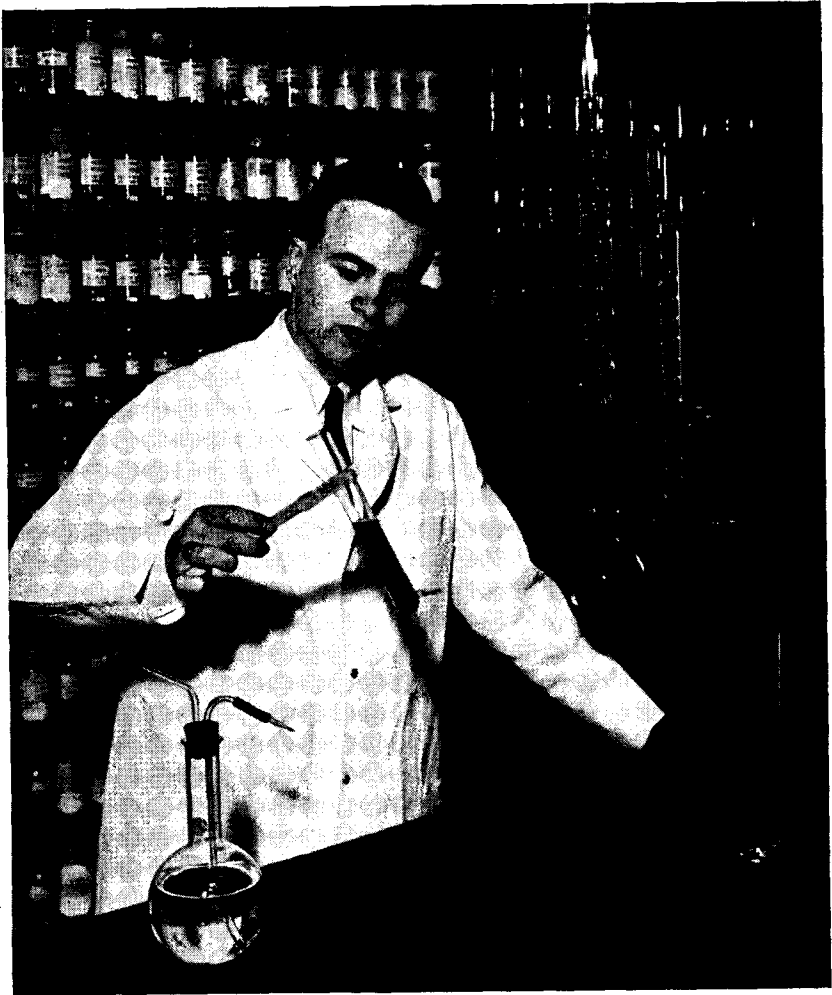


The Bulletin
of the
University of Minnesota



Course in
Applied Mortuary Science
1944-1945

XLVII-15

CALENDAR

1944-45

Medical examination	Thursday, Friday, Saturday September 28, 29, 30, 1944
Last day for fall quarter registration	Saturday, September 30
Fall quarter classes begin	Monday, October 2
Election Day, a holiday	Tuesday, November 7
Armistice Day, a holiday	Saturday, November 11
Thanksgiving Day, a holiday	Thursday, November 30
Fall quarter closes (Christmas recess)	Friday, December 22
Last day for winter quarter registration	Tuesday, January 2, 1945
Winter quarter classes begin	Wednesday, January 3
Lincoln's Birthday, a holiday	Monday, February 12
Washington's Birthday, a holiday	Thursday, February 22
Winter quarter closes	Friday, March 23
Last day for spring quarter registration	Saturday, March 31
Spring quarter classes begin	Monday, April 2
Memorial Day, a holiday	Wednesday, May 30
Minnesota State Board examination	Monday, Tuesday, Wednesday, (Final examinations) June 18, 19, 20
Spring quarter closes	Friday, June 22

Students in the Course in Applied Mortuary Science will have a Christmas recess from December 22 to January 3.

EXAMINATIONS

On June 18, 19, 20, 1945, will be held the State Board examination for license, as well as the final examinations of the Course in Applied Mortuary Science.

Volume XLVII

Number 15

April 10, 1944

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The Course in Applied Mortuary Science

The University of Minnesota, through the co-operation of the Medical School and other schools of the University, the Minnesota State Department of Health, and the Minnesota Funeral Directors' Association, announces the thirty-second annual session of the Course in Applied Mortuary Science, October 2, 1944 to June 22, 1945. This is a nine-month course, conducted in three university quarters of twelve weeks each. The course is open to both men and women. The Course in Applied Mortuary Science is accredited by the National Council on Mortuary Education.

HISTORY

The course of instruction for the mortician was established at the University of Minnesota by act of the Board of Regents on April 4, 1908. No effective organization was made, however, and the work lapsed until it was resumed in 1914 by the Medical School. The first session began January 5, 1914, and lasted six weeks; only an eighth grade education was required for entrance. In 1916 the course was extended to eight weeks, and one year of high school work was required for admission. Since then, the length of the course has been successively extended to twelve weeks, twenty-four weeks, and in 1932 to thirty-six weeks. Graduation from high school is now required for entrance. Since 1921, the General Extension Division has had the administrative control of the course. In 1944 the name was changed from Course in Embalming to Course in Applied Mortuary Science.

PURPOSE

The work in the Course in Applied Mortuary Science combines instruction in the necessary basic sciences, training in the technical details of practical embalming, and instruction in business methods and procedures and in those subjects required by the State Department of Health as essential to the welfare of the community. The aim is to convey that knowledge which is requisite to conducting a business of this kind in the interest of the general public. All instruction is on the college level.

ADVANTAGES

A student in the Course in Applied Mortuary Science at the University of Minnesota has certain advantages. The instruction is given by members of the faculties of the Medical School, Institute of Technology (School of Chemistry, School of Architecture—Art, Design, Modeling, and School of Mines and Metallurgy), School of Business Administration, College of Science, Literature, and the Arts, and Division of Forestry. All necessary laboratory and classroom facilities of the several departments of the University are utilized, and equipment and supplies are adequate. University

standards of instruction and achievement are maintained. This course is comparable to other university courses, and students who successfully complete it are granted a university certificate.

The Twin Cities, Minneapolis and St. Paul, with a population of nearly a million people offer abundant facilities for clinical study. The State Department of Health and the local funeral directors co-operate with the University in the conduct of the course.

VOCATIONAL ADVICE

If prospective students have any doubt as to their probable success or satisfaction as morticians it would be well for them to consult all available sources of information regarding the nature of the work and the personal traits necessary for success in it. One such source is a monograph entitled *Mortuary Operation As a Career*. It is published and sold by the Institute of Research, 537 South Dearborn Street, Chicago, Illinois. Another source is T. J. Bonniwell's *We Have To Die*, published by the Worthington Press, New York. Additional sources of information are the trade journals. Practicing embalmers and funeral directors should also be consulted. Mr. F. Lloyd Hansen, instructor in embalming, is available for consultation in person or by letter with prospective students.

SPECIAL NOTICE FOR WOMEN

In view of the present national emergency and the critical manpower shortage, it is strongly urged that women investigate the opportunities in this field. Women of all ages have successfully completed this course and obtained positions as embalmers and funeral directors.

HEADQUARTERS OF THE COURSE

The office of the director of the General Extension Division, who is also the director of the Course in Applied Mortuary Science, is Room 402, Administration Building, on the University campus. This building may be reached by the Minneapolis-St. Paul street cars running via Washington and University Avenues. Passengers should get off at Washington Avenue S.E. and Church Street.

GENERAL INFORMATION

ADMISSION

General—As the Minnesota Department of Health admits to its examination for license only persons who are at least twenty years of age at the date of examination (June 18, 1945), applicants desiring a Minnesota license should be at least nineteen years of age when entering the Course in Applied Mortuary Science. Eighteen-year-old applicants from states other than Minnesota will be admitted to the Course in Applied Mortuary Science, provided they meet other necessary requirements. All applicants must be graduates of a four-year high school or of a three-



Coffman Memorial Union—Social Center

year high school preceded by junior high school. An equivalent education properly certified may be accepted by the director. No previous experience in embalming is required for entrance to the course.

Special notice for Minnesota students—Students who desire to become eligible for the embalmer's license in the state of Minnesota (see pages 10-11) must have completed a year (45 quarter credits, or 30 semester credits, or their equivalent) of general study in an accredited college or university before entering the Course in Applied Mortuary Science. The General Extension Division will determine for applicants whether their work has been in an acceptable accredited institution. Those who do not conform to this rule will not be considered candidates for a license to practice in Minnesota. The subject matter to be covered in this study is not prescribed. It is recommended, however, that it include a full year of English composition, together with some work in general biology (botany, zoology, or human physiology), and in the social sciences (economics, political science, or sociology). Introductory work in such Course in Applied Mortuary Science subjects as accounting, art, and chemistry will also be useful.

N.B.—This year of college study must not be considered as prerequisite to admission to the Course in Applied Mortuary Science. Those not interested in a license to practice in Minnesota or in any other state having a college requirement may disregard it.

But prospective students should ascertain the exact requirements of their own state, or the state in which they hope to secure a license, before entering this or any other school.

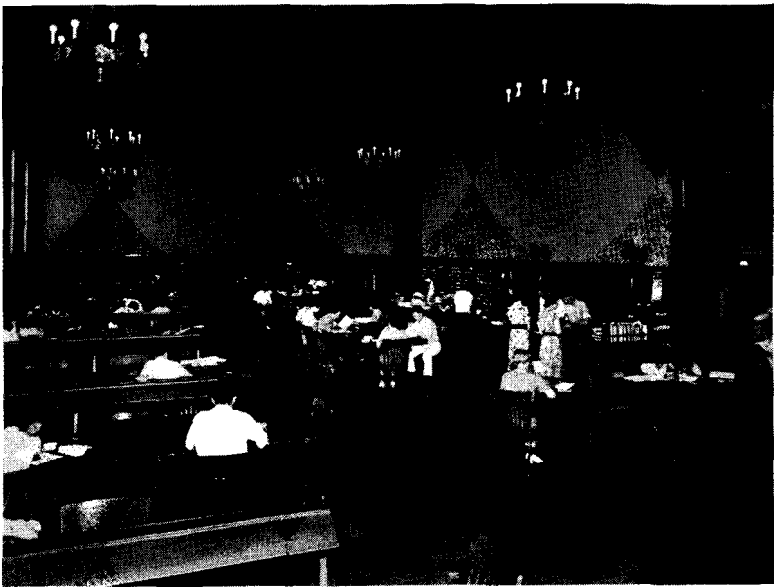
Application for admission—Applicants for admission will be supplied with a standard blank which asks for certain information. This includes a certified statement from the high school principal, or other proper official, covering the applicant's high school record and an estimate of his probable success. If the applicant has studied at a collegiate institution beyond high school, the certified statement by the high school principal may be omitted but a similar certified statement must be submitted by the collegiate institution attended, showing the applicant's complete record, including an honorable dismissal.

The application for admission, properly and completely filled out, should be sent to the General Extension Division for consideration. It must be accompanied by letters or certificates signed by a reputable physician and a reliable business man or firm, attesting to the good moral character of the applicant. Applications, if satisfactory, will be accepted in the order of their receipt, and application for admission should therefore be filed as much in advance of the registration date as possible.

N.B.—The entrance date for the Course in Applied Mortuary Science is at the beginning of the fall quarter; students are ordinarily admitted only at this time.

REGISTRATION

Registration days—Persons whose applications have been accepted will register at Room 402, Administration Building, on the campus of the University of Minnesota. This registration must be completed by the payment of fees on or before Saturday, September 30, 1944, by twelve o'clock



Biological-Medical Room, Main Library

noon. Late registrations accepted are subject to an extra fee (see Fees and Expenses, below).

FEEES AND EXPENSES

Tuition—The tuition fee for residents of the state of Minnesota is \$50 for each of the three quarters; for residents of other states, \$70 per quarter. Fee for less than a full program of work: residents \$2.50 per clock hour, nonresidents \$3.50 per clock hour. Fees are payable by the quarter, at registration. All checks should be made payable to the University of Minnesota, and should be drawn for *not more than the amount due*.

Incidental fee—All students of the University are charged an incidental fee of \$9 per quarter, payable at registration, covering the following services: the privileges of the Coffman Memorial Union, the Counseling Bureau, the *Minnesota Daily* including the Official Daily Bulletin, the university post-office service, *University Address Book*, the University Health Service which includes a complete medical examination, and other items.

General deposits—At the student's first registration a deposit fee of \$5 is required. From this are deducted from time to time such charges as may arise for locker rental, laboratory breakages, library fines, damage to university property, or any other similar matters. If the deposit becomes exhausted at any time another deposit of \$5 must be paid. The unused balance of the deposit will be returned at the close of the course, or upon withdrawal of the student at any earlier time.

Privilege fees—Registration, for each quarter, must be completed and fees paid before noon of the Saturday preceding the first meeting of the classes. The fee for the privilege of late registration, or late payment of fees, is \$2 through the third day of classes; on the fourth day the fee is \$2.50 and then increases 50 cents per day to a maximum of \$5.

Chemical laboratory—Each student at the beginning of the course will purchase at the chemistry storehouse a \$5 card; against this will be charged the laboratory fee of \$2, and materials and breakage for the quarter. Subsequent cards will be required in succeeding quarters, but unused portions may be returned for refund.

Books—The student should be prepared to purchase textbooks to the amount of at least \$25.

Living expenses—Good rooms for lodging may be secured in the vicinity of the campus for from \$12.50 to \$18 per month per student. This cost may be somewhat reduced when two students occupy the same room. These charges do not include personal laundry. Board may be obtained for from \$5 to \$10 per week. The Coffman Memorial Union maintains a cafeteria at which meals are furnished at a moderate cost. Information about lodgings may be obtained from the Housing Bureau on the campus.

STUDY REGULATIONS

Each student will complete the entire amount of work prescribed in the course of study, except in cases where some part of the required work has previously been satisfactorily completed. In all cases, attend-



Class in Lecture Room

ance is required for the full three quarters. (See Course of Study, page 11.) This work is not measured in credits, and is ordinarily not transferable to other institutions or to other divisions of this University in terms of credits toward a degree.

Quality of work—A, B, C, and D are passing grades. A student who receives a grade of I, incomplete, or F, failure, should immediately consult one of the advisers of the course about making up the deficiency. A failure in an early quarter of a class which runs two or more quarters may be offset by satisfactory performance in a later quarter of such class. But a failure in a class which runs only one quarter, or a final failure in a class which runs two or more quarters, usually means that the student must make up the failure by repeating the class. A student who is deficient in an inordinate amount of work in any quarter may be required to withdraw from the course.

Altho this is an intensive course, high school graduates find it possible to complete the prescribed work by reasonable application to their studies. Instructors in the various subjects are available to counsel and assist the student who has scholastic difficulties. Students who have difficulties of adjustment are urged to seek advice from the officials of the Course in Applied Mortuary Science.

Attendance—Students are expected to attend regularly all classes, laboratory sessions, lectures, and clinical calls.

MISCELLANEOUS

Employment—Students of this course sometimes obtain part-time employment in the mortuaries of Minneapolis and St. Paul. A list of these mortuaries is available on request. The cost of room rent is thus de-

frayed and perhaps some additional money earned. *The student should be advised, however, that he may carry only a limited amount of such outside work if he expects to complete the course successfully. The curriculum is crowded and will demand most of his time and energy. Moreover, he is on call at all daytime hours to attend autopsies or to take part in the technical work of clinical cases. Students are strongly advised not to attempt to attend this course unless they are able to make adequate provision for financing the year's work.*

Freshman Week—Students in the Course in Applied Mortuary Science are invited to take part in the exercises of Freshman Week, September 25-29, provided for all new entering students. These days are occupied with a variety of events that have been found profitable to new students.

How To Study Institute—Students in the Course in Applied Mortuary Science are also welcome to attend without charge the series of five lectures on how to study given at seven o'clock Monday to Friday evenings, September 25-29.

Medical examination—At some time during the three days, September 28, 29, 30, all new students will present themselves at the Health Service for the required medical examination.

University Library—The University of Minnesota General Library, one of the most complete in the country, with a special division in the biological and medical sciences, is available for use by students in this course.

Athletic recreation—The university facilities for physical education, recreational sports, and intramural activities are open to students of the Course in Applied Mortuary Science. Participation is invited. A booklet, giving detailed information regarding physical education and athletics for men and women, is issued to all students at the time of the medical examination, September 28, 29, 30. Additional information may be obtained at the Intramural Athletics office, 203 Cooke Hall. Since membership on intercollegiate squads is limited to students who are candidates for a degree it is not open to students of this course.

Athletic tickets—Students in the Course in Applied Mortuary Science are eligible to obtain the regular university athletic season tickets at the customary reduced rates. Directions for obtaining these tickets and schedules of games may be found in the Official Daily Bulletin.

EXAMINATIONS FOR UNIVERSITY CERTIFICATE

At the end of the last quarter of any class running for more than one quarter, examinations are given which cover the work of all preceding quarters in this class. The degree of success attained by any student in these examinations determines his final grades. At the close of the spring quarter the University Certificate in Applied Mortuary Science is issued to those students who have successfully completed all the work of the course. This is the University's recognition of satisfactory work; it should be understood that the certificate is issued entirely without reference to the legal requirements for the issuance of the Minnesota state

embalmer's license. The requirements for that license and the qualifications for applicants are given below.

EXAMINATION FOR MINNESOTA STATE LICENSE

Candidates for a Minnesota embalmer's license must pass satisfactorily the examination given by the Minnesota Department of Health. The examination is conducted annually and is open to all applicants who have complied with the requirements of the law and the regulations of the Minnesota Department of Health; it is generally given at the close of the school year. The Department of Health is responsible for its examination and collects a fee of \$10 from each applicant. After complying with the necessary requirements given below and passing this examination, the applicant will receive the state license. Students in this course should discriminate carefully between the state requirements for a license and the requirements of the University for a certificate.

Necessary qualifications—The Minnesota Department of Health requirements for embalmer's license are as follows:

Embalmers—Examination and License

29. Every funeral director or embalmer who wishes to qualify as competent to prepare a body for burial or transportation, as required by the laws of the State of Minnesota (sections 5817-5822, inclusive, Mason's *Minnesota Statutes, 1927*), shall comply with the following requirements:

He shall make application to the Minnesota State Board of Health for a license. Such application shall contain the name of the applicant in full, age, and place of residence. It shall be endorsed by a licensed embalmer and two registered physicians of good repute as to the applicant's general standing.

