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John B. Stetson University DeLand, Florida. The Business College Annual Announcement

John B. Stetson University

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JOHN B. STETSON UNIVERSITY BULLETIN
Vol. VI, No. 3. Nov. 1906.

John B. Stetson University
DeLAND, FLORIDA

The Business College

Annual Announcement

1906-1907



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Stetson University



Stetson University



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JOHN B. STETSON UNIVERSITY

DE LAND, FLORIDA.

Affiliated with the University of Chicago.

Four Colleges, Five Technical Schools.

COLLEGE OF LIBERAL ARTS
COLLEGE OF LAW
COLLEGE OF TECHNOLOGY
COLLEGE FOR TEACHERS

PREPARATORY ACADEMY
SCHOOL OF MECHANIC ARTS
SCHOOL OF MUSIC
SCHOOL OF FINE ARTS

The Business College

ANNUAL ANNOUNCEMENT

1906-1907

E. O. Painter Printing Co., DeLand, Fla.

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FROM LIBRARY

JOHN B. STANTON UNIVERSITY

Officers of Instruction.

WILLIAM Y. MICKLE, B.S.,
Director and Instructor in Bookkeeping.

OLIVE MAE HUNSAKER,
Instructor in Shorthand, Typewriting and Stenographer's
Office Practice.

CHARLES E. PELOT, B.S.,
Instructor in Business Law.

J. STANLEY MOFFATT,
Instructor in Telegraphy.

ESTHER HAMPTON,
Instructor in Spanish.

IDA GRACE CRAMER, A.B.,
Instructor in English.

NOTE.—Instructors in the Normal School and Academy
open their classes to all students in the Business College who
need more English, Grammar, Arithmetic and other subjects.

John B. Stetson University.

LOCATION.

DeLand, Florida, is about 100 miles south of Jacksonville, and 20 miles from the East Coast. It may be reached by the Atlantic Coast Line Railway, the East Coast Railway, or the St. Johns river.

The town is on pine land in a rolling country, not near any water standing or running, and is remarkable for its healthfulness. The climate is a specific for throat and lung troubles, catarrh, rheumatism, nervousness, and insomnia. Blue skies, balmy air, sunshine, flowers, the odor of the pine woods, the singing of mocking birds, and summer recreations run through the winter.

DE LAND.

There are no saloons in DeLand or in Volusia county. The town has a well organized government, good railway, express, telegraph and postal service, a waterworks, ice factory, electric light plant, excellent markets, shops, stores, liveries, dairies, strong public schools, a bank, seven white churches, lodges, brick business blocks, beautiful houses, paved streets, well shaded shell roads for miles around, parks,

good boarding houses and hotels, notably the "College Arms," famous for its luxurious appointments.

ADVANTAGES AT STETSON.

Students attending Stetson Business College will find many special advantages at the university.

Stetson has 4 colleges, 5 schools, 14 buildings and 48 instructors. They hold degrees from the University of Chicago, Harvard, Yale, Dartmouth, Columbia, Bucknell, University of Michigan, Dennison, Utrecht, Wake Forest, Toronto, Kalamazoo, Bowdoin and Louisville. There are over \$300,000.00 in 14 buildings and equipment; nearly a quarter million dollar endowment; an endowed library of over 13,000 volumes. A beautiful chapel with costly furnishings, including stained glass windows, 7 oil paintings and a ten thousand dollar pipe organ. A gymnasium with complete apparatus; an enclosed athletic field, running track, tennis courts, baseball diamond, gridiron, swimming, rowing, golf and other sports; separate buildings for men and women; ten large laboratories for Chemistry, Physics, Bacteriology, Mineralogy and Biology. Several large museums and shops. Electric lights, electric bells, steam heat, cement walks, shell roads, broad avenues, spacious campus, shrubbery and trees.

UNIVERSITY COURSES.

The Courses offered in the university include the ancient languages, Greek and Latin; the modern

languages, English, German, French and Spanish; mathematics, Algebra, Geometry, Trigonometry, Calculus, and their applications; the exact sciences, Chemistry, Physics, Mechanics, Astronomy; the organic and inorganic sciences, Botany, Zoology, Geology, Geography and Physiography; History, Economics, Political Science, Sociology and other humane studies; Ethics, Metaphysics, Psychology and other mental philosophies; Literature, Rhetoric, Logic and Oratory; Law, Technology, Music, Art and Business.

