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Report of The Registrar of the University 1937-38

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THE REGISTRAR OF THE UNIVERSITY

To the President of the University:

SIR—I have the honor to present the report of the Registrar for the year 1937-38.

OFFICE PERSONNEL

Personnel.—During the year 1937-38, Miss Fanni Kaufmann returned to her regular position in the Registrar's Office after a year's leave of absence during which she served as Registrar of the New Mexico State Teachers College, Silver City, New Mexico. Arrangements were made during the year for Miss Helen Travis of the Editorial staff to be in the office of Alumni Relations in connection with the editorial work on the University of Michigan encyclopedia. Under this arrangement Mr. Donnelly also gave some time to this work. To help out in the Editorial Division provision was made for a new position on the Editorial staff. Mrs. Anne Withrow was appointed to it and has given efficient and satisfactory service during the year.

OFFICE OF ADMISSIONS

Admission requirements.—On December 14, 1934, a change in entrance regulations in the several divisions which accept students from high school was approved by the Board of Regents. As a decided change was made in the regulations set up by the College of Literature, Science, and the Arts, it is of particular interest to note the number of students who have entered that college in the past few years under the new regulations whose high-school programs would not have qualified them for admission under the old regulations. If the change in entrance requirements of the College of Literature, Science, and the Arts is going to result in any drastic change in high-school programs, these numbers will no doubt materially increase in the next few years when students will have had an opportunity to plan their high-school programs with a knowledge of the new admission requirements.

A comparison of the group of students who entered under the new requirements for admission of the College of Literature, Science, and the Arts, and who could not have been admitted under the old requirements, with the freshman class as a whole is given on page 184.

Further statistical study shows that, while there may be some question about the statistical significance of the difference in average grades for each individual year, there is no reasonable doubt as to the significance of the difference when the totals of the three years are taken. However, the size of this difference (which is .30 of a grade point), as well as its statistical significance, should be considered. A difference of .27 of a grade point, in the case of a load of fifteen credit hours, is equivalent to a difference of one letter grade (C in place of B, B in place of A, etc.) in one four-hour credit course.

This new plan of admission, which during the last three years has al-

CLASS ENTERED	NUMBER OF STUDENTS GRADED			HOURS—FIRST SEMESTER							AVERAGE HRS. PER STUDENT	POINT AVERAGE* GRADE
	MEDIAN FRESH-MAN TESTS		APT. ENG.	A	B	C	D	E	Inc.			
<i>September 1935</i>												
New requirement group	21	37	48	11	77	140	49	31	0	14.6	1.96	
Percentage				3.6	25.0	45.5	15.9	10.1				
Freshman class	1,047	50	50	1,413	4,017	7,233	1,894	840	99	14.8	2.21	
Percentage				9.1	25.9	46.7	12.2	5.4	.6			
<i>September 1936</i>												
New requirement group	31†	17	21	8	57	243	81	28	0	14.4	1.85	
Percentage				1.9	13.7	58.3	19.4	6.7				
Freshman class	1,141	50	50	1,430	4,613	7,866	2,061	797	177	14.9	2.23	
Percentage				8.4	27.2	46.4	12.2	4.7	1.0			
<i>September 1937</i>												
New requirement group	45	29	42	18	156	298	80	57	22	14.0	1.99	
Percentage				2.9	24.7	47.2	12.7	9.0	3.5			
Freshman class	1,104	50	50	1,424	4,550	7,674	1,904	567	105	14.7	2.27	
Percentage				8.8	28.0	47.3	11.7	3.5	.6			

* The scale used in figuring averages is A—4; B—3; C—2; D—1; E—0; Incomplete disregarded.
† Includes 2 withdrawals.

lowed 97 students to enroll who would not have been admitted under the old plan, represents an increased service of the University to a large number of citizens of the state of Michigan.

Freshman admissions.—The policy and procedure of the past few years has been continued. The number of applications received by June 1 has increased each year and also the number received early in the fall. Students have been encouraged to submit their applications at the end of the junior year in high school and have been urged to submit them at the end of the first semester of the senior year. This permits a more careful study of each application as well as the advising of the student when necessary with regard to a change in program in order that he may offer the proper credits.

In the last few years there has been an increase in the number of letters received in the fall both from high-school principals and prospective freshmen concerning high-school programs in relation to entrance requirements of the University. It is hoped that the number of these letters will continue to grow.

Entrance examinations.—Sixty-one applicants for admission to the freshman class wrote entrance examinations this year. This number shows a slight decrease from those examined in the past two years.

Only a few were present for the June and February examinations. The majority were examined in September in the week preceding the Orientation Period. It has been the practice of the Registrar's Office to hold the September examinations at this time because it permits those students who are admitted to arrange immediately for permanent living quarters. They are able also to participate in the Orientation Program and to make necessary plans for their first semester.

Prompt marking of the examination papers by the various departments make it possible to pass on all applications for admission before the commencement of freshman activities.

College Entrance Board examinations.—For the fourth consecutive year, the College Entrance Examination Board requested the Registrar's Office to supervise the Board examinations held in June. In maintaining an examination center in Ann Arbor the University renders a service to the young people in this area by providing the opportunity to write these examinations in their home towns. All material for the examinations is furnished by the Board. This organization also pays all postage incurred in mailing papers and assumes responsibility for grading the examinations.

The College Entrance Examination Board conducted scholarship tests throughout the United States in April, 1938. These examinations, given for the first time in the spring of 1937, did not include Ann Arbor as an examination center. The Registrar has offered to supervise these scholarship examinations at any time it may be decided to offer them here.

Freshman deficiencies.—Freshmen may now enter only the College of Engineering and of Pharmacy, and the curriculum of architecture in the College of Architecture with entrance deficiencies. Of the 371 freshmen in the College of Engineering, 71 entered with deficiencies, with only a few entering other colleges.

Comparative rating of Michigan and non-Michigan freshmen.—The high-school averages and the averages of the freshmen at the University of Michigan, by students entering from Michigan and from non-Michigan schools, are grade-point averages, with A equal to 4 points; B, 3; C, 2; D, 1; and E, 0. The averages given in the table below are for the entire freshman class, including freshmen in all curricula.

CLASS ENTERED SEPTEMBER	NUMBER OF STUDENTS	HIGH-SCHOOL AVERAGE		UNIV. MICH. FIRST SEMESTER AVERAGE		UNIV. MICH. FIRST YEAR AVERAGE	
		Mich.	Non-Mich.	Mich.	Non-Mich.	Mich.	Non-Mich.
1930	1,337	2.87	2.50	2.27	2.28	2.37	2.38
1931	1,195	2.96	2.52	2.36	2.29	2.38	2.31
1932	1,054	2.96	2.53	2.38	2.35	2.42	2.37
1933	1,301	2.94	2.55	2.37	2.35	2.42	2.35
1934	1,477	2.99	2.66	2.26	2.33	2.31	2.35
1935	1,484	3.03	2.72	2.24	2.34	2.30	2.38
1936	1,665	3.03	2.77	2.25	2.35	2.29	2.36
1937	1,660	3.07	2.81	2.32	2.36	2.37	2.37

Statistically these figures show no significant difference in the scholastic accomplishments in the high school of the students comprising the freshman classes from 1930 through 1937, nor is there any significant difference between the groups from Michigan and non-Michigan high schools.

Prognostic rating.—Concerning the selection of the freshman class, on the acceptance of each student for admission a prediction of the probable degree of his success in the University is made. These predictions divide the freshman class into three groups, as follows: the A-1 group, which should do superior work; the A-2 group, which should do at least average work; and the A-3 group, which may have some scholastic difficulty. The table below gives the results of the predictions for the freshman class for the last three years, including freshmen in all colleges and divisions who completed the work of the first semester.

GROUP YEAR	A		B		C		D		E		Inc.	
	Hours	Per Cent	Hours	Per Cent	Hours	Per Cent	Hours	Per Cent	Hours	Per Cent	Hours	Per Cent
A-1 1935-36 .. (364 stu- dents)	1,239	55.5	2,260	38.6	1,716	18.0	189	7.5	47	4.2	111	22.9
A-1 1936-37 .. (346 stu- dents)	1,265	54.8	2,204	31.8	1,504	14.2	175	6.0	14	1.2	103	15.3
A-1 1937-38 .. (240 stu- dents)	997	41.2	1,662	24.1	873	8.2	56	2.1	7	.8	65	14.0
A-2 1935-36 .. (601 stu- dents)	773	34.6	2,608	44.5	4,279	44.7	941	37.3	356	32.0	122	25.2
A-2 1936-37 .. (656 stu- dents)	752	32.6	3,115	44.9	4,612	43.5	988	33.9	248	22.0	262	38.9
A-2 1937-38 .. (748 stu- dents)	1,173	48.5	3,544	51.3	5,204	48.8	964	35.5	227	25.5	193	41.6
A-3 1935-36 .. (489 stu- dents)	220	9.9	994	17.0	3,568	37.3	1,395	55.2	711	63.8	252	52.0
A-3 1936-37 .. (629 stu- dents)	293	12.7	1,614	23.3	4,493	42.4	1,752	60.1	867	76.8	308	45.8
A-3 1937-38 .. (622 stu- dents)	248	10.3	1,697	24.6	4,587	43.0	1,694	62.4	657	73.7	206	44.4

These ratings are made on the information contained in the application blanks. The results of the scholastic aptitude test and the English content examination given all freshmen during their first week on the campus are not available at the time the predictions are made.

The various officers interested in personnel work with the freshmen are continuing to use the information on the admission blanks, the rating given the student with regard to probable success, and the results of the scholastic aptitude test and the English content examination. The number of academic counselors for freshmen in the College of Literature, Science, and the Arts, has been increased from six to eight. They have continued to hold their consultations with freshmen in this office.

Freshman enrollment.—Permits to register were issued to 1,912 prospective freshmen for the first semester of 1937–38. Of this number 1,660 actually registered, 1,080 men and 580 women, showing a decrease of 5 over the 1936 enrollment when 1,122 men and 543 women registered. This represents a slight increase in the freshman enrollment in all of the Schools and Colleges with the exception of the College of Literature, Science, and the Arts and the Curriculum in Physical Education in the School of Education, in which there was a decrease.

The following table gives the number of freshmen who registered in September, 1937, and in February, 1938, in the various Schools and Colleges:

SCHOOLS AND COLLEGES	MICHIGAN HIGH SCHOOLS			NON-MICHIGAN HIGH SCHOOLS			TOTAL		
	Men	Women	Total	Men	Women	Total	Men	Women	Total
L., S., and A. . . .	321	270	591	349	244	593	670	514	1,184
Engineering	180	2	182	204	1	205	384	3	387
Architecture	16	15	31	20	7	27	36	22	58
Pharmacy	6	...	6	3	1	4	9	1	10
Dental Hygiene	14	14	...	3	3	...	17	17
Education	5	5	10	9	4	13	14	9	23
Music	8	10	18	8	15	23	16	25	51
Total	536	316	852	593	275	868	1,129	591	1,720

Geographical distribution.—In the freshman class of 1937–38, 36 states, the District of Columbia, and 7 foreign countries were represented. The registration from the foreign countries was as follows: Canada, 12; Bermuda, 1; China, 1; Cuba, 1; Germany, 2; Hawaii, 1; and Puerto Rico, 1. 903 or 52.9 per cent of the class entered from the state of Michigan. This is the number living in Michigan, not the number entering from Michigan high schools, which is slightly smaller. The other states sending large delegations are as follows: New York, 221; Ohio, 141; Illinois, 101; Pennsylvania, 69; Indiana, 52; New Jersey, 51; and Massachusetts, 29.

Number of students per each secondary school.—Of the 623 accredited high schools in Michigan, 183 were represented by the freshmen who entered for the first semester of 1937–38. Of the high schools outside of Michigan, 531 were represented by the freshman class for the first semester. Schools represented by only 1 student numbered 459, while each of 118 schools was represented by only 2 students. The total number of schools represented was 714. As usual, the largest delegation, which numbered 99, entered from the Ann Arbor High School.

Congratulatory letters to parents and principals.—We have continued the practice adopted in 1931 of sending congratulatory letters to parents of freshmen who had notably good records for the first semester. Copies of these letters were sent to the principals of the high schools from which the students were graduated.

We have also continued the practice adopted in 1932 of mailing congratulatory letters to high-school principals sending unusually good delegations of three or more students, based on the grades of the first semester. These letters are, of course, in addition to the usual reports of grades for the first semester, which have been sent to the principals regularly for a considerable number of years.