Necessary Qualifications

The applicant must be at least twenty-one years of age; must have satisfactorily completed at least one scholastic year in a general educational course at an accredited college or university, and in addition thereto must have completed a course of study and secured a certificate of graduation from the Course in Applied Mortuary Science conducted by the University of Minnesota or any established school of embalming recognized and graded "AA" or "A" by the Conference of Funeral Service Examining Boards of the United States, Incorporated. Provided that any person who has attended a one-year course in embalming conducted by the University of Minnesota, but who has failed in the examinations for the university certificate in not more than two of the subjects, shall be permitted to take the board's examination for license and the subjects he passes in such examination shall be recorded and upon obtaining the university certificate he shall be required to pass the board's examination only in the subjects in which he may have failed.

Provided, further, that following the educational work outlined herein, said applicant has had at least one year of practical experience (apprenticeship) under a licensed embalmer, during which he has embalmed or helped to embalm at least twenty-five bodies, and on condition applicant has been registered with the State Board of Health during the full period of his practical experience, or apprenticeship. Applicant must attain a proficiency of at least seventy-five (75) per cent in each of the following subjects, in which he shall be examined by the State Board of Health:

Anatomy	10 questions
Bacteriology	10 questions
Elementary Chemistry	10 questions
Public Health, Sanitation, and Laws and Regulations	20 questions
The Practice of Embalming	20 questions
Business Methods	5 questions

Note: The year of college work to be taken in advance of the Course in Applied Mortuary Science.

N.B.—By action of the Minnesota State Board of Health no examination for a license will be given to anyone under twenty years of age.

For further information concerning the state embalmer's license apply to the State Department of Health, State Office Building, St. Paul 1.



Students in Professor Burton's Art Class

COURSE OF STUDY

The following subjects constitute the work of the Course in Applied Mortuary Science; hours indicated are approximate. These subjects are divided among the three quarters which constitute the year and a program of their times and places of meeting is issued at the beginning of each quarter. Each student will be required to do all the work prescribed.

ACCOUNTING AND BUSINESS METHODS

Reuel I. Lund, Ph.D., C.P.A., Instructor in Accounting

60 hours. This course will include financial records, periodic adjustments, and closing entries, accounting statements, and control accounts for business in general. Suitable records and statements for a funeral establishment. A set of transactions for a funeral business has been devised, which the student carries through typical records and statements. Methods of obtaining cost data for a variety of priced cases are demonstrated.

ANATOMY

Shirley P. Miller, Ph.D., Assistant Professor of Anatomy, and assistants.

200 hours. Lectures, recitations, and laboratory demonstrations of the thoracic and abdominal viscera. The laboratory work will deal with both microscopic anatomy and gross dissection. Each student will obtain experience in personally raising different arteries, and will familiarize himself with the anatomy relating to practical embalming. Subjects of study:

1. The cells, tissues, organs
2. The framework of the body
3. The musculature: topography of the viscera
4. The alimentary canal
5. The circulatory systems
6. The respiratory system
7. The urinary system
8. The reproductive system

ART

S. Chatwood Burton, M.A., Professor of Fine Arts.

24 hours. Lectures and practical demonstrations in sculpture, color, light, and design. Subjects of study:

Sculpture—(1) The art of modeling and cosmetics as applied to the rebuilding of the human face and body. (2) The structure of the skull. (3) Muscular structure. (4) Differences in the muscular coverings. (5) Forms to be found in the eyes, mouth, nose, and other portions of the face, head, and body. (6) Methods and materials used in the making of death masks.

Color—(1) Analyses of color. (2) How color reveals or destroys form. (3) Color to give the effect of beauty. (4) Effect of environment on the appearance of color. (5) Subtractive and additive methods of mixing colors.

Light and shade—(1) Light and shade in vision and the arts. (2) Light and its effect on form. (3) Exterior lighting. (4) Reflective light and its uses. (5) Light to express moods. (6) Light to present beauty and character.

Design—Its application to floral arrangements, caskets, and interiors.

BACTERIOLOGY

Winford P. Larson, M.D., Professor of Bacteriology, and assistants.

72 hours. Lectures, recitations, demonstrations, and practical work for each student. Subjects of study:

1. Classification of bacteria. Morphological types
2. Saprophytic bacteria in their relation to the natural processes of putrefaction, liquefaction, and oxidation of animal and vegetable tissues
3. Parasitic or disease-producing bacteria
4. Methods of differentiating bacteria
5. Methods of cultivating bacteria
6. Methods of estimating the number of bacteria in measured quantities of material
7. Practical studies of disinfection and disinfectants

CHEMISTRY

Norville C. Pervier, Ph.D., Assistant Professor of Chemistry

150 hours. Lectures, demonstrations, and individual laboratory work covering fundamental ideas of inorganic and organic chemistry. The chemistry of the body and of disinfection and sanitation and certain general chemical actions involved in the work of morticians will be presented. Subjects of study:

1. General principles: (a) the science of chemistry, (b) the structure of matter, (c) the behavior of matter, (d) chemical action, (e) types of chemical change.
2. Inorganic chemistry: (a) typical nonmetallic elements, (b) solutions, (c) acids, bases, and salts, (d) ionization, (e) typical metallic elements, (f) naming of chemical compounds.
3. Organic chemistry: (a) classification, (b) structure, (c) reaction, (d) naming.
4. Physiological chemistry: (a) enzymes and enzyme action, (b) compounds usual in organized life, (c) respiratory processes, (d) digestive processes, (e) chemical actions in the tissues, (f) colloids.
5. Toxicology: (a) classification of poisons, (b) action in the body, (c) diagnosis of poisoning, (d) tests, (e) antidotes, (f) Minnesota law.
6. Chemical changes in cadavers: (a) signs of death, (b) rigor, (c) autolysis, (d) putrefaction, (e) adipocere, (f) tissue gas, (g) lividities.
7. Disinfection: (a) standardization, (b) chemicals and concentrations used, (c) methods, (d) calculations.
8. Embalming fluids: (a) ingredients, (b) chemical actions in the body, (c) testing, (d) compounding, (e) analysis, (f) calculations.

ENGLISH

60 hours. The fundamentals of good spoken and written English. Lectures and drills on the fundamentals of grammar and rhetoric. Practice in writing themes, research papers, and business correspondence.

FIRST AID

24 hours. First aid techniques for accidents and other emergencies. Concerned primarily with general first aid but will also include instruction useful to persons who may be called upon to operate ambulances. The course will correspond to the Standard American Red Cross Course, and those who pass the required examinations will receive the Standard Red Cross Certificate.

FUNERAL LAW

Arthur L. H. Street, LL.B., Attorney, Lecturer.

12 hours. Lectures on basic funeral law and mortuary jurisprudence.

FUNERAL MANAGEMENT

Twin City funeral directors and university instructors.

24 hours. These lectures are intended to acquaint the student with the best current practice in funeral management. They offer an opportunity to meet local morticians of long experience and high standing, and to acquire practical, dependable information about the important aspects of operating a funeral establishment—an opportunity whose value students will readily appreciate. The lectures will deal with such subjects as the following:

History of embalming	Metal caskets and vaults
Literature of mortuary practice	Wooden materials used in mortuary practice
Funeral directing as a career	Showrooms and salesmanship
Ethics of funeral directing	Costs and overhead expenses
Conduct of Catholic, Episcopal, Jewish, fraternal organizations, and military funerals	Advertising
Funeral arrangements	Selling
Cosmetics and hairdressing	Credits and collections
Floral arrangements	The funeral director's place in the community
Lighting and music	The state association of funeral directors

PATHOLOGY

Elexious T. Bell, M.D., Professor of Pathology, and assistants.

96 hours. Lectures on gross pathology, with demonstration. Attendance at autopsies when arrangements can be made.

PERSONAL HEALTH III

William A. O'Brien, M.D., Professor of Preventive Medicine and Public Health.

24 hours. Right living habits as related to physical and mental health. Attention to the chief causes of disability and death from the point of view of personal hygiene.

PRACTICAL EMBALMING AND FUNERAL DIRECTION

F. Lloyd Hansen, M.A., Instructor in Embalming.

170 hours. Lectures, demonstrations, and other visual presentations, laboratory practice, and clinical work. Class participation in actual embalming will be emphasized. Subjects of study will include the following:

1. Scope of profession
2. Modes of death
3. Signs of death
 - a. Livoris mortis
 - b. Algor mortis
 - c. Rigor mortis
 - d. Decomposition and putrefaction
4. Discoloration
 - a. Cause
 - b. Prevention
 - c. Removal
5. Embalming
 - a. Pre-embalming technique
 - b. Arterial
 - c. Penetration
 - d. Hypodermic
 - e. Cavity
6. The arterial and venous systems
 - a. Superficial venous blood return
 - b. Deep venous blood return
 - c. Arteries employed in embalming
7. Violent deaths
 - a. Poisons
 - b. Gunshot wounds
 - c. Multilated cases
8. First call
9. Pressure injection
10. Analysis of cases
 - a. Tissue gas and gas gangrene
 - b. Edema
 - c. Jaundice
 - d. Frozen bodies
 - e. Burns
 - f. Communicable diseases
 - g. Preparation for transportation
 - h. Autopsies
11. Embalming hygiene
12. Funeral directing and management
 - a. Pricing
 - b. Salesroom arrangement and selling
 - c. Advertising

EMBALMING CLINICS

Throughout the year all students will be subject to call to attend cases made available through the courtesy of Twin City funeral directors, the local morgues, or other agencies. These clinics are under the direction of Mr. Hansen. Every possible opportunity will be given students to assist in preparations. Students will gain additional practical experience through preserving bodies for subsequent medical, dental, and anatomical dissection.

PSYCHOLOGY

Wendell White, Ph.D., Associate Professor of Psychology.

24 hours. This course will present those principles of psychology most helpful to the prospective funeral director in dealing tactfully with the people he comes in contact with—especially persons who are under severe emotional stress.

PUBLIC HEALTH

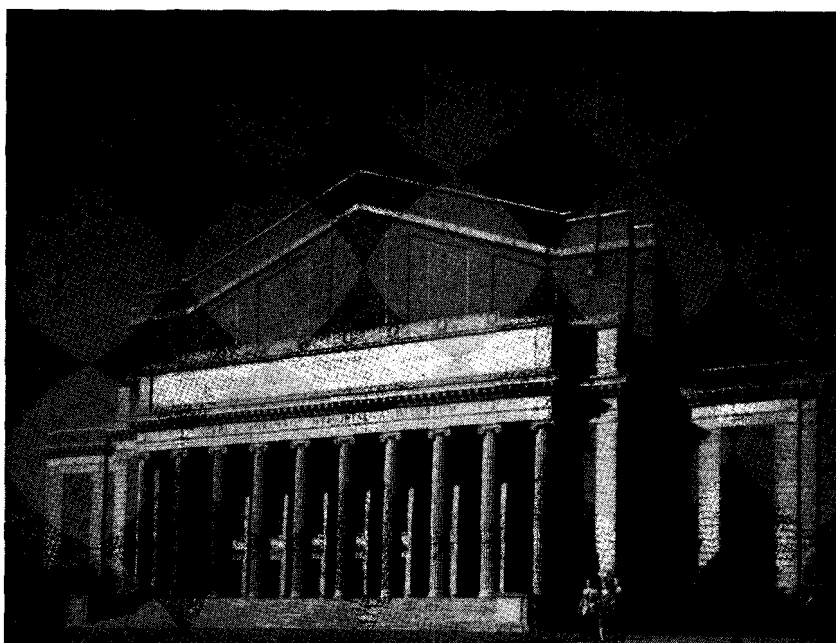
The Minnesota Department of Health staff will give a series of lectures arranged by the executive officer, Dr. Chesley, and the directors:

Donald A. Dukelow, M.D., Director, Health Education
Harold A. Whittaker, B.A., Director, Division of Sanitation
H. G. Irvine, Consultant in Venereal Diseases
Gerda C. Pierson, Director, Division of Vital Statistics
Viktor O. Wilson, M.D., Director, Division of Child Hygiene
O. C. Pierson, Director, Division of Administration

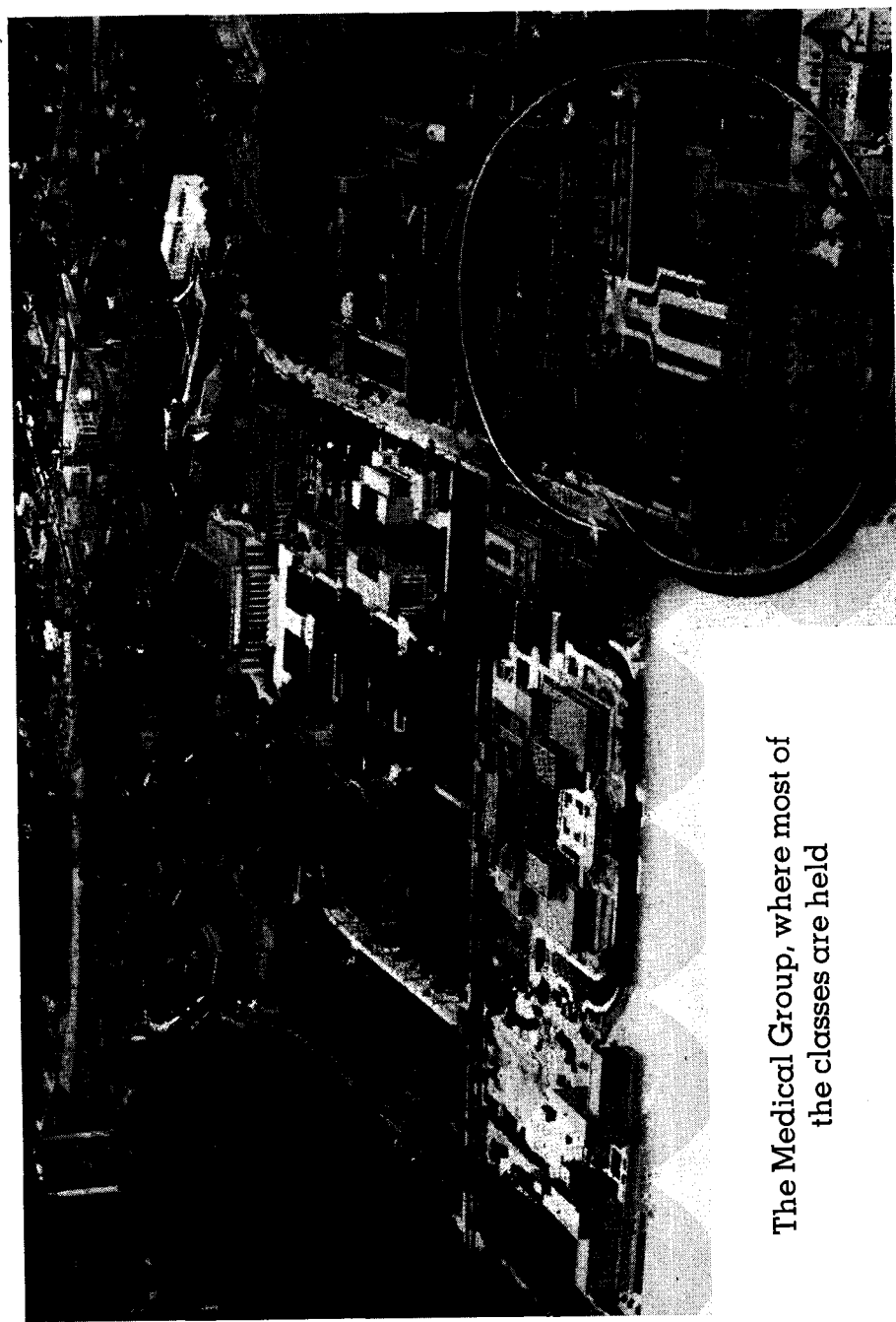
36 hours. The purpose of this series of lectures is to set forth the basic principles of public health, the official federal, state, and local public health organizations for the protection of the public health and the powers and duties of such organizations, and the relations of embalmers and funeral directors to such activities. It offers the future embalmer and funeral director valuable orientation in his responsibilities for the health of his community and in his relationships with the local health boards and the State Department of Health. Presentation will be through lectures and motion pictures. Subjects of study will include:

1. Public health laws and regulations
2. Preventable diseases
3. Public sanitation
4. Venereal diseases
5. Vital statistics
6. Child hygiene

Correspondence should be addressed to
The General Extension Division
J. M. Nolte, Director
University of Minnesota, Minneapolis 14



Northrop Memorial Auditorium



The Medical Group, where most of the classes are held

The Bulletin of the UNIVERSITY of MINNESOTA

School of Nursing Announcement
for the Years 1944-1946



Volume XLVII, Number 8

March 6, 1944

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UNIVERSITY CALENDAR

1943-44

Spring Quarter

March	24	Friday	Entrance tests ¹
March	24-25		Registration ² for new students in all colleges except the Institute of Technology. Payment of fees closes at 12:00 noon, March 25 for new students in all undergraduate colleges
March	25	Saturday	Registration day for all students in the Institute of Technology
March	27	Monday	Spring quarter classes begin 8:30 a.m. ³
April	7	Friday	Good Friday; holiday (except extension)
April	8	Saturday	Last day for registration and payment of fees for the Graduate School and for teachers in service
May	11	Thursday	Cap and Gown Day Convocation
May	13	Saturday	Mothers Day
May	18	Thursday	Senate meeting, 4:30 p.m.
May	30	Tuesday	Memorial Day; holiday (except extension)
June	2	Friday	Second semester extension classes close
June 2-3 and 5-9			Final examination period
June	4	Sunday	Baccalaureate service
June	9	Friday	Spring quarter ends 6:00 p.m.
June	10	Saturday	Seventy-second annual commencement

Summer Session

June	12-13		Registration, first term. Payment of fees closes at 4:00 p.m. June 13 for all colleges
June	14	Wednesday	First term Summer Session classes begin 8:00 a.m.
July	4	Tuesday	Independence Day; holiday
July	20	Thursday	Commencement Convocation
July	21	Friday	First term closes
July	24	Monday	Second term registration and payment of fees close at 4:00 p.m. July 24 for all colleges. Second term classes begin 8:00 a.m.
August	25	Friday	Second term closes

1944-45

Fall Quarter

1944			
September	18	Monday	Extension registration, first semester begins
September	21	Thursday	Fall quarter fees due for students in residence spring quarter in the Institute of Technology, Business Administration, Dentistry, Dental Hygiene, Law, Pharmacy, and Agriculture, Forestry, and Home Economics
September	25	Monday	Entrance tests ¹
September 25-26			Registration for Freshman Week for new students entering the freshman class

September 25-29			Freshman Week; Medical and Speech examinations; Registration, ² College of Science, Literature, and the Arts, and General College
September 28-29			Registration, ² all colleges not included above. Fall quarter fees due for all students in Science, Literature, and the Arts, General College, Education, Public Health Nursing, Medical School, Medical Technology, Public Health, Physical Therapy, and for new students in other undergraduate colleges
October	2	Monday	Fall quarter classes begin 8:30 a.m. ²
October	5	Thursday	First semester extension classes begin ⁴
October	7	Saturday	Opening Convocation 11:30 a.m.
October	7	Saturday	Last day for extension registration
October	14	Saturday	Last day for registration and payment of fees for the Graduate School and for teachers in service
October	19	Thursday	Senate meeting, 4:30 p.m.
November	7	Tuesday	Election Day; holiday (except extension)
November	11	Saturday	Armistice Day; holiday (except extension)
November	30	Thursday	Thanksgiving Day; holiday
December 15-16 and 18-21			Final examination period
December	21	Thursday	Commencement Convocation; Senate Meeting, 4:30 p.m. Fall quarter ends 6:00 p.m. ⁵

Winter Quarter

December	28	Thursday	Winter quarter fees due for students in residence fall quarter in undergraduate colleges
1945			
January	2	Tuesday	Entrance tests. ¹ Registration ² for new students in all colleges. Winter quarter fees due for new students in all undergraduate colleges
January	3	Wednesday	Winter quarter classes begin 8:30 a.m. ²
January	13	Saturday	Last day for registration and payment of fees for the Graduate School and for teachers in service
January	29	Monday	Extension registration; second semester begins
February	10	Saturday	First semester extension classes close
February	12	Monday	Second semester extension classes begin ⁴
February	15	Thursday	Lincoln's Birthday; holiday (except extension) Charter Day Convocation; Senate meeting 4:30 p.m.
February	17	Saturday	Last day for extension registration
February	22	Thursday	Washington's Birthday; holiday (except extension)
March 16-17 and 19-22			Final examination period
March	22	Thursday	Commencement Convocation. Spring quarter fees due for students in residence winter quarter in undergraduate colleges. Winter quarter ends 6:00 p.m.