The University also offers to all its students the finest environment and the largest opportunities including:

Star lecture courses, vesper services, physical culture, beautiful campuses, social and fraternal organizations, the architectural beauty of the buildings, oratorical contests, debating clubs, monthly organ recitals, chapel exercises, religious gatherings, Bible study classes, Christian associations, library privileges, art exhibits, college journalism, dramatic entertainments, music rehearsals, arts and crafts exhibitions, University receptions, and other functions, field sports and athletic games, collections in museums and laboratories, social hours, college traditions and customs, special days, commencement programs and University convocations. These are some of the forms in which Stetson University ideals find expression. Many of them are beautiful; all of them are helpful. The Business College shares them.

Business College.

GENERAL STATEMENT.

The popularity of this department of the University, and the increasing demand for young men and young women who have a practical business and shorthand and typewriting training, have been so great that the department has outgrown the space originally provided for it, and on January 1st 1902 was moved into new and elegant quarters in Elizabeth Hall. Fifty-one feet of new business offices were added, increasing the total frontage of the offices to more than seventy feet. These offices represent ten separate business houses, in which the student is taught and practices the latest methods of accounting.

A careful examination has been made of the latest devices in bookkeeping practiced in the offices of the largest business houses in the East, and the most approved methods are adopted each year, and reproduced in the offices of our business department, in which our students receive their training.

CURRICULUM AND CREDITS.

The management of the University, realizing the importance of this department, has spared neither

money nor time in making the Business College superior in every particular.

Thoroughly practical courses are offered in Bookkeeping, Shorthand, Typewriting, Banking, Telegraphy and Spanish. Academic students are given three credits for either the Bookkeeping or Shorthand course, and six credits for both courses. For information concerning the conditions for obtaining credits, see instructions under respective courses.

THE BOOKKEEPING COURSE.

JUNIOR DEPARTMENT.

Introductory Bookkeeping, Business Arithmetic, Correspondence, Commercial Law, Spelling, Business Writing, Rapid Calculation, English and Commercial Geography.

The student is thoroughly drilled in the principles of double entry bookkeeping, learning fully the reasons for debiting and crediting. He opens and closes many sets of individual and partnership books, keeps a bank account, makes out trial balances and statements. The various forms of business papers such as notes, checks, drafts, invoices, account sales, receipts, etc., are written up by the student from the day he begins the bookkeeping course. Theoretical and practical bookkeeping being combined in this course, the interest of the student is greatly enhanced.

JUNIOR PRACTICE DEPARTMENT.

After passing the required examinations, the student is admitted to the business practice department, where he transacts business with students in similar institutions throughout the United States and Canada, and also with ten different offices in our Advanced Business Practice Department, which is conducted by advanced students under the supervision of the instructors. The student makes daily deposits in the Bank, which is supplied with business college currency, leases his store from the Real Estate Agent, makes out a legal form of lease, orders goods, (represented by cards), by letter from distant cities, receives his merchandise through the Freight Office, pays the freight, receives account sales, gives a bank draft or check for the proceeds, etc.

SENIOR PRACTICE DEPARTMENT.

In this department, which consists of the Stetson College Bank, Business College Bank, Wholesale Jobbing House, Commission House, Retail House, Renting Agency, Freight Office, etc., the student is put in charge of the books and general management of the various offices of the department and is under the supervision of the Director of the Business College. These offices contain large leather-bound books, and many labor-saving devices, such as are found in first-class business offices. The work of the student in this department is regulated entirely by the volume of business that comes

to him through the daily United States Mail, from the business practice department of other institutions, and also by the volume of business brought to him from the students in the Junior Business Practice Department of our own school. This gives the course the stamp of reality.

ACADEMY CREDITS.

Students desiring credits in the Academy are required to pass an examination in bookkeeping after two periods a day of practice. No credit is given unless three terms' work, or its equivalent, is done.

BANKING COURSE.

There are two banks in daily operation; Stetson College Bank and the Business College Bank.

The Stetson College Bank is organized with a capital stock of \$200,000.00. This bank is kept according to the plan of the National Banking system.

