

Vol. III, No. 2

MARCH, 1911

# The Normal Bulletin



STATE NORMAL SCHOOL

HARRISONBURG, VIRGINIA

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SUMMER SESSION

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FIRST TERM JUNE 20--JULY 28

SECOND TERM JULY 31--SEPTEMBER 1

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	<i>(ex-officio)</i>

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## ACADEMIC CALENDAR—1911

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- June 20, Tuesday—First Term, Summer Quarter, begins.  
July 28, Friday—First Term, Summer Quarter, ends.  
July 31, Monday—Second Term, Summer Quarter, begins.  
Sept. 1, Friday—Second Term, Summer Quarter, ends.  
Sept. 27, Wednesday—Fall Quarter, Third Year, begins.

Students may enter at the beginning of *either term* of the Summer Quarter. Attendance during *three full* quarters, *whether consecutive or not*, will be considered as one school year, and so credited for any of the diplomas and certificates offered by this school.

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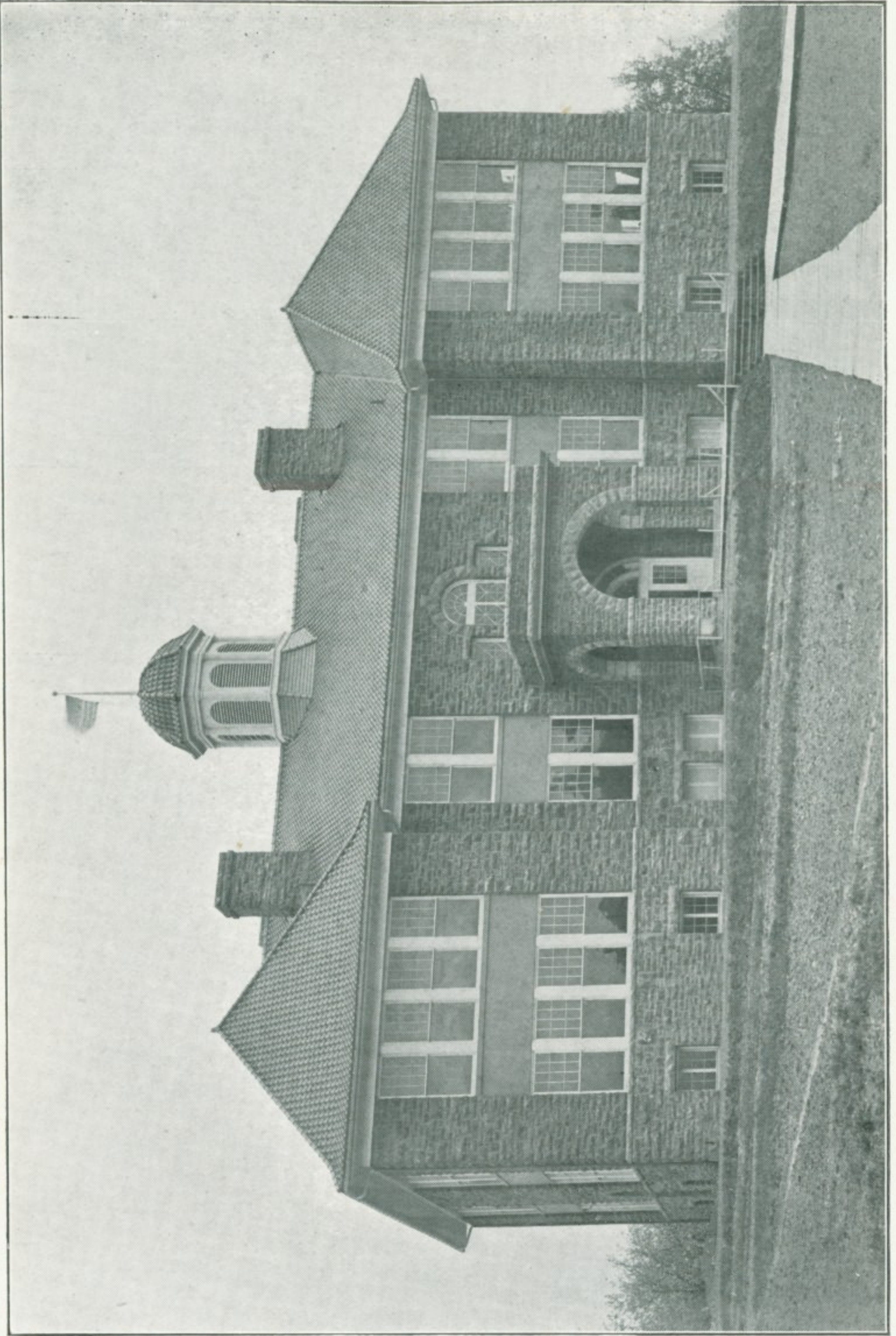
### THE NORMAL BULLETIN

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Copies of any number of the Bulletin will be mailed without charge to any address upon application to the President of the school.





SCIENCE HALL (1909)

## FACULTY FOR THE SUMMER QUARTER

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### JULIAN A. BURRUSS.....*President, Manual Arts*

B. S., Virginia Polytechnic Institute; student, Richmond College; professor of mathematics and natural science, Reinhart Normal College, Speers-Langford Military Institute and Searcy Female Institute; principal of Leigh School, Richmond; graduate student, University of Chicago, Harvard University; director of manual arts, Richmond Public Schools; scholar in industrial education, Teachers College, New York City; A. M., Columbia University; Master's diploma, Teachers College; fellow in education, Columbia University.

### CORNELIUS J. HEATWOLE.....*Education*

L. I., Peabody Normal College; student, University of Virginia; principal, Public School; scholar in education, Teachers College, New York City; superintendent of schools; B. S., Columbia University; Bachelor's diploma, Teachers College; instructor in education, University of Virginia summer session; dean of the School for Teachers and professor of education, State College for Women, Tallahassee, Florida.

### JOHN S. FLORY.....*History and Civil Government*

B. Lit., Mount Morris College; B. A., Bridgewater College; M. A., Bridgewater College; assistant in English literature, University of Virginia; student, Ohio Northern University; Ph. D., University of Virginia; professor of English and German, and vice-president, Bridgewater College; instructor in Winchester Summer Institute; instructor in Fredericksburg Summer Institute; author; president of Bridgewater College.

### ELIZABETH P. CLEVELAND.....*English*

A. B., Hollins Institute; instructor, Hollins Institute; instructor, Ouachita College; principal, high school; professor of English language and literature, Central College; lady principal, Central College; professor of English and literature, Hollins Institute.

### NATALIE LANCASTER.....*Mathematics*

Graduate, State Female Normal School, Farmville; special student in mathematics, University of Virginia; student, Harvard University; assistant professor of mathematics, State Female Normal School, Farmville, Virginia; scholar in mathematics, Teachers College, Columbia University.

