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THE UNIVERSITY OF WISCONSIN
REGULATIONS
FOR THE GUIDANCE
OF
UNDERGRADUATE
STUDENTS



1911



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REGULATIONS
FOR THE GUIDANCE

OF

Undergraduate Students

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Regulations for the Guidance of Undergraduate Students

These regulations and instructions are published for the guidance of undergraduate students. They should be regarded not as arbitrary rules, but as normal laws essential to the healthy life of the University. Every student is bound both by reason and by loyalty to observe them.

Enrollment by a student of the University does not relieve him from the duties and responsibilities of citizenship.

REGISTRATION

1. The three days preceding the beginning of instruction at the opening of the first semester, and the Thursday and Friday preceding the first Monday of the second semester are regular registration days. For the second semester students may register during examination week and, with the consent of their advisers, may arrange for their schedule. Students are not admitted to classes unless properly registered.

2. *New Students.*—New students must make application for admission to the Registrar and secure permission to register from him.

3. *Former Students.*—(a) Former students, *if not in good standing*, may register only upon permission from the faculty of the college concerned. A student who has been dropped from any college or school may enter another college or school only upon the recommendation and approval of the faculties of the colleges or schools concerned.

(b) Former students in good standing, after having paid their fees, will proceed at once to their class adviser, to make out with him their schedule of studies for the semester. In the College of Letters and Science, students transferring from the Course in Commerce, or from another college of the University, can receive no more than 15 credits per semester toward graduation for work already done, except in semesters where all standings are 85 or above.

4. *Adult Specials.*—Persons twenty-one years of age, who do not possess all of the requirements for admission and are not candidates for a degree, are permitted to enter the College of Letters and Science and the College of Agriculture upon giving satisfactory evidence that they are prepared to take advantageously the studies which they desire. Such students are expected to select their studies from courses open to freshmen. If they desire to take studies to which only advanced students of these colleges are regularly admitted, they must show special preparation or special necessity for such courses. This privilege is granted in the College of Engineering only to such students as are able, on examination, to meet all the entrance requirements in mathematics.

Candidates applying for admission on the above basis are required to present a detailed statement of their preparatory studies at the time of their admission.

Adult special students who desire subsequently to become candidates for a degree must satisfy the regular entrance requirements.

5. *Late Registration.* An additional fee of one dollar per semester must be paid by students who pay their fees after the prescribed registration days.

6. *Fees.* All fees must be paid at the beginning of each semester. Until this has been done, cards entitling the student to admission to classes will not be issued. From students entering after one-half of a semester or term shall have elapsed, only one-half of the prescribed tuition and fees shall be collected. If a student withdraws from the University at any time within eight weeks after registration, he is entitled to receive refunds on the following basis:

Within 2 weeks.....80 per cent.

Within 4 weeks.....60 per cent.

Within 6 weeks.....40 per cent.

Within 8 weeks.....20 per cent.

After eight weeks there is no refund.

STUDENT ADVISERS

7. Upon entrance each student is assigned to a member of the faculty who acts as his adviser. Each semester the student is required to consult his adviser concerning the choice of studies, and

the adviser must give his approval before the student is permitted to enter classes. It is the duty of the adviser to guide the students under his care in all matters concerning their University course; to see that all rules relating to required or elective studies, promotion, and graduation are strictly complied with; and in general, to aid the students that they may obtain the greatest individual profit from their University course while complying fully with all University rules.

8. *All freshmen in the University are expected to confer with their advisers at some time during the third week of the first semester, in order to report upon the condition of their work and to have their schedules finally approved for the semester.*

9. In the College of Letters and Science and in the College of Agriculture, the same adviser acts for the student's freshman and sophomore years. Exception to this rule occurs only in the Course in Commerce where a new adviser is chosen for each successive year of the course. In the College of Letters and Science at the *beginning*, and in the College of Agriculture at the *middle*, of the junior year, at which time, if not before, the student selects his major study, a member of the department in which his major is chosen becomes his adviser. In the College of Engineering a new adviser is assigned at the beginning of the sophomore year, at which time the student must choose his professional course of study; new advisers are assigned for each succeeding year.