Spring Quarter

March	30	Friday	Good Friday; holiday (except extension)
March	31	Saturday	Entrance tests ¹

March 31, April 2			Registration ^a for new students in all colleges except the Institute of Technology
April	2	Monday	Registration for students in Institute of Technology. Spring quarter fees due for new students in all undergraduate colleges
April	3	Tuesday	Spring quarter classes begin 8:30 a.m. ^b
April	14	Saturday	Last day for registration and payment of fees for the Graduate School and for teachers in service
May	17	Thursday	Cap and Gown Day Convocation; Senate meeting 4:30 p.m.
May	30	Wednesday	Memorial Day; holiday (except extension)
June	8	Friday	Second semester extension classes close
June 8-9 and 11-15			Final examination period
June	10	Sunday	Baccalaureate service
June	15	Friday	Spring quarter ends 6:00 p.m.
June	16	Saturday	Seventy-third annual commencement

Summer Session

June	18-19		Registration, ^a first term. First term fees due for students in all colleges
June	20	Wednesday	First term Summer Session classes begin 8:30 a.m. ^b
July	4	Wednesday	Independence Day; a holiday
July	26	Thursday	Commencement Convocation
July	28	Saturday	First term closes
July	30	Monday	Registration, ^a second term. Second term fees due for students in all colleges. Second term classes begin 8:30 a.m. ^b
September	1	Saturday	Second term closes

^a Applicants are urged to take entrance tests a month in advance of the quarter for which admission is desired. Tests may be taken at the University Counseling Bureau. See Admission, Bulletin of General Information.

^b Registration subsequent to the date specified will necessitate the approval of the college concerned. See privilege fees for late registration or late payment of fees, Bulletin of General Information. No student may register in the University after one week from the beginning of the quarter excepting in unusual cases wherein special circumstances shall justify the appropriate committee of the college concerned permitting registration at a later date.

^c First hour classes begin at 8:15 a.m. at University Farm.

^d This date does not refer to correspondence study courses, which may be started at any time during the year.

^e Extension classes continue to Saturday, December 23, and will resume Tuesday, January 2, 1945.

ADMINISTRATIVE OFFICERS

Walter C. Coffey, M.S., LL.D., President
Malcolm M. Willey, Ph.D., Vice President, Academic Administration
William T. Middlebrook, B.A., M.C.S., Vice President, Business Administration
Ann Dudley Blitz, M.A., LL.D., Dean of Women
Katharine J. Densford, M.A., R.N., Director of the School of Nursing
Harold S. Diehl, M.A., M.D., D.Sc., Dean of Medical Sciences
Laura A. Draper, R.N., B.A., B.S., Director of the Community Health Service of Minneapolis
Ruth B. Freeman, R.N., M.A., Director of the Course in Public Health Nursing
Wesley E. Peik, Ph.D., Dean of the College of Education
True E. Pettengill, M.S., Acting Director of Admissions and Records and Recorder
Pearl Shalit, R.N., M.S.S., Director of St. Paul Family Nursing Service
Edmund G. Williamson, Ph.D., Dean of Students

FACULTY†

Katharine J. Densford, M.A., R.N., Professor of Nursing
Gertrude I. Thomas, Professor of Dietetics (a)
Thelma Dodds, R.N., B.S., Assistant Professor of Nursing (b)
Phoebe Gordon, M.S., Assistant Professor of Nursing
Ruth Harrington, R.N., M.A., Assistant Professor of Nursing
Cecelia Hauge,* R.N., M.A., Assistant Professor of Nursing
Frances M. Lucier, R.N., B.S., Assistant Professor of Nursing (a)
Marguerite Paetznick, R.N., B.S., M.N., Assistant Professor of Nursing (b)
Jean W. Taylor, R.N., B.S., Assistant Professor of Nursing (c)
Alice Alcott, R.N., B.S., Instructor (c)
Margaret Benson, R.N., B.S., Instructor in Nursing (c)
Rena Boyle, R.N., B.S., Instructor in Nursing
Florence Brennan, R.N., B.S., Instructor in Nursing (c)
Myrtle Brown, R.N., B.S., Instructor in Nursing (a)
Hannah Burggren, R.N., B.S., Instructor in Nursing (c)
Jane Chin, R.N., B.S., Instructor in Nursing
Elizabeth J. Coe, B.S., Instructor in Dietetics (a)
Myrtle H. Coe, R.N., B.S., Instructor in Nursing
Nell Dahl, B.S., Instructor in Dietetics (a)
Emma Einerson, R.N., B.S., Instructor in Tuberculosis Nursing (d)
Margaret Filson, R.N., M.A., Instructor in Nursing (c)
Eleanor Finken, R.N., B.S., Instructor in Nursing (a)
Esther Garrison,* R.N., B.S., Instructor in Nursing (c)
Eva Gregerson, Instructor in Dietetics (b)
Lucile Halverson,* R.N., B.S., Instructor in Nursing (a)
Eileen Hanson, B.S., Instructor in Nutrition (c)
Christy Hawkins, R.N., B.S., Instructor in Nursing (b)
Marcella Healy, R.N., B.S., Instructor in Nursing (a)
Margaret F. Heyse, R.N., M.S., Instructor in Nursing (a)
Rosella Hirsch, R.N., B.S., Instructor in Nursing (b)

* On leave.

† The letters in parentheses indicate the particular agency in which the faculty member serves. (a) University of Minnesota Hospitals; (b) Charles T. Miller Hospital; (c) Minneapolis General Hospital; (d) Glen Lake Sanatorium; (e) Community Health Service; (f) Family Nursing Service.

Frances W. Hoffert, R.N., B.S., Instructor in Nursing
 Marion L. Howe, R.N., B.S., Instructor in Nursing (c)
 Shirley Jessberg, R.N., B.S., Instructor in Nursing (a)
 Adelaide Jury, B.S., Instructor in Dietetics (c)
 Roma Kittlesby, R.N., B.S., Instructor in Nursing (b)
 Margaret Lanphear, R.N., B.S., Instructor in Nursing (c)
 Dorothy Larsen, R.N., B.A., B.S., Instructor in Nursing (a)
 Agnes Love, R.N., B.S., Instructor in Nursing
 Mildred Lukken, R.N., B.S., Instructor in Nursing (c)
 Katherine McMillan, R.N., B.S., Instructor in Nursing (f)
 Laverne Miller, R.N., B.S., Instructor in Nursing (c)
 Mabel S. Moehring, R.N., B.S., Instructor in Nursing (c)
 Evelyn Nelson, R.N., B.S., Instructor in Nursing (e)
 Elizabeth Ojala, R.N., B.S., Instructor in Nursing (a)
 Eunice Page, R.N., B.S., Instructor in Nursing (c)
 Berdyne Peet, R.N., B.S., Instructor in Nursing (a)
 Grace Persons, R.N., B.S., Instructor in Nursing (a)
 Ann Petrovich, R.N., B.S., Instructor in Nursing (c)
 Charlotte Prinz, R.N., B.S., Instructor in Nursing (a)
 Julia Randall, R.N., B.S., Instructor in Nursing (a)
 Margaret L. Randall, R.N., B.S., Instructor in Nursing
 Renata Rolf, R.N., B.S., Instructor in Nursing (c)
 Jeneva Skoglund, R.N., B.S., Instructor in Nursing (c)
 Ione Slough, R.N., B.S., Instructor in Nursing
 Nora Small, R.N., B.S., Instructor in Nursing (c)
 Elizabeth Swanson, R.N., B.S., Instructor in Nursing (b)
 Louise Waagen, R.N., B.S., Instructor in Nursing (b)
 M. Irene Weed, R.N., B.S., Instructor in Nursing (a)
 Esther Tank, R.N., Assistant in Nursing (a)
 Louise Tonn, R.N., Assistant in Nursing (a)
 Audrey Windemuth, R.N., B.S., Instructor in Nursing (a)
 Eva Burggren, R.N., Assistant in Nursing (b)
 Madeline Eagen, R.N., Assistant in Nursing (c)
 Emma Fischer, R.N., Assistant in Nursing (c)
 Helen McHale, R.N., Assistant in Nursing (b)
 Vivian Halvorsen Werner, R.N., B.S., Instructor in Nursing (b)

COMMITTEES

ADMINISTRATIVE COMMITTEE

Walter C. Coffey, M.S., LL.D., President
 Harold S. Diehl, M.A., M.D., D.Sc., Dean of the Medical Sciences
 Wesley E. Peik, Ph.D., Dean of the College of Education
 Katharine J. Densford, M.A., R.N., Director of the School of Nursing
 Irvine McQuarrie, M.D., Ph.D., Head of Department of Pediatrics
 Ruth B. Freeman, R.N., M.A., Assistant Professor of Preventive Medicine and Public Health
 Thelma Dodds, R.N., B.S., Superintendent of Nurses, Charles T. Miller Hospital
 Frances M. Lucier, R.N., B.S., Acting Superintendent of Nurses, University of Minnesota Hospitals
 Jean W. Taylor, R.N., B.A., Superintendent of Nurses, Minneapolis General Hospital

STUDENTS' WORK COMMITTEE

Katharine J. Densford, M.A., R.N., Director of School of Nursing
 Thelma Dodds, R.N., B.S., Superintendent of Nurses, Charles T. Miller Hospital
 Frances M. Lucier, R.N., B.S., Acting Superintendent of Nurses, University of Minnesota Hospitals
 Jean W. Taylor, R.N., B.S., Superintendent of Nurses, Minneapolis General Hospital
 Anne D. Blitz, M.A., LL.D., Dean of Women
 William A. O'Brien, M.D., Director of Postgraduate Medical Education
 Edmund G. Williamson, Ph.D., Dean of Students
 Instructor in School of Nursing
 Student Representative

ADVISORY COMMITTEE

Ray M. Amberg, Ph.C., Superintendent of University of Minnesota Hospitals
 Peter D. Ward, M.D., Superintendent of Charles T. Miller Hospital
 Fred E. Harrington, M.D., Superintendent of Minneapolis General Hospital
 Administrative Committee
 Students' Work Committee

FACULTY COMMITTEES

Admissions—Phoebe Gordon
 Affiliation—Myrtle Brown
 Curriculum—Ruth Harrington
 Evaluation of Nursing Practice—Margaret Filson
 Guidance—Esther Garrison
 Library—Margaret Benson
 Medical Nursing—Agnes Fleming
 Nursing Arts—Margaret Heyse
 Obstetrical Nursing—Frances Hoffert
 Operating Room—Louise Tonn
 Organization—Eleanor Finken
 Pediatric Nursing—Myrtle Brown
 Postgraduate Study—Margaret Randall
 Program—Thelma Dodds
 Psychiatric Nursing—Ione Slough
 Public Information—Thelma Dodds
 Surgical Nursing—Florence Brennan
 Senior Cadet Program—Margaret Heyse
 Student Health—Eunice Page
 Ward Administration—Margaret Randall

GENERAL INFORMATION

HISTORICAL STATEMENT

The University of Minnesota School of Nursing, authorized by the Board of Regents October 1, 1908, was established March 1, 1909, as a result of the efforts of Dr. Richard Olding Beard. It was the first university school of nursing in the world and, as such, led the way for other university schools which followed. The first university school carried a three-year undergraduate curriculum leading to the degree of graduate in nursing until June 9, 1919, at which time it established a five-year program leading to the degree of bachelor of science and graduate in nursing. Since that time it has carried both a three- and a five-year curriculum and, up to January, 1944, has graduated 1,981 with a diploma in nursing of whom 516 have also received a bachelor of science degree. A distinctive feature of the five-year curriculum has been the requirement of seventy-five university credits before the student matriculates in the School of Nursing proper. As a result, the entire clinical program is made more meaningful than would otherwise be possible.

Another first step was taken December 14, 1920, when the plan of a central school was approved by the University. From the beginning, the University had felt that it should offer the courses it was developing for its own nursing students to other hospitals. The hospitals wishing to take part in such a venture were the Minneapolis General Hospital, the Charles T. Miller Hospital, and the Northern Pacific Beneficial Association Hospital of St. Paul. It was felt that the inclusion of these hospitals would introduce desirable practice fields for the University School of Nursing and would make possible a uniform standard of preparation for the nurses in these hospitals of a higher level than they could achieve individually. The arrangements were completed, therefore, in 1921. Tho no formal contract was made, a memorandum of agreement was drawn and agreed upon by the University and the allied hospitals. On March 30, 1921, the first students in this central school of nursing were admitted to the University.

On February 19, 1925, the curriculum of clinical experience was further enriched by means of an agreement with the Hennepin County Sanatorium Commission whereby university nurse students were to receive six weeks' clinical experience (a shortened period later) at the Glen Lake Sanatorium in the care and treatment of tuberculous patients.

On January 1, 1933, the Northern Pacific Beneficial Association Hospital arranged to staff its entire nursing service with graduate nurses and nonprofessional workers, thereby aiding in the problem of unemployment among graduate nurses.

Beginning March, 1934, all students received six weeks of field experience in public health nursing (most had received it since 1932) in what is now known as the Community Health Service in Minneapolis and the Family Nursing Service in St. Paul. Due to the overcrowding of the public health field, these agencies, beginning in the fall, 1939, were no longer able to give field experience to all three-year students. In lieu thereof these students are now receiving four weeks of experience in the Nursery School plus two additional weeks in the out-patient department.

In June, 1934, the Charles T. Miller Hospital discontinued accepting freshman students for assignment in that hospital. It replaced freshman students with graduate nurses and nonprofessional workers, but continued to give experience in nursing the private patients to all students in the school. Due to the increase in student enrolment, freshman students were assigned there again beginning with the class entering the school in September, 1942.

Beginning March, 1938, trial was made of having three-year students who come directly from high school, together with all three-year students who have less than seventy-

five college credits with one honor point per credit, *enter in the fall quarter only*. Five-year students, together with all three-year students who had seventy-five or more college credits (with one honor point per credit) were admitted to the School of Nursing in both fall and spring quarters.

During World War II, beginning January, 1942, classes were admitted each quarter. Under this wartime program three-year students who come directly from high school, together with all three-year students who have less than seventy-five college credits (with one honor point per credit) enter in the fall and winter quarters only. Five-year students, together with all three-year students who have seventy-five or more college credits (with one honor point per credit) are admitted to the School of Nursing in the fall, winter, and spring quarters only. College graduates (two-and-one-half-year program) are admitted fall, winter, spring, and summer quarters. All entering in the summer quarter are required to be college graduates. This war program was made possible by federal aid which was granted through the United States Public Health Service under grant of Public Law 146—77th Congress, Chapter 269—1st Session, H.R. 4926. In June, 1943, the Congress of the United States appropriated forty-five million dollars for the establishment of the United States Cadet Nurse Corps under the Surgeon General of the United States Public Health Service. The United States Public Health Service has designated the University of Minnesota School of Nursing to be one of the training centers of the United States Cadet Nurse Corps.

In the spring quarter, 1941, a refresher course for graduate inactive nurses was first offered. Beginning fall quarter, 1941, and thereafter this course has been financed through federal funds. The fall 1941, winter 1942, fall 1942, and winter 1943 classes were taught in Minneapolis. Winter 1942 and winter 1943 classes were also taught in Rochester, Minnesota, and a spring 1942 class in St. Paul. This course will be offered whenever and wherever the demand warrants.

From its inception, the school has maintained high standards for the professional and personal preparation of its students and for the nursing care of patients in its charge. Graduates of the school have made fine contributions not only to their own school, but also to the profession of nursing both in this country and abroad.

The earlier years of the school's existence were devoted to the establishment of this new type of university education while the later ones have been used for the perfecting of the plan made necessary by the merging of the university school with other schools of nursing. Future years should see continued utilization of these early foundations with increasing emphasis on the preventive phases of the nurse's preparation that she may continue to meet adequately the ever increasing and ever broadening demands made upon her.

ACCREDITATION

The University of Minnesota School of Nursing is accredited by the Minnesota State Board of Nurse Examiners, the Association of Collegiate Schools of Nursing, and the Board of Regents of New York State. The University of Minnesota Hospitals, the Minneapolis General Hospital, and the Charles T. Miller Hospital are approved by the American College of Surgeons, the American Medical Association, and the American Hospital Association. All other fields used for student experience are accredited by the appropriate agency.

PURPOSES OF THE SCHOOL

The purposes of the University of Minnesota School of Nursing are:

To prepare young women intelligently and skillfully to recognize and to meet community needs for nursing, both curative and preventive, both civilian and military.

To initiate a pattern for continued personal and professional growth based on a background of general culture and of social and biological sciences.

To discover and stimulate qualities of leadership.

To prepare nurses for special fields of nursing education and public health nursing.