The Business College Bank conducted on the plan of our State banks is organized with a capital of \$25,000.00. All students taking the Bookkeeping course are required to do two or more weeks' work in this bank.

Every kind of banking business is transacted, enabling students to become as familiar with banking operations as they would in real business. We aim to make the study of business practical. A true value is placed on the transaction which makes stu-

dents earnest in their work. Any one who will examine the working of our banks will be convinced that banking and bookkeeping can be thoroughly taught in this institution.

Only those who have taken the Bookkeeping course, those who show by a special test that they are qualified, and those who are taking the Auditing course are accepted in the department of banking.

AUDITING COURSE.

Students who wish to become expert accountants may enter this department after completing the Bookkeeping course.

Those who have graduated from other Business Colleges, and who wish to continue their studies with a view to becoming commercial teachers or expert accountants, will find this department admirably adapted to their needs.

THE SHORTHAND COURSE.

CURRICULUM.

Shorthand,
Typewriting,
Spelling,
Correspondence,
Practical English,
Business Writing,
Mimeographing,
Letter-press Copying.

SYSTEM OF SHORTHAND TAUGHT.

The Ben Pitman system of shorthand, so much used in this country that it has been called, by the United States Commissioner of Education, the "American" system, is taught in this department. It is easily learned, easily read, adapted to all kinds of shorthand work, and written by the leading shorthand reporters, including those employed by the United States Government.

METHOD OF TYPEWRITING.

We use the Fuller method of "Typewriting by Touch," whereby the operator secures greater speed and accuracy than by the old "Sight" methods. By the new "Touch" method, the operator writes continuously whereas by the old method he has to look from the keyboard to the "copy," and then from the "copy" back to the machine thus losing valuable time and causing the eyes to be strained by the frequent changes of position. The "Touch" method is comparatively easily learned, and is a source of great satisfaction to the operator.

THREE GRADES OF DIPLOMAS ARE GRANTED.

The third grade requires a speed in shorthand writing of eighty words a minute, to be transcribed on the typewriter at the required speed, and thirty words a minute in typewriting from printed matter.

The second grade requires a shorthand speed of

one hundred words a minute, and a typewriting speed of forty.

The first grade requires a shorthand speed of one hundred and twenty-five words a minute, and fifty in typewriting.

Students desiring credits in the Academy, are required to pass the second grade examination.

DEMAND FOR STENOGRAPHERS.

Students who pass our first grade examination in shorthand and typewriting, are well prepared for the United States Civil Service Examination. The demand for Government stenographers, as well as thoroughly competent commercial stenographers, exceeds the supply, and as large salaries are paid to competent shorthand writers, there is therefore great inducement for well-educated young men and women to study stenography.

TIME REQUIRED.

The instruction being mainly individual, the time required to complete the course depends on the student's personal exertions and his previous educational attainments. It usually requires from six to eight months to obtain the second grade diploma, and the first grade is sometimes obtained in the same length of time. The third grade of diploma is, of course, obtained in a shorter time.

TELEGRAPHY.

Students in this course receive instructions in all lines of telegraphic work, from one who has been employed by the Western Union Telegraph Company and by some of the largest railroads in this country.

SPANISH.

Situated as we are near the Spanish-speaking peoples, we have for some time been convinced that no foreign language has more value, from a business standpoint, than Spanish. Therefore a department of Spanish has been organized under a thoroughly competent instructor. It is believed that many who are preparing for business life will welcome the opportunity of acquiring this language whose commercial importance, already considerable, will no doubt constantly increase.

BUSINESS CORRESPONDENCE.

It is estimated that over seventy per cent. of the business of to-day is carried on by correspondence, and the American people are known to be the greatest letter-writers of the world. It is therefore necessary that young people entering into business should have a good knowledge of practical correspondence. Letters on various subjects are written by our students, and are carefully criticised as to composition, form, spelling, penmanship, use of capi-

tals, punctuation, etc. The daily correspondence which our students have through the U. S. mail with schools in distant cities (while in the Practice Department), is similar to that of a large business house, and is valuable practice in correspondence.

STUDENTS MAY ENTER AT ANY TIME.

The instruction being mainly individual, the student may enter at any time during the college year, and has the privilege of taking his final examinations when he has completed the required work.

DIPLOMAS.

A diploma is given to each one who finishes any one of the courses offered in this department. For this diploma a fee of one dollar is charged.

