1948

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Study in Maine



Husson College

Formerly Bangor Maine School of Commerce

In the Heart of the City

★

An Institution of Character and Distinction

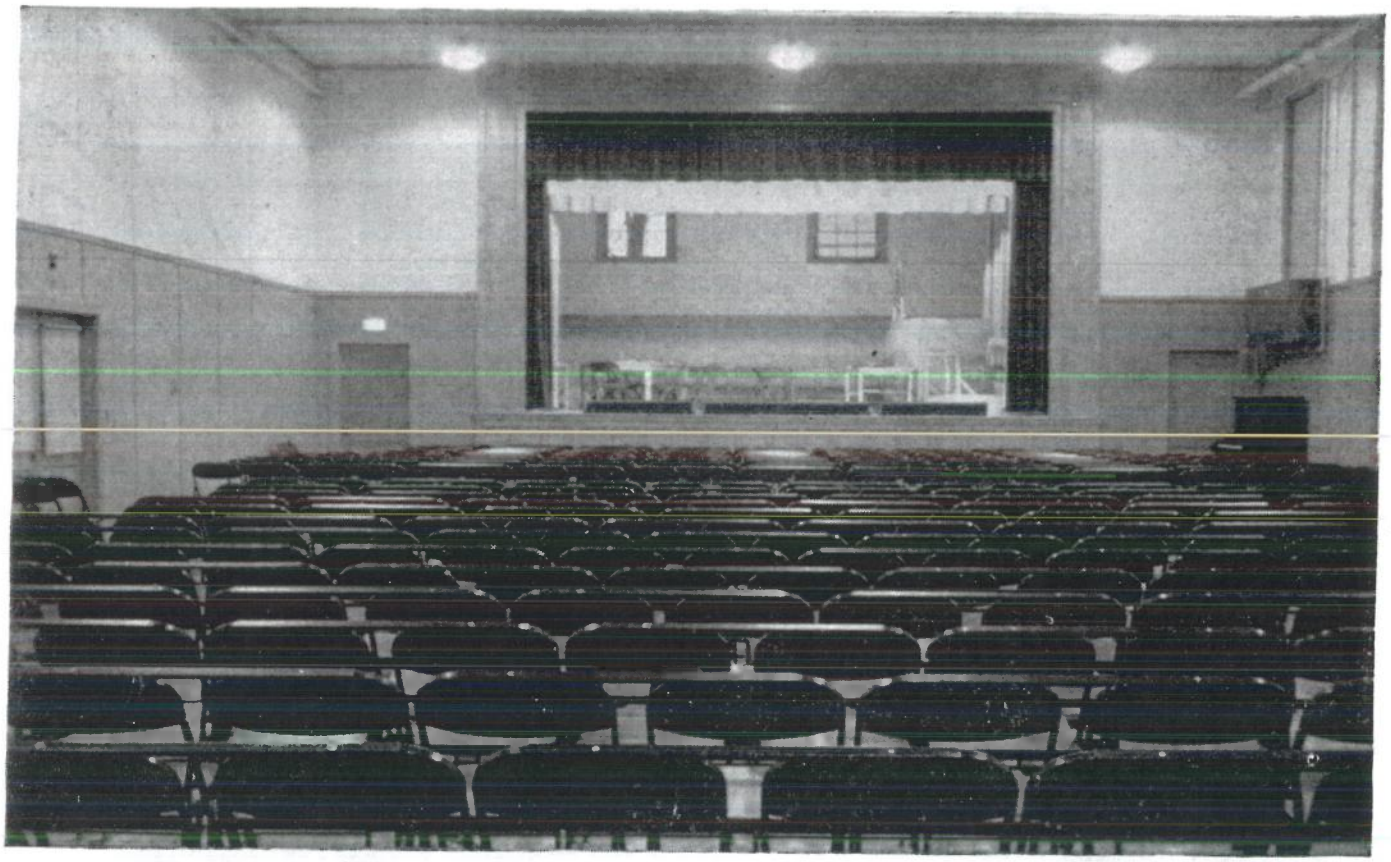
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1948

Annual Summer Session

Eight Weeks

July 6 to August 27 Inclusive



COMMERCE HALL
The scene of our dances, parties, plays, and games.

