

STATE NORMAL SCHOOL

AT LOS ANGELES.



CIRCULAR OF INFORMATION

for the

School Year Beginning July 1, 1902.

BOARD OF TRUSTEES, 1901-1902.

HENRY T. GAGE,	- - - - -	Governor.
	Ex Officio.	
THOMAS J. KIRK,	- - - - -	Superintendent Public Instruction.
	Ex Officio.	
R. H. F. VARIEL,	- - - - -	Los Angeles.
HENRY W. O'MELVENY,	- - - - -	Los Angeles.
JOHN S. COLLINS,	- - - - -	Ventura.
E. J. LOUIS,	- - - - -	San Diego.
LEE A. PHILLIPS,	- - - - -	Los Angeles.

Officers of the Board.

R. H. F. VARIEL,	- - - - -	President.
HENRY W. O'MELVENY,	- - - - -	Vice-President.
EDWARD T. PIERCE,	- - - - -	Secretary.

Executive Committee.

R. H. F. VARIEL,	HENRY W. O'MELVENY,
	E. J. LOUIS.

CALENDAR FOR 1902-1903.

FIRST TERM.

Entrance examinations, admission on credentials, and examinations for advanced standing and to remove conditions,
Monday, September 1, 1902

2 weeks
Term opens - - - - - Tuesday, September 2, 1902

Term closes - - - - - Thursday, January 29, 1903

Holiday vacation - December 19, 1902, to January 5, 1903, exclusive

SECOND TERM.

Entrance examination and admission on credentials,
Friday, January 30, 1903

Term opens - - - - - Tuesday, February 3, 1903

Term closes - - - - - Wednesday, June 24, 1903

Mid-term vacation - - - - - April 10 to 20, exclusive

Commencement - - - - - Thursday, June 25, 1903

FACULTY, 1901-1902.

NORMAL DEPARTMENT.

- √ EDWARD T. PIERCE, LL.B., PD.D., PRESIDENT,
School Economy.
- √ MELVILLE DOZIER, B.P., VICE-PRESIDENT,
Mathematics and Bookkeeping.
- √ GEORGE F. JAMES, A.M., PH.D.,
*Professor of Psychology and Pedagogy, and
Supervisor of Training School.*
- √ ISABEL W. PIERCE, PRECEPTRESS,
English.
- √ SARAH P. MONKS, A.M., CURATOR OF MUSEUM,
Zoölogy and Botany.
- √ HARRIET E. DUNN, LIBRARIAN,
History.
- √ CHARLES E. HUTTON, A.M., REGISTRAR,
Mathematics.
- √ JOSEPHINE R. SEAMAN,
English.
- √ MAY A. ENGLISH,
Chemistry.
- √ JAMES H. SHULTS, A.M., M.D.,
Physics and Physiology.
- √ EVERETT SHEPARDSON, A.M.,
Psychology and Pedagogy.
- √ ADA M. LAUGHLIN,
Drawing.
- √ JAMES F. CHAMBERLAIN,
Geography and Physics.
- √ CHARLES M. MILLER,
Sloyd.
- √ CHARLES DON VON NEUMAYER,
Reading.
- √ SARAH J. JACOBS,
Director of Physical Training.

FACULTY OF NORMAL DEPARTMENT--Continued.

- ✓ B. M. DAVIS, M.S.,
Biology and Physiology.
- ✓ KATE BROUSSEAU,
Psychology and Mathematics.
- ✓ MARY M. SMITH,
Drawing and Sloyd.
- ✓ JENNIE HAGAN,
Music.
- ✓ AGNES ELLIOTT,
History and Geography.
- ✓ MARY G. BARNUM, B.L.,
English.
- ✓ LOU HELLMUTH, Ph.B., M.L.,
English.
- ✓ JESSICA C. HAZARD,
Domestic Science and Domestic Art.
- ✓ LUCY J. ANDERSON,
Domestic Science and Reading.