READ WHAT THESE MEN SAY.

John Wanamaker—"In these days business is difficult. It is rendered more so because of cables, telephones, six-day ocean steamers, and because every pound of cotton, iron and wool in the country can be counted. The young man who starts in at this time will stand but little chance without a business training. The days of chance are gone. The mercantile profession must be studied just the same as medicine or law, and too high praise cannot be given to the gentlemen who conduct these business training schools."

Horace Greely—"I wish it were possible to give every young man who is going to take charge of

a farm or factory, or a mechanical establishment of any kind, the elements of a business education, for I am sure the country suffers, its industry suffers, its property is much less than it would be, if every young man and young woman, too, were initiated into the methods and rules of business. There is no farmer in the country who works a tolerable or an intolerable farm who would not be a better farmer today for a good business education. We have a thousand wants which a thorough business education will aid us to satisfy."

Horace Mann—"If a father wishes to give his son a legacy, better than houses, lands, gold or silver, let him send him to an institution where he can obtain a practical business education."

Hon. Chauncey M. Depew—"But to you, young ladies and gentlemen, a business training is absolutely necessary and the best thing you can have, whether you come from the common school, from the academy, from the seminary or from the university, if you intend to enter upon a business life."

WHO SHOULD TAKE THE COURSE.

Those who wish to be stenographers with the view of making stenography a profession, or making it a stepping-stone to something else, and those who desire to get a thorough knowledge of practical English, correspondence or advertising. A young man who expects sometime to manage his own or some other business should not fail to get the thor-

ough training in business correspondence and advertising offered in this course. The bulk of business today is carried on by correspondence and it is necessary for a young man or woman to be able to write, or dictate, a good business letter. We also recommend the course to business men, lawyers, ministers, newspaper men, and others who have much pen work to do. A young man intending to enter upon a business or professional career makes a very great mistake in not first learning shorthand.

**REASONS WHY YOU SHOULD ATTEND THE
BUSINESS COLLEGE OF JOHN B. STET-
SON UNIVERSITY.**

A corps of able instructors is employed.

Any student taking the complete Business or Stenographic course has the privilege of taking studies in either the Grammar School or the Academy of the University without extra charge.

You associate with hundreds of students attending the various other departments of the University. This in itself is an education. The department is one of the best furnished and thoroughly equipped in the South.

All graduates have the unqualified endorsement of the University.

Students are under the best influence, socially, mentally and religiously.

Many publications and books treating on book-keeping, shorthand, commercial law, etc., are in the library for students' use.

TUITION CHARGES.

Tuition, per month of four weeks.....	\$9.00
Typewriting, per month of four weeks (for shorthand students only).....	1.00

DORMITORY CHARGES.

The charges for board, including furnished room, heat, lights and laundry (two students occupying one room) per month of four weeks.....\$20.90

Any one who will carefully compare what Stetson charges a student with what Stetson gives a student will see that the charges are extremely low. We give the very best. Nothing but the best will satisfy us. The best things always come a little higher than poor articles but they last longer, give more satisfaction and in the end are seen to be the least expensive. Stetson's terms are the lowest.

**AFFILIATION WITH THE UNIVERSITY OF
CHICAGO.**

In the Spring of 1898 the Stetson College of Liberal Arts entered into affiliation with the University of Chicago. In accordance with the terms of that arrangement, the following rights accrue to John B. Stetson University:

1. *Credits.* Full credit is given in either institution for work done in the other. This enables students from the University of Chicago to attend Stetson in the winter term, and receive their grades at the end in Chicago. It also enables the Stetson

student to transfer his Collegiate record to the books of the University of Chicago and finish there.

2. *Degrees.* Students who have taken their entire course at Stetson up to the last term, may finish the last term at Chicago, and receive conjointly their degrees from both Stetson and Chicago. Also all those who go to Chicago for the summer following graduation from Stetson, may receive their degrees at the end of the summer.

3. *Scholarships.* In virtue of this affiliation, the University of Chicago offers annually to the graduates of Stetson three free tuition scholarships, in the graduate schools, each worth \$120. These scholarships are a recognition of the fine quality of work done at Stetson University. The University of Chicago further gives to all instructors at John B. Stetson University the right of research and to take course at Chicago without charge.

