four institutions: Central Michigan College of Education, Northern Michigan College of Education, Western Michigan College of Education, and Michigan State Normal College. All courses given in a Graduate Division of a College of Education are offered by staff members of the University of Michigan and by such staff members of the Colleges of Education as have been given the status of graduate lecturer by the Executive Board of the Graduate School of the University. All courses given in a Graduate Division constitute a part of the regular program of instruction of the University and carry both course and residence credit toward the master's degree. Three types of courses are offered: (1) courses for graduate students only; (2) courses designed for graduate students, but open to well-qualified seniors; (3) senior courses to which graduate students may be admitted, provided extra work is required. All types of courses are approved by the Executive Board of the Graduate School, and in programs of work for all students at least half of the work elected must be in courses open to graduate students only.

ORGANIZATION

The graduate courses for which credit will be given have been selected through co-operation of the Advisory Council of the Colleges of Education and the Graduate Adviser to the Colleges of Education from the University, but these courses are under the control of the Executive Board of the Graduate School of the University of Michigan. The work is conducted as a part of the regular program of the Graduate School. All matters relating to the work should be addressed to the Dean of the Horace H. Rackham School of Graduate Studies, University of Michigan, Ann Arbor, Michigan.

ADMISSION

The privileges of admission are open to students who hold the bachelor's degree, or its equivalent, from schools of recognized standing, and who are otherwise qualified to pursue with profit the work offered.

All matters relating to admission should, so far as possible, be taken up by correspondence with the Graduate School of the University of Michigan at least one month in advance of the time of registration; otherwise, students desiring admission to graduate study may encounter delay in completing their registration, since the office of admissions is at the University of Michigan and not on the campus of the Colleges of Education.

In order to be admitted to the courses offered, the student must comply with the regulations of the Graduate School, which are as follows:

1. Two complete official transcripts of scholastic records to date must be sent to the Graduate School Office at the University of Michigan in advance of registration. The transcript should specify degrees obtained, courses completed, scholarship grades attained, and the basis of grading. The applicant for admission, at the time of forwarding his transcripts, should indicate the Graduate Division of the particular College of Education which he wishes to attend. One of the official transcripts submitted will be retained in the Office of the Graduate School at the University; the other transcript will be forwarded for filing to the Chairman of the Advisory Council of the Graduate Division in the specified College of Education.

2. A student who wishes to become an applicant for an advanced degree must indicate in his request for admission to graduate study a field of specialization; a student who is not an applicant for a

degree is held to no special requirement, but he must furnish evidence of graduation from a recognized college.

Students who fail to make previous arrangements for admission may submit their credentials to the Chairman of the Advisory Council in the Colleges of Education or to the Graduate Adviser to the Colleges of Education from the University, and be given tentative admission, pending review by the Dean of the Graduate School. If the record is low, withdrawal may be required.

COURSE REQUIREMENTS

Every student planning to work toward a degree is expected to acquire an intimate knowledge of his field of study and the methods employed in that field so that he will be able to approach his subject in an independent and critical spirit. A mere accumulation of credits is not advisable. A student should have in view a fairly complete program of studies before enrolling in the courses offered. The Chairman and other members of the Advisory Council in the Colleges of Education will assist the student in formulating such a program and recording it in duplicate on the schedule of study blanks, which must be reviewed by the Graduate Adviser to the Colleges of Education from the University and submitted by him to the Dean of the Graduate School for approval. One copy of the schedule of study blank will be filed in the Office of the Graduate School at the University; the other copy, in the Office of the Chairman of the Advisory Council of the Graduate Division in the given College of Education. Alterations in the program resulting from the dropping or adding of courses must receive approval in similar fashion.

The Graduate Divisions of the Colleges of Education will follow general regulations governing programs of work and the election of courses such as exist in the Graduate School of the University. In most cases it will be well for the student to ascertain whether or not the courses offered at the Colleges of Education will fit into his field of specialization. Such information may be sought through the Office of the Graduate School at the University, which Office will refer, if necessary, the inquiries made to the department of specialization concerned.

