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GRADUATE DIVISION
MICHIGAN STATE NORMAL COLLEGE

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ANNOUNCEMENT

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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, 1946-47

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 the 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 campuses 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 Office of the Graduate School at the University of Michigan in advance of registration. The transcripts 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 a field of specialization in his request for admis-

sion to graduate study; 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 Graduate School at the University, which office will refer the inquiries, if necessary, 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 and 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 semester 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 semester and one summer session; (2) three summer sessions; or (3) one semester 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' work 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). A student intending to take his 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

Insofar 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 specially 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 semester is twelve hours; the maximum program of work allowed during a six-week summer session is six hours. During a semester 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 nine 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 semester. 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 credit must be earned while the student is carrying a full-time program of work during a semester or during two summer sessions, with attendance during one of the summer sessions or its equivalent on the campus at the University of Michigan; (2) at least twelve hours credit 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 at frequent intervals during a semester. Registration for the first (fall) semester will be Tuesday,

September 24. The first meeting of the class will be on September 26 or some other day of the week if scheduled to meet on another day than Thursday. Registration for the second (spring) semester will take place Monday, February 10. Students registering after September 28 in the first semester and February 15 in the second semester must pay in addition to the regular fee a penalty of \$1.00 for each day of late registration until a maximum penalty of \$3.00 is incurred.

FEES

The fee for the six-week summer session is \$35 for Michigan students and \$75 for nonresident students.

The semester fees must be paid in advance, and no student can enter upon his work until after such payment. These fees are payable at the beginning of the first semester in September and at the beginning of the second semester in February. The fees are as follows:

Full Program Fee—Michigan residents, \$70; nonresidents, \$150.

Reduced Program Fees—Nine hours or fewer is considered a reduced program. Those electing such a program must pay each semester the appropriate fee indicated below.

GROUP	MICHIGAN RESIDENTS	NON- RESIDENTS
1 Registration for work on doctoral dissertations, or library privileges, work <i>in absentia</i> , or election of three hours	\$ 25	\$ 50
2 Four hours	35	70
3 Five hours	40	80
4 Six hours	45	90
5 Seven hours	50	100
6 Eight hours	55	110
7 Nine hours	60	120

For students who are within six hours of graduation from one of the Colleges of Education and who enroll in a combination program of graduate and undergraduate work at one of these institutions, the fees are as follows:

1. Undergraduate students who elect ten or more hours in a Graduate Division shall pay the announced fee of \$70 for Michigan students and \$150 for nonresident students for full-time enrollment in the Graduate School; but no additional fees will be charged for undergraduate work.

2. Undergraduate students who elect less than ten hours in the Graduate Division shall pay the reduced program enrollment fees for the graduate course work to the University of Michigan, and the

appropriate undergraduate reduced program fee to the College of Education.

In case of voluntary withdrawals after the beginning of any one semester, refunds are made as follows:

100%—up to two weeks

50%—more than two weeks and less than four weeks

40%—more than four weeks and not later than eight weeks

OTHER INFORMATION

For details concerning other information, see the *Announcements* of the Horace H. Rackham School of Graduate Studies, the School of Education, and the College of Literature, Science, and the Arts; also, the booklet *Advanced Study in Education* prepared by the School of Education.

Questions not answered in these sources should be addressed to the following persons: concerning admission, transfer of credits, or completion of requirements for graduation, to Ralph A. Sawyer, Dean of the Horace H. Rackham School of Graduate Studies, University of Michigan, Ann Arbor; concerning schedules of study and programs of work, to Professor Clifford Woody, Graduate Adviser to the Michigan Colleges of Education, University of Michigan, Ann Arbor; concerning local arrangements, such as class meetings, living expenses, possible courses, etc., to Dr. Gerald D. Sanders, Chairman of the Advisory Council, Michigan State Normal College, Ypsilanti, Michigan.

COURSES OF INSTRUCTION

For Graduate Students Only

EDUCATION

C234-MS. Advanced Course in Psychology of Special Education. Designed for teachers and supervisors of special education. Stresses the experimental studies dealing with the nature of mental involvements of handicapped children. Consideration will be given to effects of physical handicaps, motor re-education, glandular involvements, intellectual and emotional processes in learning situations. MW, 2-3. Professor LORD. Two hours credit. First semester. Rackham 102.

C240a-MS, C240b-MS. Seminar in Special Education. Designed for the intensive study of a particular phase of special education or development, on the basis of a psychological analysis of some form of atyp, of a piece of research pertaining to the student's particular interest. Master's theses 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. S, 8:30-10. Professor LORD. Two hours credit. Each semester. Rackham 102.