Our Building:

- is air-conditioned and ideally suited to study during the summer months.
- is well-lighted from the out-of-doors and prevents eyestrain caused by working under artificial lighting system.
- is equipped to meet state requirements for sanitation.
- is heated and cooled automatically by room thermostats.
- is near post-office, car line, railroad station, and churches of all denominations.
- is new and perhaps the best equipped commercial college in all New England.

General Information

1. If desired, *HUSSON COLLEGE* pupils will be introduced into the churches of their selection in an effort to bring about home atmosphere in Bangor.

2. Projects of an outdoor nature during the summer months will be provided upon approval of the student body. Visits to places of historical interest, picnics, field days, fishing parties, etc., will be organized for those pupils interested.

3. Absences will be made excusable upon a signed statement from home or boarding places where the circumstances causing the absence are known. Our demerit system operates for other absences and tardinesses.

4. Students will not be called from classes to answer the telephone at any time or for any reason. Urgent messages will be delivered. Nor may the student use the office telephone. A public phone (9081) is to be found upon the upper landing at the left of the stairway.

5. The students' mailbox is on the outer office wall in the downstairs corridor. Students may have their mail addressed to the school if desired. Pupils are asked to look daily for their incoming mail in order to prevent accumulations.

6. Unused tuition will be refunded any time, for any reason. This policy answers all questions—removes all doubts—meets all arguments. However, no pupil may enroll for less than the two weeks' minimum charge for the summer session, or a full month during the winter terms. No refund will be made for a portion of a week.

7. Each pupil benefits under the affiliation of *HUSSON COLLEGE* with the American Association of Commercial colleges which has member schools throughout the United States and Canada. It is a guarantee of prompt, efficient, and courteous employment contacts for all *HUSSON COLLEGE* graduates who wish work in any of the principal cities of the United States.

8. WARNING! Prospective pupils are urged to investigate before they invest. They should not enroll in any school, not even *HUSSON COLLEGE,* without first investigating its courses, its equipment, its teachers and personnel, its placement record, its standing in the community, its affiliation with an accrediting agency, its reputation with the State Department of Education, or with a state university or college.

Such an investigation is not difficult to make. Inquiries can be made of business and professional men of the prospective student's acquaintance. His teachers and principal may have information, especially of the better schools. Write to the schools for their literature, or to the State Department of Education. *Then visit the school.* Visit all the schools that you think are worth visiting. See for yourself the equipment, talk with the executive officer, and make a thorough tour of inspection of the building.

Don't be misled by promises and by offers of "something for nothing." Please bear in mind that it is unwise to sign anything before enrolling, no matter how attractive the inducements. Make your arrangements in the school office—not in your home on the representations of paid solicitor, or by any other representative. You sign no contracts at *HUSSON COLLEGE*.

By following these simple rules—which any business man will tell you are fundamental, you may save yourself considerable expense, and lost months of disappointment and waste.

9. A report of the grades earned during the summer session will be mailed during the week following the close of school. It will include the attendance record, also. (These credits may be advanced toward a diploma if the pupil returns in the fall).

10. Any girl who desires to work her board and room will be given the opportunity upon the presentation of suitable recommendations as to character, cleanliness, and fitness for household tasks. Many private homes enjoy the services of our girl students who find the expense of room and board a serious handicap to their plans for *HUSSON COLLEGE* training.

11. Room and board varies from $10.00 to $15.00 weekly. Housekeeping privileges reduce this amount by $4.00 to $8.00. The school is centrally located and within walking distance of the homes recommended.

12. Class hours are from 8:00 a. m. to 1:45 p. m. The building is closed at 3:30 P. M., at which time all pupils must leave. Individual help and student conferences are called when needed. The building and its facilities are open for use from 7:30 to 3:30 daily, excepting Saturdays, on which day the building is closed at 1:00 p. m.

13. Pupils who have studied in schools of recognized merit will be allowed advanced standing in their programs. They will be asked to furnish evidence of their knowledge in the "academic" subjects and to demonstrate their ability in the "skill" subjects. Such pupils will be placed in those classes which most nearly approach their current speeds and understanding of subject matter. No pupil will be hurried beyond his power to assimilate the material presented in classroom procedures, nor held back by those whose capacity to advance is less than his. Our method of combined individual and class instruction is geared to promote the rapid advancement of each pupil.

