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NORMAL SCHOOL BULLETIN

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SPRING TERM FOR TEACHERS

The regular third term of the session begins March 17. This is the term during which so many teachers in the service enter for work. One can make the term's work by entering not more than two weeks after the beginning.

New classes are started to accomodate all who come. Reservations for this term should be made immediately. A half term's work may be made by entering April twenty-sixth.

THE SUMMER SCHOOL

The summer school begins June 9. Registration begins June 8. The work offered is as follows:

1. Regular academic and professional courses leading to professional certificates without examination.
2. Professional and academic work for extension of certificates including professional and validated certificates.
3. Academic work for removing conditions for students of high schools, normal schools or colleges.

Letter From Superintendent Abercrombie

To Teacher Training Institutions:

For your information I am giving in some detail the regulations which the Department of Education of Alabama has set up for the work of the summer schools for the year 1924 in so far as your courses may relate to the renewal, the extension, and the issuance of teachers' certificates.

1. The Department will accept for renewal, extension, or issuance of teachers' certificates all professional and academic credit courses offered in the summer session of an approved institution.
2. The Department will accept for extension and renewal of teachers' certificates such other courses of accredited institutions for professional improvement as may have been submitted and approved before the date for the opening of the summer sessions.
3. The Department will not accept for the extension, the renewal,

or the issuance of teachers' certificates review courses for the examination. The only value which such courses can possess is better to prepare those who find it necessary or desirable to write examinations for teachers' certificates. If such courses are offered it must be made clear to applicants that no credit of any kind can be given by the Department of Education.

The regulations with reference to periods of attendance are as follows:

1. a. All persons holding expired or expiring teachers' certificates who satisfactorily complete approved courses of study for periods of twelve weeks each in regular or summer sessions may have their certificates renewed conditionally for periods of original issue.
- b. All persons desiring to have first class and second class pre-normal certificates extended will be required to complete satisfactorily credit courses in approved institutions at regular or summer sessions for minimum periods of twelve weeks each.
- c. All persons desiring to have class B elementary or class B secondary certificates extended will be required to complete satisfactorily credit courses of twelve weeks each in approved institutions at regular or summer sessions.
- d. All graduates of accredited high schools and graduates of non-accredited high schools who pass satisfactorily standard college entrance examinations desiring to secure certificates to teach in the public schools will be required to complete satisfactorily credit courses in approved institutions for periods of twelve weeks each at regular or summer sessions in order to secure second class pre-normal certificates valid for one year, provided that all students who may be applicants for the issuance or renewal of second class pre-normal certificates must submit evidence of having completed the course on Introduction to Teaching prescribed by the State Department of Education.
2. a. Every expired or expiring certificate issued either on examination or on graduation from a college or a normal school may be renewed for a period of one year upon the satisfactory completion by the holder of a course of study for six weeks at a summer session of an approved institution.
- b. The satisfactory completion of a summer school course at an approved institution for a period of six weeks or of a similar course for twelve weeks in the summer or in the regular session will meet part of the requirements for the continued validity of a regular certificate issued subsequent to October 1, 1920. (See bulletin No. 32 for conditions to be met for continued validity.)

In accordance with the regulations set out in this communication and those prescribed in bulletin No. 32 the following general statements should be noted and observed.

1. A maximum of eighteen clock hours per week may be elected by any person though only in exceptional cases should the maximum number of hours be taken. Fifteen hours per week shall be required of all persons who are seeking the extension, the renewal, or the issuance of teachers' certificates.

2. Teachers' certificates will be extended, renewed, or issued upon the presentation to the Department on the prescribed blanks of statements from the institutions in which the courses have been completed, showing that satisfactory grades have been made in at least twelve clock hours for the full six or twelve weeks, the length of time in each case depending upon the requirements to be met by the applicant.

It is the earnest desire of the Department of Education that all persons who may attend the summer sessions shall be encouraged to choose

a major portion of their work in the regular credit courses of the institutions with a view to accumulation of credits toward graduation and the securing of certificates of higher rank.

It is the preference that all teachers shall take such professional courses as will be of value to them in the light of their former preparation. It will without doubt be possible for classification committees to assist and advise students in the selection of those courses which will be of the most service in increasing their efficiency as teachers.