STUDENTS PREVIOUSLY ADMITTED

The courses offered are open, not only to students just entering upon a program of advanced study, but also to those who have already completed some of the work for the master's degree at the

University. Such students should ascertain in advance if the particular courses offered may be included as a part of their master's program. Such assurance may be obtained by writing to the Horace H. Rackham School of Graduate Studies, Ann Arbor.

DEGREES

All degrees, i.e., Master of Arts or Master of Science, are awarded by the University of Michigan. Students taking work in a Graduate Division of a College of Education shall be permitted to complete such requirements for the master's degree as may be satisfied by courses offered in such Division. A minimum of one summer session of full-time work or at least six hours during a single term on the campus of the University is required of all applicants for the master's degree. If a student completes as much as three-fourths of the requirements for the degree through courses offered in a Graduate Division of a College of Education, this shall be so indicated on the diploma awarded by the University of Michigan.

RESIDENCE REQUIREMENT

The minimum amount of credit which must be earned in residence is eighteen hours. The residence requirement may be met by attendance in: (1) one term and one summer session, (2) three summer sessions, or, (3) one term or two summer sessions, supplemented by courses in constructive residence, i.e., week-end courses or courses in Graduate Study Centers or other extramural units. This requirement applies alike to students enrolled on the campus at the University of Michigan and to those enrolled in the Graduate Divisions of the Michigan Colleges of Education; but for students enrolled in the Graduate Divisions of the Michigan Colleges of Education, at least one of the summer sessions must be on the campus of the University of Michigan. The eighteen-hour minimum residence requirement must be supplemented by acceptable credit to the extent of six hours, which if not also taken in residence may be (a) advanced credit for work taken in a recognized graduate school of another institution or University of Michigan Extension credit, (b) taken as week-end courses, or (c) any combination of (a) and (b).

TIME LIMITATION

A student enrolled after September, 1935, must complete the work for the master's degree within six consecutive years after his first enrollment in the Graduate School. The time limit for acquiring

the degree will be extended during the *period of the present emergency* in all cases when a student can present satisfactory evidence that he has been engaged in active government defense service which prevented him from continuing his graduate work.

CREDIT REQUIREMENT

The minimum credit requirement for the master's degree (Master of Arts or Master of Science) is twenty-four hours. This minimum is sufficient, however, only if the student's undergraduate record is satisfactory both as to quality of work done and quantity in relation to the proposed program of graduate work. This minimum also presupposes the preparation of a master's thesis.

SUBSTITUTION OF COURSE WORK FOR THESIS

After a student has completed twelve hours of his graduate work, he may exercise the option of taking six hours work in lieu of the thesis, thus making the credit requirement thirty hours without a thesis. If a student desires to substitute six hours work in lieu of a thesis, he will obtain a petition blank from the office of the Chairman of the Committee on Graduate Study to be filled out and returned to that office.

The substitution of six hours of course work for the thesis does not remove the requirement of two seminars (or B192 or C192 and one seminar). An individual intending to go on for the doctorate must prepare a master's thesis or its equivalent. Usually the courses to be substituted consist of two courses in Education and one cognate course.

SEMINAR REQUIREMENT

In so far as possible, two types of seminars are provided: (a) for those students preparing a master's thesis, and (b) for those not preparing a thesis. Under most circumstances Education B192, or its equivalent, is prerequisite or must be taken simultaneously with either type of seminar. Those not preparing a master's thesis usually elect Education B192 or C192 and one seminar; those preparing a master's thesis, two seminars, although if they complete the thesis in one, some other course may be substituted for the second seminar. Most seminars are specifically designed to aid students in bringing the thesis to completion. It is permissible to begin the preparation of a thesis in any one of the several nonseminar courses (consult instructors and advisers about this).

SCHOLARSHIP REQUIREMENT

Students who desire credit must meet all the requirements set by the instructor with reference to attendance, supplementary reading, term reports, examinations, etc. The master's degree is awarded only to those students who maintain an average of B in all their work. Hours of D and E grades are used to determine the average grade of each student, but are not included in the number of hours required for the degree. A graduate student will not be allowed credit for a course unless it is completed and reported in the Office of the Graduate School within a year of the official termination of the course.

