1936-1937

File

Bangor Maine School of Commerce

BANGOR MAINE SCHOOL OF COMMERCE



An Established School

MEMBER MAINE ASSOCIATION OF COMMERCIAL TEACHER-TRAINING INSTITUTIONS

A TRAINING school for young men and young women who wish to enter business, or the teaching profession, upon their own initiative — or who look forward to securing secretarial and general business positions; and desire to obtain the general technical preparation upon which promotion may be built.

Additional copies of this catalog will be furnished free to anyone interested in business education, upon written request

NOTE: The Bangor Maine School of Commerce is not affiliated with any school with same or similar name.

Elbert Hubbard Was Right

"If I were twenty, with an ambition to succeed in a business way, I would study stenography. Also, if I were a stenographer, I would learn to spell, paragraph, and punctuate. Stenography is a good profession in itself, but as a stepping stone to success, it beats almost everything to a standstill."



MR. CHESLEY H. HUSSON, B. S. Ed.
Principal

Mr. Husson received his degree of Bachelor of Science in Education from the Salem State Teachers' College at Salem, Massachusetts; and is at present working for his Master's Degree in Education at the University of Maine. He enjoys a membership in two national educational fraternities, Kappa Phi Kappa and Kappa Delta Phi. His Principalship in the Bangor Maine School of Commerce extends over the period 1926-35 during which time that institution has grown to be the largest in the State. President of the Maine Association of Commercial Teacher-Training Institutions, 1935-36, 36-37.

"He profits most who serves best."

A Message from the Principal

Too often the lower tuition rate of smaller schools influence the beginner. In an effort to save a few dollars he sacrifices the advantages of the larger school, and lives to regret it. Money which he thought he saved is really thrown away, and his poorer training keeps him from advancing to better positions when employed. It is then that he begins to pay for his training!

The larger school is able to furnish the highest type of instruction, by those who are best qualified by university training and experience for the work. Those who are trained by specialists in the field are better able to meet the demands of the positions in which they find themselves—they are better employees. Then, again, the larger school has more teachers, and the student is benefited by fuller courses, a greater variety of courses, a diversity of method and points of view, and is prepared for his life-work by many good teachers instead of a few poorly-paid ones.

The boy or girl whose time and money are limited must invest them wisely. They are prompted to make the investment because of the reward to follow—the return on these items. To seek "bargains," to seek cut rates, to attend short courses, and to seek other means, so-called, of reducing cost, fails to do that very thing, and when both the time and money are spent, no good has come of the experience. This is tragedy, for no one can be too well prepared, too fully trained.

Our rates do not exceed those of the other schools by more than fifty cents per week. The advantages of Commerce training are well known and widely recognized, and the character of our institution is commended by business men and school superintendents as well. Our history sparkles with student and teacher achievement, our growth has been phenomenal, and our alumni in the field have made us proud of them. A study of the pages of this catalog reveals the many and varied types of employment for which our students have successfully trained, and in which they are now working. This, I consider, is the real test.

Our students are our life-blood. Without them we must fail. Whether we succeed or fail depends upon the intelligence of the general public to understand and appreciate our honest effort to establish and maintain high standards of instruction and administration.

"The best education is that which equips people to make a living." -- Jerome

Foreword

The Importance of Training for Business

Until quite recently, young men and women desiring to enter business were trained in the costly school of experience. Today the apprenticeship system has passed from existence. The magnitude and complexity of business make it necessary for the student to complete a systematic course of technical training before entering the business office. This means not only skill in shorthand, stenotypy, typewriting or accounting, but the ability to think soundly and judge wisely in dealing with business problems. This requires a thorough technical training, and also a broad understanding of economic principles such as only a large school is manned to give. One-third of the business failures, recorded by Dun and Bradstreet, are listed as due to "incompetence."

A New Field of Exceptional Opportunity with Unusually Good Salaries

Recently an unprecedented demand has been created for capable commercial teachers. It is a comparatively new profession whose ranks are far from filled.

Commercial teaching is easier and more pleasant than almost any other branch, and certainly the remuneration is attractive. It is solving the problem of many high school graduates who desire to enter the teaching profession, but have hesitated because of the comparatively low salaries paid until this rich new field was opened. Its attractions annually draw hundreds of ambitious literary teachers.

A Growing Demand for Trained Commercial Teachers

For years business subjects were taught only in private schools, but now high schools, colleges, normal schools and universities give to business training a conspicuous place in their courses. Such schools must have well-trained instructors as heads of commercial departments and as teachers of many phases of commercial work. Comparatively few institutions in America are giving any attention to the training of such teachers; and no such special training was given until some years ago, when the Maine School of Commerce, in a small way, began to train some of its students to teach. This feature quickly grew, and now this institution is not only considered a pioneer in Commercial Teacher-training, but it is also considered one of the leaders in this field.

"Progress in any field will be quickened by specialized training for that field." --Hamilton

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General Information

The faculty of the Bangor Maine School of Commerce is composed of instructors who are specialists in the field of business education and the training of commercial teachers. The methods employed in the conduct of the curriculum have been tried and tested by time and have proved successful.

The courses are practical, and are the most thorough that constant planning can devise. In addition to being based on sound educational principles they are under the direct supervision of experienced instructors. The effective methods of the classroom instruction will enable each student to progress as rapidly as his ability will allow, thus creating less time in school for those who possess ability and for those who make the greatest effort. It is the purpose of this college to graduate efficient office assistants who will advance to managerial positions and ownership and efficient teachers who will become leaders in the field of commercial education.

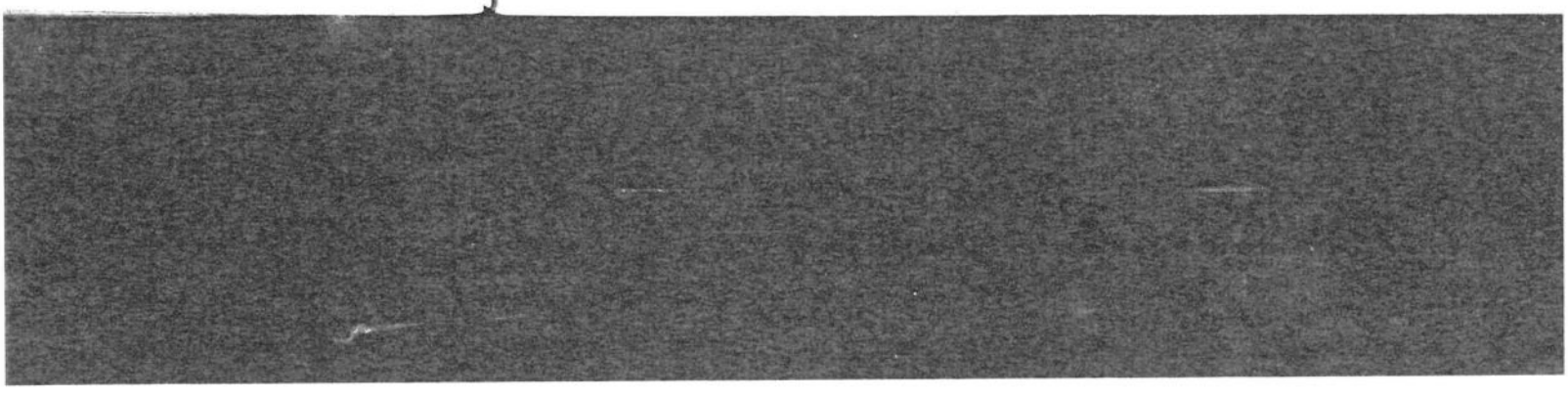
It is our purpose to model our various courses in a conservative manner yet fearlessly and unhampered in the direction outlined by the changing needs in business education. This college takes pride in keeping step with the times, and will incorporate the improvements and new requirements which make themselves felt both in our own school and in the best schools throughout the country. It is our policy to maintain a school which is progressive in spirit, modern in appointment, and solicitous for the best interests of our student body.

Although no entrance examination is required, the school reserves the right to refuse admission to any applicant who, in the judgment of the Principal, is deemed incapable of doing satisfactory work. Our purpose is to maintain standards of character and efficiency such as are not surpassed by any school in the country, and consistent with the demands of modern society and business.

Prospective students are urged to complete their grammar and high school courses before entering. The full English Course offered by every high school is the ideal preparation for commercial training. This excellent foundation, followed by our careful and systematic training, will be found an invaluable qualification for an active and successful business career.

We assume that all students enter for business training; therefore conduct such as would be required in any well-managed business office is expected. Good character is one of the requirements, and any student who does not properly conduct himself

"Today a young man can train for business as definitely as the lawyer or doctor trains for his profession." -- Himmel



will be asked to sever his connection with the school. We receive students on no other condition.

Our methods of combined individual and group instruction in all courses, are such as to encourage the rapid and unrestricted progress of students. No one is held back because others require more time for the completion of some particular subject; and none is hurried beyond his power of assimilation or endurance for the sake of those who may have had previous training. In our bookkeeping, business practice, and typewriting departments, the instruction is wholly individual. In other courses, group instruction, when it can be arranged, is deemed advisable, since competition is an element which stimulates and encourages students to greater activity.

Our group system is an important factor in rapid advancement. These groups are composed of students capable of a certain grade of work, and are changed as often as occasion demands. The principals and assistants assume personal responsibility for the progress of every student; and individual attention is given all who, because of lack of previous training, or for other reasons, find any subject especially difficult.



Editorial Staff of the B. M. S. C. Yearbook (The Chieftain)

Row 1—Anne Elwell, Norma Eames, Eleanor Dickens, Inez Wood, Beulah Patterson, Charlene Weed, Agnes Graves.

Row 2—Thomas Fowler, Edward Campbell, Fletcher Alley, Dana Kennedy, Austin Miller, Maynard Sawyer, Donald Knowles.

"An enterprise when fairly once begun should not be left till all that ought is won." -- Shakespeare

Descrip

Business A

ACCOUNTING I
- Theory of Accounts
- Financial and Operating St ments
- Closing Entries

ACCOUNTING II
- Partnerships
- Controlling Accounts
- Adjusting Entries
- Financial Statements
- Stock Records
- Partnership Accounts

ACCOUNTING III
- Advanced Partnership Acco
- Columnar Journals
- Fourteen Column Workshee
- Partnership Dissolution

ACCOUNTING IV
- Corporations
- Cash Journal Control
- Stock Certificate Register

**Full C*

ACCOUNTING I
ACCOUNTING II
ACCOUNTING III
ACCOUNTING IV
COST ACCOUNTING
BANKING
SHORTHAND (Gregg)
TYPEWRITING
STENOGRAPHIC OFFICE P TICE
(Including Office Appliances
ECONOMICS
SALESMANSHIP
BUSINESS ENGLISH
BUSINESS LETTER WRITI

"I advise young men and won securing a business education, that t

Description of Courses

Business Administration Course

(One Year)

ACCOUNTING I
- Theory of Accounts
- Financial and Operating Statements
- Closing Entries

ACCOUNTING II
- Partnerships
- Controlling Accounts
- Adjusting Entries
- Financial Statements
- Stock Records
- Partnership Accounts

ACCOUNTING III
- Advanced Partnership Accounts
- Columnar Journals
- Fourteen Column Worksheet
- Partnership Dissolution

ACCOUNTING IV
- Corporations
- Cash Journal Control
- Stock Certificate Register

ACCOUNTING V
- Cost Accounting

ACCOUNTING VI
- Banking

BUSINESS ADMINISTRATION

BUSINESS LAW

COMMERCIAL MATHEMATICS
- Business Arithmetic and Rapid Calculation

ECONOMICS

SALESMANSHIP

BUSINESS ENGLISH

PENMANSHIP

WORD STUDY

TYPEWRITING

FILING

BUSINESS LETTER WRITING

**Full Commercial Course*

(Two Years)

ACCOUNTING I

ACCOUNTING II

ACCOUNTING III

ACCOUNTING IV

COST ACCOUNTING

BANKING

SHORTHAND (Gregg)

TYPEWRITING

STENOGRAPHIC OFFICE PRACTICE
(Including Office Appliances)

ECONOMICS

SALESMANSHIP

BUSINESS ENGLISH

BUSINESS LETTER WRITING

WORD STUDY AND VOCABULARY BUILDING

PENMANSHIP

COMMERCIAL MATHEMATICS AND RAPID CALCULATION

BUSINESS LAW I—2 Semesters

BUSINESS LAW II—1 Semester
- Agency
- Partnerships
- Corporations

BUSINESS ORGANIZATION

SECRETARIAL STUDIES

FILING

* Graduates of High School commercial courses may finish this course in 10 months, if desired.

"I advise young men and women to save the most precious years of their lives by securing a business education, that they may go forth fully equipped in life." --
Andrew Carnegie

Mu Sigma Chi Fraternity

President
ALFRED LOUDER

Vice President
ALVAH FORD

Secretary
GEORGE WATSON

Treasurers
BERNARD JENKINS
ROSS GILPATRICK



Row 1—Edwin Baker, Alfred Louder, Alvah Ford, George Watson, Ross Gilpatrick, Richard Kiah.

Row 2—Clifton Jackson, Gerald Stephens, James Twitchell, Donald Knowles, William Curran, Woodrow Bailey, Herschel McIntosh, Leroy Hogan, Russell White.

Row 3—Fremont Bishop, Ralph Thompson, George Ruston, Raymond Lee, Maynard Sawyer, John McPike, Clayton Jackson, Vinton Lane.

Row 4—Jesse Stanley, Vincent Wood, Dana Kennedy, Edward Pooler, Homer Carsley, Francis Gaddis, Norton Hicks, C. H. Husson.

Row 5—Raphael Green, R. B. Lunt, Jack Johnston, Robert McAvoy, Kenneth Gardiner, Aubrey Chase, Nathan Hebberd, Lloyd Patten.

"No education is complete if it does not educate for a specific service." -- Watters

Stenographic Course

(Five to Ten Months)

SHORTHAND

TYPEWRITING

OFFICE PRACTICE
(Including Office Appliances)

ENGLISH AND COMMERCIAL CORRESPONDENCE

WORD STUDY AND VOCABULARY BUILDING

PENMANSHIP

COMMERCIAL MATHEMATICS AND RAPID CALCULATION

BUSINESS LAW

BUSINESS LETTER WRITING

SECRETARIAL STUDIES

FILING

ECONOMICS

SPECIAL SUBJECTS

One or more of the following subjects may be elected by students enrolled in any of our courses for special credit at no extra expense:

Salesmanship
Psychology, College Composition
French, German, Biology
Bookkeeping, Accounting

Administrative-Secretarial Course

(Two Years)

ACCOUNTING I

ACCOUNTING II

ACCOUNTING III

ACCOUNTING IV

BUSINESS MATHEMATICS

CORRESPONDENCE

Application, Credit, Collection, Sales and Adjustment Letters

Correspondence Systems and Supervision

ECONOMICS

ENGLISH
Composition
Rhetoric

SHORTHAND
Theory and Speeds

SHORTHAND DICTATION
Advanced Speed Classes

BUSINESS ENGLISH

WORD STUDY AND VOCABULARY BUILDING

TYPEWRITING I
Keyboard Exercises
Sentences and Paragraphs
Business Letters and Forms

TYPEWRITING II
Transcription of Dictation Notes
Speed Tests

STENOGRAPHIC ENGLISH I
Parts of Speech
Rules of Composition

COLLEGE COMPOSITION

BUSINESS LAW I
Contracts, Sales,
Negotiable Insts.

BUSINESS LAW II
Agency
Partnerships
Corporations

BUSINESS ORGANIZATION

SECRETARIAL STUDIES

FILING

"Captains of industry are not hunting money. America is heavy with it. They are seeking brains -- specialized brains -- and faithful, loyal service." -- Charles M. Schwab

Junior Secretarial Science Course

(One Year)

SHORTHAND

TYPEWRITING

OFFICE PRACTICE
(Including Office Appliances)

ACCOUNTING I

ACCOUNTING II

ACCOUNTING III

BUSINESS LAW

ENGLISH AND COMMERCIAL CORRESPONDENCE

ECONOMICS

COMMERCIAL MATHEMATICS AND RAPID CALCULATION

PENMANSHIP

WORD STUDY

SECRETARIAL STUDIES

FILING

BUSINESS LETTER WRITING

Accounting and Auditing Course

(Ten to Fifteen Months)

ACCOUNTING I

ACCOUNTING II

ACCOUNTING III

ACCOUNTING IV

COST ACCOUNTING

ADVANCED ACCOUNTING I

ADVANCED ACCOUNTING II

INCOME TAX PROCEDURE

BANKING

AUDITING

BUSINESS LAW I

BUSINESS LAW II
Agency
Partnerships
Corporations

BUSINESS LETTER WRITING

TYPEWRITING

WORD STUDY

PENMANSHIP

ENGLISH AND COMMERCIAL CORRESPONDENCE

COMMERCIAL MATHEMATICS AND RAPID CALCULATION

BUSINESS ORGANIZATION

SALESMANSHIP

OFFICE PRACTICE

FILING

Salesmanship Course

(One Year)

SALESMANSHIP

ENGLISH AND COMMERCIAL CORRESPONDENCE

WORD STUDY

PENMANSHIP

TYPEWRITING

ACCOUNTING I

ACCOUNTING II

ACCOUNTING III

ACCOUNTING IV

BUSINESS LAW

COMMERCIAL MATHEMATICS AND RAPID CALCULATION

BUSINESS ORGANIZATION

ECONOMICS

FILING

BUSINESS LETTER WRITING

"A diamond is a piece of coal that stuck to its job."