Freshman grades.—A study of freshman grades for September entrants shows the following:

SCHOOLS AND COLLEGES	STUDENTS GRADED	SEMESTER HOURS							POINT AVERAGE* GRADE
		A	B	C	D	E	I & X	Total	
		First Semester, 1937-38							
L., S., and A.	1,104	1,424	4,550	7,674	1,904	567	105	16,224	2.27
Per Cent		8.8	28.0	47.3	11.7	3.5	.6		
Engineering	360	753	1,777	2,172	625	256	80	5,663	2.38
Per Cent		13.3	31.4	38.4	11.0	4.5	1.4		
Pharmacy	10	1	32	94	21	8	...	156	1.98
Per Cent		.6	20.5	60.3	13.5	5.1	...		
Dental Hygiene	17	27	80	100	7	3	2	219	2.56
Per Cent		12.3	36.5	45.7	3.2	1.4	.9		
Architecture	57	121	271	313	104	40	13	862	2.39
Per Cent		14.0	31.4	36.3	12.1	4.6	1.5		
Education	20	18	72	139	47	13	3	292	2.12
Per Cent		6.2	24.7	47.6	16.1	4.5	1.0		
Music	40	72	195	299	29	19	3	617	2.44
Per Cent		11.7	31.6	48.5	4.7	3.1	.5		
Total	1,608	2,416	6,977	10,791	2,737	906	206	24,033	2.30
Per Cent		10.1	29.0	44.9	11.4	3.8	.9		
		Second Semester, 1937-38							
L., S., and A.	1,046	1,656	4,744	7,089	1,380	427	266	15,562	2.38
Per Cent		10.6	30.5	45.6	8.9	2.7	1.7		
Engineering	343	842	1,651	1,924	583	185	130	5,315	2.46
Per Cent		15.8	31.1	36.2	11.0	3.5	2.4		
Pharmacy	10	16	51	69	21	11	4	172	2.24
Per Cent		9.3	29.7	40.1	12.2	6.4	2.3		
Dental Hygiene	15	33	90	159	282	2.55
Per Cent		11.7	31.9	56.4		
Architecture	58	80	267	376	106	56	28	913	2.24
Per Cent		8.8	29.2	41.2	11.6	6.1	3.1		
Education	21	15	110	142	36	12	...	315	2.25
Per Cent		4.8	34.9	45.1	11.4	3.8	...		
Music	36	72	206	205	42	10	6	541	2.54
Per Cent		13.3	38.1	37.9	7.8	1.8	1.1		
Total	1,529	2,714	7,119	9,964	2,168	701	434	23,100	2.40
Per Cent		11.7	30.8	43.1	9.4	3.0	1.9		

* The scale used in figuring averages is A-4; B-3; C-2; D-1; E-0; I and X disregarded.

Withdrawals.—The dates and reasons for the withdrawals of any freshman entrants of September, 1937, and February, 1938, are contained in the following table:

ANALYSIS OF FRESHMAN WITHDRAWALS BY CAUSE AND DATE*
September, 1937—June, 1938

CAUSE OF WITHDRAWAL	L., S., & A.	Eng.	Pharm.	Dent. Hyg.	Arch.	Ed.	Music	Total
1. Home action								
February—Home	24	3	1	28
February—Immediate rein- statement	43†	43
June—Home	82†	27	2	1	1	113
2. Not to return without the consent of the Administrative Board								
February	6	6
June	13†	13
Other times	13†	13
3. Ill health	16	3	1	20
4. Financial difficulties	5	1	1	..	7
5. To attend school elsewhere	6	6
6. Family illness and need	1	1	1	..	3
7. Employment	2	2
8. Not specified—average less than "C" for final semester	3	3	..	2	..	1	1	10
9. Not specified—satisfactory aver- age, final semester	12	8	2	22
10. Transfers within the University†..	10	8	2	1	1	22
Total	234	56	..	2	5	5	6	308
Duplicates	29†	29
Net Total Withdrawals	205	56	..	2	5	5	6	279

* Withdrawals in June which were not accompanied by a "Home" or "N.T.R." action have been disregarded. Students who withdrew during the first semester and re-entered the same school the second semester have also been disregarded.

† In February, 43 freshmen in the College of Literature, Science, and the Arts received a "Home" action because of poor scholarship. For certain reasons they were allowed to enroll for the second semester with the understanding that, unless they were able to make a "C" average and no "E" grades during the semester, they would be required to withdraw permanently in June. In June we find the following action taken:

1. Home	27	4. Special probation	9
2. N.T.R.	1	5. Probation	4
3. Withdrew during semester 1	1	6. Raised probation	1
‡ Includes February transfers as follows:			
Lit., Eng.	4	Eng., Arch.	1
Lit., Pharm.	1	Arch., Lit.	1
Lit., Arch.	3	Arch., Ed.	1
Lit., Ed.	2	Ed., Lit.	1
Eng., Lit.	7	Music, Lit.	1

DATE OF WITHDRAWAL	L., S., & A.	Eng.	Pharm.	Dent. Hyg.	Arch.	Ed.	Music	Total
October	2	3	2	..	7
November	14	1	15
December	2	2	1	5
January	8	8
February								
Withdrawals	51	10	..	2	1	1	3	68
Transfers within the University	10	8	2	1	1	22
Immediate reinstatement	43*	43
March	1	2	3
April	5	1	6
May	3	2	5
June								
Home	82	27	2	1	1	113
N.T.R.	13	13
Total	234	56	..	2	5	5	6	308
Duplicates	29*	29
Net Total	205	56	..	2	5	5	6	279

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1. Home	27	4. Special probation	9
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3. Withdrew during semester	1	6. Raised probation	1

General correspondence.—A large volume of correspondence was handled by the Registrar's Office during the year. A survey of incoming mail showed an average of more than 1,200 inquiries a week from September through May. There was a marked decrease in correspondence only in December and January, and the period from June 1 to September 1 showed the largest volume was received during those months.

Since, in many cases, a letter addressed to the Registrar, or referred to his office, forms a first contact with the University, every effort is made to make each response as complete, prompt, and courteous as possible. A duplex envelope, carrying an acknowledgment of the request and including copies of one or more of the official publications, is used in answering many letters. With the co-operation of the Dictaphone Station and the Mailing Room, requested material is furnished promptly.

Auditing vouchers.—The Registrar's Office has continued to initial and check the vouchers covering the disbursement of University funds. They are brought to the Registrar's Office each month, initialed by one of his assistants, and later checked against the abstract with the assistance of a member of the Business Office staff.

Even though the actual computations have been made and the necessary figures and signatures placed on the vouchers before they reach the Registrar's Office, this is routine work which consumes a considerable amount of time each month.

NYA assistants.—Through funds provided by the National Youth Administration, the staff of the Registrar's Office was augmented by a force of 30 part-time student assistants. These students were each employed on an average of 30 hours a month, a total of 8,100 hours from October, 1937, to June, 1938. If it had not been for this supplementary clerical assistance, it would have been necessary to secure other helpers for at least part-time work.

College-Day programs.—Each year the University of Michigan receives an increasing number of invitations to College Days held in the high schools in Michigan and nearby states. Since vocational and educational guidance for precollege students has assumed, during the last few years, increasing importance, high-school administrators and educators throughout the country have been seeking some practical means of aiding the student to plan his lifework.

In an effort to develop a plan for guidance and college selection in the high school which would make the "College Day" less necessary, a committee of the Michigan Association of North Central Colleges has been working with a committee of the Michigan Association of High School Principals. In January, 1938, a joint progress report was issued by this group, and, although definite recommendations were made, it was decided to continue the work of the committees in an effort to be of further assistance to the preparatory schools. The Registrar has served as chairman of the committee of the Michigan Association of North Central Colleges for the past two years.

Until a better plan is developed, it seems advisable for the University to participate in the College Day and guidance programs within the state of Michigan. It has not been possible to accept invitations from high schools located in other states. Many invitations from out-of-state College Days are received, and, in such cases, it is customary to send all pamphlets and official publications which might be of interest to prospective students. In a few cases (for example, in Buffalo, New York, and in Cleveland, Ohio) a well-informed member of the local Alumni Association has attended the program. Necessary pamphlets and informative material was furnished by the Registrar's Office for these occasions.

It is interesting to note that various groups other than school officials are seeing the need for guidance meetings and College Days. In many cases they act as sponsors. The most active organizations are the Y.M.C.A.'s, the student councils, and the Parent-Teachers' Associations. Some of the larger

high schools have already established counselors to act as regular guidance and vocational advisers.

The Registrar's Office accepted invitations from the following schools in 1938 and sent representatives as indicated: In Michigan, Muskegon (2), Coldwater (2), Hastings (2), St. John (1), Battle Creek (1), Sturgis (2), Lawton (2), Kalamazoo (2), Eaton Rapids (2), Lansing Eastern (3), Lansing Central (3), Charlotte (1), Greenville (1), Mason (1), and Owosso (2).

An increasing number of schools are inviting seniors from nearby high schools to meet with them in a College Day program. In the small schools this plan seems to work out more successfully than individual programs. At Sturgis, Michigan, the following high schools sent representatives: White Pigeon, Constantine, Burr Oak, Mendon, Colon, and Three Rivers. At Owosso all high-school seniors from the twelve schools in Shiawassee County were invited. At the Lawton College Day this procedure was also followed.

In the smaller high schools it is often true that only a few, perhaps two or three, of the graduates plan to enter the University as freshmen. It might seem, therefore, unnecessary that the University be represented at a College Day program. Usually, however, there are several students who wish to attend a junior college near home for their first two years and then transfer to the University. In such cases they are in real need of advice, and the representative is able to fill a definite need.

During the spring prospective students were interviewed in hotel headquarters in Boston, New York City, and Chicago. Arrangements were made in Chicago for notices to be posted in advance at the high schools of the city. Students interested in the University were invited to call for conferences. A large number were interviewed, and many parents came for advice and information. This method seems to be somewhat more satisfactory than the College Day program. In Boston and in New York City definite appointments were made by letter with more than 200 students who had indicated they wished to be admitted as freshmen.

The second annual "University Day," organized and conducted by the Executive Council of the Michigan Union, was held on April 30, 1938. Approximately 1,000 high-school students attended. The Registrar's Office co-operated with the Union Council in planning for this program.

Co-operation with secondary schools.—Close co-operation with secondary schools of the State is a firmly established tradition and has been emphasized during the past year. Each high-school principal received (1) a complete report of the Orientation Period tests showing the scores made by individual students, and (2) a final report of the grades for the freshman class as a whole at the end of the year. It is also customary to mail to the principal during the school year the annual Report of the Registrar, as well as new official publications and special pamphlets of interest to prospective students.

Each fall arrangements are made for the principals to come to Ann Arbor to confer with their graduates who are University freshmen. This conference is held when the first-grade reports are received at the end of the first five weeks of the semester.

In addition to mailing frequent reports, the Registrar keeps in touch with the principals by holding membership in the National Association of Secondary School Principals, the High School Principals' Division of the Michigan Education Association, the Southeastern Michigan (Edwin L. Miller) Roundtable of High School Principals, the Michigan Schoolmasters Club, and the Michigan Academy of Science, Arts, and Letters.

Principal-freshman conferences.—The eleventh annual Principal-Student Conference was held in the Registrar's Office on November 18. One hundred and twenty-one high-school representatives from 72 schools came to meet with former students who were registered in the freshman class. Definite appointments were made for about 700 freshmen. A number of upperclassmen also came in response to a general invitation which was issued through the *Michigan Daily*. All available space in the Registrar's Office was used, and it was necessary to borrow other nearby offices in order to provide adequate facilities for the visitors.

Several out-of-state preparatory schools were represented by principals and headmasters. They were: Culver Military Academy (Indiana), Amherst (New York), The Howe School (Indiana), The New Trier High School (Illinois), the Northwestern Military Academy (Wisconsin), and the Oak Park and River Forest Township High School (Illinois).

The conferences centered, for the most part, about the academic progress of the individual student and his ability to adjust himself to university life. To assist the high-school representatives, the Registrar's Office placed at their disposal five-week progress reports on all students to be interviewed. In addition, each student filled in a questionnaire relating to previous preparatory and his current University work.

The annual luncheon, given in honor of the high-school representatives, was well attended. In addition to the high-school guests, the following colleges were represented: Flint Junior College, Michigan State College, Michigan State Normal School, the University of Kentucky, and Wayne University. This occasion provides an excellent opportunity for the exchange of ideas on educational methods and continues to promote a closer relationship between the high-school group and the University.

The Principal-Student Conference has proved valuable to the students, to the University, and to the preparatory schools. Defects in high-school systems and University shortcomings are brought to light and discussed. The principals have an opportunity to observe at first hand the problems of their former students in new surroundings and can, year by year, better advise prospective students in making a successful transition from preparatory school to college.

A special conference period was arranged on December 9 for the principals and students of three Upper-Peninsula schools, Escanaba, Iron Mountain, and Manistique. These schools have not been included in the total number participating in the annual conference.

Professional activities.—The Registrar has continued close co-operation with the high-school principals of the State and other sections of the country,

particularly those sections sending us large numbers of freshmen. As usual the Registrar carries membership in both the State and national organizations of high-school principals and makes as many contacts as possible with national and local organizations of high-school teachers and principals.

During the year 1937-38 meetings and conferences have been attended by the Registrar as follows: Chicago, Illinois, to attend a meeting of the Association of College Representatives at the University of Chicago, September 2-3; Sault Ste Marie, Michigan, to attend the meetings of the Seventh District of the Michigan Education Association and to inspect high schools at St. Ignace (LaSalle, and Ursuline Academy), DeTour, Cedarville, Grand Marais, McMillan, Eben Jct., National Mine, Negaunee (St. Pauls), Pequaming, Dollar Bay, Ontonagon, Quinessec, Norway, Gladstone, Rapid River, Escanaba (St. Joseph), October 4-23; Detroit, Michigan, to attend a meeting of the Michigan Association of North Central Colleges at Wayne University, November 15; East Lansing, Michigan, to attend a high-school principals' conference, November 13; Ypsilanti, Michigan, to attend the Edwin L. Miller high-school principals Roundtable, November 19; Detroit to address the University of Michigan Club of Detroit, December 4; Chicago, Illinois, to confer with prospective freshmen, January 17-22, 1939; Ypsilanti to attend a curriculum-revision conference of the Department of Public Instruction, January 28; Detroit to attend Southeastern Michigan Roundtable of high-school principals, March 18; Lansing to participate in a group visit of the Eastern High School, March 25; New Orleans, Louisiana, to attend the annual meeting of the American Association of Collegiate Registrars, April 18-21; Boston, Massachusetts, and New York, New York, to confer with prospective freshmen (with stop-over in Albany, New York, to confer with the Director of the New York Regents' Board of Examiners, May 13-21); Lansing, Michigan, to attend the opening of the Wolverine Boys' State, June 19; Utica, Michigan, to deliver the high-school commencement address, June 23, 1938.

Upon invitation from the high-school principals several members of the staff participated in College Day programs as follows: Coldwater, April 20; Hastings, April 21; Muskegon and Muskegon Heights, April 20; St. Johns, April 26; Sturgis, April 27; and Eaton Rapids, May 5, 1938.

