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GRADUATE DIVISION

**Michigan State Normal
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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, 1948-49

GENERAL STATEMENT

THE Board of Regents of the University of Michigan in July, 1938, passed a resolution approving a formal request from the State Board of Education that the University of Michigan co-operate 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

Admission is open to students who hold the bachelor's degree, or its equivalent, from schools of recognized standing, and who are otherwise qualified to profit by 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 be delayed in the completion of 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, 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 admission 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. Such program of study should be formulated in accordance with the general requirements prevailing in the departments of specialization at the University. Students desiring to specialize in academic subjects such as history, mathematics, political science, or sociology should correspond with the department concerned for its approval of the program to be followed in meeting the requirements for the degree. Unless such approval is sought, there is no guarantee that the courses elected will count toward the requirements. The Chairman and other members of the Advisory Council in the Colleges of Education will assist the student in formulating his 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.

to completion. It is permissible to begin the preparation of a thesis in any one of the several nonseminar courses. Instructors and advisers must be consulted.

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 semester load is twelve hours; the maximum program of work allowed during a six-week summer session is six hours. The semester program for 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. The program of work for part-time 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 two summer sessions, with attendance at 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 the requirements for the Master's Degree within six consecutive years after the first enrollment in the Graduate School.

REGISTRATION

Registration 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 fall semester for full-time students will be on September 21; and for off-campus students, Thursday evening, September 23, or Saturday, September 25. For the spring semester, registration for full-time students will be February 7, and for off-campus students, Thursday evening, February 10, or Saturday, February 12. The first meeting of the class for the fall semester will be September 25 (or the previous Thursday evening) and for the spring semester February 12 (or the previous Thursday). No registrations will be accepted after the first meeting of the class.

FEES

The fee for the six-week summer session is \$35 for Michigan students and \$90 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.

	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	\$ 65
2 Four hours	35	90
3 Five hours	40	100
4 Six hours	45	115
5 Seven hours	50	125
6 Eight hours	55	135
7 Nine hours	60	145

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

FIRST SEMESTER

For Graduate Students Only

EDUCATION

C107a-MS. Psychology of the Elementary-School Subjects. Language and reading, with special emphasis on remedial reading. Involves the concept of readiness for language and reading, appraisal of methods of teaching, factors which condition success and failure, the measurement and evaluation of achievement, and the techniques of diagnostic and remedial teaching. This course is intended to be of value not only to elementary-school teachers but also to high-school teachers. Th, 8:30-10. Assistant Professor HESTER. Two hours credit. Pierce.

C175-MS. Psychology of Child Development. A systematic presentation of the facts and generalizations concerning the growth of children from birth to maturity. Emphasizes the child as a whole, with major divisions of the course dealing with physical, mental, social, and emotional development. Th, 6:30-8 P.M. Associate Professor MARSHALL. Two hours credit. Pierce.

C225a-MS, C225b-MS. Seminar: Elementary Education. Designed for students who desire to make an intensive study of some phase of instruction in elementary work. Tu, 4-5:30. Professor LORD. Two hours credit. Rackham 102.

C234-MS. Advanced Course in Psychology of Special Education. 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. Rackham 102.

C240a-MS. Seminar in Special Education. The intensive study of a particular phase of special education or development, on the basis of psychological analysis of some form of atypy, 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 complete a shorter problem of research. Tu, 4-5:30. Professor LORD. Two hours credit. Rackham 102.

C260-MS. Measurement and Diagnosis in Special Education. *Prerequisite: Special Education C1.* 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. TuTh, 11-12. Assistant Professor GATES. Two hours credit. Rackham 102.

C330a-MS, C330b-MS, C330c-MS. Specialized Techniques and Practice in Their Application to the Teaching of Exceptional Children. *Prerequisite: teacher's certificate, Special Education C1 and C130 or equivalent.* Gives 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. Hours to be arranged. Professor LORD. Two hours credit. Rackham 102.

For Graduates and Seniors

EDUCATION

D158-MS. Methods and Materials for Teaching Science in the Elementary Grades. *Prerequisite: 5 hours of undergraduate science and Education D157, or the equivalent.* 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. Th, 6:30-8 P.M. Associate Professor CURTIS. Two hours credit. Hover 101.

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. Hours to be arranged. Professor GLASGOW. Two hours credit. Pierce.

SECOND SEMESTER

For Graduates and Seniors

EDUCATION

B151-MS. Elementary-School Administration and Supervision. The general managerial problems of the elementary school. Open to students of maturity and experience who wish to fit themselves for principalships or supervisorships in grades one to eight. Th, 6:30-8 P.M. Professor KELDER. Two hours credit. Pierce.

C107b-MS. Psychology of the Elementary School Subjects. Arithmetic and spelling as they involve the concept of readiness, criteria for the selection of subject matter, analysis of difficulties, types of errors, measurement and evaluation of teaching, and remedial instruction. Intended for teachers, principals, and supervisors. Th, 8:30-10. Professor GARRISON. Two hours credit. Pierce.

C225a-MS, C225b-MS. Seminar in Elementary Education. Designed for students who desire to make an intensive study of some phase of instruction in elementary work. Tu, 4-5:30. Professor LORD. Two hours credit. Rackham 102.

C240b-MS. Seminar in Special Education. Intensive study of a particular phase of special education or development, on the basis of psychological analysis of some form of atypy, 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 complete a shorter problem of research. Tu, 4-5:30. Professor LORD. Two hours credit. Rackham 102.

C330b-MS. Specialized Techniques and Practice in Their Application to the Teaching of Exceptional Children. Gives 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. Hours to be arranged. Professor LORD. Two hours credit. Rackham 102.

D155-MS. The Teaching of Literature in the Elementary School. This course is 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, 6:30-8 P.M. Associate Professor BARNES. Two hours credit. Welch.

GEOGRAPHY

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. Hours to be arranged. Professor GLASGOW. Two hours credit. Pierce.

ENGLISH

407-MS. Victorian Prose. *Prerequisite: four courses of literature.* A study of the chief prose writers of the Victorian period: Macaulay, Carlyle, Newman, Ruskin, Arnold, Pater, Huxley, Stevenson. MWF, 8-9. Associate Professor VIRTUE. Two hours credit. Welch.