KINDERGARTEN TRAINING DEPARTMENT.

- ✓ FLORENCE LAWSON, *Director.* ✓ GERTRUDE LAWSON, *Assistant.*

TRAINING SCHOOL.

Critic Teachers.

- ✓ FRANCES H. BYRAM, *City Principal.*
- ✓ HELEN C. MACKENZIE.
- ✓ ALBERTINA SMITH.
- ✓ CARRIE REEVES.
- ✓ CLARA M. PRESTON.

EMPLOYEES.

- ✓ MATTIE M. TOWNSEND, *Typewriter and Office Assistant.*
- ✓ ELIZABETH H. FARGO, *Assistant Librarian.*
- EDWIN P. CARR, *Engineer and Carpenter.*
- LUKE GALLUP, *Janitor of Gymnasium.*
- JOHN D. BARRIE, *Resident Janitor.*
- THOMAS FARNHAM, *Gardener.*
- C. H. LAWRENCE, *Janitor.*

INSTEAD of the regular catalog and a detailed description of the work done, it has been thought best this year to issue only a brief circular of information in regard to conditions of admission to the Normal School and the courses of study offered. As it is hoped that most of the students desiring to enter in the future will have a high school education or its equivalent, such qualification is made the basis for the work of preparation for teaching. The special professional work of each year is supplemented by courses in Drawing, Manual and Physical Training, Domestic Science, and Music to insure the specific knowledge demanded of the progressive teachers of to-day in those subjects which do not receive marked attention as yet in most secondary schools.

Until further notice, students will be admitted to a preliminary course on conditions stated on page 13.

The school is so well known in Southern California that it is not necessary to state in detail the advantages offered to those who wish to prepare to become teachers. New and commodious quarters for the Manual Training and Domestic Science departments and nine rooms for the use of the Training School have been built during the past year at a cost of \$20,000, thus adding to the already exceptional facilities for pursuing the work as outlined in the curriculum.

A number of the catalogs of last year containing a description in detail of the work done may be had on the request of any one not already acquainted with the school.

For any further information not contained in this circular, please address the President of the Faculty, EDWARD T. PIERCE.

CONDITIONS OF ADMISSION AND GRADUATION.

For admission to any class:

(1) The applicant must be sixteen years of age, and strong mentally, morally, and physically, with qualifications in scholarship named hereafter.

(2) Every one admitted to the school must present a certificate of good moral character, signed by the County Superintendent of Schools, or by two School Trustees, or by any two reputable and permanent residents of the district from which such pupil comes.

(3) According to a regulation of the Board of Trustees, each applicant must present evidence of being strong physically and free from chronic defects that would prevent successful work in the school or would militate against his or her fitness as a teacher of children. The Faculty are therefore authorized, when they deem it necessary, to require of any student a physician's certificate of health and freedom from physical defects. This may be made out by the family physician of any student according to the following form, or the examination may be made by the school physician, a lady, at an expense of one dollar, or without expense by Dr. Shults, of the Faculty, also a regular physician:

FORM: I, ———, a physician in good and regular standing, residing at ———, do certify that ——— is strong physically, and able to do the work of the Normal School so far as ——— health is concerned, and that ——— has no chronic disease or physical defect of speech or hearing or appearance that would militate against ——— usefulness and success as a teacher.

—————, Physician.

Students allowed to continue their course must present certificates of vaccination, or be vaccinated as soon as possible after entering.

Applicants should be here at 9 A. M. on the days indicated: viz: September 1, 1902, and January 30, 1903.

Those entering on past examinations, credentials, or previous membership in the school, should also be here on the above dates and report to the President.

To graduate, one must be at least eighteen years old; must have been not less than one year in the school; must have passed creditably in all the studies of the prescribed course, and must have shown, by actual and continued teaching in the Training School, an ability and fitness for governing and teaching well.