ORGANIZATION

The School of Nursing functions in the field of medical sciences and in the field of education. The director of the school is responsible to the dean of the medical sciences for the basic curricula and to the dean of the College of Education for degree curricula. The administration of the school is conducted largely through the faculty and committees, as follows:

1. **The faculty** (see pages 5-6). A faculty of a school of the University of Minnesota, according to the Constitution and By-Laws of the University Senate, controls the internal affairs of the school, including entrance requirements, curricula, instruction, examinations, grading, degrees, discipline, and the selection and conditions of use of the departmental library.

2. **The Administrative Committee** (see page 6), decides all matters of educational policy and general conduct of the School of Nursing.

3. **The Students' Work Committee** (see page 7), assists in determining policies regarding individual students, their acceptance into the school, continuance, discipline, etc., and makes recommendations concerning the general conduct of the school.

4. **The Advisory Committee** (see page 7), composed of the Administrative Committee, the Students' Work Committee, and the superintendent or executive officer of each associated hospital, is consulted regarding matters involving the expenditure of hospital funds.

5. **Faculty committees** (see page 7).

CURRICULA OFFERED

1. The five-year curriculum leads to a bachelor of science degree and a diploma of graduate in nursing. See pages 24-33.

2. The three-year curriculum leads to a diploma of graduate in nursing. See pages 33-35.

3. The two-and-one-half year curriculum for college graduates leads to a diploma of graduate in nursing. See page 36.

4. Degree curriculum for graduate nurses leads to a bachelor of science degree. See pages 36-37.

5. Postgraduate curricula lead to certificates of postgraduate work. See pages 37-41.

6. Advanced course in Psychiatric Nursing Instruction. See pages 41-42.

7. Special Course in Sciences Basic to Nursing. See page 42.

8. Affiliating curricula. See page 42.

UNIVERSITY PRIVILEGES

Nurse students enjoy the same university privileges as do other students in so far as their nursing practice will permit. They have representation in such student groups as the All-University Student Council and, in the case of five-year students, are eligible for membership in honorary and social societies. There are two nursing societies, one open to five-year students and the other open to both five-year and three-year students. Both are open to students with degrees.

Nurse students have free access to the University Library which is located in the main quadrangle of the University. The nursing library proper is located on the second floor of the building as a part of the biological-medical library.

Coffman Memorial Union, the center of student activities on the campus, is open to nurse students as to others. Among the many facilities provided by this modern new building are ballrooms adequate for student social affairs, committee and general meeting rooms for student organizations, the student post office, lounges, restaurant, and cafeteria.

Nurse students are entitled to make use of university tennis courts, golf course, gymnasium, and swimming pool and may buy tickets for all athletic events at student rates.

The Y.W.C.A. of the University is open to all women students as are the student religious organizations sponsored by churches of different denominations.

Perhaps the greatest privilege accorded the students is that of attending lectures and concerts in the University either free or at markedly reduced student rates. Among these are the symphony concerts given by the Minneapolis Symphony Orchestra in the Cyrus Northrop Auditorium, the University Artists Course, the Student Forum, and the Thursday morning convocation lectures as well as special lectures in the various departments. Student dramatic organizations present several worth-while plays on the campus each year.

PART-TIME EMPLOYMENT

Undergraduate students cannot carry on outside employment while in the School of Nursing proper, but may do so while carrying the prenursing curriculum in the College of Science, Literature, and the Arts. Members of the United States Cadet Nurse Corps may not accept outside employment during any part of their course. For detailed information regarding student employment refer to the General Information Bulletin or write to the Civil Service Personnel, University of Minnesota.

Graduate nurses wishing part-time employment in a hospital while attending the University should apply directly to the superintendent of nurses at the following hospitals: University Hospitals, Minneapolis (on campus); General Hospital, Minneapolis (about 20 minutes from campus); Charles T. Miller Hospital, St. Paul (about 50 minutes from campus); Northern Pacific Beneficial Association Hospital, St. Paul (about 20 minutes from campus). Part-time work is occasionally available at other hospitals in Minneapolis or St. Paul and also through the Civil Service Personnel, University of Minnesota. Graduate nurses who are carrying a full program and who are receiving federal funds are strongly advised not to carry outside employment.

SCHOLARSHIPS, LOANS, PRIZES

A. Available to Students in the Nursing and Prenursing Curricula -

Tuition and subsistence scholarships granted through the United States Public Health Service (under Public Law 146-77th Congress, Chapter 269-1st Session, H.R. 4926) were available from January, 1942 to July, 1943 to students in need of financial aid during the first quarter in the School of Nursing. Tuition and subsistence scholarships were available from the same source and for the same period of time to graduate nurse students.

Since July 1, 1943 (in accordance with the provisions of the Bolton Act, Public Law No. 74, 78th Congress) the United States Public Health Service has provided payment through the United States Cadet Nurse Corps for the entire cost of the undergraduate student's education while she is in the School of Nursing. The cadet also receives stipends for personal expenses during this period.

Small loans and scholarships are available to nursing and prenursing students from a fund granted to the University for that purpose by the Kellogg Foundation. Students in either the five-year or three-year programs are eligible, after two quarters of satisfactory work in the University, to apply for loans from the university loan funds.

Occasionally scholarships are made available to the University through the American Federation of Women's Clubs, Fifth District, and the Auxiliary of the American Legion. The Bureau of Student Loans and Scholarships of the University is sometimes able to arrange for loans or scholarships for nursing school students from other sources. Students must be accepted in the School of Nursing before a scholarship may be granted.

The following three special awards are made to students in the graduating classes of the School of Nursing:

LOUISE M. POWELL PRIZE

A gift of \$50 annually from the Alumnae Association of the School of Nursing for the establishment of the Louise M. Powell Prize of \$25 to be awarded to that member of the March and June graduating classes in the School of Nursing of the University of Minnesota who has attained the highest degree of efficiency in practical work.

MARION L. VANNIER SCHOLARSHIP

A gift of \$100 annually from the Nurses' Self-Government Association of the University of Minnesota for the establishment of the Marion L. Vannier Scholarship. The recipient of this scholarship must be a graduate of the School of Nursing of the University of Minnesota. The scholarship is to be used for the purpose of higher education only, within two years after recipient's graduation.

ALPHA TAU DELTA SCHOLARSHIP

The Alpha Tau Delta, national scholarship society of the five-year nursing course, grants an annual scholarship of \$100 in honor of Esther M. Thompson, class of 1925, to a senior member of the Alpha Tau Delta ranking high in theoretical and practical work. This scholarship is awarded for purposes of study within two years after graduation.

B. Available for Graduate Nurses

Under the provisions of the Bolton Act graduate nurses may receive payment for maintenance and for university tuition and fees.

Graduate nurses working for degrees are eligible after two quarters of satisfactory work in the University to apply for loans from the university loan funds.

RICHARD OLDING BEARD LOAN FUND

The alumnae of the school have made available through the Endowment Fund a sum of \$150 to be used as a loan to graduates of the school for further academic study. The recipient must have had one year of successful nursing experience following graduation.

MINNESOTA LEAGUE OF NURSING EDUCATION LOAN FUND

The Minnesota League of Nursing Education has made available the sum of \$500 to be used as a loan to qualified graduate nurses for the purpose of further academic study.

OTHER SCHOLARSHIPS AND LOAN FUNDS

Many of the district and state nursing associations have established scholarships and loan funds for graduate nurses wishing to take up university work. In Minnesota information concerning such a fund, the Sarah T. Colvin Loan Fund, may be had from the Minnesota Nurses' Association, 2642 University Avenue, St. Paul 4, Minnesota. Certain graduate nurses are also eligible for scholarships of the national nursing organizations. Among these are the Isabel Hampton Robb Memorial Scholarship Fund, under which

scholarships are available annually, on a competitive basis, in the spring, and the McIsaac Loan Fund, available any time. Information concerning these may be had from Mrs. Mary C. Eden, The Fairfax, 43rd and Locust Street, Philadelphia 4, Pennsylvania.

THE UNITED STATES CADET NURSE CORPS

The United States Cadet Nurse Corps membership is open to all students regularly enrolled in good standing in (a) the nursing portion of the five-year curriculum (thirty months), (b) the three-year curriculum (thirty-six months), and (c) the two and one-half-year curriculum (thirty months) for college graduates. In the three-year curriculum, the required organized instruction must be completed within thirty months, leaving the last six months (senior cadet period) free for assignment of students as needed.

To join the Corps a student must meet the entrance requirements of the School of Nursing and agree, health permitting, to remain active in nursing for the duration of the war. (The signature of the student's parent or legal guardian is required if the student has not reached the age of twenty-one.) This willingness to make her services available does not entail an obligation upon the cadet to enter *military* service. She is free to choose between military or civilian nursing.

The entire cost of the student's education while she is in the School of Nursing will be paid through the United States Public Health Service. (See pages 32, 35.) In addition the cadet receives stipends for personal expenses as follows:

\$15.00	a month during first 9 months (Pre-cadet period)
20.00	a month during next 21 months (Junior Cadet period)
30.00	a month during last 6 months (Senior Cadet period)

The payment of fees and stipends will be continued until completion of the programs of students who have been enrolled in the Corps for at least 90 days prior to cessation of hostilities.

NURSES' RESIDENCES

Nurse students are housed in the various hospital residences during their period of clinical experience (nursing practice). The Charles T. Miller Hospital has an attractive residence housing 135 persons, all in single rooms. The University of Minnesota Hospitals house most students in the Louise M. Powell Hall built near the University of Minnesota Hospitals on ground overlooking the Mississippi River. This building houses approximately 300 persons. Occasionally it is necessary to house some students in one of the other university dormitories. Students at the Minneapolis General Hospital have a residence adjoining, but apart from, the hospital. The students take their meals in the nurses' dining rooms, which are under the direction of qualified dietitians. Rooms are supplied with all necessary furnishings including linen. Each residence has a qualified director in charge.

The rules governing the residences are made in accordance with university policies and carried out with the joint approval of the faculty of the School of Nursing and the Council of the Nurses' Self-Government Association.

The student's place of residence is determined by the hospital in which she is obtaining her clinical experience. See Assignment of Students, page 14.

Students in the five-year curriculum provide their own maintenance during the first six quarters. They may secure rooms in Comstock or Sanford Hall (the women's dormitories) or in approved rooming houses near the University by request to the Housing Bureau, 119 Administration Building, University of Minnesota. Students needing special help regarding housing should consult the Housing Bureau. During the time that students carry clinical experience in the school they have maintenance provided for them in the various hospital nursing residences. In the last three quarters of combined academic

and nursing work they provide their own maintenance as in the first six quarters. College graduates and students in the three-year curriculum provide their own maintenance during the first quarter on the same basis as the five-year students. They have maintenance provided in the various hospital residences after the first quarter.

ASSIGNMENT OF STUDENTS

Assignment of students in all curricula for clinical experience in the various hospitals is made by the Students' Work Committee.

Students in affiliating and postgraduate curricula are provided maintenance in the nurses' residence of the hospital to which they are assigned for clinical experience.

STUDENT ACTIVITIES

The leading student organization of the School of Nursing is the Nurses' Self-Government Association. This organization assists the faculty in practically all such student affairs as pertain to off-duty hours. A copy of the constitution of the association is furnished each student when she enters. She is admitted to membership at the end of the first six months in the school by passing an examination on the constitution, conducted by the association. Students continue in membership so long as they remain in good standing in the school and pay the nominal dues of the organization. They elect a president and governing council of officers so chosen that there are representatives of the council in each of the hospitals. Students serve on standing committees of the faculty. The Nurses Self-Government Association usually sends a representative to the meetings of the American Nurses' Association, the National League of Nursing Education, and the Minnesota Nurses' Association.

One of the activities of the student government is to appoint upper classmen to act as "big sisters" for all entering students to assist them in adjusting to their new environment.

The hospitals have frequent informal teas and parties for the students, and the students themselves are encouraged to plan any form of recreation which interests them and which can be wisely undertaken in addition to their nursing duties.

The school is nonsectarian tho students are urged to form church affiliations in accordance with their choice and custom. Churches of various denominations are within walking distance of the residences so that it is possible for students to attend either morning or evening service.

Affiliating and postgraduate students are urged to participate in student activities. Both of these groups make "big sister" appointments to assist incoming students. The postgraduate students have a form of organization for their group.

ORIENTATION PROGRAM

A definitely planned orientation program for freshman students in the School of Nursing has been developed and is carried on under the direction of a member of the faculty.

SCHEDULE OF HOURS

During the first quarter in the School of Nursing proper, regular undergraduate students carry approximately 24 hours of class but have no practical experience in the nursing care of patients.* During the second quarter they receive approximately 15 hours of clinical experience weekly. They carry approximately 13 hours of class and 9 hours of laboratory weekly. In the third quarter they carry approximately 36 hours of clinical

* Five-year students usually have fewer class hours because of having carried certain required courses during the prenursing period.

experience weekly, 8 hours of class, and 2 hours of laboratory. From the beginning of the fourth quarter and throughout the remainder of the two and one-half years the hours of clinical experience are approximately 42 per week. The hours of class during this same period are approximately 6 per week with the exception of the Summer Session when the class program is either reduced or omitted. Except in the case of emergencies, the time of the students on full-time duty does not exceed a seven-hour day or an eight-hour night. Assignment of night duty for regular students is for approximately two months (of not more than three weeks consecutively) during the entire period in the school. Hours of clinical experience during the senior cadet period of six months are approximately 48.

Affiliating students carry approximately 42 hours per week of clinical experience (as do the undergraduate students) and from 3 to 7 hours of correlating class work.

In the Advanced Psychiatric Nursing Instruction Curriculum students carry approximately 18 hours of class work per week and no clinical experience in the first quarter. In the remaining two quarters they carry a total of approximately 48 hours weekly of class and clinical experience.

Hours of duty permit the postgraduate students in the twelve-month programs to carry a fairly heavy class schedule during nine months but to be entirely free of classes during three months in which time they have experience in administration. In the course in Operating Technique, Teaching, and Administration the hours are 30 per week during approximately nine months and 48 per week during approximately three months. In all other courses the hours are 21 per week during approximately three months, thirty-six† during approximately six months, and 48 during approximately three months. In courses of less than twelve months the hours of clinical experience and class total approximately 48 hours per week.

VACATION

Five-year students have vacations as do other university students during their first five quarters and during the last three quarters. During their hospital residence they receive approximately nine weeks of vacation at their own living expense. Students entering at the beginning of the fall quarter will have approximately one to two weeks at Christmas time, two weeks during the succeeding summer, four weeks the following summer, and two weeks during the last summer. Students entering at the beginning of the winter quarter will have approximately one week at the end of that quarter, two weeks during the succeeding summer, four weeks the following summer, and two to four weeks during the last summer. Students entering at the beginning of the spring quarter will have approximately two weeks the first summer, four weeks during the second summer, and two to four weeks during the third year. Students entering at the beginning of the summer quarter will have approximately four weeks at the end of that quarter, four weeks during the succeeding summer, and four weeks during the last summer.

Three-year students have practically the same vacation as do the five-year students in their period of hospital residence.

Affiliating students enrolled for less than one year and postgraduate students receive no vacation.

Affiliating students enrolled for one year receive two weeks' vacation.

SUGGESTED HIGH SCHOOL SUBJECTS

Students in high school who are considering the study of nursing are required to arrange their high school subjects so that they may meet the entrance requirements of the College of Science, Literature, and the Arts of the University of Minnesota whether they

† The period of thirty-six-hour duty begins immediately after the close of the fall quarter class schedule.

elect the five- or three-year curriculum. By meeting these requirements, students who take the three-year curriculum may later apply their credits in nursing toward a bachelor of science degree, a privilege not open to students who meet only the minimum university requirements.

In the matter of elective subjects students should choose those in which they are particularly interested, with the guidance of high school advisers. It is well to avoid "vocational units" so far as possible. Students are advised to take chemistry and physics in high school. History and social sciences are recommended, also a foreign language, provided two units can be completed.

PREPARATION AND OPPORTUNITIES

The profession of nursing entails much the same type of requirements and preparation for successful practice as do other professions. Positions for graduate nurses are now open in every field, and for positions requiring advanced preparation it is extremely difficult to find well-qualified personnel. To the good student who is willing to prepare herself well, many satisfying opportunities are open in the various fields. Some of these opportunities are for the positions of general duty, head nurse, supervisor, instructor, private duty, industrial nurse, visiting nurse, infant welfare nurse, and school nurse. Graduates of the School of Nursing now hold important positions in all these fields both in this country and in foreign countries.

GENERAL REGULATIONS

NOTE—Due to social and economic conditions, the University of Minnesota reserves the right to alter any program or policy outlined in this bulletin.

ADMISSION

Applications for admission should be made in writing to the director of admissions and records, University of Minnesota, Minneapolis 14, Minnesota.

Every new student must file an application blank and an official copy of his record from the last school attended. Students who have attended more than one institution must submit a transcript of record from each. To be admitted, nonresident applicants must (in addition to meeting the other requirements) have a scholarship record equal to, or above, the average scholarship of the institution attended.

Application blanks may be obtained at any Minnesota high school, or from the director of admissions and records, University of Minnesota.

Applications and transcripts of records should be filed at least two months before the opening of the quarter for which admission is desired.

Later applications will be accepted, but late applicants may find it difficult to meet requirements through lack of time to make up discrepancies between the credits they present and the University's requirements for admission.

Whenever possible, credentials should be sent in directly by the proper official at the school last attended, and should not be presented in person by the student.

Completed application forms and educational credentials must be on file in the office of the director of admissions and records before the applicant can be given consideration. Final acceptance is made at a meeting of the Admissions Committee of the School of Nursing, at which time the general fitness of the applicant for the field of nursing is considered. If advisable, the committee may require an applicant to take additional tests before a decision is reached in regard to her admission. The committee reserves the right to reject any candidate who seems to the faculty unsuited for the nursing profession. Every precaution is taken to notify applicants in advance if their records seem to indicate that they are not suited to enter the field of nursing.

College graduates are admitted to the School of Nursing in the fall, winter, spring, and summer;* students with 75 or more college credits with C average are admitted in the spring, winter, and fall; high school graduates and students with less than 75 college credits are admitted in the fall and winter only. An average of C is required of all students in whatever courses are completed. In addition an average of C must be maintained for the group (not individual courses) of the four basic sciences of anatomy, bacteriology, physiological chemistry, and physiology, if credits in these are presented for admission. A battery of tests is given during registration week, and scores are used for assistance in guidance throughout the course. A test covering mathematical processes involved in nursing is given during registration week and students whose background is insufficient are required to furnish evidence of study of this subject and to pass a second examination at the end of the quarter. A sample of this test may be had upon request to the School of Nursing. Review of arithmetic is advised for all applicants.