Yours very truly,
JOHN W. ABERCROMBIE,
Superintendent.

TWO SUMMER TERMS

The regular school work begins Tuesday, June 9, and closes August 22. It is divided into two terms as follows:

1. The first division closes July 9.
2. The second division closes August 22.

EXPENSES—SUMMER SCHOOL

| | |
|---------------------------------------------|---------|
| Board in the dormitories, for the term..... | \$60.00 |
| Library Fee (paid by all students)..... | \$1.00 |
| Athletic Fee (paid by all students) | \$1.00 |
| Incidental Fee (paid by all students)..... | \$3.00 |
| Medical Fee | \$1.00 |
| Matriculation Fee | \$3.00 |

Total for term.....\$69.00

A uniform fee of \$4.00 per session hour which is equivalent to 3 term hours is required in all public institutions of higher learning, including the normal schools. Students taking any one of the regular courses of eighteen term hours per quarter will pay \$24.00, plus the expenses set forth above and the ordinary supply fees.

FACULTY

The regular faculty of the Normal School supplemented by a number of special teachers, constitute the teaching force for the summer school.

DORMITORY

One dollar reservation fee for a room in the dormitory should be sent for spring or summer attendance. Our dormitory accommodations are limited for both men and women and they are taxed to the limit in the spring and summer. We can accommodate the overflow, though, by securing rooms in the town for them. We have rooms for light housekeeping on the school grounds. Others may be obtained in the city.

WHAT TO BRING

Six towels, two pairs of pillow cases, two white spreads, one pair of blankets and two pairs of sheets.

STATE CERTIFICATES

TEACHERS' CERTIFICATES THAT MAY BE ISSUED BY THE STATE DEPARTMENT OF EDUCATION ON THE COMPLETION OF COURSES IN CLASS A NORMAL SCHOOL.

1. Regulations Regarding the Issuance of Certificates.

1. A pre-normal certificate of the second class to be valid for one year from July first next preceeding the date of issue unless otherwise stated in its face may be issued upon the recommendation of the president to a person who has completed the first year of the pre-normal course of

a Class A Normal School. This certificate will be issued to high school graduates who take a twelve weeks' course and who are recommended by the president and the county superintendent.

2. A pre-normal certificate of the first class to be valid for one year from July first next preceeding the date of issue unless otherwise stated in its face may be issued upon the recommendation of the president to a person who has completed the pre-normal course of a Class A Normal School.

3. An elementary certificate, Class B, to be valid for one year from July first next preceeding the date of issue unless otherwise stated in its face may be issued upon the recommendation of the president to a person who has completed the work of the junior year in a Class A Normal School.

4. An elementary professional certificate, Class A, to be valid conditionally for a period of six years from July first next preceeding the date of issue unless otherwise stated in its face may be issued upon a record properly certified by the president to a person who has graduated from a Class A Normal School.

II. Regulations Regarding the Extension of Certificates.

1. Any expired or expiring regular certificate granted by examination, graduation or validation may be extended for a period of one year by the satisfactory completion of a course in the normal school for a minimum period of six weeks, or renewed conditionally for the period of its original issue by the satisfactory completion of one full quarter of twelve weeks of credit in the normal school.

2. Any Pre-Normal or Class B Elementary Professional certificate may be extended for a period of one year upon the satisfactory completion of a course of study for credit for one full quarter of twelve weeks in the Normal School.

3. No emergency provisional certificate is subject to extension or renewal on any basis whatsoever.

III. Regulations Regarding the Amount of Work That Must be Completed in Order to be Granted Extension, Renewal, and Issuance Privileges.

1. A maximum of 18 hours per week may be elected by any person though only in exceptional cases should the maximum number of hours be taken. Fifteen hours per week shall be required of all persons who are seeking the extension, the renewal, or the issuance of teachers' certificates, and the passing of satisfactory examinations in at least twelve clock hours.

HIGH SCHOOL GRADUATES.

Graduates of high schools who expect to teach will have a good opportunity here to get professional preparation. They can enter at set intervals and get in six terms of three months each.

If one attends twelve weeks he will receive a second class certificate without examination; if twenty-four weeks, a first class certificate; if thirty-six weeks, a class B certificate.

WARNING

Send one dollar reservation fee without delay to insure getting a place. We try to take care of all who come, but cannot guarantee a place to those who do not write in time.