### WILLIAM R. SMITHEY.....*Mathematics*

A. B., A. M., Randolph-Macon College; special student in mathematics and science, University of Virginia; professor of mathematics, Powhatan College; principal, high and grammar schools; head of mathematical department, Richmond High School; instructor, Norfolk Summer Normal, and Big Stone Gap Summer Normal; president Association of Colleges and Secondary Schools of Virginia; principal, Petersburg High School.

WILLIAM D. SMITH.....*Geography and Natural Science*

B. A., M. A., Amherst College; principal, Port Jervis, New York; superintendent and principal, Warwick, New York; head master, Bon Air School for Boys; principal, Scottsville High School; student in biology and education, University of Virginia summer session; instructor in agriculture and geography, Winchester Normal Institute.

S. FRANCES SALE.....*Household Arts*

Student, John Gibson Institute, Georgia; teacher of public schools; graduate, State Normal School, Athens, Georgia; instructor in household arts, State Normal School, Georgia; head of the department of household arts, State Normal School, Georgia; student, Columbia University; student, Teachers College, New York City; diploma in domestic science, Teachers College, New York City.

MARGARET G. KING.....*Geography and Rural Arts*

Student, Leache-Wood Seminary, Norfolk, Virginia; student, St. Gabrielle, Peekskill, N. Y.; instructor, Ghent Kindergarten, Norfolk; instructor, Jamestown Exposition School Farm; director of school gardens, Co-operative Educational Association; instructor in nature study, University of Virginia summer session; director of normal training school, Big Stone Gap, Va.; summer student, Columbia University; summer student, MacDonald College, Guelph, Canada.

MATTIE A. SPECK.....*Manual Arts*

Teacher in public schools; special student in drawing and design under private instruction; student, University of Virginia Summer Session; instructor of art in private classes; supervisor of drawing, Harrisonburg public school; summer student, Columbia University.

W. D. G. WINE.....*English Language*

Graduate, Augusta Military Academy; student, University of Virginia; principal of school at Front Royal, Va.; instructor, Woolwine School, Tennessee; principal of school, Monticella, Fla.; supervising principal, De Funiak Springs, Fla.; student, University of Chicago; principal, Woodstock High School; instructor, Winchester Summer Normal Institute.

MARGARET A. LEMON.....*Primary Methods*

Diploma, Memminger Normal School, Charleston, S. C.; student, summer schools, Knoxville and University of Virginia; student, Teachers College, Columbia University, New York City, 1906-1908; teacher, Speyer School, Teachers College, New York; primary teacher, Abbeville, S. C. and Harrisonburg, Va.

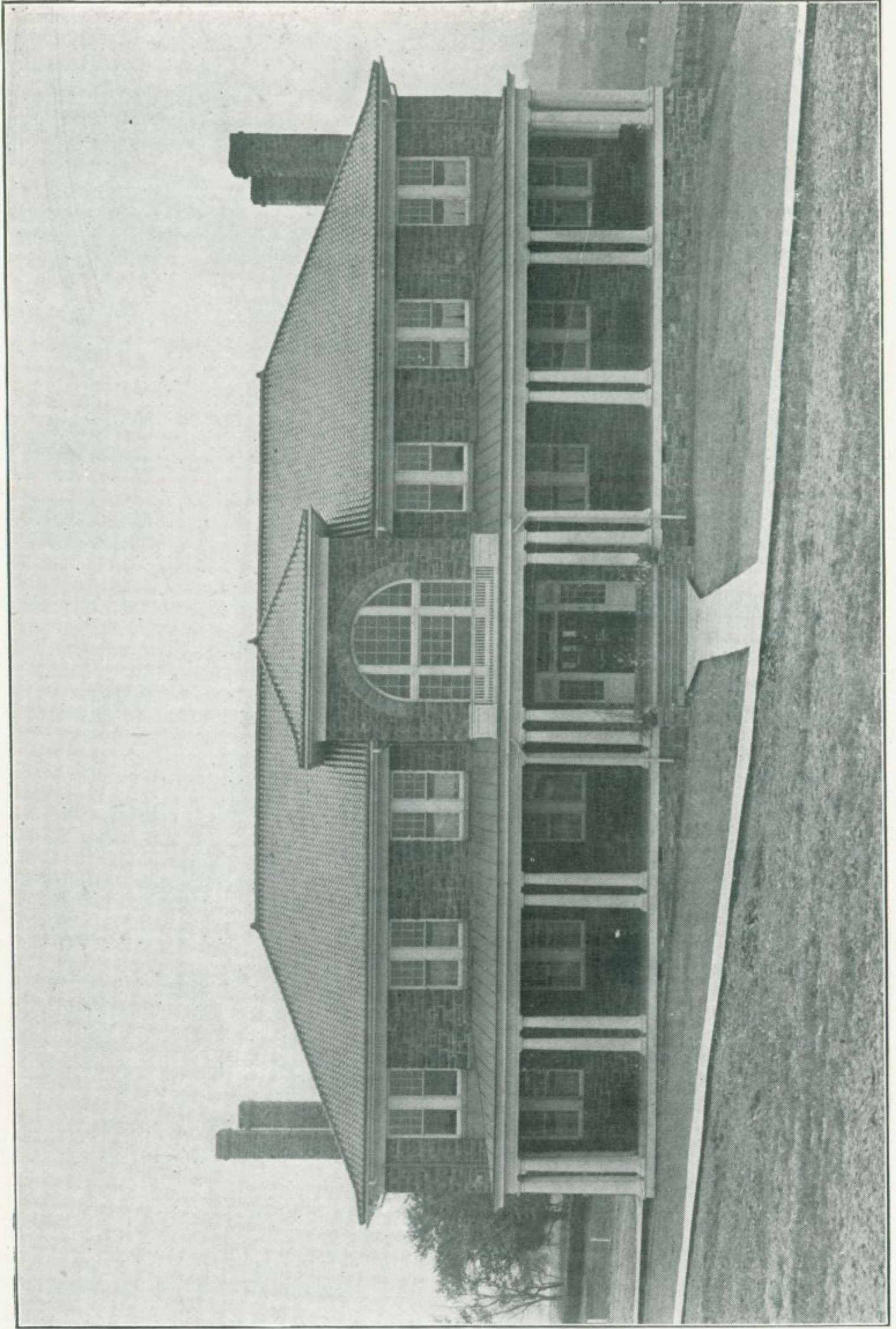
MARTHA M. DAVIS.....*History*

Student, Wellesley College; principal, private school for girls, Harrisonburg; instructor in history, Harrisonburg High School.