The University recognizes the need of giving newcomers an introduction to the academic and social world which they are entering. The week before the opening of fall quarter classes is set aside as a general orientation week known as Freshman Week. Much of the program is concerned with the problems of those who are entering as

* A special class of college graduates is admitted in the summer.

freshmen altho newly entering advanced standing students will also find much of interest and are urged to attend the exercises of Freshman Week.

All fall quarter freshmen must register for Freshman Week and must be in attendance throughout the freshman week period.

ADMISSION—FIVE-YEAR CURRICULUM

Applicants for admission to the five-year curriculum must meet the entrance requirements of the College of Science, Literature, and the Arts. They must secure admission in one of three ways: (1) Graduates of an accredited high school who present the subjects required for admission to the college of their choice and whose college aptitude rating is 40 or better may be admitted directly. The subjects must include at least 12 units completed in Grade X, XI, or XII (senior high school) and must include three units of English and at least two units of mathematics in Grade X, XI, or XII. Two, or preferably three units, must be presented from one other subject group, namely Social Science, Natural Science, or Foreign Language, and not more than three of the twelve units may be in vocational or miscellaneous subjects. A "unit" is one year of high school work in Grade X, XI, or XII. The college aptitude rating is the average of the student's rank in his high school graduating class and his rank on the college aptitude test. (2) Applicants who do not meet the requirements for admission by certificate may be considered for admission by examination. (3) Students who have completed one or more years of satisfactory work at another college or university of recognized standing may be admitted with advanced standing. Students who have completed less than one year of college work must meet the requirements for admission by certificate from high school or by examination.

For further details concerning admission requirements, see General Information Bulletin.

Admitted students will register in the College of Science, Literature, and the Arts during the first five quarters of the curriculum. They may enter the University before the age of eighteen but should be eighteen when starting clinical practice.

Acceptance into the School of Nursing is not made until the 75 credits of the pre-nursing subjects have been completed (see outline of the five-year curriculum, pages 24-25). Students who have taken work in junior colleges or other accredited colleges or universities, may apply the credits toward the five-year curriculum. Official transcripts of such credits should be submitted to the university director of admissions and records for evaluation. Students may begin the pre-nursing portion of the five-year curriculum at the beginning of any quarter, altho the fall quarter is the most satisfactory admission date. The spring quarter is the most satisfactory time to begin the sixth quarter of the nursing curriculum and applicants having completed 75 or more college credits should arrange their transfer so that their sixth quarter is a spring quarter. Tho less desirable, the fall or winter quarter also may be the sixth quarter.

ADMISSION—CURRICULUM FOR COLLEGE GRADUATES

Applicants with a Bachelor's degree are admitted directly to the School of Nursing portion of the five-year curriculum, which is two and one-half years in length.

ADMISSION—THREE-YEAR CURRICULUM

Applicants for admission to the three-year curriculum must meet entrance requirements of the College of Science, Literature, and the Arts. See description of requirements under five-year course above. Students whose high school records are not good are not advised to enter the field of nursing. In considering the applicants, the Admissions Committee gives preference to those students who ranked in the upper fourth of their high school class. Applicants who are in the upper third of their high school class who

were very low in their college aptitude tests may be asked to take further tests before a decision is reached in regard to their admission; those in the middle third are required to take supplementary entrance tests; those in the lowest third are advised not to enter but are given the opportunity to take the entrance tests if they desire.

Applicants must submit satisfactory evidence of physical and mental fitness (see Health Regulations, pages 20-21) and must submit references supplying satisfactory evidence of good character.

To be eligible for registration in the state of Minnesota the nursing school graduate must be twenty-one years of age. Therefore, applicants under eighteen years of age are especially urged to elect the five-year curriculum.

ADMISSION WITH ADVANCED STANDING

Students with partial completion of a full college course are advised to bring their qualifications to those of the five-year curriculum. If this is not possible, they should enter the three-year curriculum. For required courses in which they have already received credit they may, after admission to the school, make substitution of desired electives.

ADMISSION FOR TRANSFERRING STUDENTS

It is not the policy of the School of Nursing to accept students wishing to transfer from other schools of nursing. In almost every case the first two quarters must be repeated and a great deal of time is lost for the student in transfer.

ADMISSION—DEGREE CURRICULUM FOR GRADUATE NURSES

Applicants for admission to this course must submit evidence of graduation from an accredited school of nursing. Advanced credit for the professional nursing courses will be determined by the Committee on Evaluation of Nursing Credentials which will indicate any additional hospital services to be completed before credit is granted. Forty-five credits represent approximately the average advanced standing granted for a satisfactory course of study in a hospital school of nursing; 53 in a hospital school having its prenursing sciences taught in the University of Minnesota, 55 in other university schools, and 60 in the University of Minnesota School of Nursing.

Applicants receiving a minimum of 40 credits advanced standing for their nursing courses are eligible for admission upon presentation of evidence of graduation from an accredited high school (15 units required). Applicants lacking such evidence may be admitted by examination. Admitted students are registered in the College of Education and must pass the health examination of that college.

For admission as an "Adult Special Student" see the Bulletin of General Information.

ADMISSION—POSTGRADUATE CURRICULA

Applicants for admission to postgraduate courses must (1) be registered nurses; (2) have had one year of successful experience, preferably in institutional work; (3) have completed college courses in Sociology 1 and in Psychology 1 and 2 with a grade of C, or one year of satisfactory college work; and (4) meet the minimum entrance requirements for admission to the University of Minnesota, including such entrance tests as the English Placement Test, a battery of nursing tests, and a reading test. They should write to the director of admissions and records, University of Minnesota, for application blanks. These should be filled out and placed on file in the office of the director of admissions and records at least one month in advance of the quarter in which the applicant wishes to enter.

Postgraduate students are admitted each quarter in the operating room and fall quarter only in all other courses. Only a limited number of applicants can be accepted in any one quarter.

In an attempt to admit only those students who in their undergraduate nursing curriculum already have mastered satisfactorily a basic course in the chosen field, examinations will be given applicants in respective clinical subjects except in the case of the Operating Room course. If the examination is not satisfactorily passed, the applicant will be admitted to the postgraduate course only after offering evidence of successful repetition of the undergraduate basic course in this school or in another school approved by the faculty. For this reason prospective postgraduate students are urged to apply well in advance of the admission date in order that their admission not be postponed until the following year because of necessity for completing the undergraduate basic course. At the time the examination is taken tests of nursing aptitude, interest, and ability will also be administered. A fee of \$1 is charged for these tests.

Proper blanks on which the nursing school credits and high school credits should be submitted can be had by request to the director of admissions and records, University of Minnesota.

ADMISSION—ADVANCED COURSE IN PSYCHIATRIC NURSING INSTRUCTION

Applicants must be registered nurses and must meet the requirement of high school graduation or its equivalent. Students are admitted to this course at the beginning of the summer and winter quarters.

ADMISSION—COURSES FOR AFFILIATING STUDENTS

By special arrangements with other schools of nursing approved by the State Board of Nurse Examiners, students from these schools are admitted at stipulated times for additional experience and instruction. Such students must meet the requirements of their own school, and must meet also the requirement of high school graduation or its equivalent.

HEALTH REGULATIONS*

The University School of Nursing requires the five-year students *while on the campus and before transferring* to the School of Nursing to be vaccinated against smallpox and to be immunized against typhoid fever, diphtheria, and scarlet fever. *The three-year student should comply with this requirement before entering the school.* (Detailed instructions as prescribed by the University Health Service regarding immunization may, if desired, be secured from the School of Nursing by the applicant's physician.)

Upon entrance the applicant must pass satisfactorily the physical examination including dental examination given by the Students' Health Service. Students whose condition needs further observation may be admitted tentatively but must cancel if later findings prove them physically unfit for nursing. The increasing emphasis on the maintenance of health and the prevention of disease is bringing a demand that the nurse herself be physically fit.

All students receive in the respective hospitals an annual physical examination. In addition (a) a Mantoux test is made on all students on entrance; if the reaction is positive a chest X ray is taken. (b) One week preceding the tuberculosis service, a Mantoux test is also taken on students who Mantoux tests were negative on entrance. All students having a positive reaction are given a chest X ray. Students with positive reaction receive four weeks' experience at Glen Lake Sanatorium; those with negative reaction receive two weeks' observation and experience at Glen Lake Sanatorium, one

*The regulations given here apply to postgraduate, as well as undergraduate, students except where otherwise indicated.

week at the Public Health Center Clinic, and one week in related hospital clinics. (c) Three months after returning from the tuberculosis service, those whose Mantoux tests were negative before entering the tuberculosis service are given another Mantoux test. Students with positive reactions receive a chest X ray at that time. A complete physical examination is given on completion of the course, including chest X ray for students having positive Mantoux reaction. Mantoux test and chest X rays are made routinely for postgraduate students on entrance only. However, any student will receive a chest X ray as often as necessary for the protection of the students and the hospitals.

Through the University Health Service a special examination of feet of students is made and recommendation given for desirable types of shoes and, when indicated, for corrective foot exercises.

Students about whom it is decided that tonsillectomy or other surgery was indicated before admission to the school, or students under care of a private physician for some minor complaint which does not interfere with the practice of nursing but requires continued treatment, may be asked to pay for this care at the hands of the physician or surgeon of their choice.

A regular student in the School of Nursing who is disabled by continued illness shall be referred to her home or family as soon as she may be safely discharged from the hospital and permitted to travel, and shall thereafter be eligible for reinstatement under the same rules as apply to any other student. In any case, students must meet the cost of hospital care which is in excess of one month per year of residence in the school.

As a measure of promotion of health and of prevention of illness, students are allowed, during their course, a certain number of days of illness without being required to make up the time lost. Students in the undergraduate curricula are allowed 12 days each; postgraduate and (one-year) affiliating students, 5 days. All students are urged to report any illness promptly.

GRADES

Students in the five-year curriculum are governed during the first five quarters by the regulations of the College of Science, Literature, and the Arts, and during the last three quarters by the regulations of the College of Education or of the Medical School (depending upon selected major), in regard to grades, credits, honor points, and so forth. Students receive grades in accordance with the general university plan. The passing grades used are A, B, C, D, in order of excellence. A grade of I (incomplete) is given when work is not completed on time, through no fault of the student, and must be made up within 30 days unless the time is extended by permission of the Students' Work Committee. A grade of F in a required course must be removed by repeating the course as soon as it is offered. Students doing unsatisfactory work in any part of the clinical experience must repeat enough of the service to secure a passing grade.

CONTINUATION IN SCHOOL

Because of the complicated schedules of clinical experience it is impossible to arrange irregular class schedules for students. For that reason, no student is allowed to register for the second quarter in the School of Nursing who has not satisfactorily completed the work of the first quarter; and no student may register for the third quarter who has not satisfactorily completed the second.

The first quarter is not considered satisfactorily completed unless the student has (1) received a passing grade in all required subjects, (2) received an average of C for the group (not individual courses) of the four basic science courses—physiology, physiological chemistry, bacteriology, anatomy, (3) received an average of C in all subjects taken in the quarter. In special circumstances and with the permission of the faculty, a student may repeat the courses of the first quarter necessary to bring her work up to

standard, but while she is doing so she may not have clinical experience or time credit and must provide her own maintenance outside the nurses' residence. *While students are repeating a quarter's courses they may not be members of the United States Cadet Nurse Corps.*

Students in the School of Nursing must maintain a C average throughout their program. Individual consideration is given by the faculty to any student who fails to do so. If such a student must withdraw from clinical experience to repeat class work she may not receive time credit or maintenance, *and she may not be a member of the United States Cadet Nurse Corps during that period.*

The faculty of the School of Nursing reserves the right to cancel the registration of any student who seems to be unsuited for the nursing profession or to require the withdrawal of any student from the school when, in its judgment, the interest of the school requires it.

READMISSION

All students who miss more than a month of their work through illness or leave of absence will have to remain out of the school until such time as the class or clinical schedule can be adjusted to their needs.

LEAVE OF ABSENCE

Permission cannot be granted students to remain away for the purpose of caring for sick relatives or for other personal reasons.

REQUIREMENTS FOR GRADUATION

The Board of Regents of the University of Minnesota upon recommendation of the faculty of the School of Nursing, confers degrees and certificates as specified below.

BACHELOR OF SCIENCE DEGREE AND GRADUATE IN NURSING

The degree of bachelor of science and of graduate in nursing will be granted those students who have completed satisfactorily the requirements of the five-year curriculum as outlined on pages 24-33.

GRADUATE IN NURSING

The diploma of graduate in nursing will be granted those students who have completed satisfactorily the requirements of the three-year curriculum as outlined on pages 33-35. Students are required to have a C average on their total record. See also Class Curriculum and Clinical Experience on pages 26-27. They must have credit for the satisfactory completion of three full years in the nursing curriculum.

Students who take the five-year curriculum but do not complete its requirements may change their status to three-year students and receive the graduate in nursing diploma upon satisfactory completion of the requirements of the three-year curriculum.

Students holding a B.S. or B.A. degree before entering, may meet the requirements of the University for graduation in two and one-half rather than three years. Also, they may, if they wish to complete a three-year curriculum, count a part of two quarters in the College of Education, the Medical School, or the Graduate School as a part of the three-year requirement, provided the courses they select have the approval of the faculty of the School of Nursing.

BACHELOR OF SCIENCE DEGREE

The bachelor of science degree will be granted those graduate nurses who have completed satisfactorily the requirements for this degree as outlined on pages 36, 37.

STATE REGISTRATION

Nursing students completing either the five- or three-year curriculum are eligible at the age of twenty-one years to take the state board examination given by the Minnesota State Board of Nurse Examiners. Successful passing of this examination entitles the nurse to registration in Minnesota and makes her eligible for membership in her alumnae association (see below), and through her district and state association, in the national nursing organizations and the Red Cross Nursing Service. Graduates from the University of Minnesota School of Nursing are also eligible for registration in any part of the United States. (Those desiring registration in New York state must have completed two years of science in high school.) College graduates taking the two and one-half-year curriculum are eligible for registration in states not requiring by law a three-year curriculum.

ALUMNAE ASSOCIATION

The purposes of the Alumnae Association are to promote the educational qualifications and proficiency of nurses, and to inculcate and disseminate high standards of ethical and professional conduct among persons engaged in the nursing profession.

The Alumnae Association has established an endowment fund which it continues to increase. A loan fund (see page 12) named to honor Richard Olding Beard (founder of the school and early leader in its development) and a fund which provides an annual lectureship, also honoring him, are derived from a portion of the income of the endowment fund.

The association also publishes the *Alumnae Quarterly* and an annual directory of members. Its location is 500 Essex Street Southeast, Minneapolis 14, Minnesota.

CURRICULA

FIVE-YEAR* CURRICULUM LEADING TO THE DEGREE OF BACHELOR OF SCIENCE AND GRADUATE IN NURSING

Wherever possible, students should elect the five-year in preference to the three-year curriculum, because the preparation given is broader and better, and because graduates of the five-year curriculum are in much greater demand than are those of the three-year curriculum. The curriculum is planned to prepare the student not only for bedside nursing but also for administrative, supervising, and teaching positions in schools of nursing and hospitals; for such public health nursing positions as visiting nursing, school nursing, health teaching, infant welfare, rural and industrial nursing; and for combined positions in secondary schools involving both nursing and teaching. This curriculum is open to high school graduates who meet the entrance requirements of the College of Science, Literature, and the Arts. See page 31 for fees required.

ACCELERATION

A. The program may be accelerated to four and one-half years by utilizing the summer quarter between the first and second years. Students may begin this program the summer immediately following high school graduation. This entails no change in classes or experience other than starting everything after the freshman year one quarter earlier.

B. Students who are capable of carrying 18 credits per quarter throughout the pre-nursing curriculum could complete this program in four and one-fourth years.

C. For exceptionally good students the program may be accelerated to four calendar years by utilizing "A" as above and by carrying a special program approved by the director of the School of Nursing. To complete such a program in four years a student must earn at least 6 quality credits in the first year.

NOTE—None of these programs alter the clinical period nor do they change the specialization. The changes are made in the pre-nursing academic program.

CURRICULUM

The curriculum is divided into three parts as follows:

Part I. Five quarters in the College of Science, Literature, and the Arts either in the University of Minnesota or some other accredited university or college.

Part II. Ten quarters in the School of Nursing (first quarter on the campus, and nine quarters in clinical divisions).

Part III. Three quarters in the College of Education or in the Medical School, Department of Preventive Medicine and Public Health.

PART I: COLLEGE OF SCIENCE, LITERATURE, AND THE ARTS

(Five quarters)

During the first five quarters the student must complete 75 credits and enough of the required courses listed below so that *all* required courses will be completed by the end of the sixth quarter (first quarter in the School of Nursing). She must earn an average of one honor point per credit for all credits earned in the pre-nursing period.

* This program requires five school years but actually only four and three-fourths calendar years.

A. Required courses

English A-B-C or 4-5-6 or exemption
 Sociology 1 and 49
 Psychology 1 and 2
 Child Welfare 40 or Home Economics Education 90
 Preventive Medicine and Public Health 3
 Anatomy 3
 Physiology 1 or 50*
 Physiology 2 or 4 or 60*
 Bacteriology 53* or 101 and 102 or 1
 Home Economics 30 or 31* or Nursing 10
 Physical Education, 5 credits

B. Elective courses. (Thought should be given to possible fields of specialization in choosing elective. (See pages 28-31.)

Chemistry 1 and 2, or 4 and 5, or 6 and 7
 Zoology 1-2-3
 Social Science
 Zoology 22
 History 1-2-3
 Philosophy 3
 Anthropology 41
 Political Science 1-2-3 or other electives as desired

A suggested two-year sequence of required and elective courses, with the preferred courses in physiology and bacteriology follows. Note that the student is registered in the School of Nursing during the sixth quarter (see Part II). Before registering each quarter, students should have their programs checked by their adviser in the School of Nursing.

Students from other universities or colleges should preferably transfer to the University of Minnesota at the end of their first academic year. They may, however, transfer at the end of five quarters provided they have carried sufficient required courses. Such students should confer with the office of admissions and records early to ascertain their exact standing.

First Year

Fall
 English 4f or Af
 Chemistry 1f or 4f or 6f
 Zoology 1f
 Preventive Medicine and
 Public Health 3f
 Physical Education
 Electives†

Winter
 English 5w or Bw
 Chemistry 2w or 5w or 7w
 Zoology 2w
 Physical Education
 Electives†

Spring
 English 6s or Cs
 Sociology 1s
 Zoology 3s
 Anatomy 3s
 Physical Education

Second Year

Fall
 Psychology 1f
 Physiology 50f
 Physical Education
 Bacteriology 101 or 53
 Electives†

Winter
 Psychology 2w
 Bacteriology 102
 Child Welfare 40 or
 Home Economics Ed. 90
 Physical Education
 Electives†

Spring (Part II)
 (School of Nursing)
 Sociology 49s
 Home Economics 30 or 31s
 History of Nursing 1s
 Nursing 12
 Physiology 60 or Physiology 2

* Preferred courses.