ELECTION OF STUDIES

10. A. College of Letters and Science. I. *General Conditions.* No student in general courses may have less than the equivalent of 14-16 hours per week, in addition to gymnastics and military drill, except by permission of the faculty. Two hours of laboratory work are equivalent to one hour of recitation. Students in the first semester of their attendance will not be allowed more than 14-16 hours' work per week, in addition to gymnastics and military drill, except by vote of the Executive Committee of Advisers, based on the favorable recommendation of the adviser. In case of students of longer attendance, advisers may grant permission to take studies up to eighteen hours per week, if the standing of the student in each study of the preceding semester is 85 or over. In case the record is nearly, but not quite, up to the grade specified, the adviser should transmit to the Executive Committee the request of the student, with a statement of the facts and his recommendation. The committee is not likely to favor application of weak students for extra work whereby they may be able to graduate in a shorter time than that ordinarily required for graduation, nor requests for extra work on the part of students who are making up in class conditions or failures. No student will be permitted to take more than eighteen hours per week (in addition to gymnastics and military drill), nor to receive credit for more than 18 hours per week except by

vote of the Executive Committee obtained in advance. In the Pre-Medical Course, the student may take 14-18 hours per semester; in the Course in Journalism he may take 17 hours, though he shall receive no credit for the one-hour Course in Journalism.

11. II. *Language Requirements.*—In the regular courses sixteen hours are required for students who offer four years or more of foreign language at entrance; twenty-four hours for those who offer less than four years at entrance. The work shall be in year courses in two languages. Ordinarily the two must be chosen from the following groups: Greek, Latin, French, German; but advanced work in another foreign language, to an amount not exceeding 8 hours, may be substituted in part fulfillment of this requirement, on the following conditions: (1) The student must study the language more than one year. (2) Only the work beyond the first year ("advanced work") can be substituted. The first year's work will be accepted toward the required hours for graduation, though not as part of the required hours of language.

In the Pre-Medical Course the language requirements are as follows:

(1) A knowledge of elementary Latin (defined as equivalent to at least two years of high school Latin).

(2) (a) The language requirements for the B. A. degree; or

(b) A reading knowledge of French or German. This reading knowledge shall be determined

by the respective departments, and will ordinarily be the equivalent of six credits beyond French I or German II.

At least two years of work in foreign language shall be taken in college.

In the Course in Commerce two foreign languages are required, the choices given being French, German, and Spanish.

In the Course in Chemistry the equivalent of at least 2S in German (second year German), and course 1 in French is required for graduation.

12. B. College of Engineering. I. *General Conditions*. No student in the first semester of his attendance may have less than the equivalent of 15-19 hours' work per week, in addition to gymnastics and military drill, except by permission of the faculty. In case of students of longer attendance, extra work to an amount not exceeding 21 hours may be taken, provided that no standing for the preceding semester falls below 80.

13. II. *Language Requirements*. Eight hours in French or German are required for students who offer two years of French or German, or four years of Latin at entrance; 16 hours in French or German for those who offer less than this amount at entrance. If French be the language taken and the student secures an average mark of 85, or over, in the first 8 hours, the remaining hours may be taken in German.

14. C. College of Agriculture: I. *General Conditions*. No student in the first semester of his

attendance in the Long and Middle Courses may have less than the equivalent of 16-18 hours' work per week, in addition to gymnastics and military drill, except by permission of the Faculty. In the case of students of longer attendance, extra work to an amount not exceeding 20 hours may be taken, provided that the standing in each subject for the preceding semester is 85 or over. In the Course in Home Economics no student in the first semester of her attendance may take less than the equivalent of 14-16 hours' work per week except by permission of the faculty; students of longer attendance may take extra work to an amount not exceeding 18 hours, provided that the standing in each subject for the preceding semester is 85 or over. Studies taken over and above the permitted number of hours must be coördinated with the student's regular work.

15. II. *Language Requirements.* All students in the Long Course and in the Course in Home Economics must take German 2S, that is, second year University German. The prerequisite to this course is two years of high school German or its equivalent.

CHANGE OF STUDIES

16. I. *Change of Studies.* Students must not change their studies except by permission of their class adviser. Students in the College of Letters and Science and College of Agriculture may make changes in their schedule of studies during the first two weeks of the first semester, and during

the first week of the second semester. In the College of Engineering two weeks are allowed in both semesters for change of studies. Requests for later changes must be presented to the adviser for reference, through the Dean of the college concerned, to the Executive Committee of Advisers.