ANNIE V. CLEVELAND.....*Foreign Languages*

Graduate in mathematics and French, Hollins Institute; principal, Palmyra public school; teacher, White Rock Home School; principal, Inglewood Female School; instructor in English composition, mathematics and French, Hollins Institute; teacher of private classes in English and literature, Palmyra, Va.





DORMITORY NO. 1 (1909)



ANNIE L. DAVIS.....*Household and Manual Arts*

Graduate, St. Joseph's Academy, Richmond, Virginia; instructor in sewing, St. Andrews School, Richmond, Virginia; graduate, State Normal School, Harrisonburg.

AMELIA H. BROOKE.....*Physical Education*

Student, Stuart Hall School; graduate, State Normal School, Harrisonburg.

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MARY I. BELL.....*Registrar and Acting Librarian*

Graduate Pierce School, Philadelphia; graduate, Phonographic Institute, Cincinnati.

JULIA T. SPRINKEL.....*Cashier*

Graduate, Harrisonburg High School.

ORRA L. OTLEY.....*Assistant in Library*

Teacher, public schools; student, State Normal School, Harrisonburg.

NANNIE MORRISON.....*Assistant in Library*

Student, State Normal School, Farmville; teacher, public schools; student, State Normal School, Harrisonburg.

HELEN DRUMMOND.....*Assistant in Library*

Student, State Normal School, Farmville; student, State Normal School, Harrisonburg.

CORA E. ARGENBRIGHT.....*Assistant in Library*

Teacher, public schools; student, State Normal School, Harrisonburg.

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MRS. R. B. BROOKE.....*Matron*

Matron, Stuart Hall School, Staunton, Va., 1899-1909.

THOMAS C. FIREBAUGH, M. D.....*School Physician*

Member, State Board of Health; member, Harrisonburg School Board.

AMELIA H. BROOKE.....*Assistant in Home Department*

Student, Stuart Hall School; graduate, State Normal School, Harrisonburg.

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P. S. ROLLER...*Superintendent of Grounds and Buildings*

## GENERAL STATEMENT

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This school was established by the Legislature in 1908, and opened its first session September 28, 1909. It has thus far registered about 500 different students in its normal classes, a large proportion of its regular students being graduates of high schools and taking high-grade professional work. A large number are teachers of considerable experience, holding certificates and desiring to raise the grade of the same or to take one of the diplomas of the school.

The school is maintained primarily for the training of teachers for the public schools of the State, and its courses are outlined with special reference to the requirements of the State Board of Examiners for the various teachers' certificates, which are granted upon completion of the courses in a satisfactory manner.

The school year is divided into four quarters of about twelve weeks each, any three of these, whether consecutive or not, counting as one full year.

### SUMMER QUARTER

The Summer Quarter is just as much a part of the regular work as the other quarters, the instructors being, with very few exceptions, the same as during the other quarters. The courses offered in the Summer Quarter are, in many cases, especially adapted to the needs of teachers who are contemplating taking the State Examinations for raising the grade of their certificates or of those desiring to obtain certificates in order to teach.

The Summer Quarter is divided into two terms, the first being six weeks in length and the second five weeks.

Either term of the Summer Quarter may be considered as the equivalent of the session of other summer normals of like duration. On account of the length of term, the location of this school and the facilities offered by it, equipment for boarding as well as academic purposes, it is believed that the advantages here will be equal to those at

any of the summer schools of the State and very superior to most of these.

In addition to the attraction of the mountain section in summer, the school dormitories will be in full operation, offering a comfortable and pleasant home for those in attendance at the summer school.

Full credits will be allowed for work completed in the Summer Quarter. It will be found that the courses are, many of them, arranged with a special view to preparing for the State Examinations to be given at the school July 26, 27 and 28.

Special attention is called to the fact that those who desire to do so may remain at the school for a *second term* of five weeks during the summer and thus complete a *full quarter's work* which will be credited toward the diplomas and certificates of the school.

During the Summer Quarter men are admitted on the same basis as women.

The Summer Quarter last year—the first year of this school—surpassed all expectations in point of attendance and work accomplished. During the first term, of six weeks, closing with the state examinations at the end of July, there were over two hundred teachers in attendance. The work was unusually thorough and was hardly surpassed in any summer school. The excellent results obtained in the examinations testify as to the quality of the work done and the faithfulness of the students.

#### LOCATION

The town of Harrisonburg is situated in the heart of the beautiful Shenandoah Valley about 1500 feet above the sea level. It is on the Manassas division of the Southern Railway, is the terminus of the Valley Railroad of Virginia (operated by the Baltimore and Ohio) and by means of the Chesapeake Western is in close reach of the Norfolk & Western system *via* Elkton, which is 18 miles distant. At Staunton—26 miles away—connection is made with the main line of the Chesapeake & Ohio Railway, and at Lexington and Buena Vista with the James River division of the same road. A map showing location is given in this announcement.

The climate is, with rare exceptions, not subject to extremes of heat and cold, and in point of healthfulness is unsurpassed in Virginia. The town has, for many years,

been a refuge in summer for residents of the tidewater sections and the eastern cities by reason of its complete immunity from malaria, and with its bracing mountain air and pure freestone water it has for a series of years been exempt from fevers and endemic diseases. Several well-known summer resorts and medicinal springs are not far from the town.

The public water supply is brought by pipe-line from mountain streams thirteen miles distant.

The school grounds comprise forty-nine acres of land, with a splendid frontage on South Main Street. The site commands a magnificent view of the surrounding valley in every direction, from the Blue Ridge to the Shenandoah Mountains.

The site adjoins one of the best residential sections of the town and is only three minutes walk from two railway (C. W. and B. & O. Junction) stations. The combination of town and country features makes the situation ideal for the location of an educational institution.

Harrisonburg claims every advantage of location, accessibility, water and sewerage, electric light, mail and telephone facilities and proximity to white population.

It enjoys a combination of healthful environment, sanitary comforts, and a wholesome social and religious atmosphere.

There is no better location to be found in the state for a summer school.

#### **BUILDINGS AND EQUIPMENT**

Six buildings are now in use on the school grounds, namely, an academic building (Science Hall), two dormitories, two cottages and a steam laundry.

The three large new buildings are modern in every respect. They have stone walls, tile roofs, hardwood floors, fireproof stairways, and are heated, ventilated and lighted in the most approved manner. The ventilating system provides an abundance of fresh air at all times, and during the summer months it will be possible to keep the classrooms comfortable throughout the day. The most modern sanitary appliances are used throughout the buildings.

The buildings are comfortably and substantially furnished. Laboratory equipment is provided for the subjects requiring it, especially good facilities being offered for work in Sewing, Cooking, Manual Training and Nature Study.