PROGRAM OF WORK

For a student devoting full time to graduate study, the normal load during a term is twelve hours; the maximum program of work allowed during a six-week summer session is six hours. A student who enrolls in both the nine-week and the six-week summer session will be allowed to earn a maximum of eight hours credit provided he enrolls in two three-hour courses of the nine-week session and one two-hour course of the six-week session. During a term the program of work done by students devoting only part time to graduate study and paying the reduced schedule of fees varies from two to six hours, but no student in part-time attendance who is engaged in full-time teaching or other such employment shall be allowed to elect more than four hours of work during a term. During the summer session the program of work for such students will be determined by the Director of the Graduate Division according to the proportion of the student's time available for graduate study. In meeting the twenty-four-hour requirement for the master's degree, the following conditions must be met: (1) at least twelve hours must be earned while the student is carrying a full-time program of work during a term or during two summer sessions, with attendance during one of the summer sessions or its equivalent being on the campus at the University of Michigan; (2) at least twelve hours must be earned in courses in which enrollment is restricted to graduate students. A student must complete his master's work within six consecutive years after the first enrollment in the Graduate School.

REGISTRATION

Registration for the work will be under the direction of the chairman and other members of the Advisory Council of the Colleges of Education, although the Graduate Adviser from the University will

be available for conferences with the students a portion of the registration period or during a part of the first week of the Summer Session. Registration will be on Monday, June 21, in order that enrollment may be completed in advance of the beginning of class-work. All details in connection with registration, payment of fees, etc., should be completed before Tuesday, June 22. No student may enroll after that date except by special permission from the Chairman of the Advisory Council, subject to the approval of the Graduate Adviser from the University. Alteration in the student's program of work will not be permitted after Monday of the second week of the session.

FEES

The Summer Session fees are \$35 for residents of Michigan and \$50 for nonresidents. For a two-hour program of work the fees are \$20 for residents of Michigan and \$30 for nonresidents. Students electing more than two hours of work must pay the fees for a full program. In case of withdrawal, refunds are granted as follows: (1) at the end of the first week, the entire fee; (2) at the end of two weeks, one half of the fee; (3) at the end of the third week, 40 per cent of the fee; (4) after the third week, no refund.

HEALTH SERVICE AND OTHER SPECIAL PRIVILEGES

The fee paid by the student allows for a reasonable amount of health service and other special privileges, such as are generally offered through the Colleges of Education. The fee includes subscription to the summer edition of the *Michigan Daily*, an official publication of the Summer Session of the University, in order that the student may be informed of official actions and activities of the Graduate School and of the Summer Session.

LIVING EXPENSES

All questions regarding room, board, and other living expenses should be addressed to Registrar C. P. Steimle, Michigan State Normal College, Ypsilanti, Michigan.

NOTE: For details concerning other information, see *Announcements* of the Summer Session, Graduate School, School of Education, and College of Literature, Science, and the Arts; also the booklet *Advanced Study in Education*.

Courses of Instruction

(Classes meet daily, i.e., five days a week)

For Graduate Students Only

EDUCATION

B105a-MS, B105b-MS. The Construction of the Elementary-School Curriculum. To acquaint students with theories, techniques, and practices utilized in curriculum building. Will deal mainly with existing literature on the subject, although some of the best courses of study will be examined, and some practice will be given in the techniques of curriculum building. It is designed for experienced teachers, prospective supervisors, and superintendents. Daily at 1:30. Professor DIETERT. Two hours credit each. Pierce 6.

C107a-MS. Psychology of the Elementary-School Subjects. This is an advanced course in principles of teaching, dealing with current and improved practices in the teaching of reading, language, writing, and spelling. It will involve a study of the basic principles of learning and teaching, a survey of experimental studies, and their implications in the teaching of these subjects. Lectures, reports, problems, and class discussion. Daily at 9:30. Professor GARRISON. Two hours credit. Pierce 6.

C177-MS. Education of Young Children. Primarily for teachers and supervisors of nursery-school, kindergarten, and elementary-school children. Reviews the planning of school programs and the scientific bases for innovating practices. Gives opportunity for directed observation in the laboratory schools. Daily at 8:30. Professor MARSHALL. Two hours credit. Pierce 4A.