17. II. *Studies Dropped.* Students are not permitted to drop a study without permission of the Executive Committee secured through the class adviser. Students who drop a study without such permission will receive a failure in that study, and may be subject to further discipline by the faculty of their college.

18. III. *Election of Studies in Other Colleges.*
A. College of Letters and Science. Candidates for the degree of Bachelor of Arts are allowed to elect in the College of Engineering, the College of Agriculture (including the Course in Home Economics), the Law School, or the State Library School, studies to an amount not exceeding the equivalent of 20 credits. The conditions under which these studies may be elected are as follows :

1. Before electing studies in other colleges the candidate for the degree of Bachelor of Arts must have completed the work of freshman and sophomore years in the College of Letters and Science, including those studies which come normally in freshman and sophomore years.

2. Studies in other colleges may be elected only by students who spend at least two full years in attendance at the University before receiving the bachelor's degree. They may not be elected by

students from other institutions who enter the University with a higher rank than that of junior, or by students who through correspondence study reduce the amount of required attendance at the University below two years.

3. Courses in other colleges and schools which are parallel to courses offered in the College of Letters and Science may not be elected without the consent of the Dean of the College of Letters and Science.

4. Not more than 5 of the 20 credits may be secured in either semester of the junior year.

19. B. College of Agriculture. Students in the College of Agriculture may elect not to exceed 12 hours in any other college or school of the University.

ATTENDANCE.

20. Students are required to be present at the opening of the semester and to remain until the exercises of the semester are finished. It is expected that every student will be present at all of the exercises at which he is due. If at any time a student is absent, he must satisfy his instructors that such absence is for good and sufficient cause. If a student is absent either with, or without excuse, from 20 per cent. or more, of the exercises of a given class in any semester, he is required to take an extra examination, which should ordinarily cover the work gone over during his absence.

Students absent, without excuse, from a rec-

tation immediately preceding or following the Christmas or Easter recess, will not be permitted to enter the semester examination in that study. The same rule applies to absences at the opening of the second semester. Excuses for absence from such recitation must be obtained from the Dean of the college to which the student belongs.

EXAMINATIONS

21. Examinations are held at the close of each semester. A student who is absent from examination is expected to take the regular examination at the close of the next semester. No special examinations will be given except by the authorization of the faculty.

MARKS

22. The following table shows the University scale of marks:

.....	failed
.....	conditioned
70— 76 inclusive.....	poor
77— 84 inclusive.....	fair
85— 92 inclusive.....	good
93—100 inclusive.....	excellent

It is not the policy of the University to give information to students respecting their numerical marks.

FAILURES AND CONDITIONS

23. 1. A failure can be made good only by taking the study again in class. This must be done as soon as the study is repeated in the University program, and studies in which a student has failed take precedence of all others in the arrangement of his course.

2. A condition must be made good by passing an examination which is regularly held at the end of the semester following that in which the condition was incurred. If the condition is not made up at this time it becomes a failure and the study must be repeated in class.

A special examination will be held on the first Saturday of the first semester for students conditioned in studies of the second semester, or the summer session, under the following conditions:

a. A conditioned student who desires such an examination must notify the teacher or department concerned, on the first Thursday of the semester, so that examination questions may be prepared. He must also notify the Registrar on, or before the same day, so that arrangements may be made for the examination. Unless such notice is received, neither department nor Registrar will arrange for an examination.

b. The regular examination for students so conditioned will be held near the end of the first semester. A conditioned student may take the examination at the opening of the semester, or that near the close, but cannot enter both exam-

inations. If he is unable to pass in the examination which he enters, the condition becomes a failure.

3. Any student whose record is unsatisfactory may be warned, placed on probation, or advised to withdraw. If his record shows marked deficiencies he is liable to be dismissed from the University.

4. A student whose work is poor may be set back in rank, or required to spend additional time, or to take extra studies at the University before receiving his degree. The additional time may vary from a year to a summer session. He may be required to take additional courses or to repeat courses in any department in which his grades are low. In such case he may receive no credit toward graduation for the courses which made such action necessary. He may be assigned a smaller number of recitations than the standard, and required to reach a correspondingly higher grade in them.

RULE REGARDING FRESHMAN AND SUB-FRESHMAN ENGLISH

24. Every student entering the University is examined as to his ability to express himself in clear, correct, idiomatic English. Those who fail to pass this test will be required to take an elementary course in the subject. If students whose preparation in English composition is found to be deficient do not make up such deficiency in one

year, they are under penalty of being dropped from the University.

