

STANFORD UNIVERSITY

3/5/29

Our records show that you wish to be admitted to the University in the quarter beginning Oct., 1929

We do not find, however, that the item checked below has been received. Please see that the desired information is sent to this office before soon

1. Application (for admission with Lower Division, Upper Division, Graduate Standing)

~~2.~~ Personal Rating Sheet

3. Transcript of record from _____

~~4.~~ Transcript of high school record

5. Record of final semester's grades

6. Official record of College Entrance Board Examinations

7. Record of occupation since graduation from High School.

The Principal will please fill out the following blanks as completely as possible.

Full name of candidate.....

Postoffice address of candidate.....

Name and location of school.....

How long has candidate attended?.....

When will candidate complete a regular four-year course?.....

Date of graduation.....Date of birth.....

Other secondary schools attended (before graduation).....

Schools or colleges attended (since graduation).....

Grades (marks) used in school records.....

What is the lowest passing grade?.....Recommending (certificate) grade?.....
(See reverse side of this sheet)

What is the length of the recitation period?.....

Size of graduating class.....Candidate's probable rank in class: among { UPPER 10th, 5th, 3rd, half;
LOWER half, 3rd, 5th, 10th.

(Underscore appropriate term; locate more definitely if possible)

By what colleges and universities is the school accredited?.....

Mark (L) subjects occupying double periods.

Mark (T) subjects which have been repeated or in which grade has been raised by later work.

Where subjects have been credited from another school the Principal will please give full information (weeks, periods, grade, and name of school).

In Science and Drawing indicate the number of recitation and laboratory (or drawing) periods thus (recitation periods first): $\frac{2}{8}$.

Place here all the work of present school year, including both semesters of this year's courses. It is understood that permission to matriculate may be subject to the satisfactory completion of this work.

COMPLETED SEMESTER				INCOMPLETE SEMESTER		
SUBJECT	NO. OF WEEKS	PERIODS PER WEEK	GRADE	SUBJECT	NO. OF WEEKS	PERIODS PER WEEK

College Board examinations to be taken.....

Admission requirements are grouped under three heads: (1) Scholarship Qualifications, (2) Personal Qualifications, (3) College Aptitude Test. A separate personal rating blank should be filled out by the Principal and, if possible, by the candidate's teachers in the senior year. The College Aptitude Test is to be taken as may be arranged by the University. [This credential should be sent by the Principal direct to the University. Address, The Registrar, Stanford University, California.]

The University will be glad to have a catalogue or manual of the school if current issue has not already been sent to the Registrar.]

SUBJECTS	Year in School (1,2,3,4)	No. of weeks	Periods per week	Grades (mark)	Units of credit	SUBJECTS	Year in School (1,2,3,4)	No. of weeks	Periods per week	Grades (mark)	Units of credit
English, 1st year						German, 1st year					
English, 2d year						German, 2d year					
English, 3d year						German, 3d year					
English, 4th year						German, 4th year					
Algebra						Latin, 1st year					
Plane Geometry						Latin, 2d year					
Solid Geometry						Latin, 3d year					
Trigonometry						Latin, 4th year					
Physics						Greek, 1st year					
Chemistry						Greek, 2d year					
Physiology						Greek, 3d year					
Botany						Freehand Drawing					
Zoology						Mech. Drawing					
Biology						Arch. Drawing					
General Science						Applied Art					
Physical Geography						Woodworking					
Ancient History						Forge					
Med. & Mod. Hist.						Foundry					
English History						Machine Shop					
American History						Agriculture					
Civics						Domestic Sc.					
Economics						Bookkeeping					
Spanish, 1st year						Shorthand					
Spanish, 2d year						Typewriting					
Spanish, 3d year						Com. (Econ.) Geog.					
Spanish, 4th year						Commercial Law					
French, 1st year						Com. Arithmetic					
French, 2d year						Sight Sing. & Dict.					
French, 3d year						Inst. or Voc. Tech.					
French, 4th year											

What (if any) intelligence test has the candidate taken?.....

When?.....Point score?.....I.Q.?

The undersigned hereby certifies to the correctness of the foregoing record and report, and recommends the candidate as of good moral character, serious of purpose, and, in the judgment of the Principal, prepared to undertake college studies with good prospect of success.

[Signed].....

Principal

Date.....