We Employ No Solicitors



Class in Typewriting at Husson College



Section of the Bookkeeping Room at Husson College

Courses

If the registration for any subject falls below a certain minimum, it may be withdrawn. In general, subjects will not be provided for less than ten pupils.

Students attending the Summer Session are permitted to elect those subjects of immediate interest to them. They may be elected from the lists prepared for one or all three Schools indicated on the next few pages. Thus a student who is enrolled in the School of Business Administration may elect Psychology, History, Literature, etc.

Students who enroll for a course for which a diploma is issued and who plan to return in the fall will not submit a list of subjects for summer study. Their courses will be outlined by the Director.

The Summer Session program has been approved by the State Department of Education for commercial teachers who wish renewal of their teaching certificates. A minimum of six hours' work is required

Pupils desiring to transfer credits toward the Fall Term beginning in September (the second Monday following Labor Day) may do so upon request either at the beginning or end of the session.

It is not deemed advisable to enroll for more than ten hours' work. The Director will advise in individual cases where more than the usual six hours' work is desired.

COURSES

School of Secretarial Science

	Semester Hours
Shorthand (beginning)	2
Shorthand (advanced)	2
Shorthand (medical)	2
Typewriting (beginning)	2
Typewriting (advanced)	2
Business Correspondence	2
Secretarial Studies	2
Filing and Indexing	2
English of Business	2
Salesmanship	2
Physiology and Anatomy	2
Economics	2
Introduction to Business	2
Word Study	2
College Composition	2
Bookkeeping (beginning)	2
Bookkeeping (advanced)	2
Accounting (medical)	2
Accounting (legal)	2
Expression	1

COURSES

School of Business Administration

	Semester Hours
Accounting I (proprietorship)	2
Accounting II (legal)	2
Accounting II (medical)	2
Accounting III (partnerships)	2
Accounting IV (corporations)	2
Accounting V (cost accounting)	2
Accounting VI (accounting procedures)	2
Accounting VII (payroll and social security acctg.)	2
Accounting VIII (income tax procedures)	2
Accounting IX (auditing)	2
Accounting X (C. P. A. problems and review)	2
Psychology of Business	2
Business Mathematics	2
Business Correspondence	2
Word Study	2
English of Business	2
Credit Management	2
Business Machines	2
Salesmanship (Principles and Practices)	2
Principles of Marketing	2
Introduction to Business	2
Economics	2

COURSES

School of Education

	Semester Hours
Shorthand	2
Typewriting	2
Accounting	2
English of Business	2
College Composition	2
English Literature	2
Shakespeare	2
American Literature	2
Physiology and Anatomy	2
Psychology	2
Education (Introduction to)	2
Principles of Secondary Education	2
Political and Social History of U. S.	2
Economic Geography	2
Economics	2
Vocational and Educational Guidance	2
Methods of Teaching	2
Methods Teaching Typewriting	2
Methods Teaching Shorthand	2
Methods Teaching Bookkeeping	2
Expression	1
Business Mathematics	2

Costs and Expenses

TUITION is $55.00 for the full eight weeks. Pupils who leave before close of session will be charged at the rate of $8.00 weekly. A registration fee of $1.00 must accompany the application.

BOOKS AND SUPPLIES are furnished at a nominal cost and should not exceed $10.00 for the session except where pupils carry an unusually heavy load. This includes working materials such as ink, paper, pens, pencils, etc., in addition to the textbooks.

ROOM AND BOARD varies from $10.00 to $15.00 weekly in private homes and institutions. Pupils desiring to board themselves should make early reservations for light housekeeping privileges.

PERSONNEL. The faculty of HUSSON COLLEGE is composed of instructors who are specialists in the field of business education and the training of commercial teachers. We employ in so far as it is possible, the same teachers to administer the summer program as are employed during the regular term. Their educational background is distinguished by college training and supplemented by experience, thus assuring the prospective pupil that no effort has been spared to provide the best instruction possible. The history of our school is a monument to the educational, social, and administrative efficiency of HUSSON COLLEGE teachers.