## LIBRARY

The Library contains a good assortment of about two thousand valuable reference books in all the departments of the school, and all the more important general and education periodicals are kept on file.

The Library is open all day and in the evening, on every day the school is in session, and also on Saturdays. Every effort is made to make the Library a valuable workshop for the students.

## FACULTY

The instructors during the summer session are, for the most part, regular members of the faculty of the Normal School. Others are well-known educators of wide experience, who have taught in other summer schools and know what those in attendance need. Attention is asked to the large number of instructors for a school of this size. This enables the school to secure specialists in the different subjects, and to provide a large number of courses in the various departments of instruction. It also makes possible a division of the more largely attended classes into sections, thus providing a more extensive daily schedule than most summer schools can offer, and enabling those in attendance to register for almost any combination of classes.

## PHYSICAL CULTURE AND RECREATION

A large gymnasium has been equipped with the usual apparatus for individual use and also with a full complement of dumb-bells, indian-clubs, wands, etc., for drills. Adjoining the gymnasium are locker-rooms with a large number of steel lockers for the use of students. Shower baths are provided on the same floor with the lockers. Three tennis courts and a basket-ball court are at the disposal of those who seek outdoor games, and a bowling-alley affords other indoor recreation. Systematic instruction will be offered in physical culture, and no charge will be made for this or for the use of apparatus. On two days in the week a general course will be given in the use of gymnasium apparatus, class drills or outdoor sports, at the option of the students. On the other three days a course in games and plays will be given, and this will be especially useful to teachers in their school work. Either section of the work may be taken without the other, or both may be taken.

## CHAPEL AND SUNDAY SERVICES

Each morning during the school session an assembly is held and chapel exercises conducted, but the greatest care is taken to make these exercises thoroughly non-sectarian. The ministers of the town churches are asked, from time to time, to speak to the students and take part in these chapel services.

Harrisonburg is a church-going community. There are eleven white churches in the town, representing the following denominations: Baptist, Church of the Brethren, Church of Christ, Episcopal, Hebrew, Lutheran, Methodist, Presbyterian, Reformed Church, Roman Catholic, United Brethren in Christ. These churches and the Sabbath Schools connected with them are doing active work, and all students are cordially welcomed in them.

The student Young Women's Christian Association is in a flourishing condition and keeps up its work during the summer session. Meetings are held one evening in each week, the exercises being brief and interesting. The members of this organization assist in welcoming new students, and will be glad to help in any way possible.

The first general assembly will be held on Wednesday morning, June 21, and it is urged that all be present to hear important announcements.

## EXCURSIONS

Saturdays will, for the most part, be used for excursions. Trips to the following places and other points of interest can be readily arranged at very little cost, if a sufficient number desire to go. A member of the faculty will direct all parties.

The Cyclopean Towers, or Natural Chimneys, Mt. Solon; Weyer's Cave and the battlefield of Port Republic; the battlefield and caverns of New Market; the Luray Caverns; Massanetta Cave; the Natural Bridge and Lexington; Ashby's Monument; the Lincoln and Boone homes, Edom; the Rawley Springs; the Massanetta Springs; Washington City.

## LECTURES AND ENTERTAINMENTS

Plans are being made for a number of interesting and profitable lectures and entertainments during the summer terms. These will be provided at very slight, if any, cost to the students. While the list has not been completed it

may be said that it will contain lectures on travel, historical subjects, public sanitation and health, and general literary topics. The school has a splendid electric lantern which is freely used for illustrating lectures and class work. Sometimes these lectures will be given at the daily general assembly, and sometimes in the evening. It is expected that one evening in each week (Friday or Saturday) will be occupied by an entertainment or lecture of general interest. During the past summer two delightful social entertainments were given, characterized by the greatest informality and good feeling.

### **APPOINTMENT COMMITTEE**

A record is kept of every student who attends the school. This includes (1) a statement of the student's preparation and teaching experience, if any, before she enters the school; (2) a record of her work during her attendance at this school; (3) a record of her work after leaving the school. The Committee aims to be of service in bringing students of the school, who are being trained for positions as teachers, to the attention of educational authorities who are seeking such aid.

While it is not possible to promise that positions will be secured for all who apply, especially in the case of students in attendance during only the summer term, yet it may be said that all who applied for assistance in this direction last summer were recommended to places, and a number of applications from school officials for teachers could not be supplied for lack of available persons. Students who have not secured positions at the time of the summer school are advised to register their names and credentials with the appointment committee.

### **PROFESSIONAL CERTIFICATES FOR SUMMER WORK**

The State Board has created two new certificates, to be known as: (1) "Professional Elementary Certificate—Primary Grades," and (2) "Professional Elementary Certificate—Grammar Grades." Either of these certificates may be obtained for work done at this summer school. The requirements for these certificates are as follows, the statements being taken from the regulations of the State Board of Examiners:

“Two Professional Elementary Certificates will be issued by the State Board of Examiners:—the *Professional Elementary Certificate—Primary Grades* and the *Professional Elementary Certificate—Grammar Grades*. These certificates will be issued for a term of seven (7) years and will be renewable for a similar period from time to time. Courses leading to the Professional Certificate will be offered in 1911 only at the State Normal School at Farmville, the State Normal and Industrial School at Harrisonburg and the University of Virginia Summer School; and in 1912 also at the State Normal and Industrial School at Fredericksburg.

“Entrance to the work leading to the Professional Elementary Certificate shall be restricted to, (1) those holding First Grade Certificates or equivalent certificates, issued by the Board of Examiners, or (2) those holding High School Certificates who have had at least six (6) months teaching experience. In addition to the work outlined below leading to the Professional Elementary Certificate, a teacher must have had at least nine (9) months successful experience in Primary or Grammar school teaching (according to the certificate for which application is made) as certified to by her superintendent and principal, before the certificate can be issued.” (This experience may be had in the time intervening between the summers in which the work is taken.)

“Applicants for the Professional Elementary Certificate must make at least 75% on combined class standing and examination on each subject outlined below.

“The course for the *Professional Elementary Certificate—Primary Grades* must cover the following: Principles of Teaching (with special emphasis on ‘How to Study’); Primary Methods in Reading, Language, Arithmetic, Physical Nature Study and Home Geography; Hygiene; Music and Games; Primary Industrial Work; Drawing; Observation Work or Practice Teaching.