Normal Department

(For Teachers of Commercial Subjects)

Approved by the State Department of Education and by the University of Maine School of Education

- - Three Year Course - -

Certification: The Maine State Teacher's Commercial Certificate to teach in secondary schools is awarded to graduates of this course by the State Department of Education.

The Bangor Maine School of Commerce takes pride in announcing that graduates of this course may continue their training at the University of Maine for the B. S. C. Ed. degree (Bachelor of Science in Commercial Education). An additional three semesters of further study is required at that institution, making the degree available to Maine boys and girls interested in the commercial field.

This school is the **only** school in Maine whose teacher-training course is approved as a basis for credit towards the degree at the University. Our strict adherence to the courses of study outlined by the University and by the State Department of Education, manned by properly trained instructors, has made this possible. To those who are keenly interested in teaching commercial subjects, and in qualifying for a degree, this course has unusual merit.

(For University and College Graduates)

Approved by the State Department of Education

NOTE: Graduates of universities and colleges have found this course of inestimable value, following their training for a degree. Here is provided the means to add a short period of intensive, interesting work (three semesters only) for which is granted the dispensation to teach commercial subjects in the secondary school.

The training does not confine the graduate to the teaching field, but opens opportunities for employment in Civil Service work and in the modern business office. With such a diversity of openings, no graduate need ever be idle. We feel it a privilege to announce that every student, without single exception, has been successfully placed upon completing the work outlined in this department. A prerequisite of at least 12 hours of education is needed for admission.

Teacher Training Course

(For High School Graduates)

First Year

First Semester	Hrs.	Degree Cr.	Second Semester	Hrs.	Degree Cr.
Shorthand	5	5	Shorthand	5	5
Typewriting	5	2½	Typewriting	5	2½
English I (inc. Spelling and Penmanship)	5	5	English II	3	3
Zoology or Biology	5	5	Psychology (General)	3	3
Physical Education	1	1	Bookkeeping	3	3
Expression	1	1	Junior Business Training	3	3
	22	19½		22	19½

Second Year

First Semester	Hrs.	Degree Cr.	Second Semester	Hrs.	Degree Cr.
Shorthand	5	5	Shorthand	5	5
Typewriting	5	2½	Typewriting	3	1½
English III	3	3	English IV	3	3
Economics I	3	3	Economics II	3	3
Law	2	2	Law	2	2
Psychology (Education)	3	3	Bookkeeping	3	3
			Physical Education	1	1
			Expression	1	1
	21	18½		21	19½

Third Year

First Semester	Hrs	Degree Cr	Second Semester	Hrs.	Degree Cr.
Shorthand	2	0	Shorthand	2	0
Typing	2	0	Typing	2	0
U. S. History	3	3	U. S. History	3	3
Methods (General)	3	3	English V (Bus. Letters)	2	2
Arithmetic	3	3	Arithmetic	3	3
Bookkeeping	5	5	Bookkeeping	5	5
Office Practice and Sec. Studies	2	2	Methods (Special)	5	5
Tests and Measurements	2	2	Salesmanship	2	1
Expression	1	1	Practice Teaching (six weeks)	0	2
	23	19		24	21

"Toil is the law of life and its best friend." -- Morris

Athletics



Baseball Team

Row 1—Alfred F. Louder, Into M. Suomi, Colby N. Wood, (Co-Capt.), Delbert D. Fitzpatrick, (Co-Capt.), Leonard C. Page, Richard F. Hughes.

Row 2—C. H. Husson, (Coach), Philip S. Grossman, Elliott J. Wardwell, Franklin L. Beal, Gordon W. Shea, Harland E. Randall, Wilfred J. McCloskey.

May 2	Maine Central Institute	Pittsfield
May 5	Eastern State Normal	Castine
May 12	Bucksport High School	Bucksport
May 15	Dartmouth College Freshmen	Hanover, N. H.
May 16	University of Vermont Frosh	Burlington, Vt.
May 17	Hartford High School	White River Jct., Vt.
May 18	Claremont High School	Claremont, N. H.
May 19	Canaan High School	Canaan, Vt.
May 23	John Bapst High School	Bangor
May 25	Waterville High School	Waterville
May 28	Winthrop High School	Winthrop
June 7	Higgins Classical Institute	Charleston
June 12	Hodgdon High School	Hodgdon
June 13	Ricker Classical Institute	Houlton
June 14	Houlton High School	Houlton

Mr. Husson's wide acquaintance with coaches of New England schools enables him to provide attractive schedules for the boys who participate in athletics, and include short trips out of the state in basketball and baseball.

Teacher-Training Course

(For College and University Graduates)

THREE SEMESTER COURSE

Certification: The Maine State Teacher's Commercial Certificate to teach in secondary schools is awarded to graduates of this course by the State Department of Education.

First Semester

	Hrs.	Cert. Cr.
Shorthand	5	5
Typewriting	5	2½
Accounting I	5	5
Business Arithmetic	3	3
Law	2	2
Economics	3	3
	23	20½

Second Semester

	Hrs.	Cert. Cr.
Shorthand	5	5
Typewriting	5	2½
Accounting II	5	5
Business Arithmetic	3	3
Law	2	2
Business Letters	2	2
	22	19½

Third Semester

	Hrs.	Cert. Cr.
Shorthand	5	5
Typewriting	5	2½
Accounting III	5	5
Junior Business Training	3	3
Salesmanship	2	2
Secretarial Studies	2	2
	22	19½

CIVIL SERVICE COURSES will be arranged to meet the requirements of students who wish to enter the employment of the Government as Accountant, Internal Revenue Clerk, Railway Mail Clerk, or other Post Office service; or in the Department Service as Bookkeeper, Stenographer, Typist or Clerk. A large number of our students have successfully qualified for the opportunities of State and Federal employment, and are holding attractive positions as a result of their preparation for Civil Service work. Examinations are not given in many of the departments except when actual vacancies exist.

Our courses cover the requirements of examinations held by the Civil Commission.

"The practical business world requires practical men and women." -- A. J. Gibbons

Mid-Term Business Course

(Five Months)

(For the boy and girl on the farm)

November 1 to March 31 for two terms

also

January 1 to May 31 for two terms

COURSE No. 1

Accounting I, II, III, IV
Cost Accounting
Banking
Business Administration
Business Law
Commercial Mathematics and Rapid Calculation
English and Commercial Correspondence
Penmanship
Word Study
Typewriting
Office Practice
Shorthand (elective)
Business Letter Writing

COURSE No. 2

Shorthand
Typewriting
Office Practice (including Office Appliances)
Secretarial Duties, Technique and Business Ethics
Accounting I, II
Secretarial Accounting
Business Law
English and Commercial Correspondence
Commercial Mathematics and Rapid Calculation
Word Study
Penmanship
Business Letter Writing

These courses have been arranged for the convenience of boys and girls who are engaged in agriculture or other pursuits during the months of September and October, also those who are unable to enter until after the Christmas vacation. The usual ten-months' course is thus broken into two periods of five months each, and thereby affords a real opportunity to secure our training during the idle months of the year.

It has proved itself of extreme value to the young people of Aroostook County in the past, and will be offered yearly to meet the demand of the young men and women whose circumstances prevent early entrance, or who cannot afford to attend the full year.

Do not, then, stand idly waiting
For some greater work to do;
Fortune is a lazy goddess,
She will never come to you.
Go and toil in any vineyard,
Do not fear to do or dare,
If you want a field of labour,
You can find it anywhere. -- Anon

Epsilon Tau Epsilon Sorority

President
ANNETTE MONAGHAN

Marshal
HELEN WONG

ETE

Secretary
OLIVE HIGGINS

Treasurer
MARY SHAW



Row 1—Rena Adams, Helen Wong, Olive Higgins, Annette Monaghan, Mary Shaw, Martha Tuomi, Elizabeth Collins.

Row 2—Gwendolyn Smith, Naomi Blake, Vina Allbee, Virginia Grover, Juanita Beal, Patricia Gogan.

Row 3—Frances Gardner, Hilda Durgin, Adelma Paschal, Beulah Patterson, June Burrill.

Row 4—Emily Perry, Virginia Brooks, Ellen Ellis, Argie Graves.

"It is the law of life that you have to make good or make room."

Normal Department

A representative list of High Schools and Academies that have employed the services of graduates of our Normal Department.

Brooklin High School
Brooks High School
Brooksville High School
Brownville Junction High School
Bucksport High School
Calais Academy
Caribou High School
Cony High School, Augusta
Crosby High School, Belfast
Danforth High School
Deer Isle High School
East New Portland High School
Ellsworth High School
Fort Fairfield High School
Foxcroft Academy, Dover-Foxcroft
Gould Academy, Bethel
Hampden Academy
Harrisburg Academy, Harrisburg, Penna.
Hartford High School, Hartford, Conn.
Houlton High School
Howland High School
Island Falls High School
Islesboro High School
Lincoln Academy, Newcastle
Lubec High School
Mattanawcook Academy, Lincoln
Medway High School
Merrill High School, Smyrna Mills
Mexico High School, Ridlonville
Monroe High School
Oakfield High School
Old Orchard High School
Orono High School
Patten Academy
Pemetic High School, Southwest Harbor
Princeton High School
Sangerville High School
Saint Croix High School, Woodland
Sherman Mills High School
State School for Girls, Hallowell
Stearns High School, Millinocket
Thomaston High School
Waldoboro High School
Washington Academy, East Machias
Westbrook High School
Winslow High School
Winterport High School

No matter what you try to do,
At home or at your school,
Always do your very best,
There is no better rule.



Boys' Basketball Team

Seated (from left to right)—Harold Harding, Walter Morse, Clifton Jackson, (Capt.), Jack Johnston, Daniel Marr.

Standing (from left to right)—Into M. Suomi, (Coach), Clayton Jackson, Aubrey Chase, Maynard Sawyer.

Dec.	6	Farmington Normal School	Farmington
Dec.	13	Monson Academy	Monson
Dec.	17	Sangerville High School	Sangerville
Dec.	20	Lawrence High School	Fairfield
Jan.	8	John Bapst High School	Bangor
Jan.	10	Higgins Classical Institute	Charleston
Jan.	11	Foxcroft Academy	Bangor
Jan.	15	John Bapst High School	Bangor
Jan.	17	Washington State Normal School	Machias
Jan.	21	Thomaston High School	Thomaston
Jan.	24	Dexter High School	Dexter
Jan.	25	Brownville Junction High School	Brownville Jct.
Jan.	29	Castine Normal	Castine
Jan.	31	Stearns High School	Millinocket
Feb.	1	Foxcroft Academy	Dover-Foxcroft
Feb.	4	Shead Memorial High School	Eastport
Feb.	7	Bucksport High School	Bucksport
Feb.	11	St. Croix High School	Woodland
Feb.	12	Calais Academy	Calais
Feb.	14	Coburn Classical Institute	Bangor
Feb.	21	Castine Normal	Bangor
Feb.	22	Brownville Junction High School	Bangor
Feb.	26	Coburn Classical Institute	Waterville
Feb.	27	Ricker Classical Institute	Houlton
Feb.	28	Patten Academy	Patten
Mar.	6	Higgins Classical Institute	Bangor

Accounting

No young man or woman should think of entering business without a knowledge of the principles of accounting. It is the nucleus around which success is built, and is a help to better and more effective work in any calling. After many years of experience and systematic study, we have developed a course which is unsurpassed by that of any other commercial school in the country. It is based on sound educational principles; and the student is given individual instruction throughout the course. The student is taught largely by practice, but our combination of theory with practice insures an understanding of the principles of bookkeeping such as would not be gained from a less interesting presentation of the subject. The purpose of the course is to instill thoroughly into the mind of the student the fundamental principles of Debit and Credit.

The work is divided into four general parts:—the elementary set covering the underlying principles of double-entry bookkeeping; and the application of these to the various books of original entry. Special attention is given to the theory and practice of simple accounting, including the different forms of Financial, Trading, and Profit and Loss Statements.

The advanced sets present a variety of special rulings and labor-saving devices which are usually required in books of distinct lines of commerce and manufacture. Single-entry bookkeeping, the principles of partnership bookkeeping as applied to the Retail and Wholesale Business, Manufacturing and Corporation Bookkeeping, involving Cost Accounting and the Voucher System in all its distinctive features are fully explained by a series of practical propositions and examples.

The plan of the system is to acquaint the student with modern business forms. These are used throughout the course, and the correct interpretation of them must be gained before the student makes his entries. All incoming and outgoing business papers are exact replicas of those used in the modern business office, and the student is given practice in the handling of bills, statements, receipts, invoices, drafts, checks, C. O. D. remittances, notes, indorsements, stocks and bonds, insurance contracts, etc. The correct wording and arrangement of the various commercial papers is impressed upon the mind of the student, that he may be able to write papers without employing blank forms.

In addition to the training in banking which is given to all members of the commercial departments, we offer a complete

"Modern business is so complex one cannot hope to learn it all in the school of experience." -- F. J. Asher.

course in Banking to students who have finished the other accounting work. This highly specialized subject is of value to every business man and the course is the equivalent of months of experience to the person who desires to enter bank work.

The course is divided into departments, and the duties of the Discount Clerk, Collection Clerk, Receiving Teller, Paying Teller, Note Teller, Correspondence Clerk, Depositors' Bookkeeper and General Bookkeeper, are studied from the viewpoint of the individual office. The student actually holds these positions and the work carried on here is as real as if he were in a bank outside the school. This training gives a practical finish to the bookkeeping courses which could be secured in no other way. The work never fails to arouse the interest of the student, and affords training in habits of neatness, exactness, and thoroughness—qualities essential to success in every undertaking.

The New Deal in Industrial Accounting

"REGARDLESS OF WHAT MAY be the final outcome of the National Industrial Recovery Act as interpreted and enforced by the National Recovery Administration, it seems quite obvious that it has placed an unprecedented importance upon accounting and accounting information in the administration of American industry.

"In addition to the specific provisions in regard to accounting contained in the act itself there is practically no provision in the act or administrative rules for its enforcement which does not eventually rest upon a foundation of accounting information. The enforcement of the codes will rest upon information which must be supplied by the accounting departments. If goods are not to be sold below cost, there must be a definition of what constitutes cost. This involves all those problems in regard to depreciation, inventory valuation, the place of interest in cost, the allocation of selling and administrative expenses, and a vast number of similar problems with which the industrial accountant has been laboring for years but which have never attained the importance in the eyes of management which has been focused upon them by the Industrial Recovery legislation.

"The management of every industry is today more keenly interested in its accounting methods than ever before in our industrial history. This places upon the accounting officers of

"Under today's intense competitive conditions, business cannot experiment with untrained help." -- C. E. Fuller

American industry a responsibility which they have never before been called upon to face.

"Management is seeking information as to the latest principles and practice of cost determination, as to the methods of other companies in the same industry, and as to the means which have been followed by other industries for maintaining and developing uniform accounting methods.

"The individual accountant who is alive to the responsibilities and possibilities of the situation is eagerly looking for every source of information which will enable him to discharge more effectively the responsibilities which have been placed upon him."

Reprint from Bulletin

NATIONAL ASSOCIATION OF COST ACCOUNTANTS

Public Accounting and Auditing

This course is intended for students who have completed a course in elementary bookkeeping and accounting and allied business subjects. The student must be familiar with the principles of double-entry bookkeeping for individuals, partnerships, and corporations in both mercantile and manufacturing concerns; and a knowledge of commercial law is desirable, although not absolutely necessary.

Students who take up the study of accounting and auditing with a view of preparing for the C. P. A. examinations are required to possess a high school education or its equivalent. The ability of the student to successfully handle the work of this course will be determined by his previous training and experience, a record of which must be submitted in connection with his application for enrollment.