COURSE OF STUDY

PRE-NORMAL COURSE

FIRST YEAR

EDUCATION:

1. School Management

2. Rural Sociology

| | | |
|-----------------------------------------------------------|--|----|
| ENGLISH: | | |
| 1. Elementary Composition, Grammar and Reading..... | | 4 |
| SCIENCE: | | |
| 2. Geography | | 4 |
| 3. General Science | | |
| HISTORY AND CIVICS: | | |
| 1. Introductory Civics | | 4 |
| 2. European Background for American History..... | | |
| MATHEMATICS: | | |
| 1. Arithmetic and Farm Accounting..... | | 4 |
| 2. Algebra | | |
| ARTS—To be selected—2 periods per week..... | | 1 |
| ELECTIVE: Selected Classes of Civic Biology or Latin..... | | 4 |
| Total Credit in Term Hours..... | | 21 |
| PHYSICAL EDUCATION—Required of all taking this course. | | |

SECOND YEAR

| | | |
|--------------------------------------------------------------------------------|--|----|
| EDUCATION: | | |
| 3. Elementary Educational Psychology or Principles of Teaching..... | | 4 |
| 4. Teaching Elementary School Subjects..... | | |
| ENGLISH: | | |
| 2. Composition and Literature..... | | 4 |
| SCIENCE: | | |
| 4. Physics or 5 Chemistry (2 double Laboratory Periods..... | | 4 |
| HISTORY AND CIVICS: | | |
| 3. American History | | 4 |
| MATHEMATICS | | |
| 3. Plane Geometry | | 4 |
| ARTS—To be Selected (2 periods per week)..... | | 1 |
| ELECTIVE—Current History and Social Problems or Advanced Algebra or Latin..... | | |
| Total Credit in Term Hours..... | | 21 |
| PHYSICAL EDUCATION—Health, School Hygiene and Sanitation: | | |
| 1. Practical Work (2 periods per week) required. | | |

PROFESSIONAL COURSE 1.

LEADING TO TEACHING IN PRIMARY GRADES

FIRST YEAR

| | | |
|---------------------------------------------------------------------------|--|----|
| EDUCATION: | | |
| 5. Educational Psychology | | 4 |
| 6. Child Study, Infancy and Childhood..... | | |
| 7. Primary Methods and Observation in Reading, Demonstration Lessons..... | | |
| 8. Primary Methods and Observation in Language, Spelling and Writing..... | | |
| ENGLISH: | | |
| 3. Essentials of Oral and Written Composition..... | | 4 |
| SCIENCE: | | |
| 6. Essentials for Teaching Geography..... | | 4 |
| HISTORY AND CIVICS: | | |
| 5. Essentials for teaching American History..... | | 4 |
| ARTS: | | |
| 1 and 2 Practical Arts (2 periods per week)..... | | 1 |
| 14 and 15 Public School Drawing (2 periods per week)..... | | 1 |
| Elective | | 4 |
| Total Credit in Term Hours..... | | 18 |
| PHYSICAL EDUCATION—Required of all taking this course. | | |

ELECTIVES

| | | |
|-----------------------------------------------|--|---|
| SCIENCE: | | |
| 16. Regional Geography | | 4 |
| HISTORY AND CIVICS: | | |
| 12. Advanced American History | | 4 |
| MATHEMATICS | | |
| 7 and 8. Solid Geometry and Trigonometry..... | | 4 |
| LANGUAGES: | | |
| 1. Latin | | 4 |
| 2. French | | 4 |

SECOND YEAR

| | |
|----------------------------------------------------------------------------------------------------------------------------------------------|---|
| EDUCATION: | |
| 9. Rural School Problems or 26 Introduction to Teaching..... | 4 |
| 10. Standard Tests and Measurements..... | |
| 12. General School Management..... | |
| 15. Practice Teaching, including weekly conference..... | |
| ENGLISH | |
| 5. Subject Matter and Methods in Literature for Primary Grades..... | 1 |
| SCIENCE: | |
| 7. Subject Matter and Methods in Nature Study for Primary Grades..... | 4 |
| HISTORY AND CIVICS: | |
| 6. Subject Matter and Methods in Social Customs in relation to School, Home and Community, History Material Suitable for Primary Grades..... | 2 |
| MATHEMATICS | |
| 5. Subject Matter and Methods in Arithmetic for Primary Grades..... | 2 |
| ARTS: | |
| 18 and 19. Public School Music (2 periods per week)..... | 1 |
| 7. Practical Arts and Handwork for Primary Grades (2 periods per week)..... | 1 |
| Elective | 4 |

Total Credit in Term Hours..... 18

PHYSICAL EDUCATION—Required of all taking this course.