In addition, the following activities were engaged in by the Assistant Registrar: attended the Michigan Association of School Superintendents, Battle Creek, September 24, 1937; delivered the School Night Address at Columbiaville, Michigan, November 11, 1937; attended a meeting of North Central Association Colleges in Michigan in Detroit, November 15, 1937; attended the Regional Meeting of High School Science Teachers in Ypsilanti, December 8, 1937; attended the meeting of Michigan High School Principals in Lansing, December 10, 1937; attended the North Central Association of Colleges and Secondary Schools, April 6-8, Chicago; attended the meeting of the American Association of Collegiate Registrars in New Orleans, Louisiana, April 18-20; visited two junior colleges with Dr. George E. Carrothers, Director of the Bureau of Co-operation with Educational Institutions; assisted Dr. Koch, Assistant Director of the Bureau of Co-operation, on several high-school visits. Mr. Pendorf and the Assistant

Registrar visited sixteen high schools during the year as representatives of the Bureau of Co-operation.

OFFICE OF RECORDS

Studies.—Brief investigations, all of them partial in nature, have been made during the year into the following problems:

1. Academic records of students eliminated from the College of Literature, Science, and the Arts.
2. Science elections made by freshmen in the College of Literature, Science, and the Arts, in 1937-38.
3. Academic success of individual students throughout the entire period of residence in the college.
4. The administration of academic discipline in 337 American colleges and universities. This study was made as a part of the work of the Special Projects Committee of the American Association of Collegiate Registrars under the chairmanship of Registrar Smith. These four studies have been published in educational journals or are in the process of being published at the present time.

In addition there now is a study in process making a partial analysis of the academic records of the class of 1938 in the College of Literature, Science, and the Arts. This will be completed within the first semester of the 1938-39 session. Mr. Pendorf has carried on a project during the year, out of office hours, making a partial analysis of the records of the 1937 graduating class in the College of Literature, Science, and the Arts. It is expected that these studies will be completed shortly.

Registration.—At the beginning of each semester and of the summer session registration material is issued to students enrolled in the College of Literature, Science, and the Arts, Architecture, School of Education, and School of Music. This material consists of registration blanks, election cards, and class cards, together with activities blanks for students who have been out of residence for a semester or more. During the regular session registration is handled in the Gymnasium but for the summer session it is taken care of entirely in the Registrar's Office. Students are permitted to register during the first three weeks of each semester and during the first two weeks of the summer session.

From September 23 to 25, 1937, the Horace H. Rackham School of Graduate Studies held its registration and classification in the gymnasium for the first time. The additional workers required to stamp fees, check material, and collect election cards for graduate students were supervised by a representative of the Graduate School. Questions relating to general policy in connection with graduate students were handled by the Committee on Registration and Classification. With approximately 1,500 additional students classifying in the gymnasium, it can be said that, in general, the plan was successful.

Admission to the gymnasium for registration and classification was continued throughout the year on the alphabetical basis set up two years ago.

This has proved to be much more satisfactory than any plan used heretofore. Co-operation by the Director of the Orientation Period has resulted in a more even distribution of new freshmen throughout the registration period. Applications for degrees were collected from 1938 February and June graduates.

By June 23, 1938, a blueprint of the student's record, and one copy of the bulletin, *Directions for Registration and Classification*, were mailed to him with the suggestion that he give thought during the summer, to studying his program for the coming year in connection with his record and degree requirements. An unfortunate delay of several weeks before the *Announcements* of the schools came off the press made it necessary to mail the above information to the students minus the *Announcement*.

Additional simplification of the registration procedure was continued with the co-operation of the Dean and the Faculty of the College of Literature, Science, and the Arts in stationing members of their Faculty as checkers in the gymnasium. It was possible through this bit of faculty co-operation to handle certain registration problems on the registration floor rather than deferring them until after the registration, thus creating many special cases which would have to be seen individually.

The Committee on Student Loans and the Cashier of the University continued their co-operation in the simplified procedure by which student records are transmitted to the Loan Committee and by which the Cashier notifies this office of students' owing fees, who should, therefore, not receive credit for their work.

General procedures in record keeping.—In keeping with the Faculty's legislation in the College of Literature, Science, and the Arts of the preceding year, a new grading system was initiated for all students entering college for the first time in September, 1937. This involved a new permanent record for use in this office, which was carefully worked out through the co-operation of all interested parties.

The faculties of the five schools and colleges, and the Extension Service, whose records are kept in this office, have been most co-operative during the year. By February 24, 1938, all records of the first semester had been posted to the permanent record and again by June 23, 1938, all grades had been posted to the permanent records, and blueprints had been made and mailed to the students. The posting of grades at these early dates makes it possible for advisers and students alike to have the necessary academic data in order to make plans for the next semester in residence. The grades could not have been reported to the students, however, at such a date without the excellent co-operation that was received from the faculties.

In June, 1938, the Statistical Division of the Registrar's Office made it possible for the grades of graduating seniors to be handled on tabulating cards and reported to this office in that manner. This experiment was highly satisfactory and it is hoped that a further extension of the use of automatic tabulating devices can be made in the future.

In February, 1938, the practice was revived of publishing a list of students, in the five colleges whose records we have, who received grades of A

in all subjects regularly elected during the first semester. This list was also furnished to the deans of the different colleges and congratulatory letters were written from these offices to the students and their parents. It is expected that this practice will be continued.

Appreciation should be expressed to the Alumni Catalogue Office for its continued assistance in filing academic records and other pertinent data of students no longer in residence.

The additional advisory service offered students in the freshman and sophomore years in college has been valuable to students, officers, and faculty members alike. Students who ordinarily would have had to withdraw the second semester because of 45 or more hours' credit without the equivalent number of honor points have, through advice from one of the academic counselors, raised their grades high enough to earn the necessary honor points required.

According to reports from the registrar's offices of 337 American colleges and universities, the average number of records kept by each record keeper in these offices was 463. In this office at the University of Michigan the average number of records kept per record keeper has been slightly in excess of 1,200 per record keeper. This load has made it necessary to depend, during the year, on some thirty NYA students to assist in carrying on the work in the office. Much more satisfactory results could be achieved in all respects if this number of NYA students were reduced by the addition of more permanent record keepers to the staff.

At the present time, records of resident students are kept on linen tracing cloth and reproductions are made by the blueprinting process. These records carry a complete history of the student's academic activities and disciplinary record during his stay on the campus. The office, however, has been requested by one of the colleges to eliminate the student's disciplinary record in sending out transcripts after his graduation. This cannot be done with the blueprinting process. There is, consequently, a decided feeling that some attention should be given to other methods of reproducing records in order that the result desired by the faculty may be attained. To that end a committee has been appointed by the President consisting of Dean E. H. Kraus, Chairman, Vice-President and Secretary S. W. Smith, Registrar Ira Smith, Librarian Bishop, and Mr. Adams to consider various possible methods of photographing records. At the close of the year, the final report of this committee had not been received. It seems apparent, however, that there is a definite need for some change in our duplicating procedure.

Transcripts.—The table below shows the number of statements and official transcripts bearing seal and signature issued, and the amount of transcript

MONTH	TRAN- SCRIPTS	AMOUNT RECEIVED	MONTH	TRAN- SCRIPTS	AMOUNT RECEIVED	MONTH	TRAN- SCRIPTS	AMOUNT RECEIVED
July	1,045	\$105	Nov.	414	\$ 72	March	1,545	\$192
Aug.	1,019	118	Dec.	440	128	April	686	103
Sept.	1,158	210	Jan.	646	331	May	616	112
Oct.	803	92	Feb.	1,704	269	June	1,763	170

TOTAL DISTRIBUTION OF TRANSCRIPTS
JULY, 1937 TO JULY, 1938

	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUNE	TOTALS
Prints	508	504	673	407	212	244	379	806	812	339	253	635	5,772
Photos	257	241	246	222	102	96	139	191	207	190	170	245	2,306
Ext. & S. S.	92	142	85	15	2	6	7	590	375	18	59	678	2,069
Old Typed	44	43	41	55	28	26	43	41	36	55	34	62	508
State	144	89	113	104	70	68	78	76	115	84	100	143	1,184
Total Trans.	1,045	1,019	1,158	803	414	440	646	1,704	1,545	686	616	1,763	11,839
Notices	266	288	388	208	127	114	191	196	202	193	176	285	2,634
Refers	147	133	156	126	77	56	85	88	110	93	94	129	1,294
Receipts	\$105	\$118	\$210	\$ 92	\$ 72	\$127	\$331	\$269	\$192	\$103	\$112	\$170	\$1,901

fees received each month for the year beginning July 1, 1937, and ending June 30, 1938:

In comparing the totals of last year with those of this, we find that in 1936-37, 10,721 transcripts were issued as against 11,839 in 1937-38, and \$1,608 received in transcript fees last year as compared with \$1,901 this year. These figures show an increase this year of 1,118 official transcripts and \$293.00.

Official transcripts were, in addition, presented to all graduating seniors. These complimentary transcripts are not included in the above figures.

The number of notices sent last year was 1,853. This year it is 2,634. The decided increase in the number of notices sent this year is explained by the fact that the regular transcript fee of \$1.00 is now being charged for extension and summer session transcripts.

In spite of the fact that students who had lost the blueprints sent them with their registration material were charged the regular \$1.00 transcript fee for a duplicate copy, 141 such duplicates were issued in September. This resulted in the collection of \$141.00—an increase of \$26.00 over that of last year.

The increasing need for centralization of records is shown by the receipt in this office of 1,294 requests for transcripts of records which are kept in the various other schools and colleges on the campus. The number of such requests which had to be referred last year is 1,206.

It is interesting to note that 2,074 official transcripts were sent to the various schools and colleges on the campus in 1937-38. This number, of course, does not include the blueprints sent to the College of Architecture, and to the Schools of Education, Forestry, and Music at the end of each semester, nor the blueprints sent to the advisers.

A study was made this year of the practice of photostating the first typed copy of old records. This study disclosed that second copies had been requested for 103 such transcripts, proving that much time and effort is being saved by photostating the first typed copy instead of typing the transcript each time one is requested.

Change of elections.—Blanks are issued to students who desire to change elections. Signatures must be obtained from instructors in courses dropped and added, as well as the approval of the faculty adviser and the Assistant Dean. The blanks are then returned to this office, where class cards and drop cards are made out by the student. The drop cards are sent out by this office to the instructor and the class cards are given to the instructor in the courses added. Courses may be dropped until the end of the eighth week and added through the third week of the semester. These changes are then recorded and clipped to the permanent election card. Nearly one thousand such changes are recorded each semester.

Trouble cards.—Each member of the office staff who desires information or wishes to impart information to a student makes out a card which is left at the counter. The result of the interview is listed on our office card.

Concentration slips.—Triplicate slips are given out to students who are eligible for concentration. After being signed by the adviser one of these slips is returned to us for our files, one goes to the adviser, and one is kept by the student.

Petitions to Administrative Board are also left with us. Students who are unable to make up incompletes within the time allowance may petition for an extension of time. This consists of writing a letter stating the length of time desired in which to make up the work. We send a blueprint of the student's record to the Assistant Dean who in turn takes up the case with the Board members.

Fees and indebtedness.—According to a ruling by the Board of Regents the credits of any student registered for the semester or the summer session are withheld and no transcripts are issued to those having unpaid accounts. Transcripts are released only when notification reaches us from the Cashier's Office.

Regular counter duties.—These consist of requests for transcripts of academic work, including a special form for summer school; supplementary slips for reporting makeup grades; change of address slips; requests for catalogues; information pertaining to records; answering the telephone; and dispensing information of a general nature.

Degree programs.—The sophomore records are checked three times a year, after the end of the eighth week of the first and second semester and after the end of the fourth week of the summer session (because a student cannot drop a course after this time) to determine whether the requirements for admission to candidacy for a degree have been satisfactorily completed. A triplicate form is made out for each student eligible to concentrate in the degree program. This triplicate form of admission to candidacy for a degree is kept in the file until the final grades have been recorded for both first and second semesters and the summer session. If the student has 60 or more hours, including English 1 and 2, and an equal number of points, the student is eligible to concentrate. A blueprint of the student's record is to be given to the adviser so that he may check in order to determine whether the student is eligible to be admitted to the particular field. Upon finding the student eligible to concentrate in the field, the adviser signs each of the three forms, retaining one copy and the blueprint. One copy is filed in the Registrar's Office and the other copy is retained by the student.

After the concentration slip has been filed in the Registrar's Office, it is pasted to the front of the check card and then coded for the different fields of concentration, of which there are 47.

In case a student should wish to change his field of concentration, a new set of triplicates and a blueprint of his record is issued. After the copy of the triplicate has been filed in the Registrar's Office, the new field of concentration is posted to the student's record and the card then recorded for that field.

The records of students admitted to candidacy for a degree are next checked to determine the amount of credit in excess of 60 hours that may be transferred to the degree program. This is determined by the following regulations:

1. Students who cross the first half of the 60-hour line (*a*) with a total record of C average or better; and (*b*) with a record for the semester, or summer session of crossing, of C average or better, have all hours in excess of 60, and the points accompanying these excess hours, credited to the degree program.

2. Students who cross the 60-hour line with a total record below C average, or students who have a semester record below C average for the semester in which they become eligible to apply for admission to candidacy, may divide the work when they become eligible, subject to the following restrictions: (*a*) the credit for a course (both hours and points) cannot be split; (*b*) each course elected (both hours and points) must be counted in one program or the other; and (*c*) courses applied on the degree program must average at least C grade.

In September, 1937, there were 1,714 students in the Literary College on the degree program, and in February, 1938, 444 were admitted to concentration programs for the first time. Those eligible to concentrate in June, 1938, numbered 718 students. Withdrawals from school, graduation, etc., left 2,045 on the degree program for the second semester. Concentrations selected by these students are shown in the table on page 202.