The course is presented in a series of Thirty units, and includes Accounting, Theory and Practice; Auditing, Theory and Practice; and Commercial Law as it relates to accountancy. The subjects are so correlated that one may readily comprehend the relation of the work of the auditor to that of the accountant, and the contact of commercial law with accountancy. The units are devoted to different topics, these being discussed from the viewpoint of Accounting Theory, Accounting Practice, Auditing Theory, Auditing Practice, Income Tax Procedure, and Legal Phases. Many legal and theoretical questions, together with a series of C. P. A. examinations, combine to make the course of special value in preparing students for professional examinations. A descriptive outline of this course will be supplied upon request.

Business Administration

This course embraces a study of the principles underlying business, together with a general survey of business requirements and management. It will prove of value to all students who hope to advance to executive positions and to ownership. Some of the topics considered are the Different Forms of Organization and Management; Finance; Wage Systems; Labor; Purchasing, Marketing, Selling and Advertising; Foreign Trade, etc.

Economics

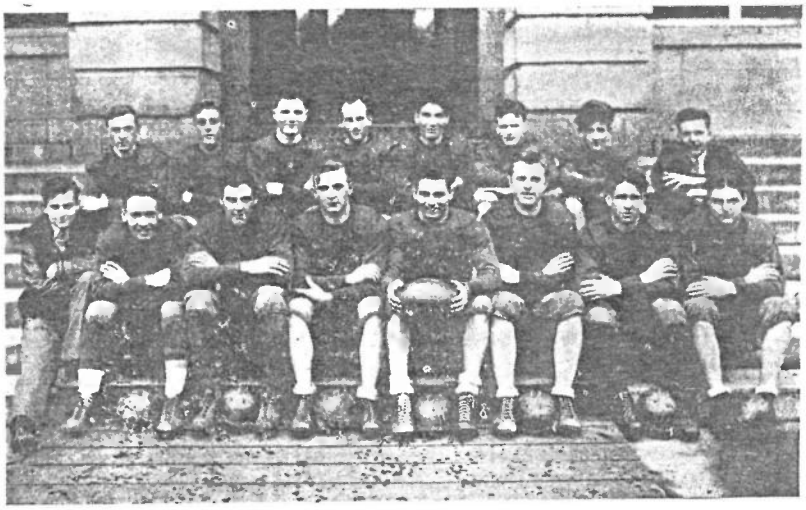
An introductory study of the present economic organization of industry, together with the practical treatment of important commercial functions and modern problems arising out of the recent changes in economic systems and ideas. Some of the topics include the Meaning of Economic Development; the Competitive System; the Agents and Laws of Production; the Organization of Production and Capital; the law of Supply and Demand; the Evolution of Money, and the American, Federal Reserve, and Canadian Banking Systems; International Trade; Domestic and Foreign Exchange; Investment and Speculation; Remuneration and Organization of Labor; Economic Function of Government, etc.

Business Mathematics

A common complaint by business men is that their assistants are unable to perform quickly and accurately the ordinary computations which occur in their daily work. If an assistant is slow and inaccurate in applying his knowledge of arithmetic, that knowledge is practically useless. Business requires accuracy and speed. One of the first questions asked the applicant is, "Are you quick and accurate at figures?" Arithmetic and rapid calculation are basic courses of great value, and the work is made as practical and interesting as possible.

The course covers the applications of Percentage, including Trade Discounts, Profit and Loss, Marking Goods, Commission and Brokerage, Interest, True and Bank Discount, Negotiable Paper, Partial Payments, Equation of Accounts, Stocks and Bonds, Insurance, Taxes, Domestic and Foreign Exchange, Partnership, Storage, etc. The course is characterized by clear and full explanations, practical problems, and numerous exercises for drills and reviews.

Rapid Calculations, an exceedingly important subdivision of our work in arithmetic, is required in all courses since this subject



Football Squad

Row 1—Joseph G. Havey, Delbert D. Fitzpatrick, John R. McPike, Into M. Suomi, Wilfred J. McCloskey, Stanford A. Stromback, Harland E. Randall, Earl A. Sherrard.

Row 2—Bernard A. MacKenzie, Aubrey P. Wilson, Everett L. Hitchings, Philip S. Grossman, Richard F. Hughes, Colby N. Wood, Cecil H. Miller, Leo R. Paradis.

Sept. 23	Ricker Classical Institute	Houlton
Sept. 30	Bridgton Academy	North Bridgton
Oct. 7	John Bapst High School	Bangor
Oct. 14	Washington State Normal	Machias
Oct. 21	Coburn Classical Institute	Waterville
Oct. 28	Higgins Classical Institute	Charleston
Nov. 2	Maine Central Institute	Pittsfield
Nov. 11	Eastern State Normal	Castine
Nov. 18	Bar Harbor High School	Bar Harbor

"Nature knows no pause in progress and development, and attaches her curse on all inaction." -- Goethe

develops concentration of thought and the ability to figure quickly and accurately. It includes practice to secure rapidity and accuracy in addition, short methods of multiplication, division, and fractions, and the rapid processes in use in business houses in marking goods, computing interest, etc.

Commercial Law

"Commercial Law is a branch of the civil law and includes the law regulating the rights and relations of persons engaged in trade or commercial pursuits, as the law of contracts, of partnership, or agency."—Gano.

We do not aim to make "Every man his own lawyer." The purpose of the course is to impart the well-defined knowledge of the fundamentals of the legal rules of business necessary to inspire confidence, avoid litigation, and aid men and women to transact business safely.

Among the topics studied to a sufficient extent to enable students to act intelligently in matters connected therewith are the following: Contracts, Negotiable Instruments, Property, Real Estate, Insurance, Leases, Business Relations, Partnership, Corporations, Guaranty and Suretyship, Slander and Libel, Trade Marks and Trade Names.

Stenography

Shorthand, sometimes called "The open door to opportunity," not only affords profitable and congenial employment to the ambitious young man and woman, but it leads to possibilities such as are unknown in any other branch of industry. The Shorthand amanuensis is a recognized factor in every modern business and professional office. He has opportunities for advancement such as are not afforded other office employees, since there is no better way to learn a particular business than through association with its officers and managers.

Contrary to the prevailing impression, stenography is not a difficult subject, and no "special ability" is required to master it, although a broad knowledge of the English language is indispensable to the stenographer, whose success is ordinarily measured by his general education. A deficiency in education previous to commencing the study of shorthand need not, however, discourage the energetic student, since our courses cover a complete preparation. We have given much thought and investigation to our course of study in shorthand, and believe we have a depart-

"Training for business is now an educational process accepted by our greatest universities." -- G. W. Coleman

ment as thorough and practical as experience and constant planning can develop and one which meets the demand of the business and professional public.

Office Practice

Upon the completion of the regular work in shorthand our students are advanced to the Model Office Practice Department, where the "finishing touches" of the course are given. This course is especially valuable to the amanuensis without experience, since it thoroughly educates and trains the student for the duties he is to perform. He is taught to work right, and the work is the same as that required in the ordinary business or professional office.

Students of the Secretarial Department are given training in Secretarial Duties, Technique, and Business Ethics. The course is planned to meet the demand of business and professional men for efficient secretaries. Special attention is given to the study of Business Ethics, and a large part of the course is devoted to the study of the secretary's duties, including the Making of Appointments; Receiving Callers; Opening, Assorting and Handling Mail; Editing Dictated Matter; Sending Telegrams and Cablegrams, etc.

Demonstrations in operating, and lectures on the selection of the different types of machines in general use in business offices are given. A knowledge of files, together with the basic methods of filing is taught, and instruction and practice are given in connection with the following machines and operations: Electric Multigraph; Gammeter Printer; Burroughs Adding, Calculating and Bookkeeping Machines; Dalton Adding, Listing, and Calculating Machines; Mimeographs; Neostyles; Addressograph; Protectograph, all of which are included in the equipment of the school.

Typewriting

The correctness and appearance of the finished typewritten page is the standard by which a stenographer's ability is judged. Many schools give too little attention to the development of typewriting skill, failing to realize that typewriting is of equal value with shorthand, no matter how rapidly a stenographer can take notes.

We teach Touch Typewriting, the system used by the fastest operators in the world today. It is the latest and most improved

"As our industrial life becomes more complex it becomes more difficult for untrained to hold employment." -- Coolidge

system for securing a maximum of speed and accuracy with the minimum of mental and physical effort. This scientific method of teaching, enables the writer to operate the keys without looking at the hands or keyboard, allowing him to concentrate his mind on his copy or on his shorthand notes.

The course is carefully graded. In the beginning, word exercises are given for the development of proper fingering and technique. These are followed by sentence practice, copying from manuscript, transcription of shorthand notes, and a variety of work, including specifications and legal forms. Instruction in this department embraces drills in Billing, Tabulating, Addressing, Manifolding, Stenciling and Carbon Work.

Our typewriting rooms are equipped with the latest models of standard machines, and the work is under the direct supervision of teachers of ability and experience. All students are instructed in the care of machines, including cleaning, oiling, and the adjustment of guides, tensions, stops, etc.

Business English

Too much importance cannot be attached to the value of a broad knowledge of English. The inability to understand and use the English language intelligently causes most of the failures in stenographic positions. Our course is alive, practical and up-to-date, and includes the principles of grammar and rhetoric, word study, punctuation, capitalization, paragraphing, etc.

Business Letter Writing

A large part of the world's business is carried on by correspondence. The successful business man must become a good business correspondent. He must learn what the situation demands and practice meeting the demands. He must be able to present his thoughts effectivcly in a letter which carries conviction. Our aim is to prepare students to write clear, concise, and convincing letters. These are submitted to closest scrutiny and criticism. A study of the technique and of the essential elements in a good letter is followed by practice in the writing of letters designed to accomplish definite ends. These include: Letters of Inquiry and Information, Circulation and Sales Letters, Follow-up Letters, Letters ordering Goods, Requests for Payment, and Letters of Application, Introduction and Recommendation.

Adjustment letters, business promotion letters, and letters concerning the granting or denial of credit. Some time is spent on

"Youth should select its field of service early and think, plan and study in that direction." -- La Cross

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various forms and arrangements of business letters, and emphasis is placed on current preferred forms.

Word Study

Word study is one of the fundamental and most important requisites of a commercial education and is **required** in all courses. The ability to spell correctly is an attainment of inestimable value; while poor spelling, which is sure to be noticed and condemned, is suggestive of a limited education, and cannot be tolerated in a business office. Many stenographers otherwise capable, are unable to hold their positions because of their inability to spell correctly. The use of the dictionary is encouraged, and the student enlarges his vocabulary by learning the definitions and use of all words in the lesson. The main features of this course include the written and oral spelling of words common in business; together with the study of commercial definitions, abbreviations and terms.

Penmanship

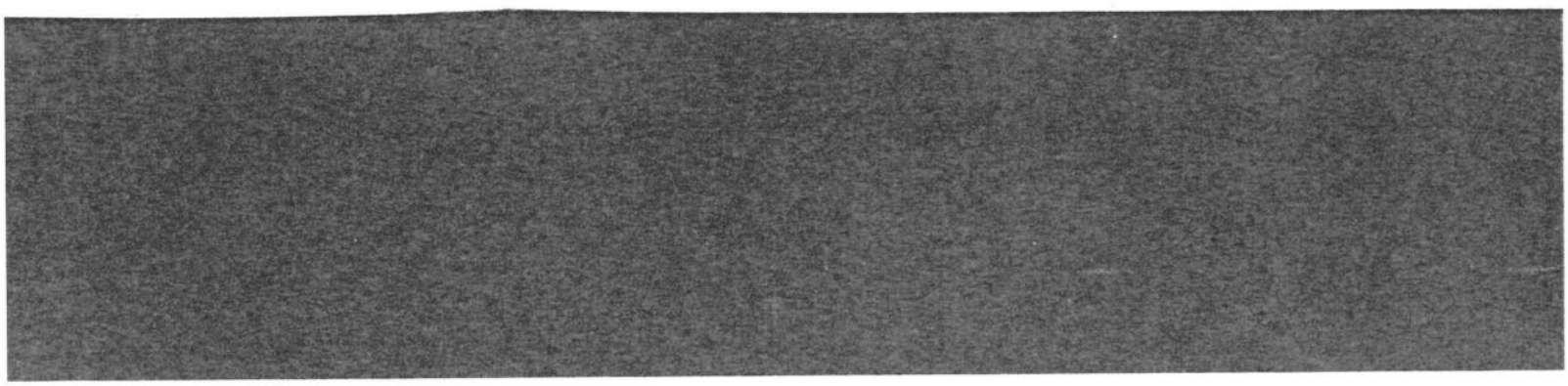
It is said that the value of an applicant is measured by the quality of his penmanship. There is probably no single qualification which will aid a student in securing and holding a business position, and which has done so much for the success and rapid promotion of young men and women in business, as this valuable accomplishment. Good handwriting is in greater demand today than ever before and the extensive use of the typewriter does not take its place, nor make unnecessary the ability to write well.

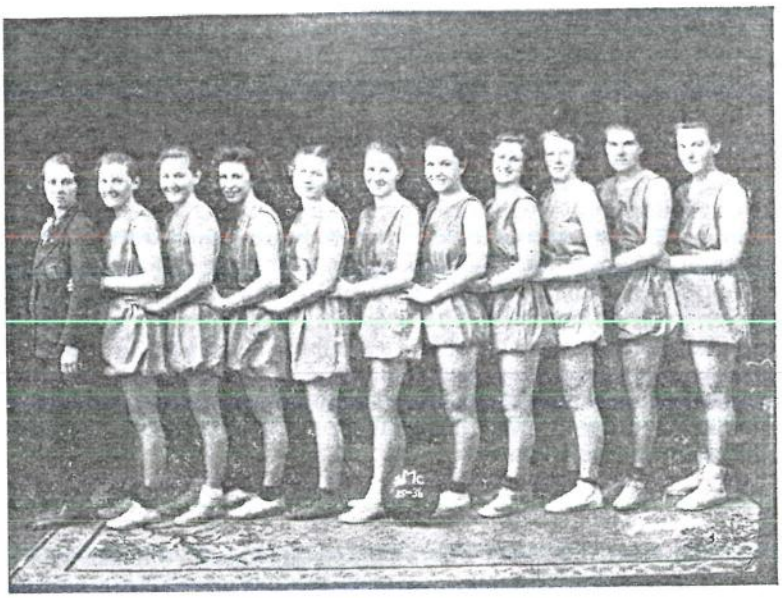
The old idea that only a gifted few can become good penmen is false; anyone willing to work can acquire a legible style of handwriting. We teach a moderately slanting style of rapid muscular movement writing which is easily learned. Special attention is given to the position of the body, arm, and hand, and to the development of the form and style of small and capital letters. This is followed by practice in sentence and page writing.

Salesmanship

This course is planned to present the fundamental principles and methods of Salesmanship such as have long been used by successful salesmen. The qualifications and training of sales people: Personality, Health, Ambition, Purpose, Knowledge, Confidence, Observation, Punctuality, General Appearance, Self-Control, Courtesy, Cheerfulness, Use of the Voice, Use of the

"The man who goes to the bottom of an education usually finds an opportunity to use it at the top." -- Jerome





Girls' Basketball

From left to right—Genevieve Robinson, (Coach), Elizabeth Toole, Marie Toole, Miriam Landon, Rena Adams, Adelma Paschal, Eleanor Thorne, (Capt), Inez Wood, Gwendolyn Smith, Ruby Allbee, Pauline Whiting.