C260-MS. Measurement and Diagnosis in Special Education. Designed for teachers and supervisors in the field of special education. Emphasis throughout the course will be on the nature and use of tests and instruments of diagnosis employed with children presenting abnormalities in mental capacity, hearing, vision, speech, and emotional and social adjustment. The course will involve lectures, readings, reports, practice in the administration of various instruments of measurement and diagnosis, and visitation of classes and clinics in the immediate vicinity devoted to the study of various types of disability among children. *Prerequisite: Special Education C1.* TuTh, 11-12. Professor LORD. Two hours credit. First semester. Rackham 102.

C330a-MS, C330b-MS, C330c-MS. Specialized Techniques and Practice in Their Application to the Teaching of Exceptional Children. Designed to give prospective teachers and supervisors in the field of special education instruction and 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. *Prerequisites: teacher's certificate, Special Education C1 and C130 or equivalent.* Hours to be arranged. Professor LORD. Two hours credit. Each semester. Rackham 102.

B151-MS. Administration and Supervision of Elementary Schools. Deals with the general managerial problems of the elementary school. Open to students of maturity and experience who wish to fit themselves for principalships and supervisorships in grades one to eight. Th, 7:30-9. Professor KELDER. Two hours credit. Second semester. Pierce 6.

287-MS. Studies in the Social Sciences in the United States and Great Britain. 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. Th, hours to be arranged. Professor ISBELL. Two hours credit. First semester. Admin. 107.

For Graduates and Seniors

C107a-MS. Psychology of the Elementary School Subjects. An advanced course in principles of teaching, dealing with current and improved practices in the teaching of reading, language, writing, and spelling. Involves 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. Th, 6-7:30. Assistant Professor HESTER. Two hours credit. First semester. Pierce 6.

C107b-MS. Psychology of the Elementary School Subjects. An advanced course in principles of teaching, dealing with current and improved practices in the teaching of reading, language, writing, and spelling. Involves 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. Th, 6-7:30. Professor GARRISON. Two hours credit. Second semester. Pierce 6.

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. Th, 6-7:30. Professor GLASGOW. Two hours credit. Second semester. Pierce 21.

126-MS. Local Regional Geography. A detailed geographic survey of a community, together with its trade area. Training in the use of the local environment for the teaching of geography in the elementary schools; the use of source materials in local libraries, schools, businesses, and industrial plants; recognition of the features of the natural environment, with stress on physiography and soils. Th, 6-7:30. First semester. Professor GLASGOW. Two hours credit. Pierce 21.

For Seniors and Graduates

EDUCATION

C132-MS. The Clinical Study of Exceptional Children. Intended to illustrate methods of diagnosing and treating the problems of exceptional children. Tu, 11-12, Th, 10-12. Assistant Professor GATES. Two hours credit. First semester. Rackham 107.

C175-MS. Psychology of Child Development. Gives a systematic presentation of the facts and generalizations concerning the growth of children from birth to maturity. The emphasis is on the child as a whole, while major divisions of the course deal with physical, mental, social, and emotional development. Th, 7:30-9. Associate Professor MARSHALL. Two hours credit. First semester. 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. Th, 7:30-9. Associate Professor MARSHALL. Two hours credit. First semester. Pierce 6.

D155-MS. The Teaching of Literature in the Elementary School. A study of the development of child literature of the English language during the nineteenth and twentieth centuries with special reference to the work of the outstanding editors and educators involved in that development. Readings, reports upon specific authors, and individual problems will be assigned in the prose work under observation. Th, 6-7:30. Associate Professor BARNES. Two hours credit. Second semester. Welch 110.

D157-MS. Teaching Elementary School Science. Designed to analyze and evaluate in terms of modern elementary science practices such topics as the elementary science philosophy, underlying principles and natural laws, lesson plans and units, field trips and excursions, visual aids, equipment and supplies, history and literature, criteria for selection of books. Cognate with such analyses and evaluations will be the direct application of the best procedures with regard to these topics through actual practice and demonstration. Th, 7:30-9. Associate Professor CURTIS. Two hours credit. First semester. Hover 101.

D158-MS. Methods and Materials for Teaching Science in the Elementary Grades. 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.* Th, 7:30-9. Associate Professor CURTIS. Two hours credit. Second semester. Hover 101.

ENGLISH

405-MS. Victorian Poetry. A study of Tennyson, Browning, the Pre-Raphaelites, and the minor poets of the Victorian period. *Prerequisites: four courses in literature.* MWF, 8-9. Professor WALKER. Two hours credit. First semester. Welch 106.

HISTORY

142-MS. Europe 1500-1830. The major forces and development of the early modern period of European history that throw light on present-day Europe. Th, 6-7:30. Professor HUBBELL. Two hours credit. First semester. Pierce 48.

143-MS. Nineteenth and Twentieth Century Europe. A study and critical examination of the forces and major developments that have contributed to the shaping of recent Western civilization. Th, 6-7:30. Associate Professor BLACKENBURG. Two hours credit. Second semester. Pierce 48.