Honor Societies.—About the middle of October, 1937, Associate Professor Swinton, Secretary of Phi Kappa Phi, national honorary senior society, sent a representative to the office to compile a tentative list of those eligible to the fall election of Phi Kappa Phi. Blueprints of each senior selected who met the following requirements was furnished the Secretary of the honor society: minimum residence requirement of 40 hours at the University of Michigan, at least a B average, and holding rank in the highest ten per cent of the February and June graduating classes. Early in March, after the courses and grades for the first semester, 1937-38, had been recorded, Associate Professor Swinton's representative consulted the records in the office to make a tentative list from which candidates for spring election to Phi Kappa Phi might be chosen. February, June, and August candidates for degrees are considered at this time of the year so that they will be honored during the year of their graduation.

In March when the senior honors convocation list was ready, a copy was furnished the late Dr. Orma F. Butler, Assistant Professor of Latin and Secretary of Phi Beta Kappa. Those persons whose names appeared on the list had completed while in residence at the University of Michigan not less than 40 hours of academic work, earned at least a B average, and held rank in the highest ten per cent of the February, June, and August graduating classes. Dr. Butler was given a blueprint for each student who fulfilled the scholastic requirements for Phi Beta Kappa, and from this selection candidates for election to the society were made by the Committee on Elections. Also in March Dr. Butler was furnished blueprints belonging to those of

SECOND SEMESTER—1937-38

FIELD OF CONCENTRATION	JUNIORS	SENIORS	TOTAL
Economics	160	147	307
History	104	130	234
English	75	81	156
Zoology	67	83	150
Political Science	55	68	123
Sociology	34	66	100
Chemistry	45	50	95
Science and Mathematics	31	53	84
Speech	35	43	78
Letters and Law	33	37	70
French	34	36	70
Journalism	28	34	62
Letters and Medicine	29	27	56
Letters and Business Administration	23	33	56
Psychology	29	26	55
Mathematics	26	23	49
Geography	13	24	37
Library Science	..	37	37
Spanish	18	9	27
Social Work	21	3	24
Social Studies	9	14	23
Geology	10	12	22
Fine Arts	12	10	22
German	10	10	20
Physics	6	11	17
Latin	8	7	15
Oriental Civilizations	5	5	10
Philosophy	2	6	8
Music	2	3	5
Botany	1	3	4
Landscape Design	..	4	4
Letters, Business Administration, and Law	3	1	4
Anthropology	..	3	3
Letters and Nursing	1	2	3
Letters and Dentistry	..	2	2
Religion and Ethics	1	1	2
American Culture	1	..	1
Classical Languages and Literatures	..	1	1
Italian	..	1	1
Mineralogy	..	1	1
Oriental Languages	1	..	1
Romance Languages	..	1	1
Not Reported	3	..	3
Students required to take an examination before concentrating in English	2	..	2
Total	937	1,108	2,045

junior standing who met the specific requirements for election to Phi Beta Kappa as juniors.

As in past years, the secretaries of Alpha Lambda Delta, national honorary society for freshman women, and Phi Eta Sigma, national honorary society for men students of the freshman class, were given information from the freshman ledger upon which selection for election to the societies was made. Requirements for membership in the above-mentioned societies can

be found in the 1937-38 *Announcement of the College of Literature, Science, and the Arts* (pp. 18 and 19).

Lists for freshman, sophomore, junior, and senior students eligible to attend Honors Convocation were compiled in the Records Division of the Registrar's Office when grades for the first semester, 1937-38, had been posted to the permanent record and checked. On the record of each student so honored, a statement was posted, such as, "April, 1938, Junior honors conferred" (or mentioning to what class the student belonged). In the case of senior students, election to Phi Beta Kappa and Phi Kappa Phi was listed on the record.

Senior work.—Minor changes only were made in the plan of checking tentative candidates for degrees during the past year. Lists of candidates for the various degrees offered by the units whose records are on file in this office were sent to the Board of Regents at their February, June, September, and October meetings of the year 1937-38. These meetings were designated by the Deans at a conference, February 1, 1933, as the times when names for recommendation for degrees should be submitted so that the granting of them might appear in the minutes of specific meetings.

Early in April this past year each graduating senior was requested to file, on blanks provided for each course elected, his name, the department, course number, hours credit, and the instructor's name. As each of the students had completed filling out his blank, the courses and hours credit were checked against his election card, which had been made out previous to the beginning of the second semester, to determine if the courses were listed correctly. These blanks were then turned over to the Statistical Division where Hollerith cards were made for each course taken by the student. These cards were then sorted by machine into departments and courses within the departments. Examination reports for instructors were made by the alphabetical printer in the Sorting and Tabulating Station.

In June, when examination reports were received in the Records Division, they were sent to the Statistical Division, who again used the alphabetical printer and furnished this office with an alphabetical list of students with whatever grades were received at the time of printing. (In some cases as many as four courses with the accompanying grade were received for one student.) This method facilitated posting grades when time was at a premium, especially since the final examination period did not close until Tuesday, June 14, at 5 P.M. We wish here to thank the statistician and her staff for their fine co-operation in furnishing us with the senior grades in June.

Again during the past year each senior receiving a degree from the College of Literature, Science, and the Arts, College of Architecture, School of Education, School of Forestry and Conservation, or School of Music was furnished without charge an official transcript of his record at the time he was given his diploma. After Thursday noon, June 16, the final date for preparation of the list of graduates, the records of those to be granted degrees at Commencement were prepared so that the transcript could be placed in the blue leather case which holds the 6 x 8-inch diploma. The Commencement Exercises were held at Ferry Field Saturday evening, after which

distribution of diplomas took place in the Intramural Building immediately following the program. The representatives of the various schools and colleges on campus handed out the diplomas so effectively that every graduate calling for his diploma was served immediately upon presenting himself at the proper location in the Intramural Building.

Extension division records.—With the continued large enrollment in the Extension Division and Correspondence Study Department, the permanent-record card system started last year has proven to be a great advantage. The ease with which photostat prints may be made from these cards is a decided improvement, since a large number of transcripts are requested in this division.

During the year a card catalogue was made out with the complete titles of all extension courses. This is ready for reference in case it is necessary, as in some instances, to add these titles to an old record on which titles were not given.

Assignment of rooms.—The Registrar's Office keeps a record of classrooms in several buildings on the campus, namely: Angell Hall, Mason Hall, University Hall, South Wing, Haven Hall, Economics Building, Romance Language Building, Natural Science Building, and West Physics Building. All decisions regarding allocation of space are made by the Office of the Dean.

During the year 1936-37 the Registrar's Office co-operated with a committee of the Faculty of the College of Literature, Science, and the Arts in making a study of the distribution of rooms used by several of the departments in that college. On the basis of this study room assignments for those departments concerned have continued along the plan outlined by the committee for the *Announcements* of the College of Literature, Science, and the Arts, and of the Graduate School. Necessary changes, and the assignment of rooms for the other departments in those *Announcements*, and for those in the *Summer Session Announcement* were under the supervision of Dr. Woodburne, Assistant to the Dean of the College of Literature, Science, and the Arts. The detail of keeping the record remained the same as in former years and is summarized as follows:

Room assignments are made to departments through secretaries, and occasionally professors, before copy is returned to the Editorial Office. Copy on the various *Announcements* is checked, as well as galley, to make sure that no conflicts occur. Since two people are required to do the checking, the 1938-39 *Announcements* were checked by the Registrar's staff member assisted by a representative of the College of Literature, Science, and the Arts, and by someone from the Summer Session Office. A new postindex book is made each year, which contains a record of the previous and current years; the room bulletin board is then made to agree with the postindex book.

Preceding the examination period each semester, automatic room reservations are taken care of, and then the special assignments are made. A few of these are made during the Summer Session examination period. These special assignments continue during the entire examination period.

STATISTICAL DIVISION

The statistical service rendered by the Registrar's Office during the year 1937-38 covered reports upon enrollment, withdrawals, degrees and certificates, faculty, honors, and scholarship. A summary follows:

Enrollment.—The largest number of students ever attending the University during a single year enrolled during 1937-38. Comparative enrollment figures, as of November 1, 1937, and November 1, 1936, follow:

NOVEMBER 1 CREDIT ENROLLMENT

GROUP	1937			1936			GAIN	
	Men	Women	Total	Men	Women	Total	Amount	%
Regular Session	7,754	3,198	10,952	7,560	3,063	10,623	329	3.1
Summer Session	3,110	2,000	5,110	2,886	1,641	4,527	583	12.9
Net Total, Regular and Summer	9,626	4,812	14,438	9,275	4,363	13,638	800	5.9
Extension Service:								
Class	573	1,203	1,776	648	1,233	1,881	-105	-5.6
Correspondence ...	170	163	333	266	191	457	-124	-27.1
Total Extension Credit	743	1,366	2,109	914	1,424	2,338	-229	-9.8
Net Total, Credit Enrollment ..	10,308	6,118	16,426	10,121	5,747	15,868	558	3.5

NOVEMBER 1 NONCREDIT EXTENSION ENROLLMENT

GROUP	1937			1936			GAIN	
	Men	Women	Total	Men	Women	Total	Amount	%
Extension Service:								
Class	170	281	451	213	392	605	-154	-25.5
Correspondence ...	24	27	51	3	5	8	43	537.5
WPA-College ..	184	190	374	42	39	81	293	361.7
WPA-High School	140	2	142	344	0	344	-202	-58.7

As usual, the gains shown on November 1 were indicative of the total gains for the year. The Regular Session finally reached a total of 11,777, exceeding the highest preceding figure by 438, a gain of 3.9 per cent. The number of Extension students enrolled in credit courses decreased 31, or less than 1 per cent, with an enrollment of 4,049. The noncredit class and correspondence Extension enrollment decreased 31, or 2.4 per cent, to 1,262. The grand total credit enrollment was 18,851, an increase of 808, or 4.5 per cent, over the preceding enrollment, which was the largest up to that time.

A survey, made by the American Association of Collegiate Registrars, of enrollment reports for 158 universities is interesting. It shows the following experience for the year:

A COMPARISON OF 1937-38 ENROLLMENTS WITH 1936-37

CURRICULA	UNIVERSITY OF MICHIGAN	158 UNIVERSITIES	UNIVERSITY OF MICHIGAN DIFFERENCE
<i>Regular Session</i>	<i>Per Cent Gain or Loss</i>	<i>Per Cent Gain or Loss</i>	<i>Per Cent</i>
L., S., and A.	-1.0	3.7	-4.7
Engineering	11.1	16.4	-5.3
Medicine	2.7	-.1	2.8
Law	-10.9	-3.7	-7.2
Pharmacy	-13.5	-1.2	-12.3
Dentistry	-6.4	-1.5	-4.9
Architecture	16.6	11.2	5.4
Education	-14.1	4.9	-19.0
Business	7.2	11.8	-4.6
Forestry	0	2.3	-2.3
Nursing	-2.6	15.4	-18.0
Music	10.3	3.4	6.9
Graduate	16.6	7.3	9.3
Totals			
Regular Session	3.9	5.5	-1.6
1937 Summer Session	12.9	6.3	6.6

Assuming that an increase in enrollment is desirable, the University of Michigan showed more favorable experience than the general average only in Medicine, Architecture, Music, Graduate, and the entire Summer Session. In reports made by the Deans of the various schools and colleges, included in this volume, will be found expressions of opinion concerning the reasons for the various increases or decreases.

While the number of students residing in Michigan and enrolling in the University increased, the percentage increased for the Regular Session but decreased slightly for the 1937 Summer Session. The Michigan enrollment for the past five years is shown in the following table:

MICHIGAN ENROLLMENT

YEAR	REGULAR SESSION		PREVIOUS SUMMER SESSION		EXTENSION SERVICE CREDIT ENROLLMENT		ENTIRE UNIVERSITY	
	<i>Number</i>	<i>Per Cent</i>	<i>Number</i>	<i>Per Cent</i>	<i>Number</i>	<i>Per Cent</i>	<i>Number</i>	<i>Per Cent</i>
1933-34	5,280	60.2	1,463	49.4	1,820	99.6	7,737	62.9
1934-35	5,604	58.6	1,663	50.8	2,220	99.8	8,580	62.7
1935-36	5,984	57.5	2,134	52.5	3,137	96.7	10,167	63.4
1936-37	6,419	56.6	2,265	50.0	3,971	97.3	11,449	63.5
1937-38	6,702	56.9	2,535	49.6	3,945	97.4	11,805	62.6

Every state and the District of Columbia were represented in both the Regular Session and the Summer Session enrollments. During the Regular Session, 317 students came from homes outside continental United States, and during the Summer Session, 128.

For further information concerning enrollments according to division, sex, geographical location, and session, see the following pages.