Dec.	11	Thomaston High School	Thomaston
Dec.	13	Searsport High School	Searsport
Dec.	17	Sangerville High School	Sangerville
Dec.	20	Lawrence High School	Fairfield
Jan.	18	Maine Central Institute	Bangor
Jan.	22	Maine Central Institute	Pittsfield
Jan.	25	Brownville Jct. High School	Brownville Jct.
Jan.	31	Stearns High School	Millinocket
Feb.	1	Foxcroft Academy	Dover-Foxcroft
Feb.	7	Mexico High School	Mexico
Feb.	11	St. Croix High School	Woodland
Feb.	12	Calais High School	Calais
Feb.	21	Crosby High School	Belfast
Feb.	22	Brownville Jct. High School	Bangor
Feb.	24	Mexico High School	Bangor

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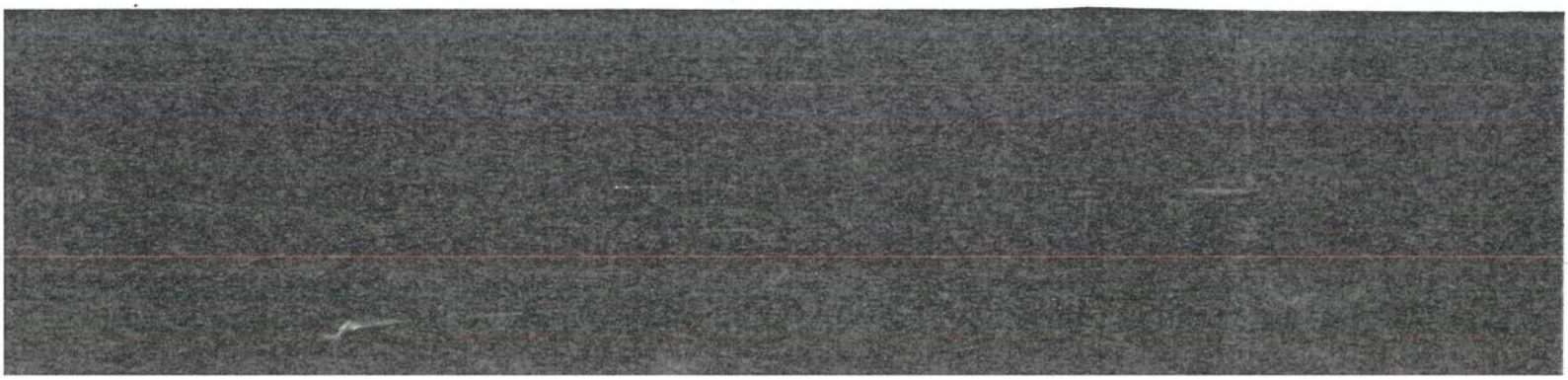
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Eyes, Tact, Adaptability, Enthusiasm, and the ability to make friends; The Sale; Covering the Approach, Gaining Attention, Demonstration, arousing Interest, meeting Objections, producing Conviction, inducing Decision, the Psychological Moment, inducing Action; and Special Problems in Wholesale and Retail Selling are among the topics studied.

Civil Service Course

A graduate of any course at the Bangor Maine School of Commerce is eligible for Civil Service examinations for any stenographic or clerical position involving a knowledge of subjects included in the course. Graduates ordinarily receive high ratings in Civil Service tests. Many graduates are holding important positions in City, State, and Federal governments.

Philosophy of Education

A study of the Historic Foundations of Modern Education together with a General Survey of the Progress in Various Nations and Periods. A part of the course is devoted to the Development of the Public School System in the United States, and includes the Origin of Industrial and Commercial Education as determined by Economic, Social, and Political Conditions.

Educational Psychology

An intensive study of the numerous problems arising in educational work which demand the application of the facts and principles of educational Psychology. Among the topics considered with special reference to the meaning of these facts to teachers, are the Nature and development of the Mind during Childhood and Youth; Mental Inheritance; the Distribution of Abilities and Disabilities; Instincts; Incentives; Attention; Learning; Memory; Practice and Fatigue; Psychological Tests, etc.

Principles of Teaching and High School Commercial Education

These courses include methods of classroom control and teaching technique as applied to the secondary school. Special attention is given to such problems as Rating, Promotions, Supervised Study, etc., and New and Approved Methods in the Presentation of the subjects included in the commercial curricula of

"Luck lies in bed and wishes the postman would bring him news of a legacy." -- Cobden

leading schools will be discussed and analyzed. Students will be required to visit local schools and to present written reports of observations as a basis for discussion and constructive criticism.

Practice Teaching

A part of this course is devoted to Demonstration Teaching, followed by Practice Teaching under the direction and observation of the regular instructors in Methods of Teaching, who will analyze and criticize methods of presentation. This course will do much to aid the student in gaining confidence in his ability, and is required of all members of the Normal Department.

A period of six weeks' practice and observation teaching in home or local high schools is required of every student enrolled in the Normal Department.



Men's A. A.

CAST OF MEN'S A. A. MINSTREL SHOW (1936)

Row 1—Maynard Sawyer, Raymond Lee, Austin Miller, Thomas Fowler, Alvah Ford.

Row 2—Mr. Robert Lunt, (Coach), Edward Jordan, Edwin Baker, Henry King.



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CAST OF 1936 ANN

Row 1—Agnes Bouchard, Bissell, Naomi Blake, Elizabeth

Row 2—Gerald Stephens, Sawyer, Alvah Ford.

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STREL SHOW (1936)
Lee, Austin Miller, Thomas Fowler.

Edward Jordan, Edwin Baker, Henry



Dramatic Club

CAST OF 1936 ANNUAL PLAY, "OH! PROFESSOR!"

Row 1—Agnes Bouchard, Eleanor Dickens, Dorothy Smith, Eleanor Bissell, Naomi Blake, Elizabeth Casey.

Row 2—Gerald Stephens, Dana Kennedy, Austin Miller, Maynard Sawyer, Alvah Ford.

When you've work to do,
Do it with a will;
They who reach the top
First must climb the hill.

General Information

Business Hours

The school office is open every business day from eight o'clock a. m. to five o'clock p. m. Prospective students desiring interviews at other hours should arrange for them in advance. The office is open from 9:00 a. m. to 1:00 p. m. Saturdays.

Day Sessions

The school is in session every week day except Saturdays and Legal Holidays from 8:30 a. m. to 3:25 p. m. during the school year.

Boarding Accommodations

Particular care is exercised in selecting boarding homes for out-of-town students, and only such places are chosen as can provide good food, home comforts, and proper influences and restrictions. We are not only ready at all times to make suitable boarding arrangements for out-of-town students, but are always glad to meet trains when requested to do so.

Y. W. C. A. and Y. M. C. A. Both of these institutions extend a cordial welcome to College students, and this is of special advantage to boarding students. Both Associations are centrally located. Both are housed in modern buildings and possess gymnasiums, reading rooms, and other features of interest and benefit to young people. Those desirous of making use of these privileges should inquire at the Maine School of Commerce office about special rates to students.

We are always glad to assist students in securing employment to pay a portion of their living expenses. While we do not recommend that the student attempt to go to school without having made some preparation to pay his living expenses, we can generally assist those who find it necessary to earn their board and room.

Non-resident students may have their mail directed in care of the school, if desired. Letters directed to resident students will be remailed to their home address.

Special Students

Special students may be admitted for one or as many subjects



Section of Main Room of the Bangor Maine School of Commerce



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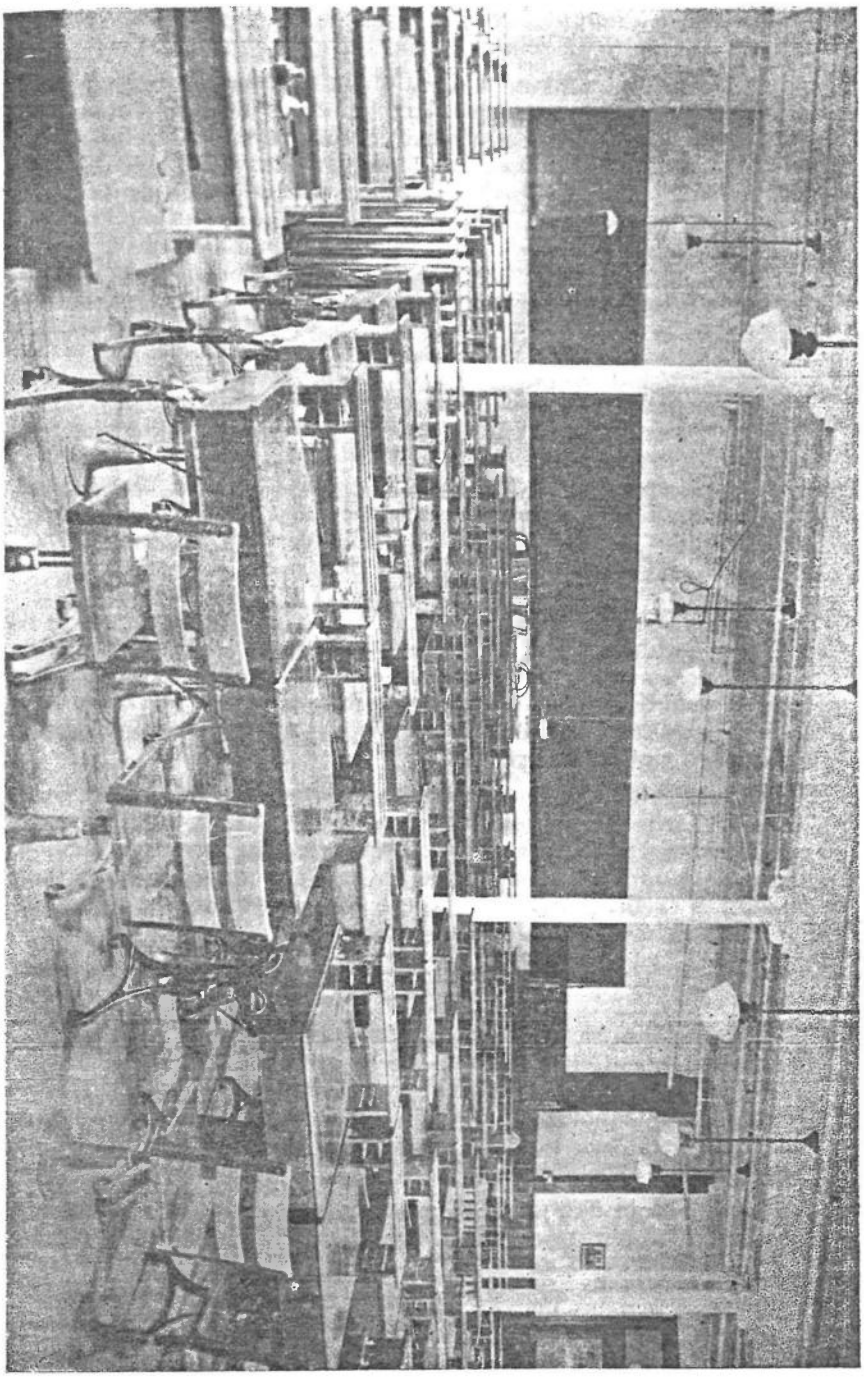
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Section of Main Room of the Bangor Maine School of Commerce

as they desire and may have the privilege of meeting their classes without remaining in school during the entire day session.

We would be pleased if all students coming to us were high school graduates, but as there are hundreds of young men and young women who for various reasons have not completed a definite elementary course, it is both a duty and pleasure to provide courses for them. Many of our successful students never attend the high school. This is said not to induce anyone to stop school or to discontinue education, whether foundational or classical, but to give courage to those who want a business education and have no opportunity to attend or complete the high school.

Location

Our school building is located at 27 Columbia Street, Bangor, Maine. It was purchased from the Shaw Business College in 1926, and is in a most desirable spot. The rooms are large and airy, with ample space for extension as the school grows. The Bangor Maine School of Commerce boasts the most phenomenal growth of any similar institution in the state since its inception.

Entrance Requirements

The regular school year begins Wednesday after Labor Day, and students are urged to enroll on that day, although we have no special term divisions, and students may enter at any time. Our highly developed Individual and Group systems of Instruction make such enrollment possible.

Students who have completed a part or all of the work offered in other business, secretarial, or normal schools, will be given credit for such courses as are duplicated in our own schools. Examinations may be required as a basis for determining the amount of credit to be given. There are no entrance examinations for High School or University graduates.

Tuition Rates

The tuition rates are as low as is consistent with the maintenance of a first-class school. We intend at all times to give our students the benefit of expert instruction under specialists, of surroundings favorable for study, and of modern school equipment; and the cost of these advantages must be covered by our tuition rates.

The Maine School of Commerce has always endeavored to present a higher grade of instruction and more college-grade

"A thousand mile journey begins with one step."

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Tuition
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Time	Paid Monthl
10 months	$180.00
9 months	162.00
8 months	144.00
7 months	126.00
6 months	108.00
5 months	90.00
4 months	72.00

No discount allowed fo

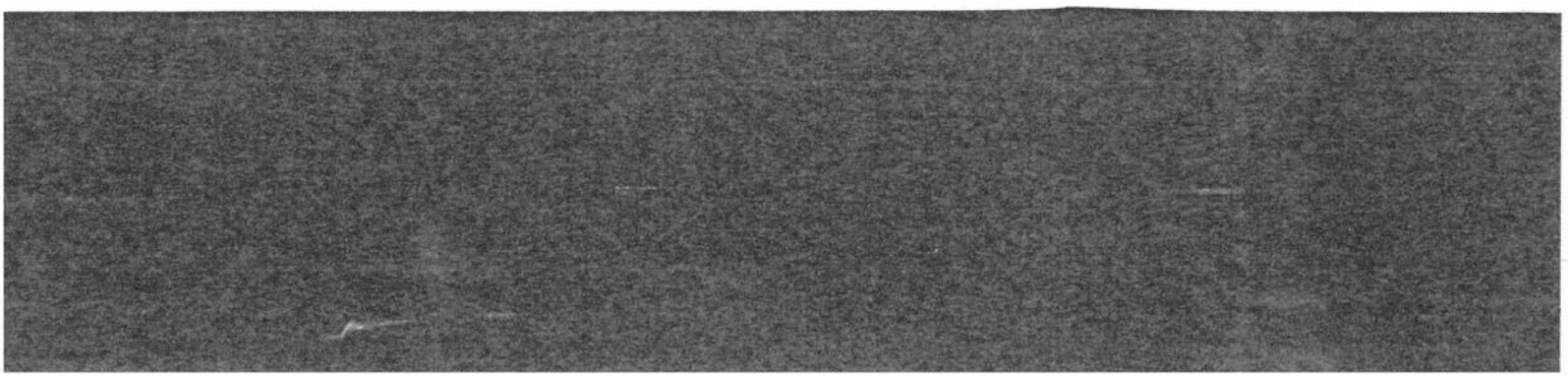
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courses than can be found in the ordinary business college. We have tried also to maintain a lower tuition rate than that charged by out-of-state schools which offer courses similar to ours. The day school tuition rate in all departments is $18.00 per calendar month, payable the first week of the student's month. Discounts are given when the tuition is paid in advance for four months or more. A special rate is made for summer school classes.

The cost of textbooks and supplies, including stationery, pens, pencils, etc., vary with the courses. All supplies are furnished by the school at a reasonable price. Approximate cost, each course, varies from $12.00 to $20.00.

Tuition Paid in Advance
Discount

Time	Paid Monthly	Discount if Paid in Advance	Net
10 months	$180.00	$18.00	$162.00
9 months	162.00	14.50	147.50
8 months	144.00	11.50	132.50
7 months	126.00	8.50	117.50
6 months	108.00	6.50	101.50
5 months	90.00	4.50	85.50
4 months	72.00	3.00	69.00

No discount allowed for less than four months in advance.

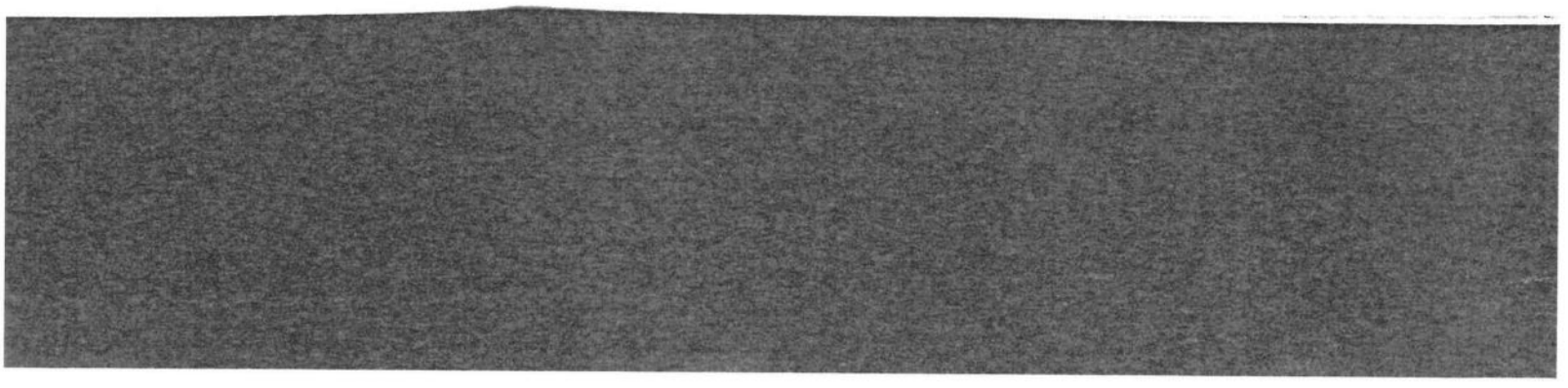
Taxes

A yearly extra-curricula tax of $2.00 for the term of enrollment is charged to the account of each student. The fund realized by this tax is used to promote an athletic and social program that is for the benefit of all members of the student body. Such a program provides for recreation and play in its proper forms and is open to all. The balance of this fund at the end of the year is turned over to the Senior Graduation Committee to help defray a portion of the Commencement expenses. The tax is due and payable upon presentation of the first tuition bill, and will not be refunded.