4. *Interchanges.* Under the affiliation the two Universities arrange for an interchange of professors, enabling Stetson professors to teach in the University of Chicago, and Chicago professors to teach at Stetson. Chicago also agrees to furnish at cost the use of books and apparatus to Stetson University, and also to elect the President of Stetson to membership in the University Council at Chicago.

FLORIDA STUDENTS AT STETSON.

There are many special advantages enjoyed by Florida boys and girls at the John B. Stetson Uni-

versity. The University exists for them primarily. It was started as a local interest in DeLand. Its work was broadened to include the State. A further step was taken when it widened its scope to provide for the large number of Northern students who attend it during the Winter term. It has proved to be a distinct and positive blessing to both the Northern and the Florida students who mingle together in the University. Both learn to esteem each other highly. There never has been the least friction between them. The special advantages offered to Florida students are as follows:

1. There are 32 free tuition scholarships, each one \$72.60, offered annually to graduates of 16 High Schools of Florida, two being assigned to each school. The High Schools on the list are those at Jacksonville, St. Augustine, Gainesville, Pensacola, Palatka, Ocala, Daytona, Tampa, Kissimmee, Orlando, Lakeland, Leesburg, Plant City and Miami. These are scattered well over the State, and these 32 free tuition scholarships enable these communities to train leaders.

2. Free tuition scholarships are given to all children of Florida Baptist ministers in active service, engaged in no other business, and to endorsed candidates for the ministry. Our preachers in Florida are not working for money. They don't have big bank accounts; they are men of God! They are a blessing to the State. This rule of the University is a distinct recognition of their worth as a class.

3. Free tuition, free room rent and a discount on the regular cost of board is made in the Spring term to all Florida school teachers who present a certificate from the county superintendent that they have taught the preceding winter. Many teachers avail themselves of this concession. There are over 3,000 teachers in the State who could do so. This rule of the University also is a distinct tribute to this class of public servants. The best is none too good for our children. The Stetson University Normal School is especially designed to equip the public school teacher.

4. Conrad Hall offers throughout the year a low rate of board to 15 Florida-born boys. They must show to the President that they need the help and will likely make a good use of it. They must also have an aim in life. There are other regulations connected with Conrad Hall, but the important one is that the rate is limited to Florida-born boys. The Conrad Hall fund amounted to a little over \$3,000, one-third of which was supplied by the University for this purpose. It will be seen that the fund is providing accommodations for a large number as compared with the size of the fund.

5. A loan fund has been started for the benefit of Florida boys only. This fund enabled two boys to attend the University this year.

6. The Stetson scholarships and the McBride scholarship are used at present for Florida boys and

girls. Their use is not limited, but the Florida boys and girls get the benefit of it.

7. Thirty positions in the University are assigned to Florida boys and girls—chiefly boys. These pay tuition or partial board for service to the University as monitors, janitors, laboratory and library assistants, mail carrier, book-seller, attendants, assistants to professors, etc. There are 32 such positions in all—two are held by Northern boys—the rest are all held by Florida boys. In the distribution of these aids preference is given always to the needy who prove themselves for their ability and worth. The University rarely promises anything in advance in regard to paragraph 7. The reason is, it must have efficient service and it will never risk a person until he has been here awhile and earned the confidence of the Faculty.

It is only right that those should pay who can pay. There is no reason why other people should contribute to the education of the children of those who are well able to pay for themselves. Those who have put their money into the University endowments, buildings and lands have done so with the idea of helping those to get an education who have limited means. The trust will be administered in the spirit as well as the letter of such gifts. If there is any boy in Florida who has \$100 and wants an education, our advice to him would be, start. Go as far as the \$100 will take you. When it gives out, go back and earn more. In many cases before that

money gives out something will turn up to help the student through. The University does not guarantee that something will turn up, but it has again and again proved true for others.

Put your money in orange groves and they freeze. Put your money in banks and they break. Put your money in stocks and it is depreciated and watered. Put your money into buildings and they burn or rot. Put your money in business and it is struck by panics. But put your money into your own education and you can't lose. Increase your ability to earn and you are sure of success. Every dollar you invest in your self will pay enormous dividends.

University Departments and Courses.