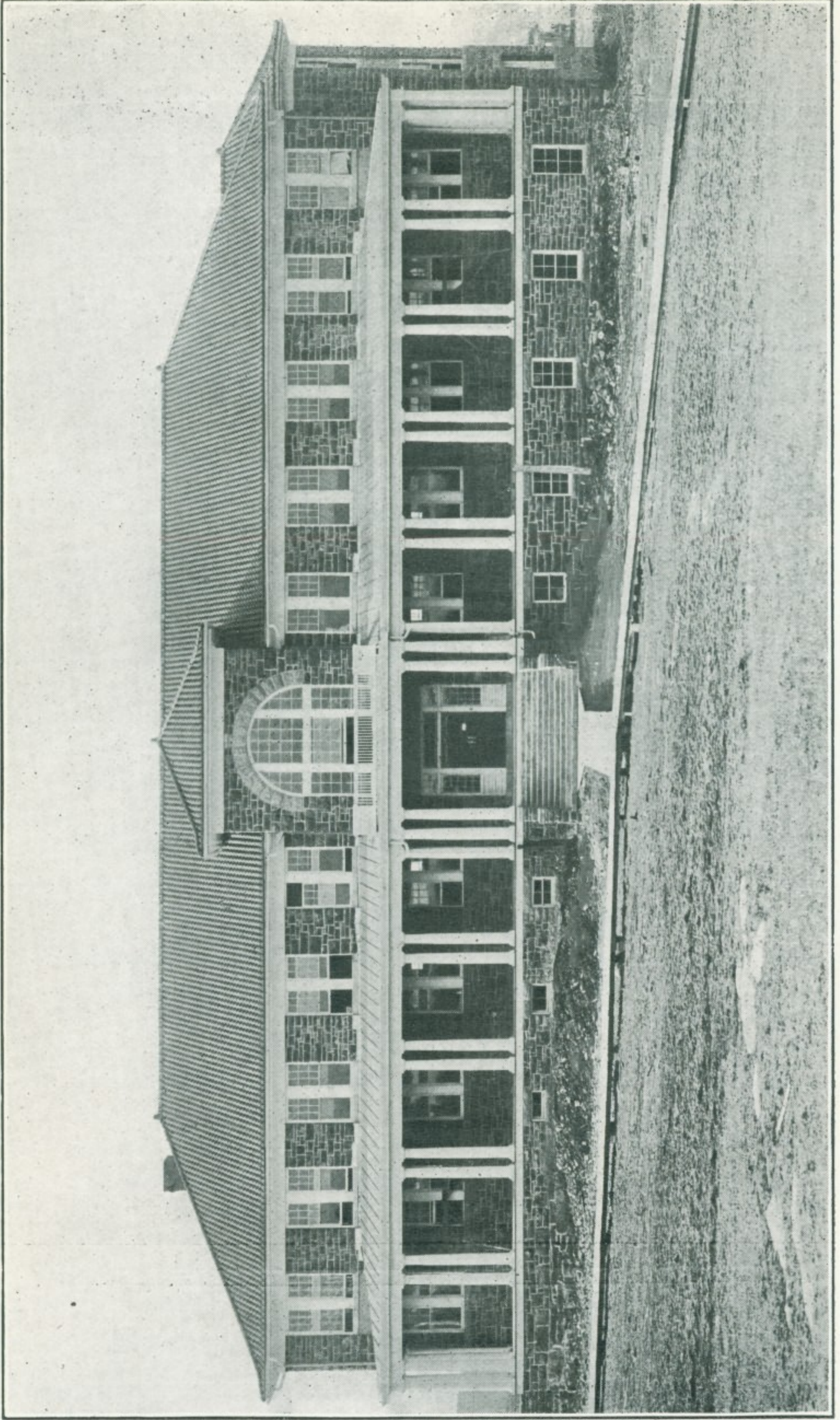
“The course for the *Professional Elementary Certificate—Grammar Grades* must cover the following: Principles of Teaching (in two parts and including ‘How to Study’); Methods of Teaching Arithmetic (in two parts), Civics and History, Geography, Language, Reading and Literature; Hygiene; Practice Teaching or Advanced Observation; and any one of the following subjects: Drawing, or Manual Training, or Domestic Economy, or Elementary Agriculture and School Gardening. Songs and Games may also be taken at the option of the student, but without credit, although strongly advised.

“The course for the Professional Elementary Certificate (either Primary or Grammar Grades) shall cover at least one year at one of the State Normal Schools, or *two sessions of six weeks each*, or three sessions of four weeks each, at the summer sessions of one of the State Normal Schools (as named above).

“The work must be completed in five years if taken in three summer terms of four weeks each, or in four years if taken in two summer terms of six weeks each.”







DORMITORY NO. 2. (Occupied March 1, 1911)

Applicants for the *Professional Elementary Certificate—Primary Grades* should register, at this school this summer, for *five* of the following classes, the other two, together with the other subjects named above, may be completed at this summer school the following summer:

Education 41—Hygiene  
Education 54—Primary Methods, Language  
Education 55—Primary Methods, Arithmetic  
Education 56—Primary Methods—Reading  
Manual Arts 31—Primary Industrial Work  
Manual Arts 34—Drawing  
Rural Arts 31—Nature Study

Applicants for the *Professional Elementary Certificate—Grammar Grades* should register, at this school this summer, for *four* of the following classes:

Education 41—Hygiene  
Education 51—Principles of Teaching (first part)  
English 47—Language Methods  
English 52—Reading and Literature  
Geography 47—Geography Methods  
Mathematics 47—Arithmetic Methods (first part)  
Mathematics 48—Arithmetic Methods (second part) and  
for *one* of the following classes:

Household Arts 31—Elementary Sewing  
Household Arts 41—Sewing  
Household Arts 32—Cooking  
Household Arts 34—Home Economics  
Manual Arts 44—Drawing for Grammar Grades  
Manual Arts 47—Woodworking

The other required subjects may be completed at this summer school the following summer.

The course in Games (Physical Education 47) may be taken by applicants for either certificate, and will be credited toward the Primary Grades certificate. While no credit can be given for this subject toward the Grammar Grades certificate, students are advised to take the course for their own good, as it will be found very valuable in their work as teachers.

#### **PREPARATION FOR STATE EXAMINATIONS FOR CERTIFICATES**

The various courses offered by the school (outlined in the Annual Catalog) lead to State Certificates, which are granted by the State Board of Examiners upon completion

of the required work of the regular courses. Students who cannot attend the Normal School at least three full quarters in order to obtain a certificate in this way, will find that the work of the summer session is planned to help them prepare for the State Examinations. The examinations are given at the close of the first term of the Summer Quarter, at the school, the dates being July 26, 27 and 28 this year.

*1. Professional Reading Course Certificates.*—No examinations will be given anywhere this year on the subjects of the First Year of the Professional Reading Course, as it is proposed to gradually abolish the course. Examinations will, however, be given on the Second and Third Years of this course, and those who have already started work on it, here or elsewhere, may take classes at this summer school in preparation for these examinations. The subjects required in the Second and Third Years will be represented in classes at this school.