STUDENT STATISTICS

TABLE I

ENROLLMENT OF STUDENTS BY SCHOOLS AND COLLEGES
REGULAR SESSION RESIDENT STUDENTS

SCHOOL OR COLLEGE	1937-38 ENROLLMENT			GAIN OR LOSS FROM 1936-37	
	Men	Women	Total	Number	Per Cent
L., S. and A.	2,955	1,855	4,810	-50	-1.0
Engineering	1,949	5	1,954	196	11.1
Medical	445	46	491	13	2.7
Law	531	14	545	-67	-10.9
Pharmacy	62	15	77	-12	-13.5
Dentistry	134	26	160	-11	-6.4
Architecture	192	160	352	50	16.6
Education	125	295	420	-69	-14.1
Business Administration ..	140	9	149	10	7.2
Forestry and Conservation.	176	1	177	0	0.0
Nursing	0	190	190	-5	-2.6
Music	120	138	258	24	10.3
Graduate	1,660	807	2,467	351	16.6
Gross Total	8,489	3,561	12,050		
Duplicates between Schools and Colleges ..	226	47	273		
Net Total	8,263	3,514	11,777	438	3.9

1937 SUMMER SESSION STUDENTS

SCHOOL OR COLLEGE	1937 ENROLLMENT			GAIN OR LOSS FROM 1936-37	
	Men	Women	Total	Number	Per Cent
L., S., and A.	379	301	680	-53	-7.2
Engineering	336	3	339	32	10.4
Medical	201	20	221	-60	-21.4
Law	164	3	167	0	0.0
Pharmacy	20	2	22	5	29.4
Dentistry	0	0	0	0	0.0
Architecture	27	18	45	-6	-11.8
Education	64	408	472	144	43.9
Business Administration ..	36	1	37	1	2.8
Forestry and Conservation .	74	1	75	10	15.4
Nursing	0	0	0	0	0.0
Music	151	84	235	44	23.0
Graduate	1,668	1,161	2,829	466	19.7
Gross Total	3,120	2,002	5,122		
Duplicates between Schools and Colleges ..	10	2	12		
Net Total	3,110	2,000	5,110	582	12.9

TABLE I (Continued)
EXTENSION SERVICE STUDENTS

SCHOOL OR COLLEGE	1937-38 ENROLLMENT			GAIN OR LOSS FROM 1936-37	
	Men	Women	Total	Number	Per Cent
L., S., and A.	915	1,171	2,086	-431	-17.1
Engineering	273	0	273	15	5.8
Architecture	7	12	19	19	
Education	538	1,117	1,655	311	23.1
Business Administration ...	19	4	23	2	9.5
Music	35	10	45	26	136.8
Graduate	0	0	0	-14	-100.00
Gross Total	1,787	2,314	4,101		
Duplicates between Schools and Colleges..	25	27	52		
Net Total	1,762	2,287	4,049	-31	-8

The following number of students, included above, were enrolled in correspondence extension credit courses offered by the University co-operating with the Michigan Works Progress Administration:

<i>Credit</i>	<i>Men</i>	<i>Women</i>	<i>Total</i>
L., S., and A.	477	386	863
Engineering	57	0	57
Net Total	520	386	906

The following were enrolled in noncredit courses and, with the exception of 33 men and 22 women who were enrolled in both credit and noncredit extension courses, have not been counted in the above total:

<i>Noncredit</i>	<i>Men</i>	<i>Women</i>	<i>Total</i>
Class (Regular)	383	654	1,037
Class (Summer)	19	54	73
Total	402	708	1,110
Correspondence (Regular)	74	34	108
Correspondence (Summer)	27	17	44
Total	101	51	152
Total, noncredit class and correspondence	503	759	1,262

TABLE II
REGULAR SESSION
FIRST AND SECOND SEMESTER ENROLLMENT
1937-1938

SCHOOL OR COLLEGE	FIRST SEMESTER ENROLLMENT			FIRST SEMESTER ONLY			SECOND SEMESTER ONLY			SECOND SEMESTER ENROLLMENT		
	Men	Women	Total	Men	Women	Total	Men	Women	Total	Men	Women	Total
L., S., and A.	2,850	1,800	4,650	254	165	419	105	55	160	2,701	1,690	4,391
Engineering	1,857	5	1,862	192	1	193	92	0	92	1,757	4	1,761
Medicine	440	46	486	13	1	14	5	0	5	432	45	477
Law	528	14	542	17	0	17	3	0	3	514	14	528
Pharmacy	58	13	71	10	4	14	4	2	6	52	11	63
Dentistry	134	25	159	11	3	14	0	1	1	123	23	146
Architecture	173	146	319	21	16	37	19	14	33	171	144	315
Education	107	232	339	27	56	83	18	63	81	98	239	337
Business Administration	130	8	138	17	2	19	10	1	11	123	7	130
Forestry and Conservation ..	165	1	166	13	0	13	11	0	11	163	1	164
Nursing	0	182	182	0	10	10	0	8	8	0	180	180
Music	109	127	236	18	14	32	11	11	22	102	124	226
Graduate	1,328	618	1,946	259	186	445	332	189	521	1,401	621	2,022
Gross Total	7,879	3,217	11,096	852	458	1,310	610	344	954	7,637	3,103	10,740
Duplicates	124	8	132	5	1	6	2	0	2	121	11	132
Combined registration, one semester, single other semester				20	0	20	20	4	24			
Change of School at U. of M.				80	35	115	80	35	115			
Net Total	7,755	3,209	10,964	747	422	1,169	508	305	813	7,516	3,092	10,608

TABLE III
ENROLLMENT BY SCHOOLS AND COLLEGES OF RESIDENT REGULAR SESSION STUDENTS
AND 1937 SUMMER SESSION STUDENTS*

SCHOOL OR COLLEGE	1937-38 ENROLLMENT			GAIN OR LOSS FROM 1936-37	
	Men	Women	Total	Number	Per Cent
L., S., and A.	3,083	1,985	5,068	-91	-1.8
Engineering	2,024	7	2,031	203	11.1
Medical	577	57	634	-34	-5.1
Law	599	17	616	-61	-9.0
Pharmacy	68	16	84	-9	-9.7
Dentistry	134	26	160	-11	-6.4
Architecture	198	166	364	47	14.8
Education	173	666	839	82	10.8
Business Administration ..	157	10	167	12	7.7
Forestry and Conservation .	185	1	186	2	1.1
Nursing	0	190	190	-5	-2.6
Music	250	211	461	70	17.9
Graduate	2,911	1,782	4,693	659	16.3
Gross Total	10,359	5,134	15,493		
Duplicates between Schools and Colleges ..	286	62	348		
Net Total	10,073	5,072	15,145	893	6.3

* Duplicates within each School or College between sessions have been deducted.

TABLE IV
ENROLLMENT BY SCHOOLS AND COLLEGES OF ALL STUDENTS—RESIDENT AND
NONRESIDENT, REGULAR SESSION STUDENTS, AND 1937
SUMMER SESSION STUDENTS*

SCHOOL OR COLLEGE	1937-38 ENROLLMENT			GAIN OR LOSS FROM 1936-37	
	Men	Women	Total	Number	Per Cent
L., S., and A.	3,991	3,144	7,135	-531	-6.9
Engineering	2,293	7	2,300	219	10.5
Medical	577	57	634	-34	-5.1
Law	599	17	616	-61	-9.0
Pharmacy	68	16	84	-9	-9.7
Dentistry	134	26	160	-11	-6.4
Architecture	205	178	383	66	20.8
Education	708	1,757	2,465	379	18.2
Business Administration ..	176	14	190	14	8.0
Forestry and Conservation .	185	1	186	2	1.1
Nursing	0	190	190	-5	-2.6
Music	273	220	493	88	21.7
Graduate	2,911	1,782	4,693	645	15.9
Gross Total	12,120	7,409	19,529		
Duplicates between Schools and Colleges ..	492	186	678		
Net Total	11,628	7,223	18,851	808	4.5

* Duplicates within each School or College between sessions have been deducted. The only Extension students included in this tabulation are those enrolled in courses for which credit may be given. Although the Extension Service students do not enroll in the Schools or Colleges, they have been grouped according to the division of the University from which instructors offering courses have been drawn.

TABLE V
ENROLLMENT FROM 1843 TO 1938

YEAR	TOTAL	YEAR	TOTAL
1843-44	53	1891-92	2,692
1844-45	53	1892-93	2,778
1845-46	70	1893-94	2,659
1846-47	67	1894-95	2,864
1847-48	89	1895-96	3,014
1848-49	77	1896-97	2,975
1849-50	72	1897-98	3,223
1850-51	159	1898-99	3,192
1851-52	216	1899-1900	3,441
1852-53	222	1900-01	3,712
1853-54	244	1901-02	3,709
1854-55	288	1902-03	3,792
1855-56	390	1903-04	3,957
1856-57	480	1904-05	4,136
1857-58	449	1905-06	4,571
1858-59	430	1906-07	4,746
1859-60	519	1907-08	5,010
1860-61	674	1908-09	5,223
1861-62	615	1909-10	5,383
1862-63	652	1910-11	5,381
1863-64	856	1911-12	5,582
1864-65	953	1912-13	5,805
1865-66	1,205	1913-14	6,258
1866-67	1,255	1914-15	6,857
1867-68	1,273	1915-16	7,214
1868-69	1,114	1916-17	7,517
1869-70	1,112	1917-18	6,734
1870-71	1,110	1918-19 (Not including 2,258, Sec. B., S.A.T.C.)	7,288
1871-72	1,207	1919-20	9,401
1872-73	1,163	1920-21	10,623
1873-74	1,105	1921-22	11,120
1874-75	1,191	1922-23	11,450
1875-76	1,129	1923-24	12,291
1876-77	1,111	1924-25	12,312
1877-78	1,230	1925-26	12,690
1878-79	1,372	1926-27	13,257
1879-80	1,427	1927-28	13,593
1880-81	1,534	1928-29	13,769
1881-82	1,534	1929-30	15,154
1882-83	1,440	1930-31	15,500
1883-84	1,377	1931-32	14,826
1884-85	1,295	1932-33	13,257
1885-86	1,401	1933-34	12,301
1886-87	1,572	1934-35	13,691
1887-88	1,667	1935-36	16,040*
1888-89	1,882	1936-37	18,043*
1889-90	2,153	1937-38	18,851*
1890-91	2,420		

NOTE.—This table includes regular session students, summer session students, and those taking extension courses for which credit may be given.

* Including students enrolled in correspondence extension credit courses:

1935-36	360
1936-37	1,051
1937-38	906

TABLE VI
MICHIGAN STUDENTS BY COUNTIES

COUNTIES IN MICHIGAN	POPULATION 1930 CENSUS	PUBLIC HIGH-SCHOOL ENROLLMENT, 1936-37	MICHIGAN HIGH SCHOOLS ACCREDITED BY THE UNIVERSITY				UNIVERSITY OF MICHIGAN FRESHMEN, 1937-38	UNIVERSITY OF MICHIGAN STUDENTS, 1937-38*
			Number of Schools 1936-37		Graduates 1936-37			
			Public	Non-Public	Public	Non-Public		
Alcona	4,989	154	1	0	21	0	1	5
Alger	9,327	518	4	0	86	0	5	47
Allegan	38,974	1,601	8	0	305	0	2	176
Alpena	18,574	641	1	2	94	30	2	19
Antrim	9,979	485	6	0	98	0	0	17
Arenac	8,007	394	2	0	60	0	2	15
Baraga	9,168	495	2	1	80	0	0	18
Barry	20,928	1,209	6	0	231	0	4	53
Bay	69,474	2,495	2	4	395	71	7	162
Benzie	6,587	318	3	0	54	0	0	7
Berrien	81,066	4,256	15	3	804	56	17	109
Branch	23,950	986	4	0	192	0	1	35
Calhoun	87,043	4,133	7	1	747	34	12	467
Cass	20,888	907	4	0	184	0	1	37
Charlevoix	11,981	786	4	0	159	0	1	24
Cheboygan	11,502	519	2	0	85	0	0	16
Chippewa	25,047	1,173	5	1	189	15	6	118
Clare	7,032	412	3	0	78	0	3	11
Clinton	24,174	888	5	0	151	0	2	19
Crawford	3,097	174	1	0	27	0	1	7
Delta	32,280	1,469	4	1	270	37	5	40
Dickinson	29,941	2,104	7	0	378	0	20	97
Eaton	31,728	1,749	8	0	309	0	7	57
Emmet	15,109	725	4	0	134	0	2	47
Genesee	211,641	11,224	15	3	1,806	82	25	487
Gladwin	7,424	397	2	0	72	0	0	9
Gogebic	31,577	2,261	5	1	475	25	4	88
Grand Traverse	20,011	873	2	1	159	26	6	45
Gratiot	30,252	1,719	7	0	309	0	1	30
Hillsdale	27,417	1,391	10	0	275	0	1	90
Houghton	52,851	2,963	8	1	636	31	2	87
Huron	31,132	1,303	11	1	291	14	2	32
Ingham	116,587	6,279	13	1	1,435	43	13	217
Ionia	35,093	1,492	6	0	261	0	3	47
Iosco	7,517	456	4	1	103	13	1	15
Iron	20,805	1,406	6	0	329	0	8	51
Isabella	21,126	791	4	1	151	37	0	20
Jackson	92,304	3,884	10	2	699	75	9	180
Kalamazoo	91,368	4,154	10	3	802	132	5	168
Kalkaska	3,799	187	1	0	31	0	0	7
Kent	240,511	9,227	20	5	1,841	337	24	563

* Including Regular Session, Extension, and 1937 Summer Session.