Applicants for admission are required to make and sign the following declaration:

I hereby declare that my purpose in entering the school is to fit myself for teaching, and that I intend to teach in the public schools of California.

All entering the school are also required to sign the following blank:

I have carefully read the rules and regulations of the State Normal School, and hereby enroll myself as a student in the institution with a full understanding of them, and promise to the best of my ability to conform thereto in all respects so long as I shall be connected with the institution.

(Signed) _____,
of _____, County of _____.

_____, 19____.

Parents and guardians will be required to sign the following:

For myself as _____ of the student whose name is signed above, I also accept on my part the conditions specified and upon my part agree to withdraw _____ from the school upon receiving notice from the President that the Faculty requested the same.

(Signed) _____.

A deposit of five dollars is made with the President, to be refunded on leaving, if all library books have been returned, and if there are no charges for injury to reference books, building, or furniture. This will be required without fail before the student is enrolled.

GENERAL INFORMATION.

ADVICE TO THOSE WHO WISH TO ENTER THE SCHOOL.

1. If possible complete a good high school course. Ask yourself if you have an earnest desire to become a well-prepared teacher and if you possess the ability mentally and physically to do the hard work required. Determine whether you will abide by every regulation and will earnestly strive to build up such a character as should distinguish the worthy model for children that every teacher should be.

DISCIPLINE.

The aim of the administration is to lead students to be self-governing. An effort is made to create a feeling of responsibility and lofty purpose, such as should characterize Normal School students.

EXPENSES.

The expenses are as light as they are at any school on this coast. Tuition is free. Books cost on an average about \$5 per term. Instruments and material for work in the different sciences will cost from \$10 to \$20 during the four years. One dollar per term will be charged for materials in the Physical Laboratory work, and \$2.50 for the same purpose in the work in Chemistry, and \$1.50 for the material used in the Domestic Economy Department; fifty cents per year will be charged for

material in Sloyd work. One dollar must be paid in on entrance as a library fee, to cover wear and tear. This will be the only fee of the kind for the entire course. Board in private families costs from \$3.50 to \$5.00 per week. Rooms may be had by students if they wish to board themselves. The cost of living may then be reduced to \$2.50 per week. Many of the students also find it possible to work for a part, or the whole, of their board. When this is done it is advisable for the student not to attempt to take the entire work of any class, but to take a year longer and thus avoid overtasking himself.

BOARDERS AND BOARDING.

The Board of Trustees of the school have adopted the following regulations, which the Faculty of the school are required to see fully observed:

All pupils attending any department of the school, who do not board and room with their parents or legal guardians, and who are not under the immediate charge of parents or such guardians, shall be considered as boarders, and shall be subject to the following rules:

1. Pupils must consult the Preceptress or President before selecting boarding-places. This rule is imperative and applies to all, whether they have been in the school before or are new pupils.

2. Pupils must board at places indorsed by the Preceptress or President.

3. Young women and young men shall not be allowed to board in the same house. This rule shall apply equally when the house is occupied by two or more families.

4. Permission must in every case be obtained from the Preceptress when pupils desire to board in families where boarders are taken who are not connected with the school. It is not expected that permission will be asked which conflicts with the preceding regulation.

5. Brothers and sisters shall be allowed to board in the same house, provided no other boarders are received into the house.

COURSES OF STUDY IN THE STATE NORMAL SCHOOL AT LOS ANGELES.

I. PROFESSIONAL COURSES.

Based on University entrance requirements.

1. A course leading to a diploma on which a Teacher's Elementary Certificate will be granted by County Boards:

FIRST YEAR.

FIRST TERM.

A. Professional:			
1.	Psychology.....	5	*
2.	Review and Pedagogy of		
	(a) Composition.....	3	
	(b) Biology.....	5	
	(c) Reading.....	4	
		<hr/>	17
B. Supplementary:			
1.	Manual Training.....	2	
2.	Drawing.....	2	
3.	Vocal Music.....	2	
4.	Physical Training.....	2	
		<hr/>	8

SECOND TERM.