Graduation expenses are met by student projects throughout the year. In the event of a deficit, such students as are graduated will be taxed proportionately in small amounts to meet the burden. The expense in such event shall not exceed $5.00 per student, and includes the rental of cap and gown. The diploma, in leather bound, pocket size folder, is $2.00.

Attendance

Regularity and punctuality are insisted upon. Students are



excused only for unavoidable violations of this regulation. One of the important features in training young men and young women for employment is the habit of punctuality in all business relations.

Unfailing promptness and regularity in attendance and faithful application to home and school studies is expected of all students. These qualities are in themselves a guarantee of success.

All legal holidays are observed. If voted by the school a vacation of one week is allowed at Christmas. A three-day vacation is observed for Thanksgiving and Easter. No allowance or extension of credit will be granted for recesses during the college year. Students withdrawing from the Maine School of Commerce should notify the Secretary at once.

Continued absence of two weeks or more, on account of illness, or from unavoidable cause, will be made good to the student by an extension of the term for which tuition has been paid provided written notice reaches the school during the first week of the student's absence. In case of withdrawal from the school, unused tuition will be refunded to those who have paid in advance, although no refund will be made for a portion of a week. Students will not be enrolled for less than one calendar month except by special arrangement in advance.

The right is reserved to request the withdrawal of any student whose health, conduct, or scholarship, does not comply with the regulations of the institution.

No student will be graduated who is not present at the annual Commencement exercises, unless special permission for absence is granted by the Principal.

No student shall be graduated until all accounts, including tuition, books and Commencement expenses, have been settled in full.

Students are not allowed to leave the building during sessions, except by special arrangement, or by written order of the parent or guardian. The student's time belongs to the school and must be at the disposal of the instructor, as it would be at the command of an employer, if engaged in business.

The interruption of students by callers or by telephone during school hours is not permitted except for urgent reasons.

Outside Activities

It is to be assumed that the cardinal aim of the student is to complete his course in the quickest possible time consistent with

"A rolling stone gathers no moss."

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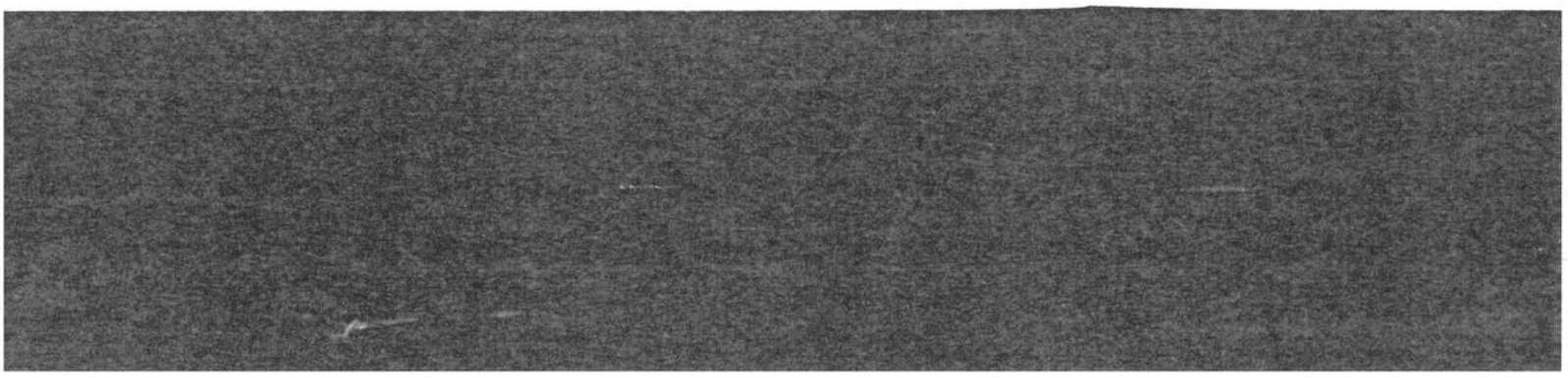
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thoroughness, and at the least possible expense. It is our purpose to co-operate in the attainment of this aim through the elimination of activities that might militate against the student's progress in school.

A well-planned program of social activities under faculty supervision is provided throughout the school year. The "social season" opens with the annual "corn roast and bacon bat" and closes with a picnic and field day — both of which are largely attended by the Alumni who, in the fall, are always eager to assist in welcoming new students in the hope of meeting someone "from home!" Theatre and dancing parties, dramas, socials, and hikes are interspersed throughout the school year, though social activities are not allowed to take precedence over the regular work of the school.

All out-of-town students are encouraged to ally themselves with a Sunday school, the Y. M. C. A. or the Y. W. C. A., some church, and such other institutions as may exert a helpful influence upon their lives. Our school is non-sectarian, but its influence is always for high standards of moral conduct.

Extension of Time

The student may, by arrangement with the Principal, take whatever vacation he may require at any time and his tuition will be extended. An extension of tuition will also be allowed for any necessary absence of two weeks or more. School vacations cannot be included in time extended. Extension of time begins only when office has been notified.

Business Course in a Business School

The private business school occupies a unique place in the field of education. It is wholly supported by its tuition collections and is patronized by those who voluntarily choose to patronize it. Whether it succeeds or fails depends upon its actual efficiency in the training work that it undertakes.

It has many very important advantages over some other types of schools, not the least of which is that it can quickly adjust itself to the changing requirements of business, that it is always closely in touch with the needs of business, that it has its students under constant supervision, that its work is intensive, and that it enrolls a rather mature class of students who come to it for the definite purpose of acquiring a practical education and who need, therefore, the minimum of direction. Another important consideration is that the private business school is deeply interested in

placing its graduates in positions, for its own perpetuity depends primarily upon the success of the students whom it graduates to enter the field of business.

Graduation

A handsomely engraved diploma is awarded to students who satisfactorily complete one of our courses. Certificates showing proficiency in Typewriting, Shorthand, Bookkeeping, Arithmetic, and Penmanship are awarded to all who attain a certain standard of excellence in these subjects. Our diploma is a recommendation of unquestionable value to the business community as evidence of efficiency and good character

We urge every student to enter school with the determination to complete his course. The demand for the services of those who persist until they receive recognition as graduates is far in excess of the demand for undergraduates. The student in any type of school who does not finish his course is looked upon as a failure and will find great difficulty in securing employment for the reason that in no field of effort are failures welcome.

A distinctive service is enjoyed in June of each year for the purpose of graduation in which has been inaugurated the dignity of the cap and gown.

Home Study

A certain amount of home study is necessary for rapid advancement and students are expected to give a fair share of time out of school hours each day to the preparation of their lessons. Home study shortens the student's course and reduces the cost of this training.

Individual Attention

Personal instruction is provided for all students. We believe that the independent, capable student is entitled to the same assistance as is the slow or backward student. It is our purpose to make it possible for each student to do at all times the very best work of which he is capable, and to create an attitude favorable to rapid progress.

The School Spirit

We prescribe no hard and fast rules for student conduct, but reserve the right to do so in individual cases in which the accepted standards of propriety are violated.

"Experience is a dear school."



Graduating Class of 1936

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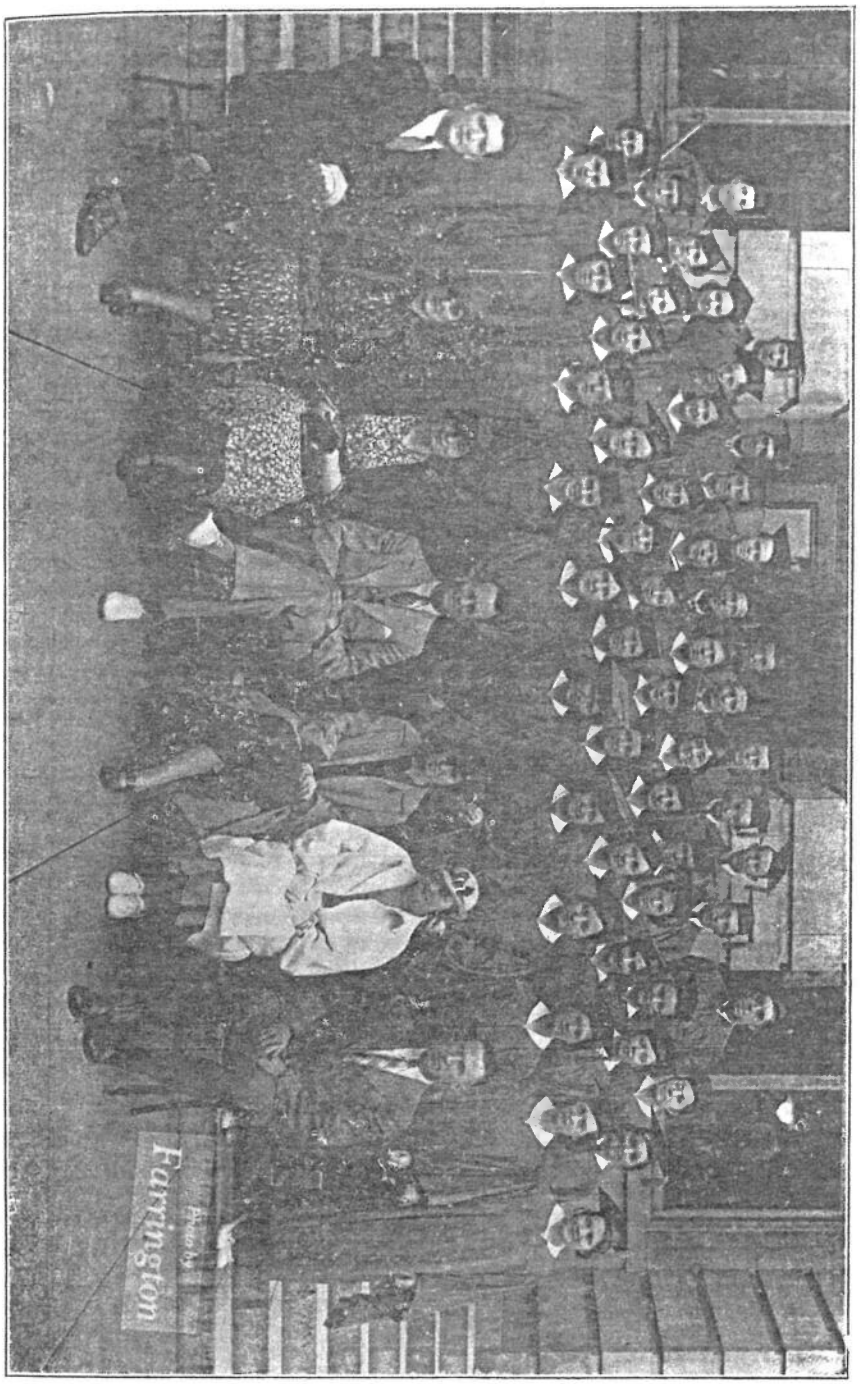
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Graduating Class of 1936

The relation between the faculty and student body is on a friendship basis. Teachers and students participate equally in school activities, meet each other on a common social plane, thus maintaining contacts that are cordial and mutually helpful.

We expect our students to be ladies and gentlemen who will voluntarily meet the standards of courtesy and right conduct that men and women ordinarily observe in social intercourse.

Short Courses

We do not offer absurdly short courses. We do not believe that thinking young people want short courses. We know that business men do not want employees who have been poorly trained, and it is impossible to provide adequate training if courses are too greatly abbreviated. So-called "short courses" are productive of nothing but dissatisfaction, discouragement, and failure.

We intend that our courses shall contain only the studies essential to the proper preparation of the student for the service that he intends to render, but we recognize the fact that time is an important element in education and all of our courses are planned to give the student an education that will be valuable to him as long as he lives. Of course a student may enroll for a brief period should he desire, but great care should be exercised to select a very limited number of subjects.

Service to the Graduate

We make an effort to keep in touch with our graduates. We hold ourselves in readiness to assist them in securing advanced positions. We are always happy to be of service to them when problems arise in which our help may be of some value. The service of our Employment Department are for our graduates at all times. We exemplify in practice the sincere thought that "once a student, always a student."

An Acknowledgment

Hundreds of our graduates are occupying splendid positions in many business enterprises in this state and elsewhere. It is not our intention to claim that our school is directly responsible for their success, but we are of the opinion that by maintaining an honorable institution, ethically sound, and governed by the best business principles, we have succeeded in enrolling the type of student who has the qualifications of successful progress.

"Actions speak louder than words."

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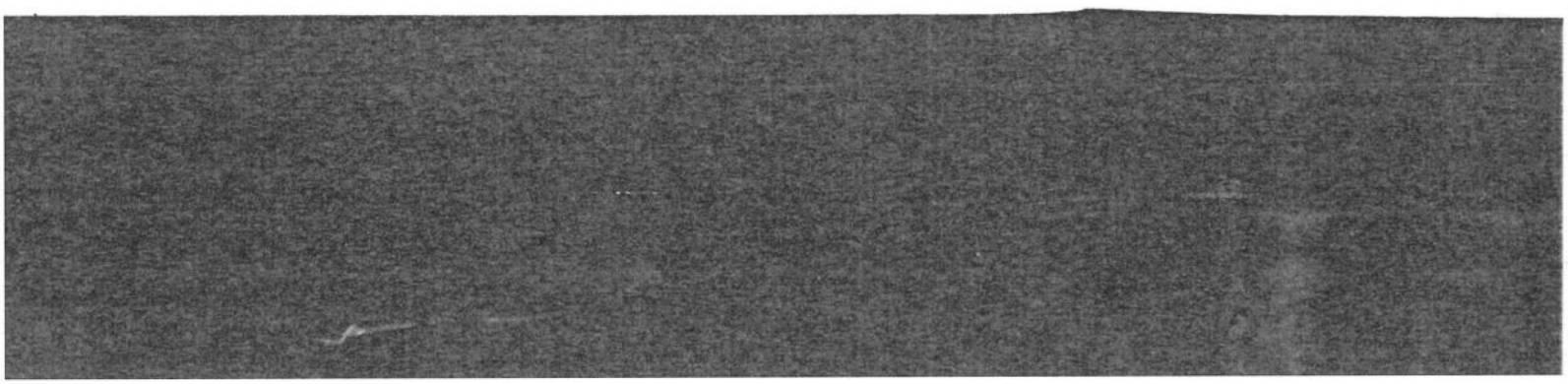
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We realize that the success of the Bangor Maine School of Commerce has been due, in great measure, to the confidence, whole-hearted support, and interested co-operation accorded us by our former students. We fully appreciate the benefit that we derive from this source and wish to express our gratitude for the same.

In expressing our appreciation we wish to assure our alumni that in the future as in the past we shall put forth every effort to maintain a school which is worthy of their endorsement and continued friendship.

The Demand for Young Women in Business

Nobody now questions whether the young woman has made for herself a permanent place in business.

It is our experience that we are never able to supply as many women bookkeepers, stenographers, typists, clerks, etc., as our business field would absorb. Aggressive young women generally succeed in business. In fact there are many positions that they fill more satisfactorily than do men because of their natural aptitude for detail work.

No young woman of the right type who prepares for a business position need fear that there will be no place for her.

Shorthand for Young Men

We particularly recommend our course in shorthand to young men who want to become business executives, because the shorthand writer very soon becomes the best informed person in the business office and is generally chosen to take advanced positions when such places are open. There is a dearth of men stenographers — our employment records show a complete inability to furnish a sufficient number of young men to fill the stenographic positions that are constantly offered to us. All of our regular Shorthand Course is included in our Complete Business Course, which we especially commend to all young people who are seeking the highest type of business education.

Catalog is Free

We are glad to furnish copies of this catalog to persons interested in business education or in the work of the commercial teacher. A request directed to this office will receive prompt attention and we always appreciate information that enables us to mail a copy to interested prospective students.

"Reward is in the doing."