ADMISSION TO THE UNIVERSITY

GENERAL REQUIREMENTS

Admission to the University may be granted with Graduate, Upper, or Lower Division standing. The number admitted is limited by the facilities that are available. Applicants to be accepted as candidates for admission must present satisfactory recommendations as to personal character, must offer the approved credentials required for the division concerned, and, for the Upper and Lower Divisions, must pass the college aptitude test. The method of selecting candidates is explained below. Application and other necessary blanks will be furnished by the Registrar on request, and the use of these official blanks is required. In applying for such blanks address: *The Registrar, Stanford University, California.*

ADMISSION OF MEN

LIMITATIONS

Lower Division.—The total number of men admitted to the Lower Division is limited to 350 for the autumn quarter of 1929 and 50 for the winter quarter. (No new students are admitted to the Lower Division for the spring quarter.) At present an unlimited number may be admitted for the summer quarter *only* with the understanding that not more than 50 of such matriculants will be promised enrollment for succeeding quarters. The selection of these 50 students may be deferred until the end of the summer quarter, in order that scholarship records made during the quarter may be considered. Summer matriculants not thus selected may make application for succeeding quarters and will be considered on the same basis as other candidates.

In addition to the foregoing, 50 foreign or special students may be admitted during each academic year.

ADMISSION OF WOMEN

LIMITATIONS

The total number of women attending the University at any one time is limited to five hundred by the terms of the Founding Grant of the University. In addition, there are special restrictions in force in the School of Medicine, in the Graduate School of Business, and at the Hopkins Marine Station.

BASIS OF SELECTION

In the Lower Division, preference is given to approved candidates who pass the examinations of the College Entrance Examination Board (old plan or new plan) with an average grade of 75 or above.

The daughters of graduates of the University and of members of the faculty will be given priority in admission to the Upper and Lower Divisions until January, 1927. After this date, and until January, 1934, priority will be given only to those whose qualifications place them among the first one hundred and fifty candidates, chosen on the basis of superior fitness, in any list where one hundred are to be selected (proportional numbers for larger or smaller lists).

A certain number of places are assigned each quarter to Upper and Lower Division candidates who made application under the regulations in force prior to February 21, 1921. Candidates admitted on this priority list for a particular quarter, who do not matriculate for that quarter, automatically lose their standing on the list, and will thereafter be considered only on the basis of superior fitness in competition with the other applicants.

ASSIGNMENT OF PLACES

Under the 500-limit, the number of places open to new women students in October is approximately 140. Of these, 35 are provisionally assigned to approved candidates for graduate standing; 105 to approved candidates for undergraduate standing. (At present, applicants with advanced standing insufficient to meet Upper Division requirements will not ordinarily be selected for admission.) Approximately 35 places will be assigned to new undergraduate women registered on the priority list, until such applications are exhausted. Proportional assignments will be made for the winter, spring, and summer quarters.

APPLICATION AND REGISTRATION

Applications for admission (on blanks to be furnished by the Registrar) and credentials must be filed before the beginning of the quarter, as follows: May 1 for the autumn quarter, December 1 for the winter quarter, March 1 for the spring quarter, and June 1 for the summer quarter.*

Women who have matriculated in the University at the beginning of any autumn, winter, or spring quarter will be allowed to continue without further application, so long as scholarship and conduct are satisfactory, provided they present themselves for registration at the

beginning of each quarter on the regularly appointed day. Special restrictions, stated below, apply to registration for the summer quarter, and to summer matriculants desiring to re-register for succeeding quarters. Places will not be held for women students after the regular Registration Day, except by permission of the Committee on Registration granted in advance.

SUMMER QUARTER REGULATIONS

The regular lists for the summer quarter will be made up immediately after June 1. Matriculation for the summer quarter, however, does not insure registration for any succeeding quarter. Summer matriculants will be considered in the same category as other applicants, and will receive only the advantage which inheres in application before February 21, 1921, or in superior credentials. There is now no advantage in applying earlier than is necessary to fulfill preliminaries and furnish credentials before the date fixed for selection of candidates.

COLLEGE APTITUDE TEST

A college aptitude test is required of all candidates for admission to the Upper and Lower Divisions.

When credentials are otherwise satisfactory, candidates who have failed to take the college aptitude test given by the University, or a similar acceptable examination, because of remoteness from examination centers or for other reasons satisfactory to the Committee on Admission and Advanced Standing, may be provisionally selected for admission. Such candidates may be denied admission, at the discretion of the Committee, if a score below 50 is obtained in the college aptitude test to be taken at Stanford University just before the beginning of the quarter for which admission is desired.

In February and March, the test will be given in numerous centers in California, and outside the state wherever satisfactory arrangements for conducting the test can be made. The test will also be given at the University during the week preceding the October, January, April, and June matriculation dates.

A fee of *five dollars* is charged, due at the time of the examination, to cover cost of examination, scoring, and organization of results for use in the educational guidance of students.

ADMISSION TO THE LOWER DIVISION

WITH ADVANCED STANDING

Applications for admission to the Lower Division with advanced standing will be received from candidates who, in addition to the completion of the requirements for first-year undergraduate standing, have satisfactorily completed collegiate work at an institution of recognized standing, the amount being less than that required for the Upper Division. (Satisfactory completion of work means that the average grade of the entire record and of the last quarter [or semester] is at least equivalent to an average grade of C on a grading scale in which A, B, C, and D are passing grades.)