I. *The College of Liberal Arts.*

1. The Department of English Language and Literature.
2. The Department of Latin Language and Literature.
3. The Department of Greek Language and Literature.
4. The Department of German Language and Literature.
5. The Department of French Language and Literature.
6. The Department of Spanish Language and Literature.
7. The Department of Philosophy and Education.
8. The Department of History and Political Science.
9. The Department of Sociology and Economics.
10. The Department of Mathematics and Astronomy.

11. The Department of Physics and Mechanics.
12. The Department of Chemistry.
13. The Department of Biological Science.
14. The Department of Geological Science.
15. The Department of Public Speaking.
16. The Department of Physical Culture and Athletics.

II. *The College of Law.*

III. *The College of Technology.*

The Department of Civil Engineering.

The Department of Mechanical Engineering.

The Department of Electrical Engineering.

The Department of Chemical Engineering.

IV. *The Business College.*

The Bookkeeping Course.

The Banking Course.

The Shorthand Course.

V. *The Preparatory Academy.*

The Classical Course.

The Latin Scientific Course.

The Scientific Course.

The Literary Course.

The Elocution Course.

The Physical Culture Course.

VI. *The Normal School and Teachers' College.*

- The Teachers' Review Course.
- The Kindergarten Course.
- The Two Years' Normal Course.
- The Four Years' Normal Course.
- The Teachers' College Course.

VII. *The School of Mechanic Arts.*

- The Woodworking Course.
- The Ironworking Course.
- The Manual Training Course.
- The Domestic Science Course.

VIII. *The School of Music.*

- The Vocal Music Course.
- The Instrumental Music Course.
- The Theory of Music Course.

IX. *The School of Fine Arts.*

- The Beginner's Course.
- The Advanced Course.

Student List.

BOOKKEEPING COURSE.

Name.	Home Address.	DeLand Residence.
Ainsworth, Merle F.,	Mason City, Ill.	East Hall.
Bailey, R. W.	Waupaca, Wis.	Wisconsin Ave.
Bass, Frederick M.,	Kissimmee, Fla.,	Stetson Hall.
Booker, Rosalie Schehl,	Key West, Fla.,	Chaudoin Hall.
Borland, Edna,	Buckingham, Fla.,	Chaudoin Hall.
Brewster, Chas. B.,	New York, N. Y.,	Boulevard.
Burdick, Grace,	Seabreeze, Fla.,	New York Ave.
Christy, Wm. T.,	St. Louis, Mo.,	Stetson Hall.
Clarkson, Eric D.,	DeLand, Fla.,	Boulevard.
Cleary, Robert E.,	Brooklyn, N. Y.,	New York Ave.
Cook, Earnest B.,	West Palm Beach, Fla.,	Stetson Hall.
Dade, Mabel,	DeLand, Fla.,	Voorhis Ave.
Dimick, Frank M.,	Palm Beach, Fla.,	Stetson Hall.
Futch, Lorenzo D.,	Wauchula, Fla.,	Conrad Hall.
Hardin, Onie,	Orange City, Fla.,	Clara Ave.
Jackson, D. L.,	DeLand, Fla.,	Clara Ave.
Jones, Annie G.,	Titusville, Fla.,	Chaudoin Hall.
Kent, Bertha,	DeLand, Fla.,	New York Ave.
King, Russell,	Arcadia, Fla.,	Stetson Hall.
King, Eugene,	Arcadia, Fla.,	Stetson Hall.
Kummer, G. O.,	Lundy, Fla.,	Stetson Hall.
Lowrie, Robert H.,	DeLand, Fla.,	Minnesota Ave.
McComb, Gertrude,	Pompano, Fla.,	Chaudoin Hall.
McElroy, Eugene P.,	DeLand, Fla.,	Boulevard.
Messick, Helen,	Memphis, Tenn.,	Chaudoin Hall.
Paxton, Robert C.,	DeLand, Fla.,	Howry Ave.
Powell, Margaret Katherine,	Fort Myers, Fla.,	Chaudoin Hall.
Pounds, Clyde,	Ocoee, Fla.,	Stetson Hall.
Smith Earl G.,	DeLand, Fla.,	Boulevard.
Spaulding, Alwilda	DeLand, Fla.,	Voorhis Ave.
Sproul, Ethel Ray,	DeLand, Fla.,	Rich Ave.