Courtesy to Graduates

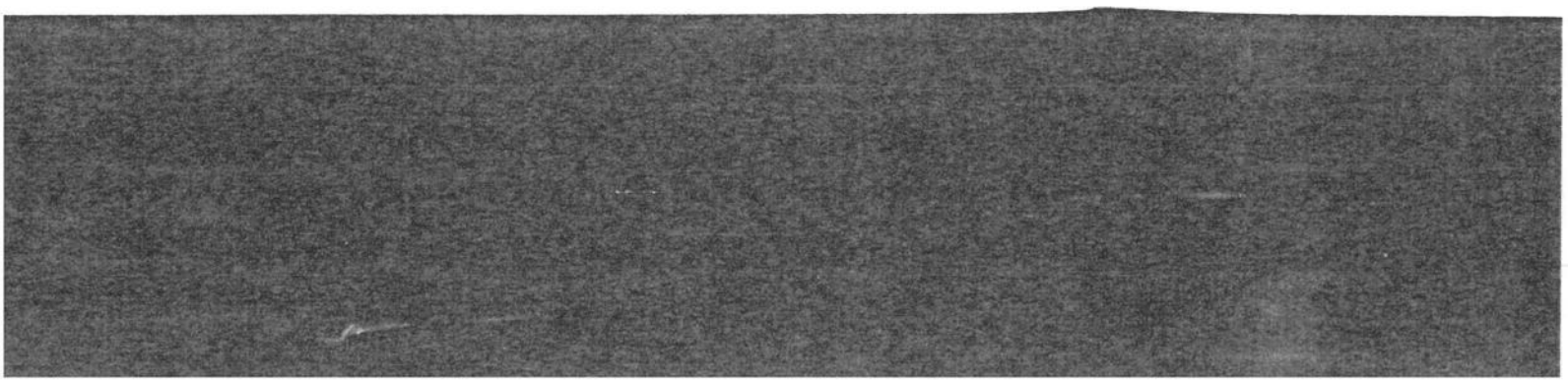
A graduate is one who has satisfactorily met the requirements of one of the courses outlined in this catalog. If, upon completing the work, immediate employment is impossible, the student may remain in school, without expense, and by practice and class attendance keep alive his developed ability and maintain the point of efficiency reached for graduation. A period of loafing destroys speed in both shorthand and typewriting, and the Bangor Maine School of Commerce desires that the applicant be at his best for an interview with an employer. The graduate is thus a non-paying guest of this institution until employment is found.

"He who does his best does well."

Below is a partial list
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Jean A. Davenport, Hoult
Carl E. Delano, Bangor—
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Alumni

Below is a partial list of former students of the Bangor Maine School of Commerce showing positions they now enjoy due to a careful selection of business training courses.

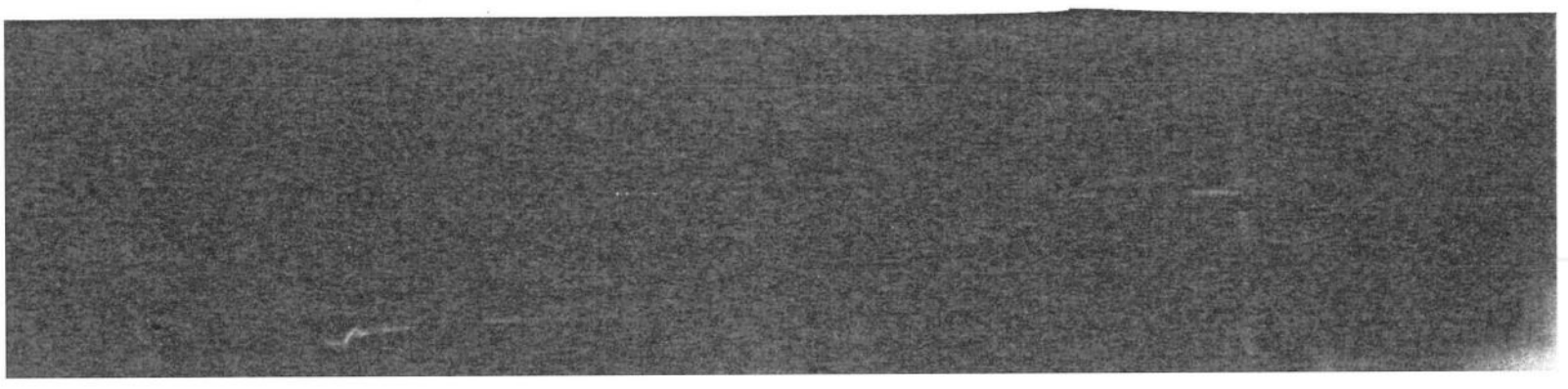
Arlene D. Baker, Newport—Sears, Roebuck Co., Boston, Mass.
Madelyn C. Ballard, Dover-Foxcroft—Office, Supt. of Schools, Dover-Foxcroft
Verne Bailey, North Anson—Bookkeeper, Arthur Chapin Co., Bangor
Alice M. Brewster, Dedham—Office, Swift & Co., Bangor
Etta L. Brown, Rockland—State House, Augusta
Gilbert H. Brown, Patten—Mgr. Patten Grocery Store
Maida B. Bullerwell, Hudson—Auto Registration Office, Presque Isle
Robert E. Burke, South Brewer—Eastern Manufacturing Co., South Brewer
Byron L. Burrill, Carmel—Post Office, Newport
Dean C. Burrill, Brewer—Charles M. Cox Co., Morrisville, Vt.
Edward J. Callinan, Bangor—Post Office, Bar Harbor
Lisle C. Chadbourne, Harmony—Bookkeeper Eastern Trust & Banking Co., Bangor
Winifred Churchill, Brewer—Tax Collector's Office, Brewer
Gladys V. Clements, Belfast—Instructor, Mattanawcook Academy, Lincoln
Lloyd O. Coffin, Bangor—Receiving Teller, Merrill Trust Co., Bangor
Clarice L. Coon, East Millinocket—Instructor Commercial Subjects, Medway High School.
Blandine P. Crafts, Dover-Foxcroft—Old Town Woolen Mill, Guilford
Jean A. Davenport, Houlton—Social Welfare Office, Houlton
Carl E. Delano, Bangor—Office, B. & A. Railroad Co., Bangor
Thelma H. Demont, Old Town—University of Maine, Orono
Carolyn E. Dickinson, Houlton—Reconstruction Finance Corp., Presque Isle
Eva H. Dodd, Bangor—Instructor Commercial Subjects, Westbrook High School
Elmer H. Ellis, Belfast—E. M. Howe Co., Belfast
Dorothy Farnum Kelley, Bangor—Webber Motor Company, Bangor
Madeline E. Farnum, Bangor—Utilities Distributors, Inc., Bangor
Elden C. Fletcher, Bangor—Manager Eastern Grain Supply Co., Pittsfield

Kern N. Foss, Bangor—Loose-Wiles Biscuit Co., Bangor
Margaret Tippin Goodridge, Bangor—Fidelity Life Insurance Co., Bangor
Harold S. Higgins, Jonesport—Instructor Commercial Subjects, Old Orchard High School
Mae Higgins, Dennysville — Instructor Commercial Subjects, Howland High School
Florence S. Holmstrom, Monson—Instructor Commercial Subjects, Cony High School, Augusta
Edwin C. Hopkins, Winterport—Border Express, Bangor
Stanley F. Howatt, Bangor—Bookkeeper, Mount Hope Cemetery Corp., Bangor
Clara L. Hurd, Old Town—Office, Lyford-Woodard Co., Bangor
Pansy M. James, Princeton—Instructor Commercial Subjects, Princeton High School
Lloyd A. Jordan, Waltham—Office, Gulf Refining Co., Brewer
Earle C. Jowdry, Brownville—Instructor Commercial Subjects, Sangerville High School
Robert E. Kiah, Brewer—Office, Bangor Daily News, Bangor
Albion K. Livingston, Brownville—Instructor Commercial Subjects, Winterport High School
Clyde M. Lougee, Bangor—Cole's Express, Bangor
Roland M. Field, Old Town—Bookkeeper, Ault Williamson Shoe Co., Auburn
Prescott E. Garland, Bangor—Office, Sears, Roebuck Co., Bangor
Imelda M. Gonyer, South Brewer—Office, Freese Dept. Store, Bangor
Virginia M. Gordon, Bangor—Office, Personal Finance Co., Bangor
Gordon D. Grant, Sandy Point—La Charity Hotel, Allentown, Pa.
Dorothy I. Gustin, Stockton Springs—Instructor Commercial Subjects, Houlton High School
Althea M. Hackett, South Brewer—Mack Baking Co., Brewer
Amber S. Lovely, Presque Isle—Office, B. F. Keith, Bangor
Bion E. Lowell, Machias—N. E. Tel. & Tel. Co., Bangor
Kenneth R. MacCready, Bangor—Eastern Manufacturing Co., South Brewer
Blanche M. MacDougall, Bangor—Instructor Commercial Subjects, Bucksport High School
Francis G. Marshall, Brownville Junction—Bookkeeper, Monson Slate Co.
Patrick A. McCloskey, Howland—Southern Pulp & Paper Co., Hodge, La.
Doris McDonough, Bangor—Bramhall & Clark, Bangor
Alta M. McLean, Ox Bow—Instructor Commercial Subjects, Stearns High School, Millinocket, Maine

"What a man soweth, that shall he also reap."

Madeline A. Merrow, Sar
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Maurice E. Newbegin, Bi
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Thelma Perkins Bowden, C
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Frederick W. Pinkham, I
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Philip L. Polk, Princeto
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Greta M. Ramsay, Skowh
Credit Asso., Presque
Ursula D. Rowe, Bangor
Orono High School
Maude L. Sawyer, Dove
Products Co., Guilford
Oscar E. Skofield, Bangor-
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Robert S. Smith, Greenvi
Philip Snow, Island Falls-
Town
Hilda L. Stairs, Island Fal
Island Falls
Clara L. Swan, Springfie
Foxcroft Academy
Philip M. Swett, Newport
Houlton
Elizabeth D. Tarbell, Ho
Chemical Co., Houlton
Dorothy O. Tilley, East
Farmington
Claude M. Trask, Derby—
Mildred R. Tupper, Hinck
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Madeline A. Merrow, Sangerville—Office, Old Town, Woolen Co., Sangerville

Wilbur R. Myers, Orono — Instructor Commercial Subjects, Gould Academy, Bethel

Mona K. Nason, East Millinocket—Office of General Staff, War Dept., Washington, D. C.

Maurice E. Newbegin, Brewer—Office, Great Northern Paper Co., Millinocket

J. Gardiner Norton, Bar Harbor—Office, Bar Harbor Motor Co., Bar Harbor

Beulah H. Perkins, Orrington—Secretary, Dr. Hedin, State Hospital, Bangor

Thelma Perkins Bowden, Orrington—Office, Webber-Ford Motor Co., Bangor

Frederick W. Pinkham, Lincoln—Instructor Commercial Subjects, Islesboro High School

Philip L. Polk, Princeton—Mgr., Woodman Coal Company, Bangor

Greta M. Ramsay, Skowhegan—Office, Aroostook Production Credit Asso., Presque Isle

Ursula D. Rowe, Bangor — Instructor Commercial Subjects, Orono High School

Maude L. Sawyer, Dover-Foxcroft — Bookkeeper, Hardwood Products Co., Guilford

Oscar E. Skofield, Bangor—Bookkeeper, Eastern Trust & Banking Co., Bangor

Robert S. Smith, Greenville—Pan-Am Petroleum Co., Bangor

Philip Snow, Island Falls—Manager, Ford Sales & Service, Old Town

Hilda L. Stairs, Island Falls—Office, Maine Power & Light Co., Island Falls

Clara L. Swan, Springfield—Instructor Commercial Subjects, Foxcroft Academy

Philip M. Swett, Newport—U. S. Immigration Border Patrol, Houlton

Elizabeth D. Tarbell, Houlton—Office, American Agricultural Chemical Co., Houlton

Dorothy O. Tilley, East Millinocket—Office, C. C. Holman, Farmington

Claude M. Trask, Derby—B. & A. Railroad, Van Buren, Maine

Mildred R. Tupper, Hinckley—Office, Bangor Maine School of Commerce

Clotilda M. Verrow, South Brewer—Office, Bangor Gas Light Company

W. Gilbert Westgate, Milo—Shell Company, Lewiston, Maine

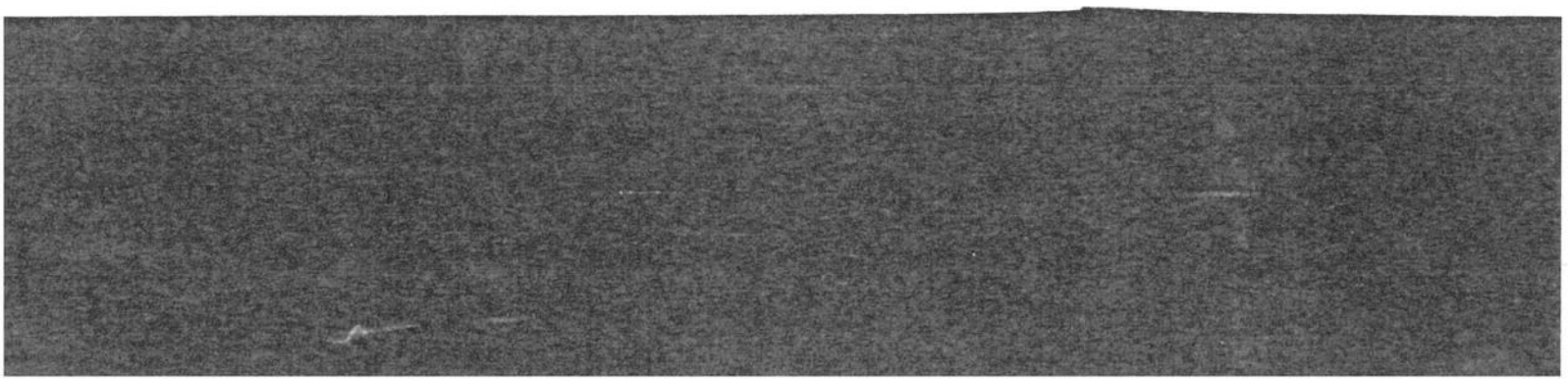
"One today is worth two tomorrows."

Robert I. White, Bangor—Office, Merchants National Bank, Bangor
Sylvia Wilt, Greenville—Office, Dun & Bradstreet, Bangor
Clara M. Skoog, Derby—Office, Personal Finance Co., Bangor
Frances M. Ross, Lincoln Center—Office, New England Wood Products Company, Mattawamkeag
Vivian L. Rideout, Belfast — Office, Essex County Training School, Lawrence, Mass.
Pauline E. Gordon, Bangor—Vinal L. Smart Co., Bangor
Josephine Barrett, Bangor—Office, Dr. McQuoid, Bangor
Franklin L. Beal, Ellsworth—Bar Harbor Motor Co., Ellsworth
Harriet V. Clark, Sangerville—Office of Supt. of Schools and Town Agent, Sangerville and Guilford
Ruthann Given, Orono—Penobscot Water Co., Orono
Lewis F. Gould, Newport—Maine Distributing Co., Bangor
Elaine Hanscom, Milo—F. E. R. A., Dover-Foxcroft
Maxine E. Harris, Derby—Personal Finance Co., Bangor
Carrie M. Hatch, Bangor—Land Policy Section, AAA, Bangor
Marion F. Hayes, Bangor—Assistant Instructor Commercial Subjects, Mexico High School
Everett L. Hitchings, Calais—Instructor Commercial Subjects, Calais Academy
Richard D. Kelly, Vanceboro—Cole's Express, Bangor
Margaret L. Leighton, Sangerville—Piscataquis Woolen Co.
Newell F. Littlefield, Newburg—Arthur Chapin Co., Bangor
Mildred McAfee, Brownville Jct.—Secretary, Dr. Witte and Dr. Kettle, Bangor State Hospital
Evangeline R. Davis, West Jonesport—Instructor Commercial Subjects, Jonesport High School
Eleanor K. Smith, Bangor—Office, N. Sanders Company, Bangor
Maverick H. Whitney, Hampden Highlands—Bangor Hydro-Electric Co.
Annie Bartlett, Stonington—Office, F. H. A., Stonington
Elsie Langstroth, West Brooksville—AAA, Washington, D. C.
Natalie F. Hanson, Newport—Instructor Commercial Subjects, Crosby High School, Belfast
Elena C. Sprague, Bangor—Instructor Commercial Subjects, Patten Academy
Thelma Allen McNeil, Brownville—Hathorne Auto Supply Corp., Bangor
Esther Moore, McKinley — Instructor Commercial Subjects, Southwest Harbor High School
Helen Moore, McKinley—Instructor High School, Hartford, Conn.
Minnie A. Howe, Kingfield—Office, G. H. Winter & Sons, Kingfield

"Lay up something for a rainy day."

