

*(Handwritten initials)*

We are going to make a change in our course of study. There will be no change in our methods of grading, but we are going to make a change in the spring quarter that will enable teachers to enter in the middle of the spring quarter and take the last six weeks work. We have adopted, and will put into operation this spring, the split quarter. We are going to divide the spring quarter into two units so that a person may enter in the middle of the quarter and get one and one-half credits on a three credit course.

This has been adopted by the Board of Trustees, and will enable us to be of more service to the teachers now in the field. The second six-weeks term will begin just after the Easter Holidays.

*January 5, 1933*