REGULATIONS GOVERNING SOCIAL LIFE

The social activities of students are under the control of a faculty Committee, called Student Interests Committee.

25. A. *General Regulations.* Section 1. No person who is not a member of the University shall be allowed to be a member of any student organization bearing the name of the University.

Section 2. Names of candidates for membership in all student organizations bearing the name of the University must be submitted to the appropriate committee or department for approval.

Section 3. All organizations bearing the name of, or representing, the University must have the approval of the proper authorities before taking part in any public exhibition or event at Madison, or elsewhere.

Section 4. Subject to the faculty, the various committees, or other authority, controlling student organizations may make such rules and regulations for the control of such organizations as they deem advisable.

26. B. *Social Organizations.* Section 5. The students of Chadbourne Hall, and the members of all fraternities, or sororities, and other social organizations in the University, shall adopt rules for the government of their social life and conduct.

Section 6. As soon as practicable, a copy of such rules shall be presented to the Chairman of the Committee on Student Interests, for the consideration of that Committee.

Section 7. In case this Committee shall recommend any modifications of such rules, it shall be the duty of the organization presenting them to consider carefully the recommendations of the Committee, and to report in writing to the Chairman the result of such consideration. In case such report is not satisfactory to the Committee, the Committee shall report the result to the Faculty for their consideration.

Section 8. It shall be the duty of young women in Chadbourne Hall and of the members of any fraternity, sorority, or other social organization occupying a house or suite of rooms, to appoint a house committee, whose duty it shall be to secure the observance of the house rules, and who shall be primarily responsible individually and collectively for the observance of faculty rules by the organization or body which they represent. This committee shall also constitute the regular channel of communication between the organization and the Committee on Student Interests. Organizations not occupying a house shall appoint a similar committee, which shall be the channel of communication between the organization and the Committee on Student Interests.

Section 9. The House Committee of Chadbourne Hall shall consist of members appointed under the direction of the Mistress of the Hall: Of this committee the Mistress shall be ex-officio chair-

man. The house committee in each of the societies, fraternities and sororities shall consist of at least three members.

Section 10. All parties shall be held either on Friday, Saturday, or the evening before a legal holiday, and shall close on or before midnight, except by special permission previously obtained in writing from the Committee on Student Interests.

Section 11. The names of proposed participants in performances of musical and dramatic organizations must be submitted to the Committee on Student Interests not later than four weeks preceding the proposed date of each performance.

Section 12. Any contemplated additions to the approved lists must be brought before the Committee on Student Interests without delay, for its approval.

Section 13. Propositions relative to trips outside of Madison, including itinerary, and an outline of the program, or programs, must be submitted to the Committee on Student Interests for its approval at least six weeks before the contemplated trip.

27. Committee Rules Governing the Administration of Section 10. 1. "Formal" party means a party until one o'clock. Each organization may once during the year, upon first obtaining the written consent of the Chairman of the Committee on Student Interests, give a one o'clock, or so-called "formal" party, provided the party breaks up not later than one o'clock. All other parties are to close at twelve o'clock. One o'clock,

or so-called "formal" parties, can not be held on Saturday night.

2. A party is a gathering of men and women students primarily for social purposes, extending beyond 8 o'clock.

3. "Before a legal holiday" means a full holiday—not a half holiday, as e. g., when the University closes at noon for the Christmas recess, the night preceding can not be used for parties.

4. "Before a legal holiday" does not permit a party on the night of a legal holiday, e. g., if Wednesday is a legal holiday, a party may be held on Tuesday night preceding, but not on Wednesday night.

5. At a Christmas party which includes a dinner and celebration continuing until a comparatively late hour, the dancing may last until one A. M., provided the party is a "formal" party.

6. Section 10 above shall continue in force until after commencement of each year, and all parties given at commencement time shall be subject to its provisions, providing, however, that special written permission may be obtained from the Chairman of the Committee on Student Interests for parties on any night, except Sunday, after the close of examinations. Such parties may extend to two o'clock.

7. All parties held outside the business or residential limits of Madison shall conform to the following requirements:—

a. They shall close and the participants return within such limits not later than 12 o'clock midnight.

b. They shall be properly chaperoned, and the names of the chaperones shall be given in writing to the Chairman of the Committee on Student Interests not less than two days prior to the time for holding such parties.

c. They shall be conducted as private parties and shall not be open to the members of the public.