COUNTIES IN MICHIGAN	POPULATION 1930 CENSUS	PUBLIC HIGH-SCHOOL ENROLLMENT, 1936-37	MICHIGAN HIGH SCHOOLS ACCREDITED BY THE UNIVERSITY				UNIVERSITY OF MICHIGAN FRESHMEN, 1937-38	UNIVERSITY OF MICHIGAN STUDENTS, 1937-38*
			Number of Schools 1936-37		Graduates 1936-37			
			Public	Non-Public	Public	Non-Public		
Keweenaw	5,076	7	0	0	0	0	6	
Lake	4,066	164	2	0	29	0	19	
Lapeer	28,348	1,268	6	0	206	0	29	
Leelanau	8,206	332	2	1	32	6	14	
Lenawee	49,849	2,496	12	4	497	44	96	
Livingston	19,274	981	5	0	207	0	40	
Luce	6,528	291	1	0	57	0	11	
Mackinac	8,783	287	2	0	36	0	19	
Macomb	77,146	3,709	16	1	628	32	103	
Manistee	17,409	907	7	0	157	0	35	
Marquette	44,076	2,106	9	3	483	67	127	
Mason	18,756	955	3	1	189	14	40	
Mecosta	15,738	903	5	1	177	12	19	
Menominee	23,652	1,233	3	0	192	0	37	
Midland	19,150	1,116	2	0	177	0	32	
Missaukee	6,992	322	3	0	53	0	7	
Monroe	52,485	1,677	6	1	277	60	71	
Montcalm	27,471	1,535	10	1	306	23	30	
Montmorency	2,814	196	1	0	24	0	4	
Muskegon	84,630	3,885	6	3	606	45	133	
Newaygo	17,029	814	4	0	150	0	20	
Oakland	211,251	11,212	23	6	1,879	200	782	
Oceana	13,805	650	4	0	148	0	20	
Ogemaw	6,595	319	2	0	54	0	11	
Ontonagon	11,114	574	6	0	117	0	4	
Osceola	12,806	713	4	0	101	0	18	
Oscoda	1,728	151	3	0	49	0	3	
Otsego	5,554	242	2	1	35	8	9	
Ottawa	54,858	2,451	6	1	433	46	104	
Presque Isle	11,330	467	2	0	86	0	9	
Roscommon	2,055	176	2	0	34	0	5	
Saginaw	120,717	5,084	6	5	827	126	415	
Saint Clair	67,563	2,810	7	2	470	64	93	
Saint Joseph	30,618	1,604	8	0	302	0	56	
Sanilac	27,751	1,268	8	0	265	0	50	
Schoolcraft	8,451	481	2	0	75	0	33	
Shiawassee	39,517	1,995	7	1	345	21	61	
Tuscola	32,934	1,703	11	0	334	0	28	
Van Buren	32,637	2,100	11	0	447	0	84	
Washtenaw	65,530	3,021	8	3	583	147	188	
Wayne	1,888,946	73,103	41	41	11,718	1,801	289	
Wexford	16,827	977	4	0	184	0	36	
Total	4,842,325	214,883	514	109	37,775	3,774	903	11,805

* Including Regular Session, Extension, and 1937 Summer Session.

TABLE VII
1937-1938 ENROLLMENT BY STATES

STATES*	REGULAR SESSION												Net Total Regular Session	1937 Summer Session	Extension Service	Net Total Entire University	
	L., S., & A.	Engineering	Medicine	Law	Pharmacy	Dentistry	Architecture	Education	Business Ad.	For. & Con.	Nursing	Music					Graduate
Alabama	8	2	1	1	6	18	25	..	41
Arizona	2	..	1	1	2	6	7	..	12
Arkansas	1	2	..	1	1	3	8	10	..	15
California	13	2	1	9	1	1	1	21	49	28	..	68
Colorado	9	2	..	2	2	..	3	1	..	1	..	2	11	33	22	..	49
Connecticut	50	22	..	4	4	5	3	1	1	2	8	99	38	..	125
Delaware	3	1	..	2	1	1	..	2	1	11	2	..	11
Dist. of Col.	15	8	..	1	1	1	..	2	10	37	23	..	55
Florida	13	9	..	1	1	1	5	29	44	..	70
Georgia	3	2	1	1	1	8	16	39	..	51
Idaho	1	1	3	2	..	7	8	..	14
Illinois (4)	250	107	6	52	2	2	20	24	6	14	..	7	40	521	280	15	739
Indiana (6)	132	14	5	28	1	..	15	24	5	8	9	19	27	280	162	4	410
Iowa	17	6	..	6	6	1	4	12	51	56	1	99
Kansas	10	3	1	11	1	..	2	2	10	40	65	..	95
Kentucky	14	3	1	4	3	12	37	45	..	78
Louisiana	1	..	2	12	15	30	1	41
Maine	6	1	4	11	2	..	13
Maryland	14	5	1	1	1	1	1	24	17	..	38
Massachusetts (9)	78	21	6	1	2	1	3	6	..	6	2	5	24	152	37	..	174

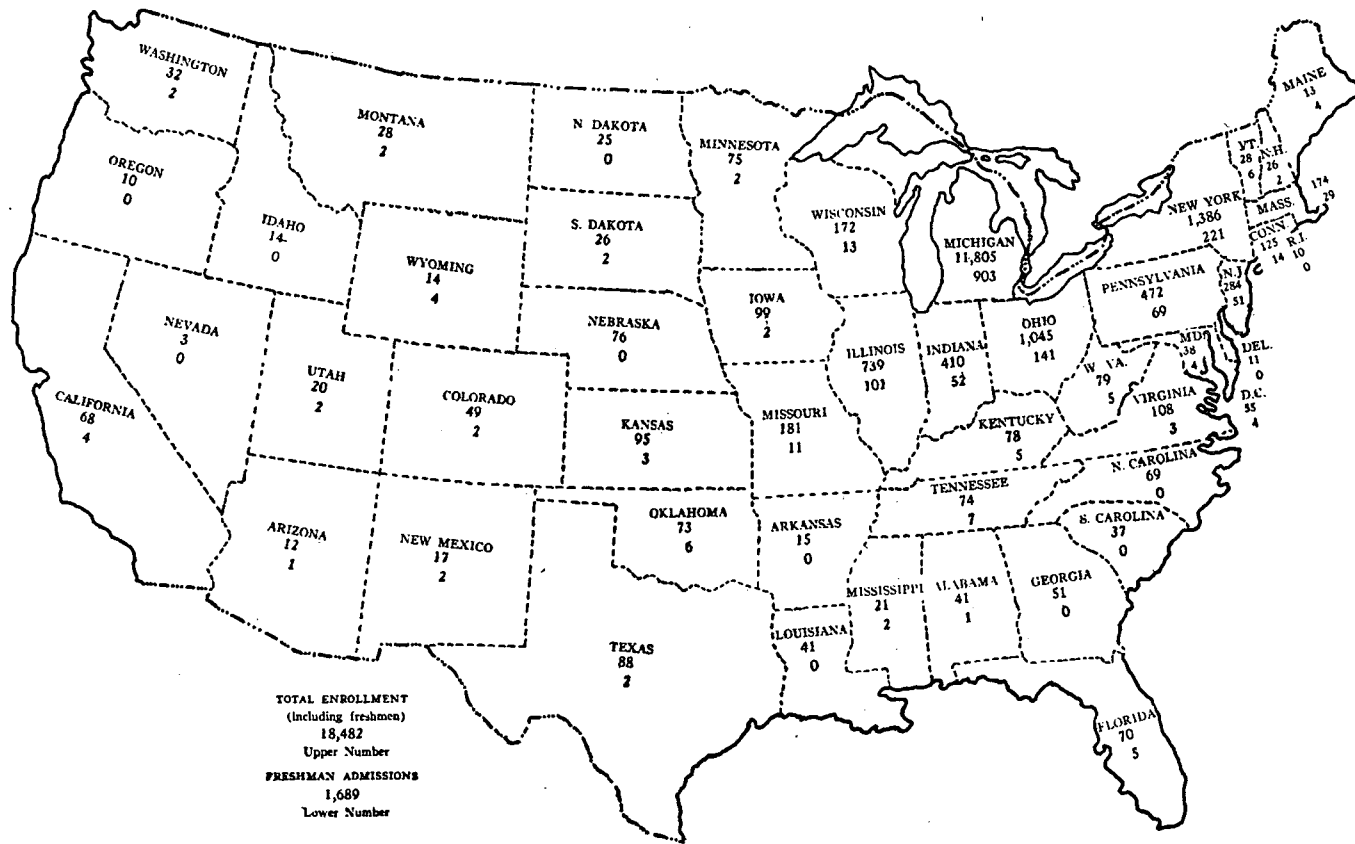
Michigan (1)	2,674	995	372	245	42	108	200	223	96	52	150	119	1,586	6,702	2,535	3,945	11,805
Minnesota	18	2	3	1	2	1	2	16	44	38	..	75
Mississippi	2	2	..	1	2	3	10	15	..	21
Missouri (8)	41	11	..	15	3	4	..	3	1	3	25	102	96	1	181
Montana	1	5	2	3	1	2	1	3	5	23	7	..	28
Nebraska	9	2	..	7	16	..	2	..	4	6	45	36	..	76
Nevada	1	1	2	..	3
New Hampshire	4	4	..	4	1	..	1	2	16	13	..	26
New Jersey (7)	145	58	7	3	..	8	5	5	3	2	..	4	31	260	38	..	284
New Mexico	1	1	..	3	2	2	..	1	9	12	..	17
New York (2)	638	352	21	22	10	25	29	35	12	8	..	9	116	1,251	247	2	1,386
North Carolina	5	2	2	1	1	1	6	17	34	38	1	69
North Dakota	5	5	1	1	..	2	3	6	22	9	..	25
Ohio (3)	325	99	32	52	4	3	23	43	7	33	16	21	108	748	347	58	1,045
Oklahoma	15	6	1	3	1	..	1	2	1	3	11	43	37	..	73
Oregon	1	2	..	2	2	7	4	..	10
Pennsylvania (5)	171	62	7	28	4	..	11	7	6	..	2	9	37	339	174	..	472
Rhode Island	1	..	2	1	1	..	1	1	7	3	..	10
South Carolina	..	1	1	..	3	..	1	7	13	29	..	37
South Dakota	4	1	..	2	1	..	2	..	2	3	15	14	..	26
Tennessee	9	10	..	4	1	..	2	2	1	3	6	36	43	..	74
Texas	3	6	..	4	..	1	4	16	34	65	1	88
Utah	3	1	..	1	2	5	12	12	1	20
Vermont	9	4	1	..	2	3	3	22	8	..	28
Virginia	4	4	2	1	1	..	1	1	3	24	41	74	1	108
Washington	5	3	3	1	..	2	1	9	23	10	..	32
West Virginia	18	4	2	..	1	..	1	..	1	1	8	35	48	..	79
Wisconsin (10)	26	21	2	6	..	1	3	7	..	21	..	2	21	109	84	2	172
Wyoming	7	1	1	1	3	13	4	..	14
Total, U.S.	4,783	1,869	484	539	74	157	338	416	145	176	188	255	2,294	11,460	4,982	4,033	18,482

* The ten states sending the most students are indicated by figures in parentheses.

TABLE VIII
1937-1938 ENROLLMENT IN COUNTRIES, PROVINCES, ETC., OUTSIDE CONTINENTAL UNITED STATES

COUNTRIES, PROVINCES, ETC.	REGULAR SESSION												Net Total Regular Session	1937 Summer Session	Extension Service	Net Total Entire University	
	L., S., & A.	Engineering	Medicine	Law	Pharmacy	Dentistry	Architecture	Education	Business Ad.	For. & Con.	Nursing	Music					Graduate
Alaska	1	1	2	..	3
Argentina	..	1	1	1
Bermuda	1	1	..	1	1
Bolivia	..	1	1	1
Canada:																	
Alberta	1	2	2	5	4	..	8
British Columbia	..	1	2	3	3
New Brunswick	..	1	1	1
Nova Scotia	1	..	1
Ontario	19	23	1	3	1	..	10	56	11	15	77
Quebec	1	4	1	1	7	2	..	7
Saskatchewan	1	3	4	2	..	4
Canal Zone	..	1	1	2	2
China	..	25	5	4	..	3	3	112	142	72	..	158
Colombia	..	1	2	3	1	..	3
England	1	3	4	4

Fed. Malay St.	..	1	1	1
Germany	1	1	..	1	2	5	..	5
Hawaii	..	1	..	4	1	1	4	10	3	11
India	..	2	4	6	2	6
Iraq	..	1	1	1	1	1
Italy	1	..	1
Japan	1	1	4	6	5	9
Korea	1	1	2	2
Lithuania	..	1	1	..	1
Mexico	..	1	1	2	2
Newfoundland	1	1	1	1
Palestine	..	1	1	2	..	2
Panama	..	1	1	2	1	2
Philippine Islands	..	3	1	1	10	15	3	16
Scotland	1	1
Siam	1	1	2	2	2
Spain	1	1	..	1
Sumatra	..	1	1	1	1
Switzerland	1	1	..	1
Syria	..	2	1	3	..	3
Transjordan	..	1	1	..	1
Turkey	..	3	1	7	9	3	9
West Indies	2	4	1	..	2	2	..	1	4	16	5	16
Total	27	85	7	6	3	3	14	4	4	1	2	3	173	317	128	16	369
Total, U.S.	4,783	1,869	484	539	74	157	338	416	145	176	188	255	2,294	11,460	4,982	4,033	18,482
Total Students	4,810	1,954	491	545	77	160	352	420	149	177	190	258	2,467	11,777	5,110	4,049	18,851



TOTAL ENROLLMENT
(Including freshmen)
18,482
Upper Number
FRESHMAN ADMISSIONS
1,689
Lower Number

Withdrawals.—The withdrawal analysis on pages 220 and 221 covers the regular session of the year 1937-38. It includes all withdrawals from September up to the close of the school year and those withdrawals at the close of the school year which were accompanied by a "Home" or "N.T.R." action.

Of the 1,814 withdrawals from the University, 27 with February "Home" action were immediately reinstated and did not withdraw at a later date, and 44 with June "Home" action were allowed to continue for a second chance. This leaves 1,743 who actually left the University. The Regular Session enrollment was 11,777, so that 14.8 per cent either left of their own accord during the year or were requested to withdraw in February or June. Some of those with June faculty action will be reinstated, so that they may have their second and final chance.

In making this withdrawal study all records except those for graduate students were sorted to select those having no grades first semester or no grades second semester and these were analyzed for cause and date of withdrawal. Since grades for graduate students are not assembled in this office, the list of those students in school for the first semester only, and reported withdrawals, served as a basis for the graduate portion of the table.