† Electives should be chosen to make on the average a program of 15 credits per quarter in addition to physical education. Social science should be chosen in the freshman year if possible. Electives in social science, natural science, and child welfare are urged, with special attention to the possible fields of specialization.

SCHOOL OF NURSING

PART II: SCHOOL OF NURSING

Five-year students are admitted to the spring, fall, and winter quarters and remain in the School of Nursing ten quarters.

They transfer from the College of Science, Literature, and the Arts (see above) to the School of Nursing at the end of the fifth quarter. During the sixth quarter (first quarter in the School of Nursing) they complete, from the list of required courses already given on page 25 all such courses as they have not completed while in the College of Science, Literature, and the Arts, and in addition they must register for Nursing 1 and Nursing 12.

The remainder of the class schedule is as follows:

First Year—Second Quarter

Course No.	Title	Class Hrs.	Lab. Hrs.	Total Hrs.
Nurs. 11	Foods and Nutrition	11	44	55
Nurs. 14	Introduction to the Medical Sciences.....	22	—	22
Nurs. 15	Nursing Arts	44	33	77
Nurs. 18	Principles of Medical and Surgical Nursing.....	44	—	44
Pharm. 8	Elementary Pharmacology	22	22	44
Total		143	99	242

First Year—Third and Fourth Quarters

Course No.	Title	Class Hrs.	Lab. Hrs.	Total Hrs.
Nurs. 16	Advanced Nursing Arts.....	11	22	33
Nurs. 19	Principles of Medical and Surgical Nursing.....	44	—	44
Nurs. 25*	Principles of Orthopedics and Orthopedic Nursing.....	22	—	22
Nurs. 41*	Principles of Pediatrics and Pediatric Nursing.....	33	—	33
Nurs. 42*	Principles of Nursing in Obstetrics and Gynecology.....	33	—	33
Med. 171	Descriptive Neuropsychiatry	33	—	33
Total		176	22	198

Second Year

Course No.	Title	Class Hrs.	Lab. Hrs.	Total Hrs.
Nurs. 20	Principles of Nursing in Conditions of the Skin.....	11	—	11
Nurs. 25*	Principles of Orthopedics and Orthopedic Nursing.....	22	—	22
Nurs. 35	Principles of Communicable Disease Nursing.....	22	—	22
Nurs. 41*	Principles of Pediatrics and Pediatric Nursing.....	33	—	33
Nurs. 42*	Principles of Nursing in Obstetrics and Gynecology.....	33	—	33
Nurs. 45	First Aid	22	—	22
Nurs. 48	Principles of Care in Ear Conditions.....	11	—	11
Nurs. 49	Principles of Care in Eye Conditions.....	11	—	11
Nurs. 53	Field Practice in Public Health Nursing.....	33	—	33
Total		198	—	198

Third Year—First and Second Quarters

Course No.	Title	Class Hrs.	Total Hrs.
Nurs. 36	Principles of Tuberculosis and Tuberculosis Nursing.....	22	22
	Electives		

* Courses may be taken third or fourth quarter of the first year or during the second year depending on the individual student's clinical rotations.

CLINICAL EXPERIENCE

The clinical experience of the students begins in the second quarter in the school. Students are rotated from one hospital to another in order to give them complete clinical experience. The hospitals in which the students receive their clinical experience are as follows:

The University of Minnesota Hospitals, situated on the University campus, include the Elliot Memorial Hospital, the Cancer Institute, the Todd Memorial, and the Eustis Children's Hospital. They are supported by state funds and endowments. They care for patients sent in from all parts of the state. The daily average of patients from January 1 to December 31, 1943, was 363.

The Minneapolis General Hospital is public in nature and cares principally for the sick of the city of Minneapolis. The Communicable Disease Department in this organization serves the city of Minneapolis; private, as well as public. It has a large number of accident and emergency cases and a wide variety of acute diseases. The daily average of patients from January 1 to December 31, 1943, was 434.

The Charles T. Miller Hospital, in St. Paul, has 50 beds for free patients and 250 beds for private and semi-private patients. The daily average of patients from January 1 to December 31, 1943, was 233.

The Hennepin County Tuberculosis Sanatorium at Glen Lake, an institution of over 700 beds, caring for all types of tuberculosis, is associated with the School of Nursing to give the students experience in the care of tuberculous patients. All students are assigned for this experience in the latter half of their course. Beginning 1941, students with a negative Mantoux have been assigned for one week of this experience to the Public Health Center Clinic and a second week in the tuberculosis clinic of the out-patient department in one of the hospitals.

In addition, students (all college graduates, all five-year and as many three-year students as the agencies can accommodate) are assigned to the Community Health Service of Minneapolis or the Family Nursing Service of St. Paul for field experience in public health nursing.

During the war and postwar periods additional agencies are co-operating in offering experience for students. Among these are the Northern Pacific Hospital, St. Paul, and the Maternity Hospital, Minneapolis. Others are added as needed.

The clinical experience for the five-year students is divided as follows: (any changes therefrom must have the approval of the faculty of the School of Nursing).

Department	No. of Weeks	Department	No. of Weeks
Medicine	18	Diet Kitchen	4
Surgery	25	Out-Patient Department	4
Gynecology	4	Tuberculosis	4
Obstetrics	12	Public Health Nursing	6
*Pediatrics	12	Vacation	8
Communicable Disease	6	Illness Allowance	2
Operating Room	6		
Psychiatry	6		117

PART III: COLLEGE OF EDUCATION OR MEDICAL SCHOOL

(Three quarters)†

The student selects one of the two majors as follows:

- A. Nursing Education for which she registers in the College of Education.
- B. Public Health Nursing for which she registers in the College of Education or in the Medical School.

* Students have the care of the normal child in the preclinical period.

† All students must spend three full quarters in this portion of the curriculum, regardless of additional academic work previously carried.

A. NURSING EDUCATION

Nursing Education has, in addition to the primary pattern, five variants: namely, Ward Administration, Teaching of Sciences, Child Care, Nutrition, and Physical Therapy. For any one of these the student registers in the College of Education.

Major Adviser: Katharine J. Densford, 125 Medical Sciences Building.

Primary pattern—Prepares students for nursing in institutions, for administration, or for teaching in hospitals and schools of nursing.

No.	Title	Credits
Ed. 51A,B	Introduction to Secondary School Teaching.....	6
Ed.T. 51A	Special Methods of Teaching in Schools of Nursing.....	3
Ed.T. 51B†	Special Methods of Teaching and Directed Teaching in Schools of Nursing.....	5
Nurs. 60	Ward Administration	4
Nurs. 69	Survey of Conditions and Trends in Nursing, including War Nursing.....	3
Nurs. 71	Curriculum Making in Schools of Nursing.....	3
	Electives‡	18
	Education electives approved by adviser.....	3
	Total	45

Variant for those interested in Ward Administration—(Prepares the student for the position of head nurse* in hospitals.)

No.	Title	Credits
Nursing Courses		
Nurs. 60	Ward Administration	4
Nurs. 65	Comparative Nursing Procedures.....	4
Nurs. 67	Field Practice in Ward Administration.....	6
Nurs. 69	Survey of Conditions and Trends in Nursing, including War Nursing.....	3
Nurs. 71	Curriculum Making in Schools of Nursing.....	3
Nurs. 73	Principles of Economics in Nursing Service Administration.....	1
Education Courses		
Ed. 51A,B	Introduction to Secondary School Teaching.....	6
Ed.T. 51A	Special Methods of Teaching in Schools of Nursing.....	3
Ed.T. 51B†	Special Methods of Teaching and Directed Teaching in Schools of Nursing.....	5
	Electives in History or Philosophy of Education.....	3
Other Requirements		
	Electives	7
	Total	45

Variant for those interested in the teaching of sciences in schools of nursing—Prepares the student to teach basic sciences and clinical courses in schools of nursing. The purpose is to build a broad knowledge and deep understanding of such medical sciences as are included in the nursing curricula and to study the problems involved in teaching these sciences in schools of nursing. Any student who shows special aptitude and interest in the science courses and who is interested in choosing this variant during her first year is urged to consult the director of the School of Nursing for assistance in the planning of her preclinical course since many of the required science courses must be completed previous to assignment to clinical experience).

* Enrolment is limited. Permission of major adviser required.

† Requirements for registration in Ed.T. 51B are as follows:

1. A passing grade in Ed. 51A,B.
2. Passing of the qualifying examination in English.
3. Attainment of a scholastic average of 1.5 in the field in which the practice teaching is to be done.
A major portion of the work in the teaching field should be completed.
4. The recommendation of the subject-matter department in the major field.
5. Passing of the required speech test.

‡ By careful selection of these electives and with an additional quarter the public health nursing certificate may be earned. See the Bulletin of Preventive Medicine and Public Health.

No.	Title	Credits
Nursing Courses		
Nurs. 60	Ward Administration	4
Nurs. 69	Survey of Conditions and Trends in Nursing, including War Nursing.....	3
Nurs. 71	Curriculum Making in Schools of Nursing.....	3
Nurs. 74	Sciences in a School of Nursing Curriculum.....	5
Education Courses		
Ed. 51A,B	Introduction to Secondary School Teaching.....	6
Ed.T. 51A	Special Methods of Teaching in Schools of Nursing.....	3
Ed.T. 51B†	Special Methods of Teaching and Directed Teaching in Schools of Nursing	5
	Electives in Education.....	3
Science Courses		
	(Physiol. 50 and Physiol. 60 and Bact. 53 or 101 are required in addition to the following courses and should be taken in the second year of the prenursing program. If they have not been taken previously, it is apt to take more than three quarters to complete this variant)	
Bact. 102	Medical Bacteriology	4
Zool. 149, 150	Histology and Organology	
or		
Zool. 21	Histology	5 or 6
Zool. 22	Comparative Anatomy	
or		
Anat. 59	Systematic Anatomy	5 or 6
		46 or 48

Variant for those interested in Child Care—(Prepares the student for work in pediatric wards or clinics, work with both well and sick children, or serves as an excellent background for nurses who may later seek additional preparation for public health work with children).

No.	Title	Credits
Nursing Courses		
Nurs. 60	Ward Administration	4
Nurs. 69	Survey of Conditions and Trends in Nursing, including War Nursing.....	3
Nurs. 71	Curriculum Making in Schools of Nursing.....	3
Education Courses		
Ed.T. 51A	Special Methods of Teaching in Schools of Nursing.....	3
Ed. 61A,B	Introduction to Elementary School Teaching	
or		
Ed. 51A,B	Introduction to Secondary School Teaching.....	6
Child Welfare and Nursery School Courses		
C.W. 80	Child Psychology	3
C.W. 170	Parent Education	3
Ed.T. 55	Principles of Early Childhood Education.....	3
Ed.T. 57	Plastic Materials	3
Ed.T. 59	Story Telling for Young Children.....	2
Ed.T. 75	Directed Teaching in the Nursery School.....	4
Ed.T. 76A,C	Methods and Observation.....	4
Nu.Ed. 50A	Primary Methods	2
	Electives approved by major adviser.....	2
Total		45

Variant for those interested in Nutrition—(Prepares the student for any position in which more than ordinary mastery of this field is desirable, as, for example, in Medical Nursing).

† Requirements for registration in Ed.T. 51B are as follows:

1. A passing grade in Ed. 51A, 51B.
2. Passing of the qualifying examination in English.
3. Attainment of a scholastic average of 1.5 in the field in which the practice teaching is to be done. A major portion of the work in the teaching field should be completed.
4. The recommendation of the subject-matter department in the major field.
5. Passing of the required speech test.

Students taking this variant must have completed Home Economics 30 (2 cred.) before entering the School of Nursing.

No.	Title	Credits
Nursing Courses		
Nurs. 60	Ward Administration	4
Nurs. 69	Survey of Conditions and Trends in Nursing, Including War Nursing.....	3
Nurs. 71	Curriculum Making in Schools of Nursing.....	3
Education Courses		
Ed.T. 51A	Special Methods of Teaching in Schools of Nursing.....	3
Ed.T. 51B†	Special Methods of Teaching and Directed Teaching in Schools of Nursing	5
Ed. 51A,B	Introduction to Secondary School Teaching.....	6
	Electives in Education approved by adviser.....	6
Home Economics Courses		
Agr.Biochem. 4	Introduction to Organic and Biochemistry.....	5†
H.E. 34	Nutrition Problems	4
H.E. 170	Nutrition of the Family.....	3
H.E. 173	Nutrition in Disease	3
	Total	45

Variant for those interested in Physical Therapy—(Prepares the student for the position of physical therapist as well as for supervisory or teaching positions in clinical specialties in which physical therapy is an important form of treatment).

An individual program may be worked out in conference with the director of physical therapy. This variant might require additional time. The minimum requirements for completion of the course are listed below.

No.	Title	Credits
Nursing Courses		
Nurs. 60	Ward Administration	4
Nurs. 69	Survey of Conditions and Trends in Nursing, including War Nursing	3
Nurs. 71	Curriculum Making in Schools of Nursing.....	3
Education Courses		
Ed. T. 51A	Special Methods of Teaching in Schools of Nursing.....	3
Ed.T. 51B†	Special Methods of Teaching and Directed Teaching in Schools of Nursing	5
Ed. 51A,B	Introduction to Secondary School Teaching.....	6
Physical Therapy Courses		
	Subject	Hours
	Anatomy	210
	Clinical Practice	400
	Electrotherapy	75
	Ethics and Administration.....	5
	Hydrotherapy	20
	Massage	60
	Pathology	30
	Physiology	75
	Principles of Physical Therapy applied to:	
	Medicine	45
	Neurology	25
	Orthopedics	45
	Surgery	45
	Psychology	15
	Therapeutic Exercises	105
	Electives	45
	Total Physical Therapy hours	1,200

† Requirements for registration in Ed.T. 51B are as follows:

1. A passing grade in Ed. 51A,B.
2. Passing of the qualifying examination in English.
3. Attainment of a scholastic average of 1.5 in the field in which the practice teaching is to be done. A major portion of the work in the teaching field should be completed.
4. The recommendation of the subject-matter department in the major field.
5. Passing of the required speech test.

‡ If student has not had organic chemistry.

B. PUBLIC HEALTH NURSING

This curriculum leads to the bachelor of science degree with a major in public health nursing. Students register for the last three quarters in the College of Education or in the School of Public Health and should see the Bulletin of the School of Public Health for the list of required courses.

Major Adviser: Ruth Freeman, 121 Millard Hall.

The following courses are required in addition to the requirements listed under Part I.

Social Science Courses

No.	Title	Credits
Soc. 49	Social Pathology	3
Soc. 90	Survey of Social Work.....	5
or 129	Principles of Social Case Work.....	3
	Elective in Sociology or Child Welfare.....	3
	Social Science other than Sociology.....	9

Natural Science Courses

Bact. 53	General Bacteriology	5
or 101	Medical Bacteriology	5
	Science courses (including courses listed in Part I).....	15

Preventive Medicine and Public Health Courses

P.M.&P.H. 53	Elements of Preventive Medicine.....	5
P.M.&P.H. 62-63	Principles of Public Health Nursing.....	6
P.M.&P.H. 65,66,67	Field Practice in Public Health Nursing.....	15-23
P.M.&P.H. 81	Introduction to Health Education	3
P.M.&P.H. 133 or 61	Mental Hygiene Aspects of Public Health Nursing.....	3
	Electives in P.M.&P.H., minimum.....	8
	General electives, any department.....	8

*Education Courses**

Education courses	26
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The C+ average is based on all the preventive medicine and public health courses.

ESTIMATE OF FEES FOR FIVE-YEAR CURRICULUM

PART I. (FIVE QUARTERS IN THE COLLEGE OF SCIENCE, LITERATURE, AND THE ARTS)

	One quarter	Total
Tuition (resident)	\$ 25.00	\$125.00
Incidental fee	9.00	45.00
Matriculation deposit	10.00	10.00
Course fees	2.00	10.00
Laboratory deposit	5.00
Laundry§	13.00	65.00
Room rent§	37.50	187.50
Board§	83.00	415.00
Books and instruments.....	11.60	58.30
	<hr/>	<hr/>
	\$191.10	\$920.80

* These course are required for those students who wish to receive their degree in the College of Education. See Nursing Education Primary Pattern.

† Requirements for registration in Ed.T. 51B are as follows:

1. A passing grade in Ed. 51A,B.
2. Passing of the qualifying examination in English.
3. Attainment of a scholastic average of 1.5 in the field in which the practice teaching is to be done. A major portion of the work in the teaching field should be completed.
4. The recommendation of the subject-matter department in the major field.
5. Passing of the required speech test.

‡ These estimates vary according to the student's living arrangements.

SCHOOL OF NURSING

PART II. (TEN QUARTERS IN SCHOOL OF NURSING) †

Tuition (first quarter \$50, nine quarters \$20 each).....	\$230.00
Books and instruments †.....	65.00
Uniforms	50.00
Transportation	8.00
	<hr/>
	\$353.00

PART III. (THREE QUARTERS IN COLLEGE OF EDUCATION OR SCHOOL OF PUBLIC HEALTH) ††

	One quarter	Total
Tuition (resident)	\$ 25.00	\$ 75.00
Course fee	3.00	14.00
Laundry*	13.33	40.00
Room rent*	37.50	112.50
Board*	83.33	250.00
Books and instruments.....	11.66	35.00
Graduation fees		15.00
	<hr/>	<hr/>
	\$173.82	\$541.50

The above estimate of expense for the five-year course includes university fees, uniforms, books, and maintenance. First five quarters, while student is on campus the estimate is \$920.80. This amount is greatly reduced, of course, if the student is living at home. For the next two and one-half years, while the student is in the School of Nursing the total estimate is \$353. † For the last three quarters, while the student is in the College of Education or School of Public Health the total estimate is \$541.50. †† Estimates do not include personal incidentals, clothing, traveling, and vacation expenses.

Tuition.—Detailed information as to tuition charge per quarter is indicated above. Nonresidents add \$25 per quarter for additional tuition in the first, second, and fifth year.

Incidental fee.—An incidental fee of nine dollars (\$9) a quarter for the first six and the last three quarters is charged each student, for which the student receives the privileges of the Coffman Memorial Union, the Health Service, the *Minnesota Daily*, including the Official Daily Bulletin, the university post-office service, and the *University Address Book*. The total incidental fee is eighty-one dollars (\$81).

Matriculation deposit.—At the student's first registration at the University a matriculation deposit of ten dollars (\$10) is required to cover the following charges: locker rental, locker key deposit, laboratory breakages, library fines, or damages to university property.