Name.	Home Address.	DeLand Residence.
Stenstrom, C. H.,	Wauchula, Fla.,	Stetson Hall.
Stricklin, Ashton,	DeLand, Fla.,	Rich Ave.
Taylor, James E.,	Ottumwa, Iowa,	Stetson Hall.
Vignier, Elizabeth,	Lily Dale, N. Y.,	Chaudoin Hall.
Vina, J. F.,	Matanzas, Cuba,	Indiana Ave.
Weston, Bradford,	Jacksonville, Fla.,	Stetson Hall.
Wood, George,	DeLand, Fla.	

SHORTHAND AND TYPEWRITING

Alcott, Irene,	DeLand, Fla.,	New York Ave.
Alfred, Bernice,	Inglis, Fla.,	Chaudoin Hall.
Bass, Frederick M.,	Kissimmee, Fla.,	Stetson Hall.
Bocker, Rosalie Schehl,	Key West, Fla.,	Chaudoin Hall.
Botts, Lawrence,	DeLand, Fla.,	New York Ave.
Brumsey, Nancy Sophia,	Henry, Ill.,	Chaudoin Hall.
Buxton, Catherine,	DeLand, Fla.,	Voorhis Ave.
Clark, Frank, Jr.,	Lake City, Fla.,	Stetson Hall.
Clayberg, H. L.,	Helena, Mont.,	East Hall.
Connor, Thomas P.,	New York, N. Y.,	Stetson Hall.
Cook, Laura Lillian,	West Palm Beach, Fla.,	Chaudoin Hall.
Collins, Jos.,	Wauchula, Fla.,	Stetson Hall.
Davis, Mabel,	DeLand, Fla.,	Boulevard.
Davis, Myrtle,	DeLand, Fla.,	Boulevard.
Dobarganes, R. S.,	Key West, Fla.,	Stetson Hall.
Fox, Thomas Meade,	Sanford, Fla.,	Stetson Hall.
Grier, Jennie Margaret,	Boston, Mass.,	Chaudoin Hall.
Hawley, Eva Mae,	Daytona, Fla.,	Chaudoin Hall.
Jamison, Clyde,	Oak Hill, Fla.,	Stetson Hall.
Jones, Annie Gertrude,	Titusville, Fla.,	Chaudoin Hall.
Kummer, G. O.,	Lundy, Fla.,	Stetson Hall.
McElroy, Eugene P.,	DeLand, Fla.,	Boulevard.
Mix, Helen Winifred,	DeLand, Fla.,	Minnesota Ave.
Mundi, Lillian K.,	Boston, Mass.,	Minnesota Ave.
Powell, Annie Myrtle,	Fort Myers, Fla.,	Chaudoin Hall.
Rogers, D. O.,	DeLand, Fla.,	Conrad Hall.
Rogers, Mrs. D. O.,	DeLand, Fla.,	Conrad Hall.
Sams, William Jackson,	New Smyrna, Fla.,	Stetson Hall.
Sheddan, Hazel,	DeLand, Fla.,	Minnesota Ave.

Name.	Home Address.	DeLand Residence.
Sproul, Ethel Ray,	DeLand, Fla.,	Rich Ave.
Smith, Earl G.,	DeLand, Fla.,	Boulevard.
Smith, Mary Leila,	Arcadia, Fla.,	Chaudoin Hall.
Walker, Seth S.	DeLand, Fla.,	Boulevard.
Wright, Leona,	DeLand, Fla.,	Minnesota Ave.

TYPEWRITING—SPECIAL

Hough, Virgil,	DeLand, Fla.,	Boulevard.
King, Eugene,	Arcadia, Fla.,	Stetson Hall.

TELEGRAPHY.

Brown, L. H.,	Chicago, Ill.,	New York, Ave.
Buckley, Melville,	Weirsdale, Fla.,	Stetson Hall.
Collins, Jos.,	Wauchula, Fla.,	Stetson Hall.
Dimick, Frank M.,	Palm Beach, Fla.,	Stetson Hall.
Fox, Thomas Meade,	Sanford, Fla.,	Stetson Hall.
Kirby, William,	Palatka, Fla.,	Stetson Hall.

SUMMARY.

Bookkeeping	38
Shorthand	34
Typewriting	36
Telegraphy	6
Total	114

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