Russell McEwen, Millino
nocket
Edwin Collamore, Pittsfiel
Richard E. Flanders, Linc
Marion MacKenzie, North
Inc., Boston
Letitia E. Smith, Derby—L
Ruby Bean, Bangor—Parke
Hazel Lunn, Milltown—I
Croix High School, W
Hilda L. Bailey, Bangor—
Eleanor M. Bean, Sullivan
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Barbara R. Beatty, Brewe
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Marian A. Carter, Bangor–
Sherman Mills High Sc
Sally E. Chapman, Bethel—
Eleanor Clemons, Lee—Co
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Helen V. Curran, Milo—M
S. Annette Cutting, Bath—
Franklin B. Titcomb, Garla
Ada M. Towle, Ox Bow—A
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Margaret Way, Belfast—O
Marietta P. Welch, Machi
jects, Brooklin High Sc
Margaret L. Whelpley, Bro
versity of Maine
Edward W. Ames, Brewer–
Bernard A. MacKenzie, Da
jects, Oakfield High Sc
Francis F. Northup, Bang
Harrisburg Academy, P
Ralph W. Patterson, Hamp
Saw Co., Bangor
Eugenia C. Richards, Oron
Post Office, Bangor
Colby N. Wood, Ellsworth
Subjects, Thomaston H
Madalene Lowell, North
C. P. A., Bangor
Enid L. Maloney, Port C
Bangor

"When the shore is won at last, wl



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Dover-Foxcroft
Finance Co., Bangor
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Piscataquis Woolen Co.
hur Chapin Co., Bangor
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Highlands—Bangor Hydro-

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Hathorne Auto Supply Corp.,

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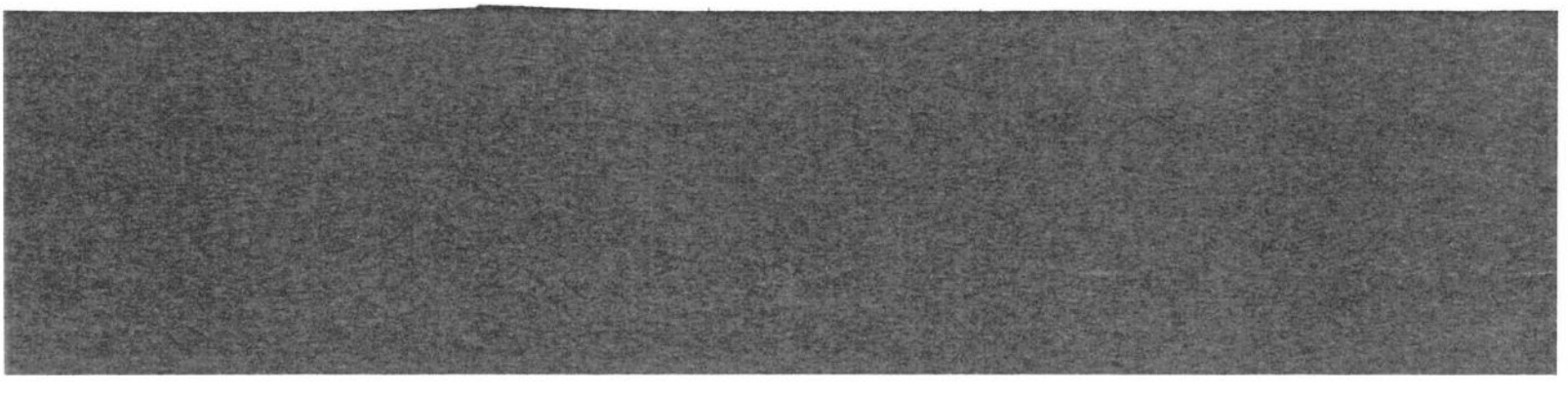
)r High School, Hartford,

G. H. Winter & Sons, King-

a rainy day."

Russell McEwen, Millinocket — Deutchbein Company, Millinocket
Edwin Collamore, Pittsfield—A. & P. Tea Company, Pittsfield
Richard E. Flanders, Lincoln Center—Lincoln Trust Company
Marion MacKenzie, North Vassalboro—Rust Craft Publishers, Inc., Boston
Letitia E. Smith, Derby—Ladd Lumber Co., Brownville
Ruby Bean, Bangor—Parker's I. G. A. Store, Bangor
Hazel Lunn, Milltown—Instructor Commercial Subjects, St. Croix High School, Woodland
Hilda L. Bailey, Bangor—Merchants National Bank, Bangor
Eleanor M. Bean, Sullivan—Bangor Hydro-Electric Co., Ellsworth
Barbara R. Beatty, Brewer—Office, Bangor Chamber of Commerce
Marian A. Carter, Bangor—Instructor of Commercial Subjects, Sherman Mills High School
Sally E. Chapman, Bethel—Office, Graphic Circuit, Bangor
Eleanor Clemons, Lee—Commercial Instructor and Coach, Lincoln Academy, Newcastle
Helen V. Curran, Milo—Maine Coal Sales Co., Bangor
S. Annette Cutting, Bath—Armour Fertilizer Co., Presque Isle
Franklin B. Titcomb, Garland—New England Grain Co., Dover
Ada M. Towle, Ox Bow—Assistant Instructor Commercial Subjects, Caribou High School
Margaret Way, Belfast—Office, Eastern Furniture Co., Bangor
Marietta P. Welch, Machiasport—Instructor Commercial Subjects, Brooklin High School
Margaret L. Whelpley, Brownville Jct.—Alumni Secretary, University of Maine
Edward W. Ames, Brewer—Office, Charles Hayward Co.
Bernard A. MacKenzie, Danforth—Instructor Commercial Subjects, Oakfield High School
Francis F. Northup, Bangor—Head Commercial Department, Harrisburg Academy, Harrisburg, Penna.
Ralph W. Patterson, Hampden Highlands—Office, D. D. Terrill Saw Co., Bangor
Eugenia C. Richards, Orono—Federal Re-employment Agency, Post Office, Bangor
Colby N. Wood, Ellsworth—Coach and Instructor Commercial Subjects, Thomaston High School
Madalene Lowell, North Penobscot — Office, W. D. Hayes, C. P. A., Bangor
Enid L. Maloney, Port Clyde—Hathorne Auto Supply Co., Bangor

"When the shore is won at last, who will count the billows passed?" -- John Locke



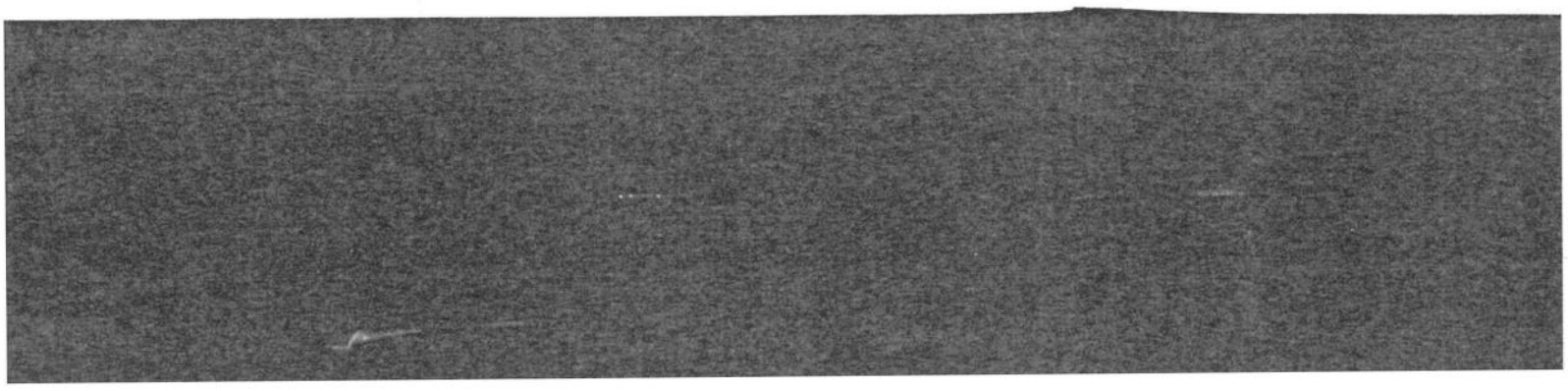
Good Positions for Commerce Graduates

An established reputation for placing our graduates in good-paying positions is your strongest assurance that you will be placed in a worth while position upon satisfactory completion of your Commerce training. Our Employment Department is called upon constantly to select qualified young people to fill good positions.

The school maintains a Free Placement Department to help its students and graduates secure desirable positions. As Commerce trained men and women are widely and favorably known for their ability and efficiency, their services are in demand, and our Placement Department receives scores of calls for capable office assistants. Many employers, in fact, prefer that their employees be trained here. In our recommendation of applicants, preference is naturally given those students who have proved their ability by the excellence of their classroom work.

Hundreds of the large business enterprises of the country have employed Commerce students. Space does not permit a full list of such employers. A representative list is presented below:

A A A, Bangor
A A A, Washington, D. C.
Abbott Woolen Mill, Dexter
Acme Mfg. Company, Bangor
Adams Furnishing Goods Company, Bangor
Advance Bag & Paper Company, Howland
American Railway Express Company, Bangor
Aroostook Valley R. R., Presque Isle
Arthur Chapin Company, Bangor
Atlantic & Pacific Tea Company, Boston
Ault-Williamson Shoe Co., Auburn
Auto Registration Office, Bangor
Bangor & Aroostook R. R. Co., Bangor
Bangor, Boston & N. Y. Dye House, Bangor
Bangor Gas Light Company, Bangor
Bangor Daily Commercial, Bangor
Bangor Daily News, Bangor
Bangor Hydro-Electric Company, Bangor
Bangor Mill Supply Corp., Bangor
Bangor Motor Company, Bangor
Bangor Optical Company, Bangor
Bangor State Hospital, Administration Office
Bar Harbor Motor Company, Ellsworth
Bar Harbor Trust Company, Bar Harbor
Canadian Pacific R. R., Brownville Junction
Charles Murray, Shell Distributors, Bangor
Charles M. Cox, Morrisville, Vermont
C. H. Rice Company, Bangor
C. H. Savage Company, Bangor
Cloverdale Company
Coca-Cola Bottling Company, Bangor
Cole's Express, Bangor
Dakin Sporting Goods Company, Bangor
Eastern Auto Supply Co., Bangor
Eastern Barber Supply Co., Bangor
Eastern Feed Company, Brewer
Eastern Furniture Company, Bangor
Eastern Grain Supply Co., Pittsfield
Eastern Mfg. Company, Brewer
Eastern Trust & Banking Company, Bangor
E. M. Howe Insurance Co., Belfast
Easy Washing Machine Co., Bangor
Essex County Training School, Lawrence, Mass.
F E R A, Guilford
F H A, Stonington
Foley Chevrolet Company, Ba
Ford Sales & Service, Old Tow
Fox's Express, Bangor
Frank J. Leen Co., Bangor
Freese Dept. Store, Bangor
Galen S. Pond, Embalmers, Ba
General Ice Cream Co., Pawtu Rhode Island
Gerry & Co., Brownville Juncti
G. H. Winter & Sons, Kingfield
Graham Clothing Co., Bangor
Great Northern Paper Co., Ba
Great Northern Paper Co., M nocket
Gulf Refining Co., Brewer
Hardwood Products Co., Guilfo
Harold B. Fobes Co., Bangor
Hayes, W. D., C. P. A., Bango
Hofman Broom Co., Bernhart, H. Tabenken Co.
Hudson-Essex Co., Ellsworth
Island Falls Garage
Ladd Lumber Co., Brownville
La France Fire Apparatus Boston
Lawrence Plywood Co., Bangor
Liggett & Myers Tobacco Co.
Lincolnfield Mills, Manchester, N
Loose-Wiles Biscuit Co., Bango
Lucerne-in-Maine Corporation
Lyford Woodard Co., Bangor
Mack Baking Co.
Maine Coal Sales Co., Bangor
Merrill Trust Co., Bangor
Merrill Trust Co., Jonesport
Merchants National Bank, Bang
Metropolitan Life Insurance Bangor
Millinocket Trust Co., Millinoc
Milo Electric Power Co.
Monson Slate Co.
Morris-Lancaster Co., Bangor
Morse & Co., Bangor
Mt. Hope Cemetery Corp., Bang
National Biscuit Co.
N. E. Insurance Exchange, Bar
N. E. Tel. & Tel. Co., Bangor
New York Syndicate
N. Y., N. H. & Hartford R. R., N York, N. Y.
N. Sanders Co.
Nunbach Shoe Co., Brooklyn, N
Old Town Woolen Co., Sanger