Laboratory deposit.—A laboratory deposit of five dollars (\$5) is also required of students registered for courses in chemistry to cover cost of materials. §

Course fees.—For individual courses. The amounts are specified in the course announcements.

Cost of books.—The expense varies with the course taken. Two- and three-quarter courses often require the purchase of only one book at the beginning of the course. Secondhand books can often be purchased at one of the various bookstores. Approximate annual cost of \$35 for the first two years and approximately \$12 for each of the last three years should represent maximum book expenses.

* These estimates vary according to the student's living arrangements.

† Some of this expense may have been carried in Part I.

‡ These expenses are covered by the United States Cadet Nurse Corps for members of the Corps.

†† Bolton Fund scholarships provide for university fees, tuition, and maintenance.

§ For detailed information see the Bulletin of General Information.

Cost of uniforms.†—The student pays for her first complete set of uniforms. The hospital replaces worn-out uniforms. This charge of approximately fifty dollars (\$50) is payable at the end of the first month of the sixth quarter at the University when the order is sent to the manufacturer.

Students may purchase uniforms second hand but may not have replacement by hospital until such time as sets of new uniforms purchased by classmates require replacement.

At the time uniforms are purchased, students should provide themselves with name tapes for all pieces which are to be laundered. One hundred tapes should be sufficient. These may be purchased through the office of the School of Nursing.

Clock hour fee.—The fee for part-time work is \$2.25 per clock hour during the first quarter in residence in the School of Nursing and 85 cents per clock hour for the second through tenth quarters.

Transportation.—This item of \$8 includes transportation while in the School of Nursing to and from classes at the University and to and from the field when assigned to field trips or to public health nursing.

Graduation fees.—The student registered in the five-year curriculum receives a diploma in nursing and a bachelor of science degree. The fee for each is \$7.50 or a total of \$15.

Board and room.—Those students who live within commuting distance do not have this expense since they can live at home during the periods when they are not in hospital residence. There is no charge for board and room while in residence at the hospital. The cost of room and board varies widely.

Comstock Hall,† new residence hall for women, \$125 per quarter.

Sanford Hall,† residence hall for women, \$100 to \$125 depending upon the room selected, per quarter.

Co-operative cottages,† in which the students assist with work, \$80 to \$90 per quarter.

Rooming houses† for room per month, \$8 to \$16 for double rooms, \$10 to \$25 for single room; for board, per week, \$6 to \$7 for two meals per day.

Some students earn their room and board in return for services given in private families. This may be done while taking academic classes but not while in the School of Nursing proper.

Those who plan to earn part of their expenses may receive information from the Office of Civil Service Personnel, Room 9 Administration Building, University of Minnesota.

THREE-YEAR CURRICULUM LEADING TO THE DIPLOMA OF GRADUATE IN NURSING

This curriculum is open to high school graduates who meet the admission requirements of the College of Science, Literature, and the Arts. See page 18. For fees required see page 35.

ACCELERATION

The organized instruction and clinical experience of the three-year curriculum are completed in two and one-half years. However, the student may not take the State Board licensing examination until she has had six months of additional supervised experience

† For detailed information see the Bulletin of General Information.

‡ Those students who elect public health nursing as their field of major interest in the fifth year pay approximately \$20 in addition for public health uniforms. Prices subject to change without notice.

and instruction. For the student in the United States Cadet Nurse Corps this is provided by the senior cadet period.

CURRICULUM

Candidates for the diploma of graduate in nursing must complete the curriculum of class work designated for three-year students as outlined below. For honor point and grade requirements see paragraph on "Continuation in the School" page 21. Graduates of this curriculum receive 60 blanket credits toward bachelor of science degree in nursing education or in public health nursing.

First Year—First Quarter

Course No.	Title	Class Hrs.	Lab. Hrs.	Total Hrs.
Anat. 3	Elementary Anatomy	22	22	44
P.M.&P.H. 3	Personal Health	22	—	22
Physiol. 1	Elements of Physiological Chemistry.....	33	22	55
Physiol. 2	Elements of Physiology.....	33	22	55
Nurs. 10	Introduction to Nutrition.....	11	—	11
Nurs. 12	Introduction to Nursing.....	22	22	44

First Year—Second Quarter

Course No.	Title	Class Hrs.	Lab. Hrs.	Total Hrs.
Nurs. 11	Foods and Nutrition.....	11	44	55
Nurs. 14	Introduction to the Medical Sciences.....	22	—	22
Nurs. 15	Nursing Arts	44	33	77
Nurs. 18	Principles of Medical and Surgical Nursing.....	44	—	44
Pharm. 8	Elementary Pharmacology	22	22	44

First Year—Third and Fourth Quarters

Course No.	Title	Class Hrs.	Lab. Hrs.	Total Hrs.
Nurs. 16	Advanced Nursing Arts.....	11	22	33
Nurs. 19	Principles of Medical and Surgical Nursing.....	44	—	44
Nurs. 25*	Principles of Orthopedics and Orthopedic Nursing.....	22	—	22
Nurs. 41*	Principles of Pediatrics and Pediatric Nursing.....	33	—	33
Nurs. 42*	Principles of Nursing in Obstetrics and Gynecology.....	33	—	33
Med. 171	Descriptive Neuropsychiatry	33	—	33

Second Year

Course No.	Title	Class Hrs.	Total Hrs.
Nurs. 1	History of Nursing.....	11	11
Nurs. 20	Principles of Nursing in Conditions of the Skin.....	11	11
Nurs. 25*	Principles of Orthopedics and Orthopedic Nursing.....	22	22
Nurs. 35	Principles of Communicable Disease Nursing.....	22	22
Nurs. 41*	Principles of Pediatrics and Pediatric Nursing.....	33	33
Nurs. 42*	Principles of Nursing in Obstetrics and Gynecology.....	33	33
Nurs. 45	First Aid	22	22
Nurs. 48	Principles of Care in Ear Conditions.....	11	11
Nurs. 49	Principles of Care in Eye Conditions.....	11	11

Third Year

Course No.	Title	Class Hrs.	Total Hrs.
Nurs. 36	Principles of Tuberculosis and Tuberculosis Nursing.....	22	22
Nurs. 50	Professional Adjustments	22	22
Nurs. 54	Introduction to Public Health Nursing.....	11	11
Psych. A	Practical Applications of Psychology.....	66	66

* Courses may be taken third or fourth quarter of the first year or during the second year depending on the individual student's clinical rotations.

Clinical Experience

The clinical experience for the three-year student is divided as follows: (any changes therefrom must have the approval of the faculty of the School of Nursing).

Department	No. of Weeks	Department	No. of Weeks
Medicine	21	Out-Patient	6
Surgery	25	Nursery School	2-4
Obstetrics	12	Tuberculosis	4
Pediatrics	12	Vacation	10
Communicable Disease	6	Illness allowed	2
Gynecology	4	†Senior assignment (including two weeks' vacation)	26
Operating Room	6		—
Psychiatry	6		156
Diet Kitchen	4		

Senior Cadet Period

For students in the United States Cadet Nurse Corps the last six months of the three-year curriculum have been designated the senior cadet period. During this period the student may elect experience in a federal nursing service (Army, Navy, Veterans, Indian Bureau, or U. S. Public Health Service) or she may be assigned for additional experience in a civilian nursing service (surgical, medical, obstetrics, pediatrics, psychiatry, rural or urban, public health or institutional) where she has an approved program of instruction under supervision. She is not eligible to take the State Board licensing examinations until after this senior cadet period.

ESTIMATE OF FEES—THREE-YEAR CURRICULUM*

PART I. SCHOOL OF NURSING (CAMPUS—ONE QUARTER)

Tuition	\$ 50.00
Incidental fee	9.00
Matriculation deposit	10.00
Laundry†	13.00
Room rent†	37.50
Board†	83.00
Books	29.75
Uniforms	50.00
Transportation	8.00
	<hr/>
	\$290.25

PART II. SCHOOL OF NURSING (CLINICAL—NINE QUARTERS)

Tuition (\$20 per quarter).....	\$180.00
Books	35.10
Graduation fee	7.50
	<hr/>
	\$222.60

CARLETON COLLEGE PROGRAM

An arrangement has been made with Carleton College, Northfield, Minnesota, whereby students of that college may spend three summers in the University of Minnesota School of Nursing, returning to Carleton College each fall. This program begins in the summer following the student's first year at Carleton College. Upon completion of the liberal arts course at Carleton College, the student returns to the University of Minnesota

* All expenses are carried by United States Cadet Nurse Corps for members of the Corps.

† Senior Cadet period for those in the United States Cadet Nurse Corps. For students not in the United States Cadet Nurse Corps, senior assignment will be in civilian nursing service.

‡ These items vary with the student's living arrangements.

School of Nursing for an additional period of one and three-fourths years, at the end of which time a diploma in nursing is given by the University of Minnesota.

CURRICULUM FOR COLLEGE GRADUATES

Applicant's with a Bachelor's degree are admitted directly to the nursing portion of the five-year curriculum, which is two and one-half years in length. They may meet the requirements of the University for graduation in two and one-half years rather than three years. They would in this case be eligible for registration in states not requiring by law a three-year curriculum. Those wishing to qualify for registration in any state may do so by selecting special electives during an additional six months in the basic curriculum. They may also qualify for such registration by taking a six-month postgraduate course. The student may use the six-month period in working toward a degree of bachelor of science in the field of nursing education or of public health nursing, or she may begin work toward a more advanced degree. She may, also if she desires, spend this period in some special field such as that of psychiatric nursing or out-patient nursing in this school or in other schools.

These students spend one quarter taking prenursing courses on the university campus as follows: human anatomy, human physiology, physiological chemistry, general bacteriology, nutrition, and introduction to nursing. The clinical experience for these students is the same as for the degree program, see page 27. The student who is interested in fulfilling the requirements for registration by taking additional work at the University of Minnesota will find the programs listed under the variants for specialization in the degree curriculum. See pages 28 to 31 or postgraduate curricula, see pages 37 to 41.

CURRICULUM FOR GRADUATE NURSES LEADING TO A DEGREE OF BACHELOR OF SCIENCE

Open to those who meet entrance requirements for specialized curricula of the College of Education. Advanced credit for the professional nursing courses will be determined by the Committee on Evaluation of Nursing Credentials which will indicate any additional hospital services to be completed before credit is granted. Forty-five credits represent approximately the average advanced standing granted for a satisfactory course of study in a hospital school of nursing; fifty-three in a hospital school having its prenursing sciences taught in the University of Minnesota; fifty-five in other university schools; and sixty in the University of Minnesota School of Nursing.

Candidates must conform to the College of Education regulation relative to total credits and honor points and are entitled to privilege of quality credit rule. Candidates must also meet the physical education requirements of the College of Education.

To secure a degree in the College of Education students must earn 185 credits and 185 honor points, and in addition $1\frac{1}{2}$ honor points for each credit in a major field.

Graduate work in fields related to nursing may be carried and a Master's degree earned by students who meet the requirements of the Graduate School. Programs should be made out in consultation with a major adviser in the department. Among the fields recommended for graduate work are bacteriology, education, pathology, educational personnel work, physiology, psychology, and social science.

The amount and type of college courses to be required of each candidate are to be decided by her major adviser after consideration of a candidate's general education and experience. All programs must also be approved by the Students' Work Committee and the dean of the College of Education. As a rule the following curricula meet the needs of most students. Substitutions may be made by petition upon the recommendation of the major adviser and the Students' Work Committee of the College of Education.

A. Nursing Education

Major Adviser: Katharine J. Densford

Curriculum leading to a bachelor of science degree with a major in nursing education. Courses to be included in this program will be found in Part I and Part III A of the five-year curriculum (pages 24-25 and 28-30) plus Sociology 49 and sufficient electives as recommended by the major adviser to fulfill the total credit and honor point requirement.

A suggested sequence for the graduate nurse follows: (Chemistry and Zoology are highly recommended as electives and prerequisites to Physiology 51 but are not required. Physiology 2 may be substituted for Physiology 51).

*First Year**Fall*

English 4f or Af
Chemistry 1f, or 4f, or 6f
Zoology 1f
Physical Education
Electives to make 15 credits

Winter

English 5w or Bw
Chemistry 2w, or 5w, or 7w
Zoology 2w
Physical Education
Electives to make 15 credits

Spring

English 6s or Cs
Sociology 1s
Zoology 3s
Physical Education
Electives to make 15 credits

Second Year

Psychology 1f
Physical Education
Electives to make 15 credits

Psychology 2w
Physiology 51w or 2w
Sociology 49w
Electives to make 15 credits

Nursing 60s
Physiology 2s
Child Welfare 80s or 40s
Sociology 49s
Education 51As

Third Year

Education 51Bf
Nursing 69f
Education electives (3 cred.)
Electives to make 15 credits

Education T. 51Aw
Electives to make 15 credits

Education T. 51Bs
Nursing 71s
Electives to make 15 credits

B. Public Health Nursing

Major Adviser, Ruth Freeman

See Bulletin of School of Public Health

POSTGRADUATE CURRICULA

Among the opportunities offered through postgraduate courses are the following:

1. To prepare for head nurse positions, combining proficiency in nursing, teaching, and administration.
2. To become acquainted with the scientific, social, and preventive aspects of advanced nursing in clinical fields.
3. To carry related university courses giving credit toward a degree.

Postgraduate courses are offered in communicable disease, medical, obstetric, pediatric, and surgical nursing; and one in operating room technique, teaching, and administration. The course in operating room technique, teaching and administration and the course in communicable disease nursing are nine months in length, the other courses are one year in length. Students are admitted to all courses except the operating room in the fall quarter only. Students are admitted to the course in the operating room all quarters.

A program of academic study in the University is arranged for each field of postgraduate work, but may be modified by petition to meet the needs of the individual student and to take into consideration her interests and lines of development. All clinical subjects in the School of Nursing are also available for election. (For admission requirements see pages 19-20.)

The clinical experience of the postgraduate students is planned so as to include all available subdivisions of the various fields. The University and Minneapolis General

Hospitals are available as chief fields of clinical experience. Students taking surgical nursing and operating room technique and administration receive their clinical experience in the University of Minnesota Hospitals; those in the medical and obstetric curricula receive their clinical experience in the Minneapolis General Hospital; those in the pediatric curriculum are assigned by the Students' Work Committee, half going to the University of Minnesota Hospitals and the other half to the Minneapolis General Hospital. Only a limited number of applicants can be accepted in any one quarter. Students must, before the end of their third quarter in the school, be recommended by the faculty for administrative experience. Those not so recommended will be expected to withdraw from the course.

Slight variations in schedule may be made necessary by limitation of clinical field, illness of students, or other emergencies, but the schedules as outlined on pages 38-41 are followed as nearly as possible.

Postgraduate students receive full maintenance except when they are not giving nursing care in the hospital (as for instance nursery school observation) during which time the hospital does not provide maintenance. Such periods are clearly indicated in the outlines of the separate courses. During these periods the students may pay the hospital \$10 weekly for maintenance or live elsewhere if they prefer.

Students wear their own graduate nurse uniforms while in the hospital. Laundry is included in maintenance. As registrants in the School of Nursing, postgraduate students pay no tuition fee but do pay a matriculation deposit of \$10 on entrance, most of which is refunded at completion of the course if there are no charges against it. Postgraduate students who are desirous of transferring such college credits as may be counted for the bachelor of science degree pay the College of Education tuition fee (i.e., \$2.25 or \$4.50 per credit) at the time they transfer their credits from the School of Nursing of the College of Education, which grants the degree. The following curricula (see pages 38-41) do not provide for courses during the second summer term. In cases of students whose clinical curriculum allows, a course may be taken during the second term of the Summer Session by paying the required fee. Occasionally, also, additional courses may be carried in the General Extension Division by paying the required fee. Students in residence at the Minneapolis General Hospital pay carfare to and from university classes.

For students who continue work toward a degree six additional credits will be given by the Committee on Evaluation of Nursing Credits for the clinical portion of the program after the satisfactory completion of any postgraduate curriculum.

**POSTGRADUATE COURSE IN OPERATING ROOM TECHNIQUE,
TEACHING AND ADMINISTRATION**

Subject	CLASS CURRICULUM	Credits	CLINICAL CURRICULUM	Weeks
1. Required				
Nurs. 55, Operative Aseptic Technique (11 hrs.)		1	Basic Technique, Procedures, etc. in General Surgery and Urology (cystoscopy)	12
Nurs. 72, Teaching and Supervision in Schools of Nursing		3*	Gynecology and Orthopedics and Fractures	6
Anat. 3, Elementary Anatomy		3	Eye, Ear, Nose, and Throat	4
Bact. 53, General Bacteriology		5*	Teaching and Administration	12
Nurs. 56, Operating Room Administration (22 hrs.)		2	Surgical Supply Room	1
			Dressing Room	1
			Electives	2
2. Elective				
Nurs.Ed. 63f, Motion Study		2*		
Lib. Methods 1, Use of Books and Libraries		2*		
Physiol. 2, Elements of Physiology		4*		
Nurs.Ed. 65w,s, Comparative Nursing Procedures		4*		

* Credits may be transferred to the College of Education and credited towards degree.

POSTGRADUATE COURSE IN COMMUNICABLE DISEASE NURSING

Fall

CLASS CURRICULUM		Credits	CLINICAL CURRICULUM
Subject			
Bact. 53, General Bacteriology.....		5*	Communicable Disease Ward
Nurs. 35, Communicable Diseases.....		2	Out-Patient Department—Immunization and Pediatrics Clinics
P.M.&P.H. 53, Elements of Preventive Medicine		5*	Observation in local agencies
			21 hours per week

Winter

Nurs. 72, Teaching and Supervision in Schools of Nursing.....		3*	Communicable Disease Ward
Nurs. 60, Ward Administration.....		4*	Out-Patient Department—Immunization and Pediatric Clinics
P.M.&P.H. 60, Tuberculosis and Its Control		2*	Communicable Disease in the home
			30 hours per week

Spring

Elective		2-3*	Tuberculosis Sanatorium 1 month Administration 2 months
			36 hours per week

POSTGRADUATE COURSE IN MEDICAL NURSING

Fall

CLASS CURRICULUM§		Credits	CLINICAL CURRICULUM
Subject			
Bact. 53, General Bacteriology.....		5*	Medical Ward
or			
Physiol. 2, Elements of Physiology.....		4*	
Nurs. 19, Principles of Medical and Surgical Nursing (44 hrs.).....		4	
Elective		3-5*	
			21 hours per week

Winter

Nurs. 72, Teaching and Supervision in Schools of Nursing.....		3*	Out-Patient Department
Nurs. 18, Principles of Medical and Surgical Nursing (44 hrs.).....		4	Communicable Disease Ward
Nurs. 35, Principles of Communicable Disease Nursing (22 hrs.).....		2	Gynecological Ward
Elective		2*	Receiving Ward
			36 hours per week

Spring

Nurs. 60, Ward Administration.....		4*	Diet Laboratory
Elective		2-3*	Medical Ward
			Tuberculosis Sanatorium
			36 hours per week

Summer

No classes			Administration
			48 hours per week

* Credits may be transferred to the College of Education and credited toward a degree.