TABLE IX
ANALYSIS OF WITHDRAWALS BY CAUSE
SEPTEMBER, 1937—JUNE, 1938

CAUSE OF WITHDRAWAL	L., S., & A.												Duplicates	Net Total	
	Eng.	Med.	Law	Pharm.	Dent.	Arch.	Ed.	Bus. Ad.	For. & Con.	Nurs.	Music	Grad.			
1. Home action:															
February—left	99	58	7	..	4	4	6	1	..	3	2	184
February—immediately reinstated	74*	2*	76*
June—left	167	135	9	71	3	4	11	9	2	3	2	7	423
June—immediately reinstated	27	16	1	44
Other times—left	1	3	4
2. Not to return without the consent of the Administrative Board:															
February	23	1	24
June	43	1	44
Other times	28	1	29
3. Ill health	54	15	2	3	1	1	2	3	1	1	6	2	9	..	100
4. Financial difficulties	13	11	3	3	3	3	3	2	37
5. Attending school elsewhere	23	1	2	1	..	1	1	29
6. Family illness and need	7	4	..	1	1	1	1	4	1	18
7. Employment	4	8	1	..	1	3	1	..	10	..	28
8. Not specified—average less than "C" for final semester	27	16	2	1	1	2	7	4	1	1	..	4	..	1	65
9. Not specified—satisfactory average for final semester	80	42	2	2	5	2	14	55	8	4	5	20	351	1	589
10. Transfer within the University other than graduation	39	16	5	1	1	..	3	4	4	1	..	4	2	..	(80)
11. Graduation and transfer within the University	23	23	1	7	(54)
12. Graduation—left	46	26	..	7	3	5	2	9	2	2	..	1	80	2	181
Total	777	371	30	89	20	18	50	97	21	22	19	42	460	7	1,875†
Duplicates	52	1	5	3	61
Net Total	725	370	25	89	20	18	50	97	21	22	19	42	460	10	1,814†

NOTE.—Withdrawals at the close of the second semester which were not accompanied by a "Home" or "N.T.R." action have been disregarded. Students who withdrew during the first semester and re-entered the same school for the second semester have also been disregarded.

* The 74 L., S., and A. students reinstated immediately after a February Home action received the following June actions:

Home—43

N.T.R.—5

Probation—5

Special Probation—15

Raised Probation—4

The 2 Forestry students received the following June actions:

Probation—1

Raised Probation—1

Graduations not accompanied by transfer or withdrawal

TABLE X
ANALYSIS OF WITHDRAWALS BY DATE
SEPTEMBER, 1937—JUNE, 1938

DATE OF WITHDRAWAL	L., S., & A.												Duplicates	Net Total	
	Eng.	Med.	Law	Pharm.	Dent.	Arch.	Ed.	Bus. Ad.	For. & Con.	Nurs.	Music	Grad.			
October	9	8	1	1	..	3	1	..	3	..	7	..	33
November	36	5	1	2	2	..	3	2	1	..	1	1	10	1	63
December	8	2	..	1	1	2	1	..	1	3	..	19
January	24	7	1	3	1	..	1	..	1	2	1	39
February:															
Withdrawal	291	133	7	10	10	13	29	68	10	11	7	26	417	4	1,027
Transfer within the University	62	39	5	1	1	..	3	11	4	1	..	4	2	..	(134)
Immediate reinstatement	74	2	76
March	8	9	1	..	3	3	..	2	1	..	8	..	35
April	15	13	1	..	1	1	1	2	6	1	39
May	11	3	..	1	1	3	..	5	..	24
June*	237	151	9	71	3	4	11	9	2	4	3	8	512
Total	775	370	25	89	20	18	50	97	21	22	19	42	460	7	1,867
Duplicates	50†	3	53
Net Total	725	370	25	89	20	18	50	97	21	22	19	42	460	10	1,814

* This includes June withdrawals before the close of the semester and June "Home" and "N.T.R." withdrawals at the close.
† Duplicates between February reinstatement and June "Home" or "N.T.R."

TABLE XI
CREDIT AND NONCREDIT COURSES, INSTITUTES, AND CONFERENCES
1937-1938 ENROLLMENT

GROUP	PERIOD OF STUDY	ENROLLMENT			GROUP TOTALS		
		<i>Men</i>	<i>Women</i>	<i>Total</i>	<i>Men</i>	<i>Women</i>	<i>Total</i>
TOTAL CREDIT ENROLLMENT					11,628	7,223	18,851
NONCREDIT COURSES							
Extension Service:							
Noncredit Class (Regular Session)	Semester	383	654	1,037			
Noncredit Class (Summer Session)	Summer	19	54	73			
Noncredit Correspondence (Regular Session) ..	Varies	74	34	108			
Noncredit Correspondence (Summer Session) ..	Varies	27	17	44			
Net Totals		503	759	1,262			
Postgraduate Medicine	Varies	1,763	44	1,807			
Postgraduate Dentistry	Varies	124	3	127			
Special Students in School of Music	Varies	105	198	303			
Musical Clinic for High-School Boys and Girls....	July 6-July 14	55	24	79			
Physics Symposium	Part of Summer	88	7	95			
Student Dietitian Training Class	12 months	..	16	16			
The Linguistic Institute (Visitors)	Summer	26	9	35			
Electronics Institute (Visitors)	Summer	31	..	31			
Institute of Far Eastern Studies (Visitors)	Summer	7	12	19			
Graduate Guests Not Included Elsewhere	Summer	28	3	31			
Total Noncredit Course Enrollment					2,730	1,075	3,805
Total					14,358	8,298	22,656
Duplicates					104	69	173
Net Total Credit and Noncredit Course Enrollment..					14,254	8,229	22,483

NONCREDIT INSTITUTES AND CONFERENCES				
Conference on International Law	June 28-July 30	41	5	46
Eighth Summer Educational Conference	July 19, 20, 21	300	122	422
Reading Conference	July 26-30	150	317	467
Ordinance Camp	Aug. 1-14	29	..	29
Conferences on Salary Determination	Oct. 15, 16	25	1	26
	Nov. 5, 6	21	..	21
	Nov. 19, 20	26	..	26
Michigan State Association of Farmers Clubs	Nov. 2, 3	62	75	137
Parent Education Institute	Nov. 11, 12, 13	82	515	597
Conference on Salary Determination in Financial Institutions	Dec. 10, 11	35	2	37
Meeting of Physics Teachers	Jan. 19	69	6	75
Annual Highway Conference	Feb. 15, 16, 17	621	1	622
Conferences on Selection and Development of Foremen	March 11, 12	20	..	20
	March 25, 26	18	..	18
Industrial Relations Conference	April 8, 9	80	1	81
Teachers Training Conference	April 28	26	10	36
Coal Utilization Institute	May 3, 4, 5	256	..	256
Second Annual Teachers Conference on Industrial Relations	May 6, 7, 8	22	..	22
Institute of Adult Education	May 24-28	3	224	227
School Health Education Institute	May 27, 28	103	212	315
Delinquency Prevention Conference	June 3	90	67	157
		—	—	—
Total Institute and Conference Enrollments ...				2,079
				1,558
				3,637
Total				16,333
Duplicates				343
Net Total, Credit and Noncredit Courses, Institutes, and Conferences				9,787
				26,120
				343
				686
				15,990
				9,444
				25,434

TABLE XII

DEGREES AND CERTIFICATES CONFERRED IN 1937-1938

	<i>Years of University Study Required</i>	<i>Men</i>	<i>Women</i>	<i>Total</i>
College of Literature, Science, and the Arts				
Bachelor of Arts	4	517	337	854
Bachelor of Arts in Library Science	5	6	19	25
Bachelor of Science	4	61	17	78
Bachelor of Science in Chemistry	4	17	2	19
College of Engineering				
Bachelor of Science in Engineering				
Aeronautical Engineering	4 plus 1 S.S.	39	0	39
Business Administration	4 plus 1 S.S.	6	0	6
Chemical Engineering	4 plus 1 S.S.	71	0	71
Civil Engineering	4 plus 1 S.S.	35	0	35
Electrical Engineering	4 plus 1 S.S.	42	0	42
Electrical and Industrial Engineering..	5 plus 1 S.S.	1	0	1
Engineering Mechanics	4 plus 1 S.S.	2	0	2
Geodesy and Surveying	4 plus 1 S.S.	5	1	6
Law	4 plus 1 S.S.	3	0	3
Mathematics	4 plus 1 S.S.	10	0	10
Mechanical Engineering	4 plus 1 S.S.	91	0	91
Mechanical and Industrial Engineering.	5 plus 1 S.S.	1	0	1
Metallurgical Engineering	4 plus 1 S.S.	16	0	16
Naval Architecture and Marine Engineering	4 plus 1 S.S.	6	0	6
Physics	4 plus 1 S.S.	5	0	5
Transportation	4 plus 1 S.S.	8	0	8
Bachelor of Mechanical Engineering	4 plus 1 S.S.	1	0	1
Medical School				
Doctor of Medicine	8 { or 7 on the combined curriculum }	98	4	102
Law School				
Bachelor of Laws	7 { or 6 on the combined curriculum }	121	3	124
Juris Doctor		38	1	39
Bachelor of Laws (Honoris Causa)		1	0	1
College of Pharmacy				
Bachelor of Science in Pharmacy	4	18	1	19
School of Dentistry				
Doctor of Dental Surgery	6	23	1	24
College of Architecture				
Bachelor of Science in Architecture				
Architecture	4	15	1	16
Architectural Engineering	4	6	0	6
Bachelor of Design	4	2	12	14
Bachelor of Science in Design	4	0	3	3
School of Education				
Bachelor of Arts in Education	4	13	45	58
Bachelor of Science in Education	4	17	27	44
School of Business Administration				
Master of Business Administration	6 { or 5 on the combined curriculum }	45	2	47
School of Forestry and Conservation				
Bachelor of Science in Forestry	4 plus 1 S.S.	63	0	63
Master of Forestry	5 plus 1 S.S.	18	0	18
School of Music				
Bachelor of Music				
Chamber Music	4	1	0	1
Harp	4	0	1	1
Music Literature	4	1	1	2
Organ	4	2	3	5

TABLE XII
(Continued)

	<i>Years of University Study Required</i>	<i>Men</i>	<i>Women</i>	<i>Total</i>
Piano	4	2	4	6
Public School Music	4	10	16	26
Theory	4	1	1	2
Violin	4	2	1	3
Voice	4	0	1	1
Master of Music				
Composition	5	3	0	3
Music Education	5	10	1	11
Musicology	5	0	1	1
Organ	5	0	1	1
Piano	5	0	6	6
Public School Music	5	3	1	4
Theory	5	1	1	2
Violin	5	0	1	1
Voice	5	3	0	3
Rackham School of Graduate Studies				
Master of Arts	5	311	199	510
Master of Arts in Library Science	6	10	13	23
Master of Arts in Social Work	5	0	5	5
Master of Design	5	1	1	2
Master of Landscape Design	5	3	0	3
Master of Public Administration	6	4	0	4
Master of Science	5	206	37	243
Master of Science in Chemistry	5	5	1	6
Master of Science in Engineering	5 plus 1 S.S.	19	0	19
Master of Science in Industrial Engineer- ing	5	1	0	1
Master of Science in Public Health	5 plus 3 mos. prac. exp.	30	5	35
Master of Science in Public Health Engi- neering	5 plus 6 mos. prac. exp.	1	0	1
Master of Social Work	6	0	1	1
Aeronautical Engineer	} { 4 undergrad. yrs. plus 5 yrs. professional exp. plus 1 graduate year }	2	0	2
Civil Engineer		1	0	1
Doctor of Philosophy	7	85	16	101
Doctor of Public Health	7	3	0	3
Doctor of Science	7	6	1	7
Special Certificates and Diplomas				
Certificate in Anesthesia	1 calendar year	0	2	2
Certificate in Dental Hygiene	1	0	21	21
Certificate in Journalism (granted with de- gree)	4	8	8	16
Certificate for Proficiency in Postgraduate Medicine	Varies	34	0	34
Certificate in Public Health Nursing	1½	0	24	24
Certificate in Social Work	4 plus 1 yr. prac. exp.	0	18	18
Teacher's Certificates				
Michigan College Life Certificates				
College of Literature, Science, and the Arts (granted with degree)	4	37	105	142
College of Architecture (granted with degree)	4	0	2	2
School of Education (granted with de- gree)	4	29	58	87
Horace H. Rackham School of Gradu- ate Studies (granted with degree) ..	4	13	11	24

TABLE XII

(Continued)

	<i>Years of University Study Required</i>	<i>Men</i>	<i>Women</i>	<i>Total</i>
Junior College Permanent Certificates				
Horace H. Rackham School of Graduate Studies (granted with degree) ..	4	5	2	7
Registered Nurse's Diplomas	3 calendar years	0	30	30
Commissions				
U. S. Army Officers Reserve Corps				
Chemical Warfare Service	4 plus 1 S.S.	2	0	2
Corps of Engineers	4 plus 1 S.S.	13	0	13
Infantry	4 plus 1 S.S.	24	0	24
Ordnance	4 plus 1 S.S.	20	0	20
Signal Corps	4 plus 1 S.S.	5	0	5
U. S. Marine Corps	4 plus 1 S.S.	1	0	1
Honorary Degrees				
Master of Arts:				
Edwin Sheddan Cunningham		Ernest Orlando Lawrence		
George Abel Kamperman		James Orin Murfin		
Master of Science:		Oliver Lyman Spaulding		
William Pickett Harris, Jr.		Arba Seymour Van Valkenburgh		
Arthur Hastings Merritt		Doctor of Letters:		
Doctor of Engineering:		Charles Rufus Morey		
Stephen Timoshenko		John Strong Perry Tatlock		
Doctor of Laws:		Doctor of Science:		
James Francis Cooke		Henry Asbury Christian		

SUMMARY OF DEGREES AND CERTIFICATES CONFERRED IN 1937-38

	<i>Men</i>	<i>Women</i>	<i>Total</i>
Total Degrees in Course	2,148	795	2,943
Special Certificates and Diplomas	126	281	407
Commissions	65	0	65
Honorary Degrees	13	0	13

NOTE.—2,823 degrees in course, 382 special certificates and diplomas, 86 commissions, and 19 honorary degrees were conferred during 1936-37.