REGULATIONS GOVERNING THE ELIGIBILITY OF CANDIDATES FOR DRAMATIC AND MUSICAL PERFORMANCES

28. 1. Candidates must be regularly enrolled in the University.

2. They must have had one semester of residence. (This rule does not necessarily apply to students entering with advanced standing).

3. They must have a clear scholarship record for the previous semester, that is, a weighted average of 77. There must be no conditions and no failures. Students with "incompletes" are required to secure the consent of their class advisers.

4. They must be free from probation and other disciplinary regulations.

5. They must not participate in more than one play during a semester. (*Sections 2 and 5 do not apply to musical performances.*)

6. In the case of women the following additional regulations apply:—

a. Participation in Madison performances only.

b. Approval of the Department of Physical Training and the University Medical Adviser.

DISHONESTY IN UNIVERSITY WORK

29. The University of Wisconsin expects every student to hold to the strictest standards of honesty in all University work. Any student who presents as his own, work which he has not performed, or who gives aid to a fellow student, whether in semester examinations, oral or written quizzes, laboratory exercises, or reports, or any form of University work, renders himself liable to suffer loss of all credit in the work concerned, and to be suspended from the University.

STUDENT COURT

A student court has been established, with the approval of the faculty and the regents, under the following regulations:

30. A student court shall be constituted consisting of nine members, six seniors and three juniors, the seniors to hold office for one year, the juniors for two years. Nominations for membership in the student court shall be made by the executive committee of the student conference committee from the male students of the sophomore and junior classes, two men to be nominated for each one to be elected. Election shall be by the student conference committee in May of each year, except that the first court

shall be elected as soon as feasible after the establishment of the court. The members so elected shall supercede their predecessors immediately upon their election. Vacancies occurring in the membership of the student court shall be filled in the same manner, nominations to be made from the class of the member withdrawing.

1. The student court shall choose its own presiding officer and secretary, and shall keep a complete record of all its proceedings. Notice of the decisions reached by the student court shall immediately be sent to the Faculty Discipline Committee and to the Dean of the college of which the student tried is a member.

2. The student court shall have original and exclusive jurisdiction in all cases of discipline and male undergraduates except cases involving dishonesty in University work, and except all cases arising in the summer session.

3. The evidence with the recommendation of the court as to the disposition of the case shall be transmitted to the University faculty through the Discipline Committee. In case of any student found guilty by the student court the Faculty Committee on Discipline shall, if within its powers, carry out the recommendation of the court, and if suspension is recommended, the faculty discipline committee shall immediately suspend the student until the next meeting of the University faculty.

4. Any student whose suspension is recommended by the student court may appeal to the Faculty Discipline Committee. The Dean of the col-

lege of which the student tried by the student court is a member may appeal the case to the Faculty Discipline Committee upon the ground that there is evidence bearing upon the case that was not brought out in the trial by the student court. In case of such an appeal by a student or by a Dean, the Faculty Discipline Committee after due investigation shall either dismiss the appeal or remand the case to the student court for a rehearing with its findings and recommendations thereon. When a case has been reheard by the student court the Faculty Discipline Committee shall transmit the final decision of the student court unmodified to the faculty.

5. Nothing in the above provisions for the constitution of the student court and its jurisdiction shall in any way annul or limit the present right of the student to appeal to the faculty in discipline cases.

SELF GOVERNMENT ASSOCIATION OF THE WOMEN STUDENTS

31. 1. *Object.* The object of this association shall be to regulate all matters pertaining to the student life of its members which do not fall under the jurisdiction of the faculty; to further in every way the spirit of unity of the women of the University; to increase their sense of responsibility toward each other, and to be a medium by which the social standard of the University can be made and kept high.

2. *Membership.* All women students of the University shall be *ipso facto* members of this association.

All rules of conduct adopted by the women of Chadbourne Hall, the women of fraternity houses and the women lodging in town shall be submitted to the Executive Board, which shall submit them for approval to the Students Interests Committee of the faculty.

3. *By-laws.* 1. All women of the University are required to leave all parties on or before 12 o'clock. Exceptions to this rule must receive the sanction of University authorities.

2. No women in the University shall attend midweek parties without the sanction of University authorities.

3. No women in the University shall occupy a room in a house where men are located except by special permission from the Dean of Women.