A. Professional:			
1.	Child Study.....	3	
2.	Literature as special preparation for public school work.....	3	
3.	Review and Pedagogy of		
	(a) Geography.....	4	
	(b) U. S. History and Social Economics.....	4	
		<hr/>	14
B. Supplementary:			
1.	Manual Training and Domestic Science.....	5	
2.	Drawing.....	2	
3.	Vocal Music.....	2	
4.	Physical Training.....	2	
		<hr/>	11

SECOND YEAR.

FIRST TERM.

A. Professional:			
1.	Observation and Teaching in Training School.....	5	
2.	General Pedagogy.....	3	
3.	Nature Study.....	3	
4.	Review and Pedagogy of		
	(a) Grammar.....	3	
	(b) Arithmetic.....	5	
		<hr/>	19

* The numbers indicate the recitations or exercises per week for the full term.

B. Supplementary:

- | | |
|---------------------------|---|
| 1. Drawing..... | 2 |
| 2. Vocal Music..... | 2 |
| 3. Physical Training..... | 2 |

6

SECOND TERM.

H. Professional:

- | | |
|---|----|
| 1. Teaching in Training School..... | 10 |
| 2. Educational Reforms and Reformers ... | 3 |
| 3. School Law and School Management... | 2 |
| 4. Special Method in Common School Subjects in connection with discussion of work in Training School..... | 10 |

25
100

2. A course leading to a diploma on which a Kindergarten Primary Certificate will be granted by County Boards:

FIRST YEAR.

FIRST TERM.

- | | |
|---|---|
| 1. Psychology..... | 5 |
| 2. Kindergarten Theory and observation of work. | 8 |
| 3. Review and Pedagogy of | |
| (a) Composition..... | 3 |
| (b) Biology..... | 5 |
| 4. Vocal Music..... | 2 |
| 5. Drawing..... | 2 |

25

SECOND TERM.

- | | |
|---|---|
| 1. Child Study..... | 3 |
| 2. Kindergarten Theory and observation of work. | 7 |
| 3. Literature as special preparation for Kindergarten work..... | 3 |
| 4. Nature Study..... | 3 |
| 5. Reading..... | 4 |
| 6. Vocal Music..... | 3 |
| 7. Drawing..... | 2 |

25

SECOND YEAR.

FIRST TERM.

- | | |
|-----------------------------|----|
| 1. Pedagogy..... | 3 |
| 2. Kindergarten Theory..... | 4 |
| 3. Teaching..... | 15 |
| 4. Vocal Music..... | 1 |
| 5. Drawing..... | 2 |

25

SECOND TERM.

- | | |
|---|----|
| 1. Educational Reforms and Reformers..... | 3 |
| 2. Kindergarten Theory..... | 6 |
| 3. Teaching..... | 15 |
| 4. Vocal Music..... | 1 |

25

100

The following classes of students will be admitted to the above courses:

1. Graduates of accredited High Schools who present full recommendations to the State University—*i. e.* 14½ credits, as follows:

(a) Required:	CREDITS.
English—A. Oral and Written Expression.	
English—I. Grammar, Rhetoric, Literature, Myths, etc.....	2
Algebra—3. Through Quadratics.....	1½
Geometry—4. Plane.....	1
U. S. History—5	1
General History—10.....	1
	6½

(b) Any two credits from the following:	
English—14. Advanced English.....	2
French—15 <i>a</i> . Two years.....	2
German—15 <i>b</i> . Two years.....	2
Greek—8. Two years.....	2
	2

(c) Either:	
Physics—11	1
Chemistry—12 <i>b</i>	1
	1

(d) Any five credits from the following:	
Solid Geometry—12 <i>a</i>	1
Chemistry—12 <i>b</i>	1
Botany—12 <i>c</i>	1
Zoölogy—12 <i>d</i>	1
Medieval and Modern History—13	1
Latin (Elementary)—6	2
Latin (Advanced)—7	2
Greek—8	2
Greek—9	1
French—15 <i>a</i>	2
German—15 <i>b</i>	2
	5

Total 14½

2. Those holding Teachers' Certificates of the Grammar Grade, who have had a successful experience in teaching of not less than three years.
3. Those showing that they have completed the equivalent of work required under (1), either (a) by examination, or (b) by presenting acceptable credentials from private secondary schools or Eastern High Schools.