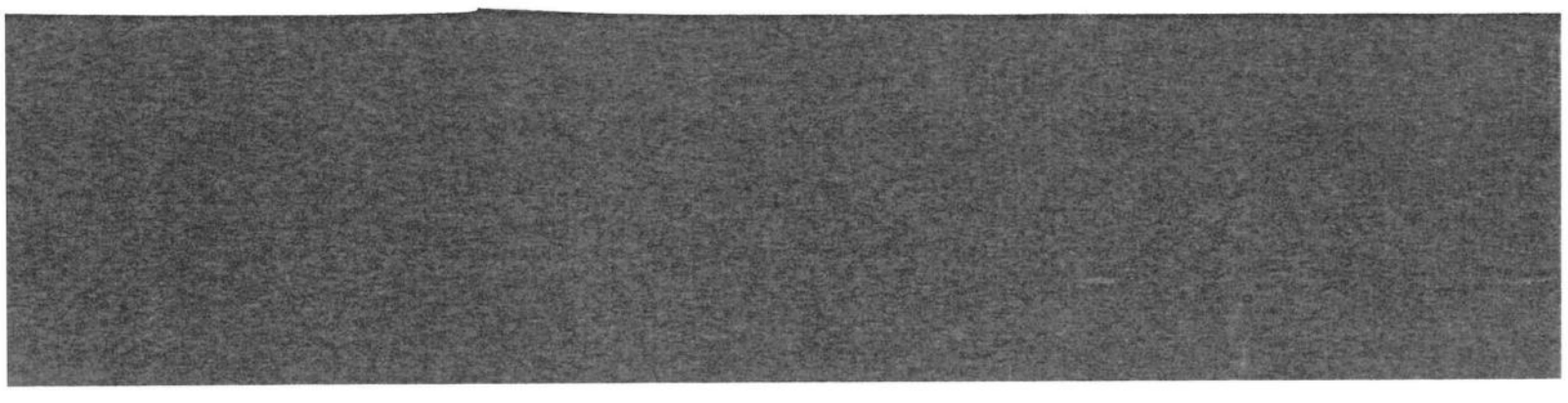
merce Graduates

ıcing our graduates in good-
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Employment Department is
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services are in demand, and
scores of calls for capable
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students who have proved
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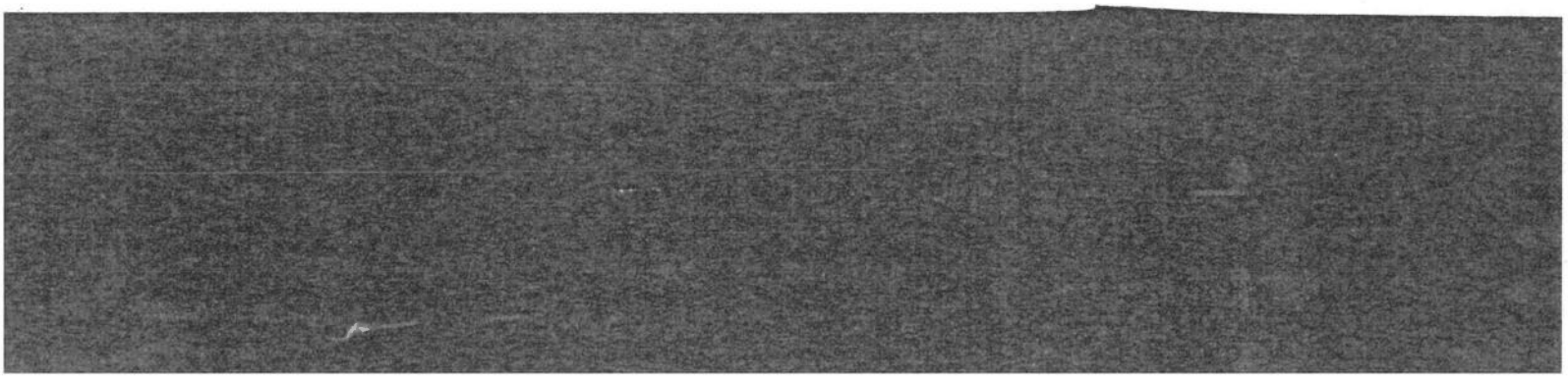
enterprises of the country
Space does not permit a full
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Harbor Motor Company, Ells-
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I. Rice Company, Bangor
I. Savage Company, Bangor
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tern Feed Company, Brewer
tern Furniture Company, Ban-
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tern Mfg. Company, Brewer
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M. Howe Insurance Co., Belfast
y Washing Machine Co., Bangor
ex County Training School,
awrence, Mass.
R A, Guilford
F H A, Stonington
Foley Chevrolet Company, Bangor
Ford Sales & Service, Old Town
Fox's Express, Bangor
Frank J. Leen Co., Bangor
Freese Dept. Store, Bangor
Galen S. Pond, Embalmers, Bangor
General Ice Cream Co., Pawtucket, Rhode Island
Gerry & Co., Brownville Junction
G. H. Winter & Sons, Kingfield
Graham Clothing Co., Bangor
Great Northern Paper Co., Bangor
Great Northern Paper Co., Millinocket
Gulf Refining Co., Brewer
Hardwood Products Co., Guilford
Harold B. Fobes Co., Bangor
Hayes, W. D., C. P. A., Bangor
Hofman Broom Co., Bernhart, Pa.
H. Tabenken Co.
Hudson-Essex Co., Ellsworth
Island Falls Garage
Ladd Lumber Co., Brownville
La France Fire Apparatus Co., Boston
Lawrence Plywood Co., Bangor
Liggett & Myers Tobacco Co.
Lincolnfield Mills, Manchester, N.H.
Loose-Wiles Biscuit Co., Bangor
Lucerne-in-Maine Corporation
Lyford Woodard Co., Bangor
Mack Baking Co.
Maine Coal Sales Co., Bangor
Merrill Trust Co., Bangor
Merrill Trust Co., Jonesport
Merchants National Bank, Bangor
Metropolitan Life Insurance Co., Bangor
Millinocket Trust Co., Millinocket
Milo Electric Power Co.
Monson Slate Co.
Morris-Lancaster Co., Bangor
Morse & Co., Bangor
Mt. Hope Cemetery Corp., Bangor
National Biscuit Co.
N. E. Insurance Exchange, Bangor
N. E. Tel. & Tel. Co., Bangor
New York Syndicate
N. Y., N. H. & Hartford R. R., New York, N. Y.
N. Sanders Co.
Nunbach Shoe Co., Brooklyn, N. Y.
Old Town Woolen Co., Sangerville
Office General Staff, War Dept., Washington, D. C.
Orono Pulp & Paper Co.
Penobscot Beef & Provision Co., Bangor
Penobscot Coal & Wharf Co., Bangor
Personal Finance Co., Bangor
Postal Telegraph, Bangor
Post Office, Bar Harbor
Post Office, Brownville Junction
Post Office, Newport
Prentiss & Carlisle Co., Bangor
Presque Isle National Bank
Ramsdell Canning Co., Rockland
Registrar of Deeds, Bangor
Regional Agricultural Credit Corp., Bangor
Regional Agricultural Credit Corp., Presque Isle
Rust Craft Publishers, Inc., Boston
Sampson Ins. Agency, Bangor
Sears, Roebuck, Boston
Sears, Roebuck, Bangor
Shell Distributors, Portland
Simmons & Hammond Mfg. Co., Bangor
Social Welfare Office, Houlton
Stanley J. Leen, Bangor
State Hospital, Augusta
State Hospital, Bangor
Supt. of Schools, Office, Dover-Foxcroft
Swift & Company, Bangor
Tax Collector's Office, Brewer
Thurston & Kingsbury Co., Bangor
Town Treasurer's Office, Houlton
Turner Center Creamery Co., Bangor
Underwood Typewriter Co., Bangor
University of Maine, Orono
U. S. Border Patrol Office, Houlton
U. S. Immigration Office, Houlton
U. S. Immigration Office, Montreal
Utilities Distributors Corp., Bangor
Webber Motor Co., Bangor
Wentworth Motor Corp., Bangor
Wetmore-Savage Electric Supply Co., Bangor
Wilson & Co., Bangor
W. S. N. S., Principal's Office, Machias
W. W. Woolworth Co., Bangor
Woodstock Typewriter Sales Co.



Enrollments
1936

Achorn, Irma L., Bangor
Adams, Cynthia M., Bangor
Adams, Rena M., Houlton
Allbee, Ruby M., Presque Isle
Alley, Fletcher M., Beals
Anderson, Florence M., Houlton
Ayer, Roberta J., Dexter
Babcock, Dorothy L., Bangor
Bailey, Woodrow F., Lincoln
Baker, G. Edwin, Jr., Bangor
Bates, Alice P., Bangor
Beal, Juanita E., Jonesport
Beaton, Nelsena I., Brownville Jct.
Beatty, Barbara R., Brewer
Bishop, Fremont C., Milo
Bissell, Eleanor L., Bangor
Blake, Naomi A., Bangor
Bouchard, Agnes L., Caribou
Bourbon, Marguerite E., Greenville
Bowden, Blanche I., Camden
Bragg, Elizabeth C., Bangor
Briggs, Beatrice A., Houlton
Brooks, Virginia M., Bangor
Brown, Mary E., Verona Heights
Brown, Philip H., Presque Isle
Brown, William H., Ellsworth Falls
Burrill, June E., Brewer
Campbell, Edward, Millinocket
Carlson, Lilly, Brownville Junction
Carsley, Homer F., Dexter
Carter, Hester L., Hancock
Casey, Kathryn E., Bucksport
Chase, Aubrey H., Brownville
Clark, Mary E., Caribou
Coffin, George B., Ashland
Coffin, Millard F., Jr., Bangor
Colcord, Roberta R., Pripet
Colson, Velma I., Guilford
Colson, Violet D., Guilford
Curran, William J., Jr., Milo
Daisey, Ella K., Millinocket
Darey, Ruby G., Brownville Jct.
Debeck, Barbara V., Bangor
DeMeyer, Bessie E., Franklin
Dickens, Eleanor E., Bangor
Divney, Mary A., Bangor
Dorr, Lillian C., Brewer
Dorr, Vivaneen M., Bangor
Downes, Glenice L., Corinna
Drummey, Ellen A., Bangor
Durgin, Hilda L., Corinna
Eames, Norma G., Bangor
Eastman, Madeleine G., Old Town
Ellis, Ellen S., Brewer
Elwell, Anne, Bar Harbor
Erskine, J. Roger, Presque Isle
Fahey, John H., Bangor
Fairbrother, Corabelle M., Guilford
Farwell, Edward F., Bangor
Fish, Leona J., Belfast
Floros, Aphrodite, Bangor
Ford, Alvah P., Bangor
Foster, Sylvia E., Bangor
Foulkes, Mary E., Milo
Fowler, Thomas A., Bangor
Gaddis, John F., East Machias
Gardiner, Kenneth S., Houlton
Gardner, Frances M., East Machias
Gates, Alwin A., Brownville Jct.
Gates, Catherine M., Brownville Jct.
Giddings, George E., Jr., Bangor
Gilmore, Beatrice A., Orono
Gilpatrick, Ross G., Bangor
Goff, Madeline F., Bangor
Gogan, Patricia K., Orono
Gordon, Eleanore L., Brewer
Gordon, Meverette, Waterville
Grant, Donald L., Bangor
Graves, Argie B., Brownville Jct.
Gray, Erla L., Dover-Foxcroft
Greene, Raphael W., West Enfield
Greenlaw, Dorothy B., Presque Isle
Grey, Mary T., Camden
Grover, Virginia A., Brewer
Guptill, Alice F., Addison
Hale, Jean K., Bangor
Harding, Harold W., Brewer
Hardison, Lowell A., Bangor
Hardy, Kathleen K., Bangor
Harris, Laurence C., Holeb
Hebberd, Nathan C., Dexter
Henderson, Hilda M., Brooklin
Hicks, Norton W., Bangor
Higgins, Olive, Dennysville
Hodsdon, Clara L., Stillwater
Hogan, Leroy J., Houlton
Hughes, Richard F., Brownvill
Igoe, Elizabeth N., Brewer
Jackson, Clayton D., Monson
Jackson, Clifton W., Monson
Jarvis, Philip O., Bangor
Jenkins, Charles B., Bangor
Jenkins, Mary L., Bangor
Johnston, Jack C., Ellsworth
Jones, Ethelyn M., St. Francis
Jordan, Edward J., Brewer
Kelley, Velma M., Bangor
Kennedy, Dana F., Bangor
Kiah, Richard A., Brewer
King, Henry F., Jr., Brewer
Knowles, Donald A., Han
Highlands
Kyle, Burpee K., Fort Fairfiel
Ladd, Catherine E., Brownville
Lancaster, Ruth L., Washburn
Landon, Miriam, Bangor
Lane, Ralph V., Lincoln
Lavaway, Frances L., Presque
Lee, Raymond T., Bangor
Louder, Alfred F., Pittsfield
Lowell, Thelma A., Dexter
MacDonald, Dorothy A., Millin
Maloney, Enid L., Port Clyde
Mann, Lloyd J., Brewer
Marr, Hugh D., Brownville Jc
Marshall, Herbert H., Mattax
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Mayhew, Marian A., Belfast
McAvoy, Bertha A., Benedicta
McAvoy, Robert F., Bangor
McConnell, Mary G., Presque
McCoombs, Major R., Bangor

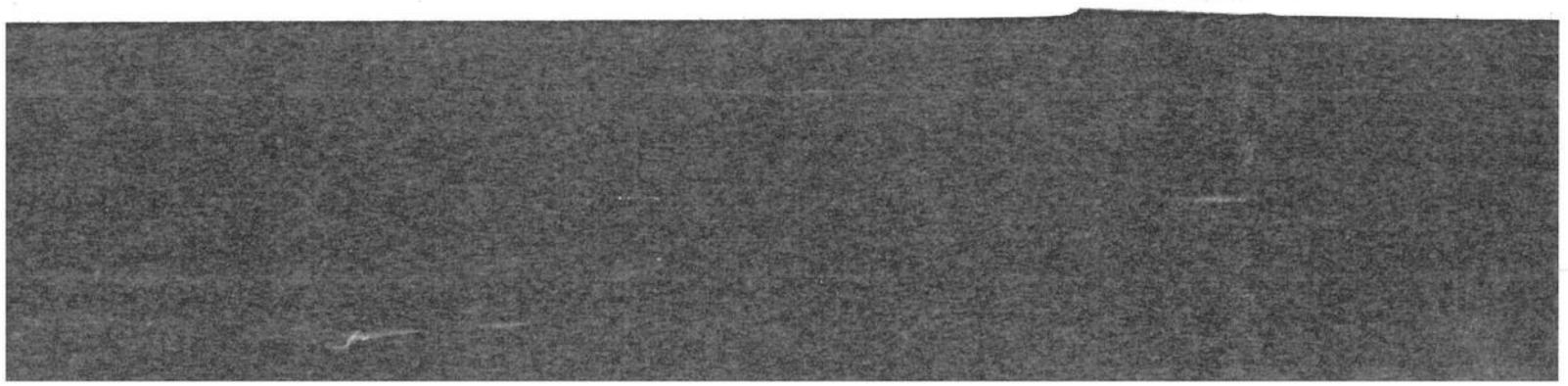


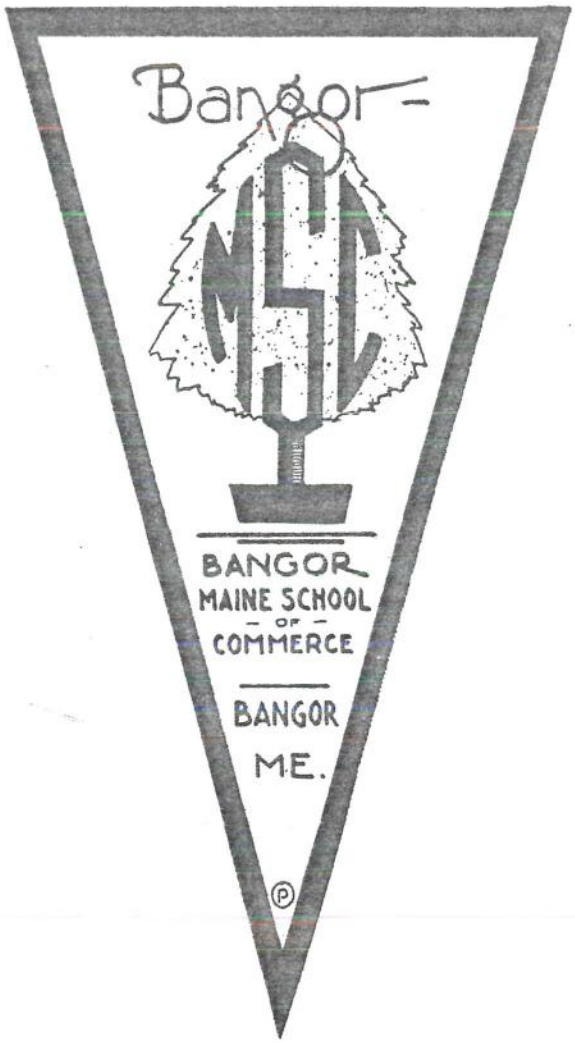
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ck, Barbara V., Bangor
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ey, John H., Bangor
brother, Corabelle M., Guilford
well, Edward F., Bangor
, Leona J., Belfast
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l, Alvah P., Bangor
er, Sylvia E., Bangor
lkes, Mary E., Milo
ler, Thomas A., Bangor
dis, John F., East Machias
diner, Kenneth S., Houlton
dner, Frances M., East Machias
es, Alwin A., Brownville Jct.
es, Catherine M., Brownville Jct.
dings, George E., Jr., Bangor
nore, Beatrice A., Orono
patrick, Ross G., Bangor
f, Madeline F., Bangor
gan, Patricia K., Orono
don, Eleanore L., Brewer
don, Meverette, Waterville
nt, Donald L., Bangor
ves, Argie B., Brownville Jct.
y, Erla L., Dover-Foxcroft
ene, Raphael W., West Enfield
enlaw, Dorothy B., Presque Isle
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over, Virginia A., Brewer

Guptill, Alice F., Addison
Hale, Jean K., Bangor
Harding, Harold W., Brewer
Hardison, Lowell A., Bangor
Hardy, Kathleen K., Bangor
Harris, Laurence C., Holeb
Hebberd, Nathan C., Dexter
Henderson, Hilda M., Brooklin
Hicks, Norton W., Bangor
Higgins, Olive, Dennysville
Hodsdon, Clara L., Stillwater
Hogan, Leroy J., Houlton
Hughes, Richard F., Brownville Jct.
Igoe, Elizabeth N., Brewer
Jackson, Clayton D., Monson
Jackson, Clifton W., Monson
Jarvis, Philip O., Bangor
Jenkins, Charles B., Bangor
Jenkins, Mary L., Bangor
Johnston, Jack C., Ellsworth
Jones, Ethelyn M., St. Francis
Jordan, Edward J., Brewer
Kelley, Velma M., Bangor
Kennedy, Dana F., Bangor
Kiah, Richard A., Brewer
King, Henry F., Jr., Brewer
Knowles, Donald A., Hampden Highlands
Kyle, Burpee K., Fort Fairfield
Ladd, Catherine E., Brownville
Lancaster, Ruth L., Washburn
Landon, Miriam, Bangor
Lane, Ralph V., Lincoln
Lavaway, Frances L., Presque Isle
Lee, Raymond T., Bangor
Louder, Alfred F., Pittsfield
Lowell, Thelma A., Dexter
MacDonald, Dorothy A., Millinocket
Maloney, Enid L., Port Clyde
Mann, Lloyd J., Brewer
Marr, Hugh D., Brownville Jct.
Marshall, Herbert H., Mattawamkeag
Mayhew, Marian A., Belfast
McAvoy, Bertha A., Benedicta
McAvoy, Robert F., Bangor
McConnell, Mary G., Presque Isle
McCoombs, Major R., Bangor
McEwen, Harold J., Millinocket
McIntosh, Edna M., Bangor
McIntosh, Herschel K., Houlton
McLaughlin, Georgie L., Carmel
McMinn, Imogene B., Masardis
McNeil, Edward F., Bangor
McPike, John R., Waite
Merrill, Inez E., East Holden
Miller, Austin W., Bangor
Miller, Laura H., Milo
Mills, Donna, Milo
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