DO NOT WRITE IN THIS SPACE	
STUDENT NO.	
LOCKER NO.	
16 | 346	
CLASSIFICATION	
RECORD CARD	
PROGRAM CARD	
LEDGER CARD	
ALUMNI CARD	
ATTENDANCE CARD	
FEE PAID	
APPLICATION ACKNOWLEDGED	
PICTURE	

PLEASE ATTACH
LATEST PHOTOGRAPH
(required)
size 3½" x 5"

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Husson College

Member American Association of Commercial Colleges
Member New England Business College Association
Member National Council of Business Schools

C. H. HUSSON, B. S. ED., M. S. ED., *President*

APPLICATION FOR ADMISSION

An enrollment fee of $10 must accompany this application. Please return the application and the fee to the Registrar. Checks should be made payable to Husson College. (One dollar fee for Summer Session).

Application is hereby made for the admission of

.....
(As desired on diploma)

to enter on.....*as a student in the*
(Date of entrance)

.....*course of Husson College subject to its terms and regulations.*

It is understood that if circumstances prevent my entrance as planned, immediate written notice will be given.

Street Address (Home) ..... *Phone*.....

City.....*Date of Birth*.....

School Last Attended.....*Year*.....
(Husson College if former student)

Were You Graduated?.....*Course Pursued*.....

Church Attended.....*Age*.....

Signature of Applicant.....
(Usual signature)

Bangor Address.....*Place of Birth*.....

Shall We Secure Board and Room for You?.....

Other Accommodations .....
Please specify

For how many people do you wish accommodations?.....

☐ *Married* ☐ *Single* *No. of children*.....

Do You Wish to Work Your Room and Board?.....

Father's Name.....*Birthplace*.....

Mother's Name.....*Birthplace*.....

(OVER)

Advance Credit (For University or Normal School Training)

What School Did You Attend?.....

Dates of Attendance—From.....*To*.....

Are You a Graduate?.....*Reason for leaving*.....

Degree Conferred?.....

(Enclose transcript of school record or have it mailed to this office)

Previous Commercial Training:

I have studied Shorthand.....*years*

Typewriting.....*years*

Bookkeeping.....*years*

Filing.....*months*

Junior Bus. Training.....*years*

If none, check here ☐

Extra curricula activities: (these are NOT compulsory)
If my application is accepted I hope to participate in:

- ☐ *Basketball*
- ☐ *Baseball*
- ☐ *Bowling*
- ☐ *Hiking (girls only)*
- ☐ *Dramatic Club*
- ☐ *Orchestra*

  Instrument..... ☐ *Voice*
- ☐ *Fraternity (boys)*
- ☐ *Sorority (girls)*
- ☐ *Men's A. A.*
- ☐ *Women's A. A.*
- ☐ *Social Committee Work*
- ☐ *Yearbook*

Please check those of interest to you

If veteran, check one . . . Public Law 346 ☐ *16* ☐

I hereby assume responsibility for the prompt payment of the bills for tuition and supplies issued to this student. Veteran need not sign.

.....

(To be signed by parent, guardian or other person)

Mail photo, glossy print 3½" x 5", with application.