PHYSICAL EDUCATION

The Department of Physical Education has jurisdiction over all athletic, aquatic and gymnastic activities.

32. A. *Requirements.* Physical training is prescribed for all freshmen and sophomore students, including special students, throughout the college year, two periods per week for men and four half-hour periods for women.

Students are required to be able to swim a distance of fifty yards by the end of the sophomore year.

Students may not be excused from the prescribed training during the first two years without substituting an equivalent satisfactory to the department, or making up the work before graduation.

Credits to the extent of four for men and eight for women must be secured in Physical Education by the satisfactory completion of the regular courses. These credits are determined on the basis of attendance and effort and the attainment of certain standards of organic development, motor proficiency, and knowledge of the principles and practice of efficient living.

Election of specialized sports and exercises may be made by students as soon as they have attained the minimum standard of vigor, development and skill. This will usually occur at the end of the first year. Freshmen who have attained the required standard at the time of entrance may elect their exercise under Course 2 (see catalogue).

For the purposes of this department the college year is divided into three seasons: *Fall*—October and November; *Winter*—December, January, February, March; *Spring*—April, May and June. During the Fall and Spring all activities are conducted out of doors so far as the weather will permit. Regular indoor exercise is confined to the winter months.

Men students will provide themselves with suitable clothing for indoor and outdoor activities. The regulation suit consists of white sleeveless shirt, running trousers, supporter, and rubber

soled shoes. For elementary football and baseball, which are prescribed for all men who have attained the requisite standard of vigor, students will require heavy shoes, stockings, short heavy trousers, and negligee shirt or jersey.

For women a uniform gymnasium suit is required and can be purchased in the Fall at the Gymnasium office. Price, \$5.00.

The locker and laundry fee is \$1.25 per semester.

33. *B. Medical and Physical Examination.* The organic condition, stage of physical development and degree of motor efficiency attained by each entering student is determined by the opening of the college year by the following series of examinations and tests:

(1) A complete medical examination given under the supervision and direction of the University Medical Adviser. The findings of this examination together with the recommendations of the Adviser are furnished the Department of Physical Education and appropriate modifications in prescriptions of physical exercise are made in accordance therewith.

(2) A thorough physical examination made by members of the staff of the Department of Physical Education at the same time as the medical examination. This examination includes the essential measurements of the body (a limited number), certain strength tests and a careful search for abnormal deviations of form, structure and function.

(3) A series of tests in typical activities to determine the individual's motor efficiency as shown by his agility, muscular control, physical judgment, and posture.

An endeavor is made to determine the student's exact organic condition with a view to outlining for each a proper regimen of exercise, diet, rest and work. Students are classified on an organic scale and are permitted to engage only in such sports and games as their physical condition fits them for.

No student is permitted to participate in competitive games either of an inter-collegiate, inter-department, or inter-class grade unless he is physically fit for the same as determined by the examinations described.

All members of inter-collegiate teams are subject to the supervision of the medical members of the staff and every precaution is taken to prevent overtraining, exhaustion or unnecessary strain.

At the time of registration each freshman is assigned a date for his examinations. This appointment takes precedence over all other assignments or engagements. Students failing to report will be suspended from all University activities until examination is made.

All candidates for football or other teams must be examined and secure examiner's permit before reporting for practice with their squads.

34. C. *Tournaments and Contests.* The University is a member of the Inter-collegiate Conference Athletic Association and maintains repre-

representative teams in all inter-collegiate sports. No student may be a member of an inter-collegiate team until he has been a year in the University, has no conditions in his various courses and has received a weighted average of 77 in the work of the semester previous to the time he desires to compete.

The intercollegiate sports are under the government of the Athletic Council, a committee of five members of the faculty appointed by the President. The Director of the Department is the chairman of this committee.

Inter-class and inter-college tournaments and contests for men are conducted in all games and sports. Their conduct and management is in the hands of the Athletic Board composed of twelve students elected by the entire body of men students.

Similar tournaments and contests in games and sports suitable to women and confined to the women students of the University are conducted and managed by the Women's Athletic Association.

All tournaments and contests are subject to the supervision of the Department of Physical Education.

35. *D. Voluntary Exercise.* All students are urged to secure at least one hour of recreative exercise each day and the facilities of the entire department are open for this purpose whenever not required for prescribed activities. Advice and direction may be secured by any student at any

time. All advanced practice courses are open to any student fitted to take them.