Students desiring to prepare for the examinations on the Second Year of the Professional Reading Course may register for the following classes: English 51 and 52, Education 51, Mathematics 51, History 52 and Rural Arts 31, the work of which will practically cover the subjects of the Second Year.

Students desiring to prepare for the examinations on the Third Year of the Professional Reading Course may register for the following classes: English 52, History 47 and 53, Education 62 and Rural Arts 31, the work of which will practically cover the subjects of the Third Year.

*2. First, Second and Third Grade Certificates.*—Examinations for these certificates will be given as usual. Persons not holding certificates may secure them by passing satisfactorily the State Examinations given here at the close of the first summer term in July. Teachers holding Provisional Certificates may complete the requirements for full certificates, and those holding lower grade certificates may advance to higher grades in the same manner. The Board of Examiners will prepare a topical outline on all subjects required for these certificates, the same to be used as a basis for the examinations; and this outline will be covered completely in the work of the summer term at this school. As thorough instruction is given here in all the subjects required for these certificates, applicants may secure excellent preparation by attendance and faithful work. The

success of those who prepared here for examinations last summer, as shown by the reports received from the State Examiners, demonstrates the value of *six weeks'* preparation under the direction of skilled instructors.

Students preparing for the examinations for one of these certificates may register for any of the following classes, the list being given to help those who are unfamiliar with our system of grouping classes by departments to determine which classes will give the work they desire for a particular subject. Students will not be limited to these classes but may take any classes offered in the summer school, if they so desire, and are prepared to do the work.

SUBJECT FOR EXAMINATION	CLASSES RECOMMENDED FOR THE		
	3d Grade Certificate	2d Grade Certificate	1st Grade Certificate
Spelling .....	English 1.....	English 1.....	English 1
Reading .....	Education 56.	Education 56 .	Education 56
Arithmetic.....	Math. 11.....	Math. 11 .....	Math. 47 or 11
Grammar .....	English 2 or 3	Engl. 3, 11 or 2	Engl. 31, 11 or 3
Geography .....	Geog. 11 .....	Geog. 11.....	Geog. 11
U. S. History.....	Hist. 14 .....	Hist. 14 .....	Hist. 47 or 14
Va. History.....	Hist. 11 .....	Hist. 11 .....	Hist. 11
Civil Government.....	Hist. 10 .....	History 10....	Hist. 53 or 10
Physiology .....	Natural Sc. 31	Nat. Sc. 31...	Nat. Sc. 31
Drawing.....	.....	Manl. Arts 34.	Manl. Arts 44 or 34
Theory and Practice ..	.....	Education 42..	Educ. 42
Algebra .....	.....	.....	Math. 31 or 21
Physical Geography...	.....	.....	Geog. 31
Agriculture.....	.....	.....	Rural Arts 41
English History.....	.....	.....	History 33
General History.....	.....	.....	History 52

Students are advised to select from the above lists the subjects on which they feel that they are most deficient, or on which they must pass examinations in order to get the certificates for which they are to apply. Many of the above classes are divided into sections, all sections of a class doing the same work. By referring to the Schedule of Classes in the back of the Bulletin the section that will fit into a particular program may be determined. The Committee on Registration will be glad to assist students in deciding which classes to take.

3. *Provisional Certificates.*—Teachers who attend the summer school and take a part of the whole examination and make the required grades on one-half the subjects—85 per cent. on each of seven subjects for First Grade, and 75 per cent. on each of six subjects for Second Grade—will

be given Provisional Certificates good for one year, not renewable.

Attention is called to a new regulation of the Board of Examiners which provides that a Provisional Certificate *must include the subjects of Arithmetic and Grammar*, and no certificate will be issued unless a passing mark is made on these two subjects. This regulation applies to all examinations held in the state, whether at summer normal schools or elsewhere. At this summer school there will be at least four sections of classes in Arithmetic and the same in Grammar, so that everyone who attends here is assured of being able to register in a class in each of these subjects, and the classes being smaller than at most summer schools, on account of the number of sections, unusually thorough work can be done.

#### **SPECIAL CERTIFICATES**

In the certification of teachers of the special subjects of Manual Arts (Drawing and Manual Training), Household Arts (Sewing, Cooking, etc.), Rural Arts (Nature Study, School Gardening and Elementary Agriculture), and Physical Education, in which no examinations are given by the Examiners, due credit will be given for the work completed at this school in the summer session. Excellent facilities are provided here for this special work.

#### **ATTENDANCE CERTIFICATES**

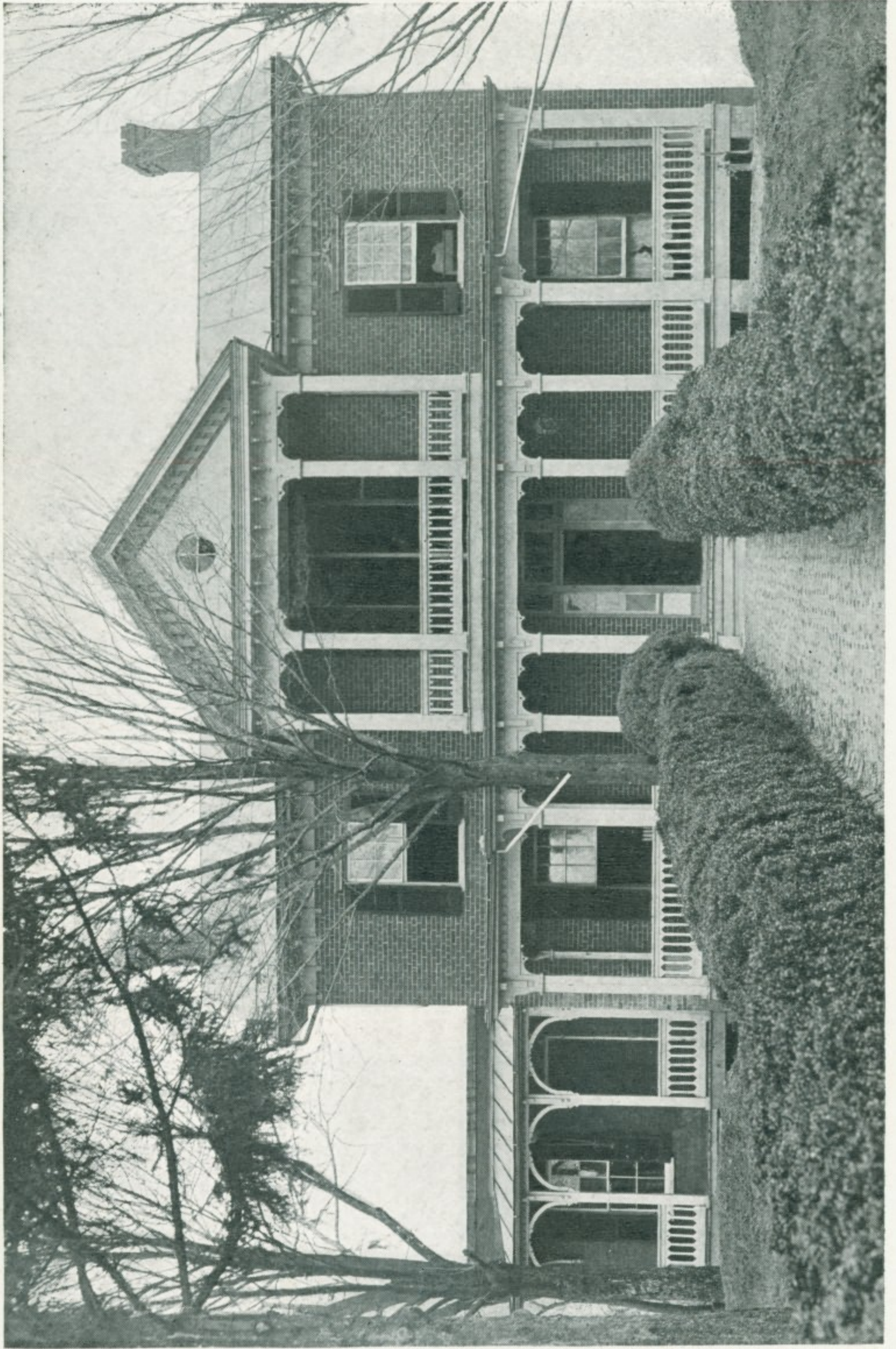
To every student who attends a summer normal school for at least twenty days the State Department of Public Instruction issues an Attendance Certificate. This is used as evidence in applying for extensions of certificates, division of examinations, etc. Those who desire these certificates should apply at the office for them before the close of the term.