C230-MS. Education and Social Control of Mental Deviates. Deal with the nature and causes of mental deficiency; physical and mental characteristics of mental defectives; different types and the possibility of development; psychology of backward and borderline children in relation to their training and instruction; and the social control of these types. MWF at 1:30-3:30. Dr. HEGGE. Two hours credit. Rackham 102.

C234-MS. Advanced Course in Psychology of Special Education. This course, which is designed for teachers and supervisors of special education, will stress the experimental studies dealing with the nature of the mental, social, and emotional responses of handicapped children in various learning situations. Consideration will be given to the effect of handicaps on motor re-education, glandular involvements, and intellectual and emotional processes in learning situations. Daily at 8:30. Professor LORD. Two hours credit. Rackham 102.

C237-MS. Orthopedics for Teachers of Crippled Children. This course is intended to give teachers and other workers in the field a comprehensive view of the medical and surgical aspects of orthopedic conditions common among children. It will include lectures by specialists on anatomy, physiology, bacteriology, orthopedic and

neurological lesions, malnutrition, cardiology, preventive and reconstructive measures; material in physical therapy for appreciation but not for professional use will be presented. Clinical observation and field trips to institutions where this type of work is carried on will give the student an insight into its practical application. Daily at 3:30. Dr. BADGLEY and associates, Miss RINGMAN. Two hours credit. Rackham 211.

C240a-MS, C240b-MS. Seminar in Special Education. Designed primarily for intensive study of some phase of the education of atypical children. Students who ordinarily would elect Education C225 may enroll in this course, provided the problem to be investigated has a bearing on some phase of special education. Master's thesis may be started in this course. A student not planning to begin a thesis will be expected to carry to completion a shorter problem of research. Daily at 10:30. Professor LORD. Two hours credit. Rackham 102.

C330a-MS, C330b-MS, C330c-MS. Specialized Techniques and Practice in Their Application to the Teaching of Exceptional Children. This course is designed to give prospective teachers and supervisors in the field of special education practice in the teaching of children with various types of handicaps. A program of study will be arranged for each student according to his needs for effectively teaching a specific type of handicapped child. *Prerequisite: teacher's certificate, Special Educ. C1 and C130, or other equivalents.* Daily at 7:30. Professor LORD. Two hours credit each. Rackham 102.

D158-MS. Methods and Materials for Teaching Science in the Elementary Grades. This course is designed to provide for individual analysis in elementary-science materials in two or three content areas (birds, insects, light, sound, etc.), according to the individual needs and interests of the student. Such analysis includes a thorough study of basic subject matter; a critical study of grade placement of materials as shown in current texts and courses of study; the organization of two or three comprehensive teaching units designed to be entirely functional in each student's current teaching situation. Provision will be made for students having special science problems, such as those teaching special education and supervising elementary science. *Prerequisites: 5 hours of undergraduate science and Education D157, or the equivalent.* Daily at 10:30. Associate Professor CURTIS. Two hours credit. Science 103.

HISTORY

287-MS. Studies in the Social Sciences in the United States and Great Britain. This course investigates the aims and practices employed by the educational institutions of the English-speaking peoples to acquaint children of elementary- and secondary-school age with their cultural, economic, political, and social environment and to fit them for citizenship. It is restricted to the nineteenth and twentieth centuries. Daily at 10:30. Professor ISBELL. Two hours credit. Pierce 36.

For Graduates and Seniors

GEOGRAPHY

125-MS. Regions as Geographic Units. The natural setting, the distribution of people, the important occupations, and the problems of future development in each of the following type regions: grazing, fishing, subsistence hunting, subsistence agriculture, mining, manufacturing, urban and commercial agriculture in its several forms. Especial emphasis on types of regions treated in geography textbooks of elementary-school level. Daily at 7:30. Professor GLASGOW. Two hours credit. Pierce 7.

PSYCHOLOGY

165-MS. Psychology of Personality. A study of the methods which have been used for investigating character, especially the scientific measurements of moral, emotional, and volitional characteristics and of the conclusions derived therefrom. Daily at 12:30. Professor WERNER. Two hours credit. Rackham 102.