Faculty statistics.—During the Regular Session of 1937-38, there were 778 faculty members, through the rank of instructor. This compares with 755 for the preceding year, or an increase of 3 per cent. This corresponds to an increase of 3.9 per cent in the enrollment. The net total faculty for the Regular and Summer Sessions was 828, compared with 801 for the previous year, or a gain of 3.3 per cent, corresponding to an enrollment gain of 6.3 per cent. Detailed figures, showing the faculty distribution according to schools and colleges, follow.

FACULTY STATISTICS

1937-1938

UNIVERSITY STAFF BY RANKS

1. Officers and Faculty Emeritus:

Dean Emeritus of Women	1
Dean Emeritus of the Colleges of Engineering and Architecture	1
Dean Emeritus of the Medical School	1
Dean Emeritus of the School of Education	1
Professors Emeritus:	
College of Literature, Science, and the Arts	11
Medical School	6
Law School	2
College of Pharmacy	1
School of Dentistry	1
School of Education	1
Director Emeritus of the University Extension Service	1
Associate Librarian Emeritus	1
Reference Librarian Emeritus	1
	29
*Duplicates	3
	26
Net Total	26

* Dean Emeritus of the School of Education and Professor Emeritus of Educational Administration and Supervision; Dean Emeritus of the School of Medicine and Professor Emeritus of Bacteriology; Director Emeritus of the University Extension Service and Professor Emeritus.

	<i>Men</i>	<i>Women</i>	<i>Total</i>
2. Teaching Faculty:			
*Regular Session:			
Professors	230	4	234
Associate Professors	140	8	148
Assistant Professors	167	11	178
Instructors	171	36	207
Total	708	59	767
1937 Summer Session:			
Professors	125	2	127
Associate Professors	80	5	85
Assistant Professors	89	8	97
Instructors	63	20	83
Total	357	35	392
Net Total, Regular Session and 1937 Summer Session:			
Professors	256	4	260
Associate Professors	146	9	155
Assistant Professors	174	12	186
Instructors	177	39	216
Total	753	64	817
†Extension Service:			
Credit Courses			
Class	85	8	93
Correspondence	7	5	12
Noncredit Courses			
Class	22	3	25
Correspondence	10	7	17
Total	124	23	147
Duplicates	5	3	8
Net Total	119	20	139

* Based upon the budget as originally adopted.

† Of these 1 man and 2 women in class credit courses, 1 man in class noncredit courses were nonfaculty.

1937-1938 DISTRIBUTION OF TEACHING FACULTY BY SCHOOLS AND COLLEGES

RANK																	Total for Academic Year†	1937 Summer Session	Net Total 1937-38
	L., S., & A.	Eng.	Arch.	Med.	Law	Pharm.	Dent.	Ed.	Bus. Ad.	For. & Con.	Nursing	Music	Graduate* Hyg. & P.H. & Phys. Ed.	Mil. Sci.	Museums				
Professor	99	42	4	22	16	2	9	13	6	8	..	7	4	6	1	..	234	127	260
Associate Professor	72	24	4	20	1	1	..	8	5	4	..	3	2	2	..	3	148	85	155
Assistant Professor	77	37	7	26	2	1	5	4	2	9	1	3	6	1	178	97	186
Instructor	61	15	7	63	17	4	3	..	8	14	..	15	207	83	216
Total	309	118	22	131	19	4	31	29	16	12	8	33	7	26	7	4	767	392	817

* Other Faculty teaching graduate courses are included in the other Schools and Colleges.

† The following duplicates have been deducted from these totals: Professors, L., S., & A.-Ed., 2; L., S., & A.-Grad., 2; L., S., & A.-Bus. Ad., 1; Associate Professors, L., S., & A.-Grad., 1; Assistant Professors, Ed.-Phys. Ed., 1; L., S., & A.-Bus. Ad., 1; L., S., & A.-Ed., 1.

The Honors Convocation.—The fifteenth Annual Honors Convocation was held Friday, April 29, 1938, in Hill Auditorium, at eleven o'clock. Lillian Moller Gilbreth, Ph.D., M.Eng., D.Eng., Sc.D., LL.D., consulting engineer, Montclair, New Jersey, delivered the Convocation address. Mrs. Gilbreth is the first woman to be invited to speak on this occasion.

As in previous years, invitations to attend were extended to the parents of the guests of honor. Several letters expressing sincere appreciation of the invitation were received from parents who were unable to be present but a considerable number occupied the section reserved for them.

HONORS CONVOCATION
1938

	Men	Women	Total
Seniors with average of at least "B," and holding rank in the highest ten per cent of the class	147	59	206
Students with an average of at least $\frac{1}{2}$ "A" and $\frac{1}{2}$ "B"			
Juniors	66	16	82
Sophomores	59	23	82
Freshmen	73	27	100
Graduate School			
Fellowships and scholarships	71	24	95
Other honor students	146	29	175
Recipients of special scholarship awards	109	54	163
	<hr/>	<hr/>	<hr/>
Total Citations	671	232	903
*Duplicates	82	27	109
	<hr/>	<hr/>	<hr/>
Total Students Honored	589	205	794

* 74 men and 23 women received 2 citations each, and 4 men and 2 women received 3 each.

Grades in freshman subjects.—Grade-point averages for all students in the University enrolled in courses normally pursued by freshmen were figured for the first semester and were sent to the principals, together with reports of grades earned in these courses by graduates from their schools enrolled in the University as freshmen. This study showed the following distribution:

	A	B	C	D	E	Total
Total semester hours	4,087	10,547	15,039	3,647	1,339	34,659
Per cent	11.8	30.4	43.4	10.5	3.9	

Cases of incomplete work and failure of the instructor to report a grade were disregarded in making these calculations. The following scale was used: A—4 points; B—3; C—2; D—1; E—0. The general average in these courses was 2.4 points, compared with 2.3 points for the previous year.

Senior study.—For the College of Literature, Science, and the Arts, the School of Education, the School of Music, the College of Architecture, and the School of Forestry and Conservation, a study of 1938 June seniors was made. This contained related distributions of the following data:

Degree in June	Units in concentration subject in high school
Certificate in June	
Honors received	Units in concentration group in high school
Sex	Semesters and summers in the unit
Year of entrance	Semesters on discipline
Hours of advanced standing	Preconcentration average
Source of preliminary training	Concentration average
Entrance group without at least 2 units	Average in field of concentration
Field of concentration	Total average in unit
Semesters and summers before concentration	Incomplete group requirements at beginning of the final semester
Hours upon entering concentration	Total hours in the unit

After tables were prepared by the statistical service, the resulting comparisons were analyzed and published by the Assistant Registrar under the title "A Study of Academic Success of Students during Their Total Period of Residence."

General grade study.—In accordance with our plan of making a survey of the distribution of grades by departments in the undergraduate and non-professional schools only once in every three years, no study of this nature was undertaken this year. The next report will be made in 1939-40.

Scholarship chart.—Independent women led the general groups, with an average of 78.5 per cent. Kappa Nu, with an average of 81.5 per cent, was the leading general fraternity, and Alpha Delta Pi, with 82.7 per cent, held top place for the sororities. For the professional groups, Phi Delta Epsilon was at the top, with 83.2 per cent, for the medical group. Delta Theta Phi, with 75.7 per cent, led the law groups, and Xi Psi Phi, with 78.1 per cent, held the highest average for the dental fraternities.

G. Wilson House, with an average of 84.2 per cent, or almost "B" grade, was at the top, scholastically, in the League house group. This house accommodated nine girls during the first semester and seven during the second, so that the group was not large, and Martha Cook Building, in fifth position with 131 residents, deserves honorable mention.

After consideration by the Committee on Scholarship, it was decided that the present basis of A—100%; B—85%; C—70%; D—50%; E—20% should be discarded in favor of a grade-point scale. The following scale was adopted and will be in use in 1938-39: A—4 points; B—3; C—2; D—1; E—0. Since this is the plan in use in many other institutions, this change will facilitate future comparisons to a considerable extent.

Comparative scholastic averages for the various groups at the University of Michigan for the past two years follow:

GROUP	RANK*		
	1937-38	1936-37	Improvement
	Per Cent	Per Cent	Per Cent
Independent Women Students†	78.5	78.3	.2
General Sororities	78.2	78.6	-.4
Women Students†	78.0	78.0	.0
Women's Dormitories and League Houses	77.2	77.4	-.2
General Fraternities and Sororities	77.2	76.8	.4
Independent Men and Women†	76.9	76.6	.3
Men and Women†	76.8	76.4	.4
General Fraternities	76.7	75.9	.8
Men Students†	76.3	75.7	.6
Independent Men Students†	76.3	75.9	.4
Medical Fraternities	79.7	78.9	.8
All Medical Students	79.6	79.3	.3
Independent Medical Students	79.6	79.9	-.3
Lawyers Club	76.1	74.8	1.3
Law Fraternities	74.4	75.6	-1.2
Independent Law Students	74.0	73.1	.9
All Law Students	73.9	73.4	.5
Independent Dental Students	77.2	77.1	.1
All Dental Students	76.6	76.4	.2
Dental Fraternities	76.0	76.3	-.3

* The rank is figured using the scale A—100%; B—85%; C—70%; D—50%; E—20%.

† Medical, law, and dental students are not included in this group. Because of lack of uniformity between the grading systems in the professional and those in the nonprofessional schools of the University, it seems advisable to consider medical, law, and dental students as separate groups. The comparison of these schools, either with each other or with the rest of the University, is not significant.

The freshman, sophomore, and junior independent women with the highest averages for the year 1937-38 were:

Freshman—Gertrude Frey
 Sophomore—Florence Mae Krenzler
 Junior—Esther Lydia Gross

General Remarks.—In June, 1938, the statistical portion of the Registrar's Office moved to a new location on the ground floor of the Horace H. Rackham Building. This transfer was undertaken because the sorting and tabulating equipment was being moved to the same wing of the building and it seemed wisest, since a choice between staying near the records or moving near the mechanical equipment needed to be made, to follow the latter. The new accommodations are unusually satisfactory as far as furnishings and general office conditions are concerned, but we find them to be some distance from the records and the Registrar's Office proper and considerable travel back and forth has been necessary.

The greatest difficulty encountered in assembling statistics arises from the facts that the records are located in many offices, are kept under dissimilar systems of recording, and include a wide variety of disciplinary symbols and several different grading systems are in use. Each appears to be satisfactory to the school or college in which it is used but we find it

difficult to present a composite picture for the University as a whole without involved explanations or some sacrifice of accuracy. We look forward to the time when a general administration building may make complete centralization of records and uniform recording possible.

A new project is planned for the Summer Session of 1938. A tabulating card will be made for each course elected by students in the College of Literature, Science, and the Arts, the School of Education, the School of Music, the School of Forestry and Conservation, and the College of Architecture. From these cards, course reports will be printed and sent to instructors for grades. Upon the return of the reports, grades will be punched on the cards and a mechanical sorting and tabulation will make posting to the permanent record simpler and more rapid and will enable us to make analyses of grades by departments and by instructors. For the regular session, it is planned to continue the procedure for the College of Literature, Science, and the Arts only.

Through the use of machines, one set of information, assembled by the statistical service staff, may be sorted and tabulated to satisfy the needs of several offices. I am pleased to report that progress has been made along these lines and that in some instances the gathering of the same data several times by various groups has been eliminated. I feel certain that, during the coming year, even more of this duplication of effort may be avoided and that both the individual departments and the University as a whole may be benefited thereby.

EDITORIAL OFFICE

The publications issued by the Editorial Office during 1937-38 consisted of the 78 numbers of Volume 39 of the "University of Michigan Official Publication" and 157 nonserial publications, 86 of which were School of Music programs.

The following new publications were issued during the year: Summer Courses for Teachers of Commercial Subjects, University Regulations—Student Affairs, Conduct, and Discipline, List of Selected Books for Secondary School Libraries, Journal of the Executive Committee of the Board of Regents, 1845-1851, The Spruce Gall Aphid, The Walking Stick as a Forest Defoliator, Mechanical Properties of Certain Tropical Woods, The Building of the Horace H. Rackham School of Graduate Studies, and Industrial Application of Physics.

Two-year bulletins were issued as follows: School of Education General Announcement, 1937-38 and 1938-39, Division of Hygiene and Public Health, Programs of Study, 1937-38 and 1938-39, Bulletin of General Information, 1937-38 and 1938-39, and College of Engineering Announcement, 1937-38 and 1938-39.

In addition to the routine duties of editing and proof-reading, the Editorial Office read galley on the "Occasional Papers" and "Miscellaneous Publications" of the Museum of Zoology as well as the "Occasional Contributions" from the Laboratory of Vertebrate Genetics and also partially edited and proofread Volume V, Part I, of *Ars Islamica*.

Considerable progress has been made on the editorial work for the

"Encyclopedia." Since December Miss Travis has devoted her entire time to this and has worked in the office of the Bureau of Alumni Relations in order to have access to the file of manuscripts that have been received and to the collection of source materials that have been brought together by Mr. Shaw. Mr. Donnelly has also spent part of his time in this work.

For many years the University of Michigan issued the University of Michigan Official Publication under a general contract which included the printing of all bulletins issued under this series. During the year certain conditions arose which led to the cancellation of the contract by the Board of Regents of the University. This necessitated the receiving of bids and the awarding of a contract for each separate University publication under this series. Consequently, a certain amount of extra time was required to confer with representatives of the various printing concerns in the State.

Respectfully submitted,

IRA M. SMITH, *Registrar*