Application for admission must be made on the blank furnished by the University, and all credentials must be filed with the Committee on Admission and Advanced Standing at the Registrar's Office on or before the following dates: May 1 for the autumn quarter, December 1 for the winter quarter, and June 1 for the summer quarter.* (No new students are admitted to the Lower Division for the spring quarter.)

The credentials required are: (1) personal application for admission to the Lower Division with advanced standing, including application fee of five dollars; (2) complete high-school record (except for men candidates who have completed a full year or more of collegiate work with satisfactory grades); (3) statements of personal qualifications; (4) official transcript of all college work completed, including a statement of honorable dismissal from institution last attended (regular transcript form of the institution to be used); (5) record of any college aptitude or similar test other than that given by Stanford University.

WITH FIRST-YEAR UNDERGRADUATE STANDING

Candidates for admission to the Lower Division with first-year undergraduate standing may fulfill the scholarship requirements either (I) by completion of a regular four-year high-school course, or its equivalent; (II) by passing the examinations of the College Entrance Examination Board; or (III) by an equivalent combination of the two.

The only prescribed subject is English (minimum, 2 units).

The maximum entrance credit which will be accepted in type-writing is *one unit*; in physical education or military training (or both combined) *one unit*; in music, *three units* (only one of which may be in vocal or instrumental technique or both). No unit values are attached to penmanship and spelling.

SCHOLARSHIP REQUIREMENTS

I. Without examination.—The scholarship requirements for first-year undergraduate standing are fulfilled *without examination* (1) by duly recommended graduates of approved four-year preparatory schools who present 15 units of recommending (certificate) grade (including at least 2 units in English); (2) by duly recommended graduates of approved three-year senior high schools who present 12 units of recommending grade completed in the senior high school, and 3 units of recommending grade completed in the last year of a junior high school. At least 2 units of English must be included. A total amount of 3 units may be granted for the work covered in the last year of a junior high school upon the condition that three regular subjects are carried for the entire school year with an average grade of B or 2; (3) by duly recommended graduates of approved preparatory schools presenting credentials covering the completion of 15 units of which at least 12 are of recommending grade (a) provided that the average of the total high-school record and the average of the work of the last two years is not less than B, on the basis that A, B, and C are the passing grades, or (b) provided the score obtained in the college aptitude test does not fall below the Stanford median.

Where the school does not distinguish between a passing and a recommending (certificate) standard, a subject to be accepted as of recommending grade must be at least 5 per cent higher than the lowest passing grade. The first part of a continued subject, even if below the recommending standard, may be credited provided the last part is of recommending grade and the average of the two parts is of recommending grade. Subjects below the recommending grade at the time of graduation may be brought to the recommending standard and accepted as such, provided the subject is repeated or reviewed in a regular school session or tested by examination through the College Entrance Examination Board.

II. On examination.—The scholarship requirements for first-year undergraduate standing are fulfilled *on examination* by duly recommended candidates whether or not graduates of approved preparatory schools, who pass the examinations of the College Entrance Examination Board (1) in subjects (including English) aggregating 15 units or (2) the comprehensive examinations in four subjects, under the so-called new plan. This latter plan requires also the submission of a high-school record covering 15 entrance units.

III. Examinations and recommended units combined.—Partial fulfillment of scholarship requirements without examination may be supplemented by examination, through the College Entrance Examination Board, in the subjects necessary to make up the required 15 units.

APPLICATION AND CREDENTIALS

Application for admission must be made on the blank furnished by the University, and all credentials must be filed with the Committee on Admission and Advanced Standing at the Registrar's Office on or before the following dates: May 1 for the autumn quarter, December 1 for the winter quarter, and June 1 for the summer quarter.* (No new students are admitted to the Lower Division for the spring quarter.)

The credentials required are: (1) Personal application for admission to the Lower Division with first-year undergraduate standing, including application fee of five dollars; (2) complete high-school record; (3) statements of personal qualifications; (4) record of any college aptitude or similar test other than that given by Stanford University; (5) official report of any examinations taken through the College Entrance Examination Board.

At the time of selection of candidates for the autumn quarter, made during May, work in progress will be considered in fulfillment of requirements, and admission will be granted subject to the satisfactory completion of all such work prior to the time of matriculation.

Selection of candidates is made on the basis of superior fitness, taking into account scholarship, personal qualifications, and score on the college aptitude test.

Men of considerable maturity, twenty-one years or older, who do not fulfill the scholarship requirements for first-year undergraduate standing, but whose incomplete preparation has been supplemented by practical training and experience of distinct educative value, may also be considered for admission as special students not candidates for a degree.

Candidates from foreign countries who present credentials equivalent to those named, and whose command of written and spoken English shall be deemed adequate for purposes of college study, may also be admitted.

* After June 1 applications for the summer quarter may still be received, and may be granted if the numerical limitations have not been reached.