MILITARY INSTRUCTION

36. *Registration.* All able-bodied students of the freshman and sophomore classes and all special students ranking with these classes must register in the military department on entering the University, and must take the full course therein unless especially excused as hereinafter provided.

37. *Excuses.* In no case will any student be considered as excused from drill until his application has been approved by the Commandant, and no excuses will be good for more than one semester. Excuses may be granted at the discretion of the Commandant for the following reasons:—

1. Students who prior to entering the University have received the equivalent of one year's instruction in the University regiment, may, at the discretion of the Commandant, be required to drill one year only, provided such instruction shall have been in a national guard organization, or at a school where military drill is a recognized feature of the course of study.

2. Students physically disqualified, upon recommendation of the Medical Examiner.

3. Aliens, who have no intention of becoming citizens of the United States.

4. Adult specials not intending to graduate. Should such students change at any time to a

regular course, they will be required to take two years of drill before graduation.

5. Students who find it necessary to secure outside employment to meet their University expenses, when such employment interferes with the drill hour and cannot be arranged otherwise. Those excused under this class will be required to furnish a certificate on the prescribed form, stating that to take the drill would practically compel them to leave the University.

6. Members of University athletic teams or crews, when recommended for such excuse by the Director of Physical Education.

7. Graduates of Normal Schools are not required to drill.

38. A student who has been excused from drill for any reason shall report to the Commandant for drill immediately after such reason ceases to exist. All students who desire to be excused from drill for any cause mentioned above will apply without unnecessary delay to the Commandant for proper blanks upon which to make their applications.

39. *Band.* A suitable number of cadets may each year be assigned by the Commandant for service in the regimental band, and every full semester of such service shall count as one semester of drill.

40. *Uniform.* Each cadet is required to provide himself with a complete uniform as soon as possible, and to wear it at all formations of his company thereafter. This consists of a blouse, trousers, cap, black shoes, white collar, and white

gloves. It may be purchased from the local stores. Second hand uniforms may be used, but they must be neat and well fitting. The Commandant will carefully inspect all uniforms early in the year, and will condemn those which fail to comply with this regulation.

41. *Arms and Equipments.* The rifles, belts, bayonets, etc., issued to the cadets are the property of the United States, and the University is required to give a heavy bond to guarantee the government against loss or damage to this property. The cleaning and preservation of the arms from rust and dirt will be the duty of the armorer, but cadets will be held directly responsible for the property while in their possession, and any damage will be charged against the cadet to whom the arm is issued.

42. *Scope of Work.* Drills will begin as soon as practicable after the opening of the first semester, and will be held regularly two hours a week until April 1, and four hours a week from that date until the annual examinations preceding commencement. Recitations and lectures will be held one hour a week throughout the year. The maximum of military drill required in each semester will be the total number of drills performed during such semester. Incompletes, conditions, and failures must be removed during the semester following that in which they were incurred. No student deficient in the military course can graduate.

43. *Grades.* Grades will be given students in the military department at the end of each semester as follows:

Officers and non-commissioned officers.....	100
Privates	95

These grades will be reduced in proportion to the number of demerits received during the semester. Demerits will be given as follows:

Unexcused absence	10
Excused absence	5
Tardiness	5
Wrong rifle or equipment.....	2
Incomplete uniform	1-10
Disorderly conduct	1-10
Insubordinate conduct	10-100

Students will be allowed to make up drills at such times as may be designated by the Commandant. For each drill so made up they will remove five demerits.

Students whose standing falls below 70 will be marked "conditioned," and those below 60 "failed." If, however, the grade was brought below 70 through unavoidable causes which are satisfactorily explained before the end of the semester, the student may be graded an "incomplete," and be allowed to make up during the following semester the number of drills actually missed.

44. *Orders and Circulars.* Appointments of officers and non-commissioned officers, personnel of

organizations, hours for drill, recitations and lectures, and all other matters of military routine and requirement, will be published from time to time in general orders and circulars. It will be considered that sufficient notice is given when such orders have been posted on the bulletin board in front of the Commandant's office, and published in the *Daily Cardinal*.

NOTICES TO STUDENTS FROM UNIVERSITY OFFICIALS

45. Students are expected to answer promptly notices from class advisers and other University officers. Failure to do so, or to send satisfactory excuse for such failure, will be sufficient cause for dropping a student from the University.

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