#### **EXTENSION OF CERTIFICATES**

(a) Those who have started on the Professional Reading Course for a Professional Certificate will have their certificates extended provided they pass the State Examinations on at least two of the required Professional subjects each year.

(b) All First Grade Certificates issued by Division Superintendents, except those which have been extended on account of work done on the Professional Course, have





COTTAGE—RESIDENCE OF TEACHERS AND STUDENTS



expired, but they may be exchanged for new First Grade Certificates, issued by the State Board of Examiners, provided the holders pass the examinations on the three added subjects for a new First Grade Certificate, which are: Elementary Algebra through quadratics, either English History or General History, and either Physical Geography or Elementary Agriculture. Work in all of these subjects may be done in this summer school.

(c) Second Grade Certificates issued by the Board of Examiners will be renewed upon the recommendation of the Division Superintendent, if the holder completes satisfactorily the course in School Management, using Bagley's "Classroom Management" (course Education 42) and the course in Physiology and Hygiene, using Ritchie's "Primer of Sanitation" and Allen's "Civics and Health" (course Natural Science 31).

(d) Those who begin work on the Professional Elementary Certificate will have their certificates extended while they are taking this course, as stated above.

(e) It may be said with confidence that attendance at a summer school will always be credited by the State Board of Examiners in estimating the satisfactory evidence required for the renewal of any certificate.

#### **DIVISION OF EXAMINATIONS**

(a) Teachers who expect to attend the summer school may take part of the spring examinations and the remainder at the close of the first term of the summer session, July 26, 27 and 28.

(b) Teachers who attend a summer school this year may take the examination in April next year and have their grades combined with those they made this year for a full certificate, but only two examinations may be combined. Attention is called to the fact that our summer school will continue for a second term of five weeks during August, and this will give considerable additional preparation for the examinations next spring, as well as valuable material for teaching the coming term.

(c) If teachers who have held certificates (other than Emergency) do not take the spring examinations, but attend the summer school, and pass on at least one-half the subjects at the examinations in July, they will be given provisional certificates, good for one year, of such grade as the averages may warrant. The examinations may then be

completed the following year, when a full certificate of the proper grade will be awarded, bearing the same date as the provisional certificate. (See "Provisional Certificates" above).

(d) When the course is divided only two examinations can be combined, and one of these must be taken *after regular attendance at a summer school*.

(e) Those teachers who take the spring examinations and fail will not be permitted to take the summer examinations unless they in the meantime *attend a summer school*.

### CREDIT AT THIS SCHOOL

All students in attendance during the summer terms who take the class examinations and make a grade of 75 per cent. on combined class-work and examination, will be given credit on our permanent records, and will be sent a Special Summer Session Certificate, showing the courses that have been satisfactorily completed during the term and the mark obtained on each course. In this way, if at any future time a student decides to return here and do further work toward one of the regular certificates or diplomas of this school, she may have full advantage of all work previously completed. Attention is called to the fact that all of the work required here for a certificate or diploma may be done in the Summer Quarter, or in the Spring Quarter, or in any combination of quarters, as explained in the Annual Catalog. The advantage of this is apparent, as in this way a teacher may continue her work as a teacher and at the same time work here for a certificate or diploma, which will be of great value to her in her future career. Either term of the Summer Quarter will count as one-half of a quarter, both terms counting as one full quarter. Those who register after the first three days of the term cannot be given credit for a full half quarter's work, and will be issued attendance certificates only.

Attention is called to the large number of courses offered in the summer session, in the different departments of the Normal School, for which credit will be given toward any of the diplomas or certificates of the school. Any course numbered above 20 will be credited in this manner.

### ADMISSION AND REGISTRATION

Gentlemen as well as ladies will be admitted during the Summer Quarter.

No examination is required for admission, but students must satisfy the instructors that they are sufficiently prepared to enter the courses they select. Certificates of work done elsewhere and credits obtained on state examinations will assist materially in registration.

The Registration Day for the first term will be Tuesday, June 20; and for the second term, Monday, July 31. All students should register on these days if possible. Attention is called to the fact that *full credit* for work cannot be allowed to students registering *after the first three days* of a term. To avoid delay in getting located, in registering, etc., it will be well for students to arrive on the day preceding the opening of the term if possible.

The order of registration is as follows:—(1) Fill out Registration Blank, if not in attendance at this school at any previous time. (2) Consult the Faculty Committee on Registration and fill out Program Cards. (3) Pay Tuition Fee and Laboratory Fees (if taking laboratory courses) to Cashier. Also pay Board to Cashier at time of registration, if a boarding student desiring the reduced rate. (4) Leave Registration Blank and one Program Card with the Registrar. Keep one Program Card for reference.