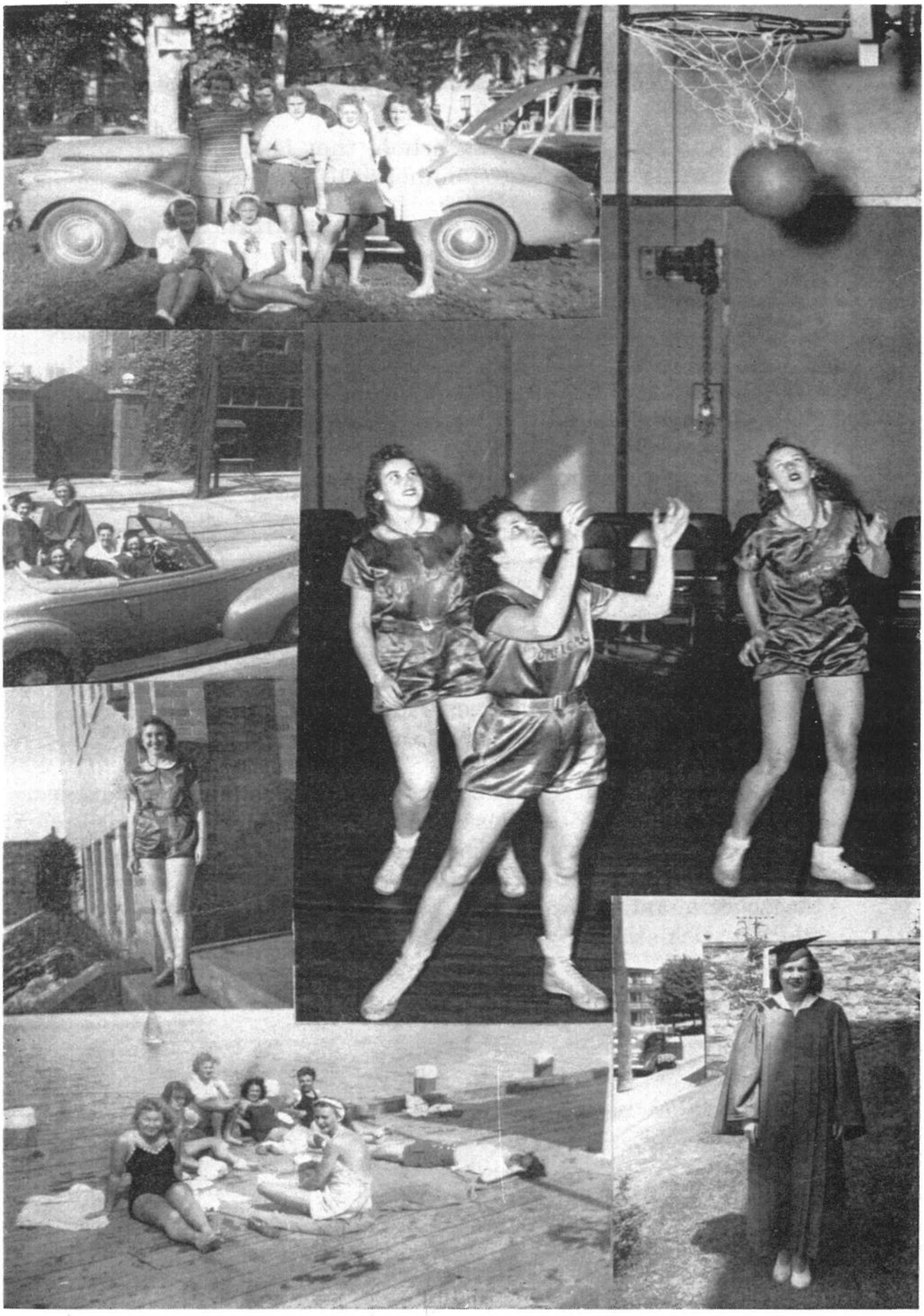


Class in Machines at Husson College



Class in Business English at Husson College





An Accredited School

IT PAYS to attend a Business School that is a member of the American Association of Commercial Colleges.

to be identified with a nation-wide organization of schools devoted exclusively to business education.

to know that when you graduate you can go to New York, St. Louis, San Francisco, or to any one of the member-schools scattered over the United States and receive the same privileges of Employment Service that you would receive from the school in which you were trained. Also, all grades made by you in such a school will be recognized and accepted by all member-schools.

AUG 1 1950
Rehabilitation Div.
Togus, Maine

THE ACCREDITED school is a leader in its community. It has been subjected to the most rigid tests educationally, financially, and socially before it was approved by the Board of Governors of the American Association of Commercial Colleges. Only schools of the highest standing are admitted to the Association. It offers courses of study approved by expert business Educators and taught in all high standard business schools of the nation.

THEREFORE, we can guarantee to you excellent instruction in every phase of business training—modern methods of teaching and approved textbooks, new and up-to-date equipment, well-lighted and ventilated school rooms, individual instruction and personal supervision, honest and uniform dealing with students, fair and reasonable tuition rates.

YES, IT PAYS TO ATTEND AN ACCREDITED SCHOOL!