ELECTIVES

| | |
|---------------------------------------------------------------|---|
| EDUCATION: | |
| 25. History of Education | 4 |
| ENGLISH: | |
| 4. Advanced English | 4 |
| 6 and 7. Masterpieces of English and American Literature..... | 4 |
| SCIENCE: | |
| 15. Human Geography | |
| HISTORY AND CIVICS: | |
| 10 and 11. Sociology and Economics..... | 4 |
| MATHEMATICS | |
| 10 and 11. Analytic Geometry and College Algebra..... | 4 |
| LANGUAGES: | |
| 4. Latin | 4 |
| 5. French | 4 |

PROFESSIONAL COURSE II.

LEADING TO TEACHING IN INTERMEDIATE GRADES

FIRST YEAR

| | |
|-----------------------------------------------------------------|---|
| EDUCATION: | |
| 5. Educational Psychology | 4 |
| 16. Child Study, the Child from 9 to 12..... | |
| ENGLISH: | |
| 3. Essentials of Oral and Written Composition..... | 4 |
| SCIENCE: | |
| 6. Essentials for Teaching Geography..... | 4 |
| HISTORY AND CIVICS: | |
| 5. Essentials for teaching American History..... | 4 |
| MATHEMATICS | |
| 4. Essentials for Teaching Arithmetic..... | 4 |
| ARTS: | |
| 1 and 2. Practical Arts (women), 12 (men), (2 periods week..... | 1 |
| 14 and 15. Public School Drawing (2 periods per week)..... | 1 |
| Elective | 4 |

Total Credit in Term Hours..... 18

PHYSICAL EDUCATION—Required of all taking this course.

ELECTIVES

| | |
|----------------------------------------------------------|---|
| SCIENCE: | |
| 16. Regional Geography | 4 |
| 17. College Chemistry (2 double laboratory periods)..... | 4 |

| | |
|-----------------------------------------------|---|
| HISTORY AND CIVICS: | |
| 12. Advanced American History | 4 |
| MATHEMATICS | |
| 7 and 8. Solid Geometry and Trigonometry..... | 4 |
| LANGUAGES: | |
| 1. Latin | 4 |
| 2. French | 4 |

SECOND YEAR

| | |
|-------------------------------------------------------------------------------------------------------------------|---|
| EDUCATION: | |
| 9. Rural School Problems or 26 Introduction to Teaching..... | 4 |
| 10. Standard Tests and Measurements..... | |
| 12. General School Management | |
| 21. Practice Teaching, including weekly conference..... | |
| ENGLISH: | |
| 8. Subject Matter and Methods in Composition and Literature for Intermediate Grades, Mechanics of Reading..... | 4 |
| SCIENCE: | |
| 10. Subject Matter and Methods in Geography for Intermediate Grades..... | 4 |
| HISTORY AND CIVICS: | |
| 7. Subject Matter and Methods in History and government for Intermediate Grades..... | 4 |
| MATHEMATICS | |
| 6. Subject Matter and Methods in Arithmetic for Intermediate Grades..... | 4 |
| ARTS: | |
| 18 and 19. Public School Music (2 periods per week)..... | 1 |
| 8 and 9. Manual Arts for Intermediate Grades (2 periods week) | 1 |
| Elective | 4 |

Total Credit in Term Hours..... 18

PHYSICAL EDUCATION—Required of all taking this course.

ELECTIVES

| | |
|---------------------------------------------------------------|---|
| EDUCATION: | |
| 25. History of Education | 4 |
| ENGLISH: | |
| 4. Advanced English | 4 |
| 6 and 7. Masterpieces of English and American Literature..... | 4 |
| HISTORY AND CIVICS: | |
| 10 and 11. Sociology and Economics..... | 4 |
| MATHEMATICS | |
| 10 and 11. Analytic Geometry and College Algebra..... | 4 |
| LANGUAGES: | |
| 4. Latin | 4 |
| 5. French | 4 |

PROFESSIONAL COURSE III.