Graduates from either of the courses outlined above will be able to complete the other course in one year.

IRREGULAR STUDENTS.

1. The following students will be admitted and assigned to such a part of the course selected and to such preparatory work, as, after consideration, may be determined by the Faculty:

- (a) Graduates of accredited High Schools who lack the required number of credits.
- (b) Graduates of non-accredited High Schools.

2. Graduates and undergraduates of Colleges will be received and assigned to either of the above courses, or to such a part of it (not less than one year) as their credentials or examinations warrant.

In every case students will be required to make up conditions imposed because (a) of a lack of the required number of credits, (b) of inability to show on trial, either by examination or in class, a sufficient knowledge of subject matter to pursue the course intelligently.

II. PRELIMINARY COURSE.

Until further notice, in accordance with the law and to meet existing conditions in Southern California, the following course of study will be offered as preparatory to the Professional Courses:

FIRST YEAR.

FIRST TERM.

Grammar	4 †	
Ancient and Mediaeval History	4	
Physics	5	
Algebra	4	
Reading	3	
Music	2	
Physical Training	3	
	<hr/>	25

SECOND TERM.

Classic Myths, Composition	4	
Geography	4	
Botany	5	
Algebra	4	
Drawing	2	
Sloyd	2	
Music	1	
Spelling	1*	
Physical Training	3	
	<hr/>	25 or 26

* May be passed by examination unless written work shows a deficiency.

† Number of recitations per week.

SECOND YEAR.

FIRST TERM.

American Literature.....	4	
English History.....	4	
Physiology.....	5	
Geometry.....	5	
Drawing.....	2	
Sloyd.....	2	
Physical Training.....	3	
		<hr/>
		25

SECOND TERM.

English Literature.....	5	
U. S. History and Government.....	5	
Chemistry or Physics.....	5	
Geometry.....	4	
Drawing and Sloyd.....	3	
Music.....	1	
Physical Training.....	2	
		<hr/>
		25
		<hr/>
		100

The following applicants are eligible to this course:

1. Those holding Teachers' Certificates of the Primary Grade.
2. Those who have finished the work of the ninth year of the public schools of California and who present certificates signed by the Principal of the school and the County or City Superintendent attesting to a high standard of scholarship (an average of 80 per cent or over) and peculiar fitness to become a teacher.
3. Those who are able to pass a creditable examination in Arithmetic, English, Geography, United States History, Reading, Spelling, Drawing, Penmanship, and Vocal Music, thus showing proficiency in scholarship equivalent to that demanded under (2).

..*

For many reasons it is hoped that those who live within reach of a good high school will complete a course in it before applying for admission to the Normal School.

..*

Whenever a class of sufficient size is formed for advanced work in any department, provision will be made to give it the required attention.

This will apply to a Latin course covering two years of 400 periods. A student who elects an advanced course must expect to remain in the school a sufficient time beyond that demanded in the regular courses to complete the additional work.

..*

The Library, Laboratory, and Training School facilities are exceptionally complete for pursuing the work of preparation for teaching.

Credit, probably to the amount of 30 units, will be given at the State University and Stanford University for the work of high school graduates who have completed the Normal Course.

* * * *

The demand for trained teachers during the past year has been greater than the supply.

* * * *

Those desiring to enter the school in September next will confer a favor on the management by writing the President as early as possible, stating at the same time what credentials are held.