Husson College is an Accredited

AMERICAN ASSOCIATION OF COMMERCIAL COLLEGES · TRUTH · SERVICE

Member of the American Association of Commercial Colleges

A Message from President Husson



C. H. HUSSON
President

"I met the superintendent of a large local institution who rose from the ranks. He said that there was no opportunity in this area for him to study the good things of life after his day's work was done. I was startled to discover that he wanted to study literature, history, and public speaking. As a matter of fact, he said that he wanted to study anything that would help him to feel that he was an educated man.

On the street one day I was approached by a former student in our day school. He didn't finish his course because of lack of funds. He left to go to work. He told me that one of his cherished dreams was to 'own' a Husson College diploma, the one that was almost his back a few years. Why didn't Husson College open a night school so that he could, at long last, realize his ambition? 'I need the training, too,' he said, 'I'd like to take extra courses that I didn't have before.'

A housewife told me that she was busy with P. T. A. work and was frightened "silly" when she 'had to stand on her feet to read the secretary's reports.' She knew that she would be elected to the office of President in due course, and she was afraid. 'I know I can't do it,' she said, 'I'm sick when I even think about it. I wish I could take a course in public speaking!'

A young woman, whose husband was just starting law practice, told me that she wanted to help him in the office. 'If I could type and write shorthand, and knew a little something about filing, I could be of real help to my husband. As it is, I'd be in the way!'

One of our graduates, who is now working as a junior accountant, met me on the street the other day, and we stopped for a chat. He was taking a correspondence course and wasn't too happy about it. 'No personal contact,' he said. 'I have to wait for my papers to be corrected before I dare go on to the next problems. I like class discussions and individual help when the going gets tough.'

A veteran told me that he couldn't avail himself of the G. I. Bill for day school training. 'I have a family,' he said. 'I couldn't survive on the $120 per month subsistence allowance for veterans, so here I am working days with no chance for further training of the kind I want. It's too late to use the G. I. Bill for night school, but I could swing the cost myself. I need more schooling. Most of the fellows in my outfit went back to school. I'd like to, too.'

There are many more instances, all pointing to one thing, and that is NIGHT SCHOOL. There is an expressed and implied desire in the hearts and minds of many, many people to "go to school again," to study, to learn. There are many people who never had a chance to go beyond the high school. Many stopped before their high school careers were completed, some now saying that they 'didn't

know any better' and wished they 'hadn't been so foolish.' Again there are many people who desire to study something outside their immediate fields of interest. A bookkeeper might enjoy a course in the drama, an engineer might find himself interested in a course of English or American Literature, a clerk might wish to know history better, a housewife might like to learn typewriting.

It is possible that quite a few people in this area, particularly in our own community, are waiting for the opportunity to get started, to do something about these urges that are born of personal ambitions—and dreams.

Husson College can help these people. It can provide the training they seek. It has served day school students for over a quarter of a century. It has a history of progress and development which may be measured in its respected position in the field of business education. It is a member of the National Council of Business Schools, American Association of Commercial Colleges, New England Business College Association. These guarantee the soundness of the training program, and of the administrative policies governing all school activity. Husson College is prepared to serve the community even further by extending its facilities to include a training program for night school students.

Husson College is a private school. It is wholly supported by tuition collections, and is patronized by those who voluntarily choose to do so. It, therefore, cannot provide courses of study unless a sufficient

number of patrons (students) join in the project, thus contributing sufficient moneys to pay the expenses incident to the operation of a night school. It's very simple, isn't it? The rates have been established for a class of fifty or more students. It amounts to $5 per week per student, which includes six class meetings, or less, if desired. The cost is not prohibitive, and three plans of payment are offered for the convenience of the enrollee.

Plans have been made, and the night sessions will begin October 8. It is my considered judgment that there are more than a hundred people in Bangor and vicinity who will actually make the effort to attend the Husson College night classes. If not, and the number falls below fifty, the project will be abandoned and all moneys refunded. This would be a regrettable experience but I am confident that it will not happen.

I hope to see you, the reader, in those classes of your election that will bring you promise and enjoyment. It is my wish that the adventure will be both profitable and pleasant for you."

Cordially,

HUSSON COLLEGE



President

"Make hay while the moon shines."—Selected