LEADING TO TEACHING IN JUNIOR HIGH SCHOOLS

FIRST YEAR

| | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
| EDUCATION: | |
| 5. Educational Psychology | 4 |
| 22. Adolescence (Vocational Guidance) | |
| 23. Function, Organization and Management, Junior High School | 4 |
| ENGLISH: | |
| 3. Essentials of Teaching Oral and Written Composition..... | 4 |
| ARTS: | |
| 1 and 2. Practical Arts for Girls, (2 periods per week)..... | 1 |
| 5 and 6. Industrial Art for Boys, (2 periods per week)..... | 1 |
| Each student is required to select two electives. These two electives should be the subjects or should be closely related to the subjects in which he desires to make major preparation for teaching in the Junior High School..... | 8 |

Total Credit in Term Hours..... 18

PHYSICAL EDUCATION—Required of all taking this course.

ELECTIVES

| | |
|-----------------------------------------------------|---|
| SCIENCE: | |
| Biology (2 double laboratory periods per week)..... | 4 |
| 6. Essentials for Teaching Geography | |

| | | |
|---------------------|------------------------------------------------------------------------------------|---|
| HISTORY AND CIVICS: | 12. Advanced American History | 4 |
| MATHEMATICS | 7 and 8. Solid Geometry and Trigonometry..... | 4 |
| ARTS: | Organization of Materials for Girls' Occupational Studies (double periods)..... | 4 |
| | Organization of Materials for Boys' Occupational Studies (double periods)..... | 4 |
| LANGUAGES: | | |
| | 1. Latin | 4 |
| | 2. French | 4 |

SECOND YEAR

| | | |
|--------------------|------------------------------------------------------------------------------|----|
| EDUCATION: | Rural Problems or 26 Introduction to Teaching..... | 4 |
| | 10. Standard Tests and Measurements..... | |
| | 12. General School Management | |
| | 24. Practice Teaching, including weekly conference..... | 4 |
| | Each student shall select three courses from List A given below | 4 |
| | Each student is required to select six hours from List B given below..... | 6 |
| | Total Credit in Term Hours..... | 18 |
| PHYSICAL EDUCATION | —Required of all taking this course. | |

LIST A

| | | |
|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
| HISTORY AND CIVICS: | 8. Subject Matter and Methods in Civics and American History for the Junior High School..... | 4 |
| MATHEMATICS | 9. Subject Matter and Methods in Junior High School Math- ematics..... | |
| LANGUAGES: | | |
| | 3. Subject Matter and Methods in Latin for Junior High school | 4 |
| | 4. Subject Matter and Methods in French for Junior High School..... | |
| ENGLISH: | 9 and 10. Subject Matter and Methods in English for the Junior High School or 11 Speaking and Debating..... | |
| SCIENCE: | 17. Subject Matter and Methods in General Science and Biology in the Junior High School..... | 4 |
| ARTS: | 22 and 23. Study of the Educational Significance of Industries and Occupations, Organization of Materials for the Junior High School. (double periods)..... | 4 |

LIST B

| | | |
|---------------------------------------|---------------------------------------------------------------------------------|---|
| EDUCATION: | 25. History of Education | 4 |
| ENGLISH: | | |
| | 4. Advanced English | 4 |
| | 6 and 7. Masterpieces of English and American Literature..... | 4 |
| SCIENCE: | 15. General Science and Human Geography | 4 |
| HISTORY AND CIVICS (Social Sciences): | 10 and 11. Sociology and Economics..... | 4 |
| MATHEMATICS | 10 and 11. Analytic Geometry and College Algebra..... | 4 |
| ARTS: | | |
| | 18 and 19. Public School Music (4 periods per week)..... | 2 |
| | 14 and 15. Public School Drawing (4 periods per week)..... | 2 |
| | 24, 25 and 26. Industrial, Agricultural and Commercial (double periods)..... | 4 |
| | 27, 28 and 29. Advanced Occupational Courses for Girls (double periods)..... | 4 |
| LANGUAGES: | | |
| | 4. Latin | 4 |
| | 5. French | 4 |