Students are cautioned against registering for too much work. This is frequently a serious mistake in summer normal schools. By order of the State Board of Education the conductors of the summer schools this year are instructed not to allow any applicant for a state certificate to take more than six class-periods of work per day during the summer school. This is a new general regulation applying to all summer normal schools and institutes. Students who desire credit toward the diplomas of this State Normal School will be limited to five class-periods per day during the summer terms.

#### TEXT-BOOKS

The books to be used in the various classes are selected by the instructors and are, for the most part, the same as are used in the public schools of the State. The required text-books are named in connection with the courses on the following pages. They may be brought from home or may be purchased at the school supply-room in Science Hall. New books will be sold at cost plus the cost of handling, and second-hand books may usually be purchased very reasonably. Many of the text-books may be re-sold to the

supply-room at the close of the term, provided they are in good order. Stationery, postage, and other supplies may be purchased at the supply-room. *Only cash sales will be made at the supply-room.*

In some of the classes the work is largely reference work and the references may be found in the school library. Students will not be asked to purchase any more books than are absolutely necessary in their class-work, and they are advised to bring such text-books as they possess, which may be of value to them as references in the different classes, even though not mentioned under the courses in this announcement.

### FEES

No registration fee is charged. In the Summer Quarter *all students* will be required to pay a *single tuition fee* of \$3.00, whether they are in attendance one term or both terms of the quarter, and regardless of the number of courses taken, or the subjects chosen. This is the lowest tuition fee that can be charged by any summer normal in the state this year, by special agreement made by the conductors of these schools.

Owing to the great advantage which schools giving *six weeks* of instruction have over those giving only four weeks instruction, it was decided that students applying for the *Professional Elementary Certificate* shall pay an *additional fee of \$3.00.*

The tuition fee must be paid *at the time of registration.* Positively no exception will be made as to this charge.

Small *laboratory fees* are charged in certain courses in Household and Manual Arts, as indicated in connection with the courses in the following pages. For other courses there are no charges.

No reduction of a tuition or laboratory fee will be allowed for late entrance or for withdrawal before the end of the term.

### LIVING ARRANGEMENTS

Excellent boarding accommodations for 148 ladies are provided in the school dormitories. The dormitories are in charge of a matron of large experience and exceptional ability in her work. Several members of the faculty room in the dormitories. The rooms are comfortably furnished with white enamelled iron beds, oak dressers, tables, chairs,

rockers, rugs, clothes-closets, all necessary bed-clothing and towels. Each room has at least two windows and two electric lights. The buildings are heated throughout with steam. Numerous and conveniently located bathrooms are provided, with the most sanitary equipment.

A dining-room is included in Dormitory No. 1.

Rooms in the dormitories will be assigned in the order of application.

Gentlemen will be accommodated in private homes, and ladies who do not succeed in securing places in the dormitories will also be assigned to boarding places in the town. These are of two kinds, namely those furnishing rooms only and those furnishing both rooms and meals. The school is now renting a number of rooms in private homes in the immediate neighborhood, students rooming in these and taking their meals at the school dining-room. There are also a number of students rooming at a somewhat greater distance from the school, who have made their own arrangements for rooms, and buy "meal tickets" for the school dining-room.

The cost of board (including laundry) is about the same on either plan. It will be possible, we think, to find satisfactory boarding-places for all who apply for admission, but naturally those who apply early will secure the best places. *In assigning rooms in the school dormitories no assignment will be made for less than one full term.* Rooms in the dormitories will be ready for occupancy Monday, June 19, and must be vacated, by those who will not be in attendance during the second term of the Summer Quarter, promptly on the afternoon of Saturday, July 29, unless by special arrangement.

*Prospective students for either or both of the summer terms are urged to make application for room reservation at once.*

*Rooms will positively not be held in reserve for students later than 11 P. M., Tuesday, June 20, but if the student for whom a place is reserved is not present at that time the place will be given to another applicant, unless special arrangement has been made with the President beforehand.*

#### **COST OF BOARD**

Board in the school dormitories will be furnished during the Summer Quarter at the following rates. This in-

cludes *furnished room, food, lights, laundry and service.* Board may be obtained in private homes in the town at about the same rates.

#### FIRST TERM

From Supper, June 19, to Dinner, July 29, inclusive.....	\$22.00
Rate by the Week.....	\$ 4.50
Rate by the Day.....	\$ 1.00

#### SECOND TERM

From Supper, July 29, to Dinner, September 2, inclusive..	\$18.00
Rate by the Week.....	\$ 4.50
Rate by the Day.....	\$ 1.00

The special term rate is for those who pay *in advance, in full, at time of registration.* No others will be allowed this reduced rate. All who pay for less than the full term will be charged the weekly rate, and if for less than a week the daily rate. If anyone who pays in advance for the full term finds it necessary to leave before the term is out, a rebate will be issued for the difference (if any) calculated at the weekly or daily rate, as the case may be.

For the benefit of those who attend as day students and live some distance from the school, and who find it inconvenient to bring lunch with them, meal tickets are sold at \$4.00 each and are good for twenty-one meals, which may be eaten at any time.

#### REDUCED RAILWAY RATES

The railways of Virginia, almost without exception, sell special round-trip tickets, at greatly reduced prices, to Harrisonburg, on account of the summer normal school. The dates of sale will be June 17, 18, 19 and 20, tickets to be used from starting-point on one of these dates. Students starting from a point not on one of the large railway lines of the state, and finding that they cannot purchase reduced-rate tickets from their starting-point through to Harrisonburg, should buy tickets to the nearest junction-point on one of the large lines, and get round-trip tickets at the latter point to Harrisonburg. Information may be obtained from the nearest railway agent, in most cases; and if this cannot be done write to the President of the school.

#### EXPENSES OF STUDENTS

A comparison of the above expenses with those of other schools will show that a student may attend here at less cost

than elsewhere. The cost of a *six-weeks* summer term at this school is not as much as the cost of a *four-weeks* summer term at some other points and is little more than the cost of four weeks even at those summer schools where the lowest rates are charged. This should be taken into consideration with the fact that our instructors are regular members of our faculty, and our equipment is quite complete and well adapted to normal work.

In comparing expenses it should be noted that: (1) one tuition fee admits to all courses: and (2) the rate for board covers laundry as well as meals and lodging, and the rooms are completely furnished, including all bed-clothing and towels.

The entire necessary expenses are as follows:

*First Term ( June 19-July 29):*

Tuition (for one or both terms).....	\$ 3.00
Board (including furnished room, towels, bedding, lights, food, service and laundry) .....	22.00
	<hr/>
Total for Six-Weeks Term.....	\$25.00

*Second Term (July 29-September 2):*

Board (as above) for Five-Weeks Term.....	\$18.00
If in attendance during First Term no further tuition fee will be charged, if not, add \$3.00.	