§ Plus 44 hours ward conferences in winter quarter, and 22 hours in spring and summer.

POSTGRADUATE COURSE IN OBSTETRIC NURSING

		<i>Fall</i>	
Subject	CLASS CURRICULUM†	Credits	CLINICAL CURRICULUM
Bact. 53, General Bacteriology.....		5*	Obstetric Ward
Nurs. 51, Advanced Obstetric Nursing (22 hrs.)		2	Nursery for Newborn Infants
Elective	4 or 5*		21 hours per week
<i>Winter</i>			
Nurs. 72, Teaching and Supervision in Schools of Nursing.....		3*	Communicable Disease Ward
P.M.&P.H. 58, Maternal and Child Hygiene		2*	Gynecological Ward
Nurs. 35, Principles of Communicable Disease Nursing (22 hrs.).....		2	Delivery and Labor Room
Lectures in Anesthesia (7 hrs.).....			36 hours per week
<i>Spring</i>			
Nurs. 60, Ward Administration.....		4*	Out-Patient Department—prenatal clinic and visiting in homes
Elective	2-3*		Nursery for Premature Infants
			Obstetric Ward
			Delivery and Labor Room
			Experience in Administration of Ether
			36 hours per week
<i>Summer</i>			
No classes			Administration
			48 hours per week

POSTGRADUATE COURSE IN PEDIATRIC NURSING

		<i>Fall</i>	
Subject	CLASS CURRICULUM§	Credits	CLINICAL CURRICULUM
C.W. 80 or 40, Child Training.....		3*	Medical Ward
Nurs. 41, Principles of Pediatrics and Pediatric Nursing (33 hrs.).....		3	Surgical Ward
Elective	5-7*		Receiving Room or Treatment Room
			Out-Patient Department
			21 hours per week
<i>Winter</i>			
Nurs. 72, Teaching and Supervision in Schools of Nursing.....		3*	Nursery for Premature Infants
Nurs. 35, Principles of Communicable Disease Nursing (22 hrs.).....		2	Infant Ward, including Milk Laboratory
Elective	3-5*		Communicable Disease Ward
			36 hours per week
<i>Spring</i>			
Nurs. 60, Ward Administration.....		4*	Nursery for Newborn Infants
Elective		3*	Orthopedic Ward and Physiotherapy Department
			Nursery School
			Medical Ward, including Diet Laboratory
			Elective (2 weeks)
			36 hours per week
<i>Summer</i>			
No classes			Administration
			48 hours per week

* Credits may be transferred to the College of Education and credited toward a degree.

† Plus 10 hours of conferences in the first quarter, 15 hours in the second and third quarters, and 33 hours in the fourth quarter.

‡ Plus 10 hours of ward conferences in the first quarter, 20 hours in the second and third quarters, and 33 hours in the fourth quarter.

POSTGRADUATE COURSE IN SURGICAL NURSING

		<i>Fall</i>	
CLASS CURRICULUM†		Credits	CLINICAL CURRICULUM
Subject			
Physiol. 2, Elements of Physiology.....	4*	Surgical Ward	
or		Surgical Tuberculosis Ward	
Physiol. 4, Human Physiology.....	4*	Ward for Gastric Surgery	
or		Observation in Sterile Supply Room	
Bact. 53, General Bacteriology.....	5*		
Elective	5-8*		21 hours per week
<i>Winter</i>			
Nurs. 72, Teaching and Supervision in Schools of Nursing.....	3*	Treatment Room	
Nurs. 52, Advanced Surgical Nursing (11 hrs.)	1	Observation in Main Operating Room	
Elective	3-5*	Eye, Ear, Nose, and Throat Ward	
		Eye, Ear, Nose, and Throat Treatment Room	
		Ward for Neurological and Tumor Surgery	36 hours per week
<i>Spring</i>			
Nurs. 60, Ward Administration.....	4*	Out-Patient Department	
Elective	2-3*	Physiotherapy Department	
		Orthopedic Ward	
		Gynecological Ward	
		Urological Ward	36 hours per week
<i>Summer</i>			
No classes		Administration	48 hours per week

ADVANCED COURSE IN PSYCHIATRIC NURSING INSTRUCTION

(3 quarters)

The first quarter began on the University of Minnesota campus January 3, 1944, and will begin again June 12, 1944. In each case, it is to be followed immediately by two quarters at the co-operating hospital. During the first quarter at the University, the nurse takes such courses as Psychology, Teaching and Supervision, Mental Hygiene, Neuropsychiatry. Courses are chosen to suit the individual student's needs. A weekly conference hour with the director is used for such purposes as co-ordination of courses, planning of field trips and giving of reports; and discussion of policies of the program.

The second quarter's program is carried at Rochester State Hospital, with some teaching assistance from Mayo Clinic. This period is devoted to supervised experience in the care of various types of mental patients. This includes practice in such forms of therapy as occupation, surgery, recreation, hydrotherapy, and shock. Classes in Neuropsychiatric Nursing include 36 hours of lectures, demonstrations, conferences, and clinics. Classes in Ward Administration, with adaptation to psychiatric wards, 44 hours. (Practice 48 hours per week, including classes.)

The third quarter continues at the Rochester State Hospital with supervised practice in Ward Administration, Supervision, and Teaching. (48 hours per week including classes.)

A certificate will be given on satisfactory completion of the course. Academic credit as earned in the first quarter is usually 15 credits. Five blanket credits are given for the second and third quarters for clinical experience.

* Credits may be transferred to the College of Education and credited toward a degree.

† Plus 15 hours of ward conferences in the first quarter, 20 hours in the second and third quarters, and 33 hours in the fourth quarter.

ESTIMATE OF EXPENSE

Tuition for the course is \$100 per quarter, incidental fees are \$9 for the first quarter. A deposit of \$10 is required in the first quarter. The total for the entire course is \$319, exclusive of maintenance and personal expenses. Bolton Fund scholarships provide university fees, tuition, and maintenance of \$50 a month.

SPECIAL COURSE IN SCIENCES BASIC TO NURSING

This two-quarter course is designed for graduate nurses interested in the teaching of sciences in schools of nursing. Students should register in the College of Education. A limited number of students with a minimum of two years of college including work in psychology, zoology, and 10 credits of chemistry will combine courses in sciences and in teaching with supervised experience in the sciences basic to nursing.

In 1944-45 the course will be offered fall and winter quarters.

In 1945-46 the course will be offered in summer and fall quarters.

NURSING EDUCATION COURSES

No.	Title	Credits
Nurs. 72	Teaching and Supervision in Schools of Nursing.....	3
Nurs. 74	Sciences in a School of Nursing Curriculum.....	4

SCIENCE COURSES

Courses in medical sciences, totaling at least 23 credits, will be selected from among those offered on the basis of the student's background in the science field. Subjects include bacteriology, anatomy, physiological chemistry, physiology, histology, and pathology.

Regular College of Education fees will obtain. Scholarships for tuition and maintenance will be available for qualified students.

SUMMER COURSES

Summer courses for graduate nurses are offered during the first term (six weeks) of the Summer Session in the School of Nursing in co-operation with the School of Public Health. Whenever possible, guest instructors outstanding in their respective fields are added to the regular faculty for these courses. Courses offered cover such subjects as ward administration, teaching, supervision, personnel programs, administration in schools of nursing, and public health nursing in its various phases. During the first term short workshop programs (two weeks) are also conducted. Some courses are also offered in the second term of the Summer Session.

A special summer announcement describing these courses and workshop offerings can be had upon request to the director of admissions and records.

AFFILIATIONS

Because of the large number of patients and the wide variety of illness manifested in these patients the school is able to offer affiliation in certain services to other schools of nursing desiring additional practice for their students.

Services in which other schools may arrange affiliations (depending upon patient census) are medical, surgical, pediatric, communicable disease, and out-patient departments. To schools sending students for a period of one year it is possible to include certain additional elective services.

The terms of affiliation are agreed upon between the university school and the school sending students. A copy of the conditions of affiliation will be sent to any school interested upon request to the director, School of Nursing, University of Minnesota. The length of affiliation varies from three months in the city of Minneapolis to six months or one year for schools outside the city. Schools desiring affiliation must be accredited schools and be connected with hospitals which are approved by the American College of Surgeons as well as by the American Hospital Association.

DESCRIPTION OF COURSES*

- Anat. 3f,w,s,su. Elementary Anatomy. Brief résumé of cytology and embryology. More detailed study of the gross anatomy and histology of the organ systems by means of lectures, laboratory studies, and demonstrations. (3 cred.; 44 hrs.)
- Bact. 1f,w,s.† Elementary Bacteriology. Principles of bacteriology, general survey of pathogenic bacteria, molds, protozoa, and viruses. Elements of immunity. Sanitary analysis of water and milk. Germicides. Bacterial food poisoning. (4 cred.; 66 hrs.)
- Bact. 53f,w,s. General Bacteriology. (5 cred.; soph. with a C average in the prereq. courses, jr., sr.; prereq. 10 cred. in chem., 4 cred. in bot. or zool.)
- Bact. 101. Medical Bacteriology. (5 cred.; jr., sr., grad.; prereq. Zool. 1-2-3 and 10 cred. in chem.)
- Bact. 102. Medical Bacteriology. (4 cred.; jr., sr., grad.; prereq. 101.)
- C.W. 40f,w,s. Child Training. (3 cred.; soph., jr., sr.; prereq. Psy. 1-2.)
- C.W. 80f,w,s. Child Psychology. (3 cred.; jr., sr.; prereq. Psy. 1-2.)
- Ed.T. 51Af,w,su.‡‡ Special Methods of Teaching in Schools of Nursing. Principles underlying clinical and classroom teaching in schools of nursing. Planning and evaluating instruction. (3 cred.)
- Ed.T. 51Bf,w,s.‡‡ Special Methods of Teaching and Directed Teaching in Schools of Nursing. Observation and study of principles of teaching applied in the nursing school situation. Supervised practice in teaching of nursing subjects. (5 cred.)
- Med. 171w,su. Principles of Neuropsychiatry. This course deals with the diagnosis, treatment, nursing care, and prevention of (a) neurological disorders; and (b) organic and functional psychoses, with emphasis upon the relation of personality disorders to physical disorders, to family and community problems, etc. Lectures, clinics, ward nursing classes, case study conferences, demonstrations, and excursions. (3 cred.; 33 hrs.)
- Nurs. 1f,w,s. History of Nursing. A brief historical survey of nursing serving as a basis for study of problems of the present day. (1 cred.; 11 hrs.)
- Nurs. 10f,w,s. Introduction to Nutrition. A course dealing with food and its relation to the human body; the processes by which the body utilizes food; the study and classification of the various foods together with the caloric index. The normal diet and routine hospital diets are given with directions for modification under special circumstances. (1 cred.; 11 hrs.)
- Nurs. 11f,w,s,su. Foods and Nutrition. Laboratory and lecture course in practical dietetics, food preparation together with methods of cookery; definite instruction in carrying out the dietary prescription is given. (3 cred.; 44 hrs.)
- Nurs. 12f,w,s,su. Introduction to Nursing. An elementary course designed to prepare students for the clinical period. (3 cred.; 44 hrs.)
- Nurs. 14f,w,s,su. Introduction to Medical Sciences. This course attempts to integrate the information which the student has learned in the physical and social sciences and focus it upon the patient in his relation to nurse, doctor, and community. It includes consideration of the development of medical science, the causes of disease, how disease manifests itself in the body, how the doctor makes the diagnosis, how disease is treated, and methods of disease control and prevention. (2 cred.; 22 hrs.)

* For class hours, days, and rooms for fall, winter, spring see Combined Class Schedule. For summer schedule see Summer Session Bulletin.

† Microscope required. Students (except medical) may obtain use of microscope by purchasing \$1.50 microscope card from bursar.

‡‡ A fee of \$1 per credit is charged for this course.

- Nurs. 15a, 15bf,w,s,su; 16a, 16bf,w,s,su. Nursing Arts. A course presenting the principles of nursing, demonstrating the application of principles from the foundation sciences in the care of the patient, and in observation of symptoms and conditions. Nurs. 15a (3 cred.; 33 hrs.) Nurs. 15b consists of 44 hours of practice of basic nursing procedures. (2 cred.) Nurs. 16a includes the more advanced nursing procedures. (1 cred.; 11 hrs.) Nurs. 16b includes 22 hours of practice. (1 cred.) (Total 8 cred.; 100 hrs.)
- Nurs. 18f,w,s,su; 19f,w,s,su. Principles of Medical and Surgical Nursing. A course designed to give a knowledge of the causes, symptoms, treatment, and prevention of abnormal medical and surgical conditions including the nursing and nutrition aspects and nursing care of patients with these conditions. Nurs. 18 includes general consideration of causes and treatment of disease, conditions of the respiratory tract, including nose and throat, and conditions of the gastrointestinal tract, including oral hygiene, and conditions of the liver and gallbladder. Nurs. 19 is devoted to study of the endocrine glands, of allergy, of the circulatory system, and of the urinary system. (8 cred.; 88 hrs.)
- Nurs. 20f. Principles of Nursing in Conditions of the Skin. Lectures, classes, demonstrations, and clinics present the etiology, symptomatology, treatment, and nursing care of disorders of skin and closely related tissues. Emphasis is placed upon prevention of skin disorders and upon the mental hygiene, social, and economic aspects of treatment. (1 cred.; 11 hrs.)
- Nurs. 25f,s. Principles of Orthopedics and of Orthopedic Nursing. Lectures, classes, and clinics dealing with orthopedic conditions including fractures and amputations. Emphasis is laid upon the preventive, economic, and social aspects of these conditions. Treatment (including physical therapy) and nursing care are stressed. (2 cred.; 22 hrs.)
- Nurs. 35f,w,s,su. Principles of Communicable Disease Nursing. Lectures, classes, and demonstrations on the etiology, symptoms, treatment, and nursing care of communicable diseases with emphasis on their significance to public health and on preventive measures. (2 cred.; 22 hrs.; hrs. and days ar. during experience.)
- Nurs. 36f,w,s,su. Principles of Tuberculosis and Tuberculosis Nursing. Lectures, classes, clinics, and demonstrations presenting the etiology, pathogenesis, treatment, and nursing care of the disease with emphasis on the epidemiology and the socio-economic aspects—especially case finding, prevention and rehabilitation. (2 cred.; 22 hrs.; hrs. and days ar. during experience.)
- Nurs. 41f,w,s,su. Principles of Pediatrics and Pediatric Nursing. Lectures, classes, clinics, and demonstrations on the development (mental and physical) of the normal child, on the diseases of the infancy and childhood, on treatment, care, feeding, and guidance of the child. Movements for the promotion of child health. (3 cred.; 33 hrs.)
- Nurs. 42f,s. Principles of Nursing in Obstetrics and Gynecology. This course consists of lectures, classes, demonstrations, and clinics on etiology, symptoms, treatment, and prevention of abnormal conditions of the female reproductive system. Also instruction in the physiology, pathology, and hygiene of pregnancy, labor, puerperium, and the care of newborn infants. The psychological and public health aspects of these conditions are stressed. (3 cred.; 33 hrs.)
- Nurs. 45f,w,s,su. First Aid. American Red Cross standard course. (1 cred.; 22 hrs.)
- Nurs. 48w,s. Principles of Care in Ear Conditions. This course consists of lectures, classes, and demonstrations. It deals with medical and nursing care, and pathological conditions of the ear. (1 cred.; 11 hrs.)
- Nurs. 49f,w,s,su. Principles of Care in Eye Conditions. (1 cred.; 11 hrs.)

- Nurs. 50f,w. Survey of Professional Fields. A course dealing with present-day problems of nursing—legal, economic, civic, legislative. A survey of fields of nursing and of related health movements (2 cred.; 22 hrs.)
- Nurs. 51f. Advanced Obstetric Nursing. Lectures, classes, clinics, conferences, and demonstrations on the hygiene, physiology, and pathology of pregnancy, labor, and puerperium and the newborn infant, recent research findings and literature in the field of maternal and child care. For postgraduates. (2 cred.; 22 hrs.)
- Nurs. 52f. Advanced Surgical Nursing. Lectures, classes, conferences, and demonstrations dealing with the more important surgical conditions, recent research and literature, and treatment used in modern practice of general surgery. For postgraduates. (1 cred.; 11 hrs.)
- Nurs. 53f,w,s,su. Field Practice in Public Health Nursing. Six weeks. Required of five-year students.
- Nurs. 54f,w. Introduction to Public Health. The nurse's place in the general public health program; community organization for health and the relationship of public health and other welfare agencies; preparation required for entering the public health nursing field and the opportunities it presents. (1 cred.; 11 hrs.)
- Nurs. 55f,w,s,su. Operative Aseptic Technique. A course dealing with the personnel of the operating room; the care and use of equipment; antiseptics and methods of sterilization; problems of co-ordination with other hospital departments; and management of operating room schedule. Taught by lectures, demonstrations, discussion, and field trips. For postgraduates. (1 cred.; 11 hrs.; hrs. and days ar. during experience.)
- Nurs. 56f,w,s,su. Operating Room Administration. A course dealing with the administration and management of an operating room. Taught by lectures, discussion, and field trips. For postgraduates. (2 cred.; 22 hrs.; hrs. and days ar. during experience.)
- Nurs.Ed. 60w,s,su. Ward Administration. Organization of the hospital; authority, responsibility and relationships of the head nurse, principles of administration; analysis and maintenance of a good nursing service; environment of the patient; selection, orientation, assignment and motivation of personnel; planning clinical teaching programs. (4 cred.; 44 hrs.)
- Nurs.Ed. 62w,s,su. Personnel Work in Schools of Nursing. Survey of principles and techniques of personnel work applied to problems in schools of nursing. The relationship of such topics as individual differences, human behavior, personality, emotions, and intelligence to the problem of personnel guidance. Study of such techniques as psychological tests, personnel records, orientation periods, remedial programs, and counseling interviews in schools of nursing. (3 cred.; 33 hrs.)
- Nurs.Ed. 63f. Motion Study. A course designed to apply the science of motion study to the technique of nursing. The student is taught to analyze critically the present methods used in nursing, and to devise better ways of doing the job. Motion picture method of analysis, lectures, and laboratory work. (2 cred.; 33 hrs.)
- Nurs.Ed. 65w. Comparative Nursing Procedures. A comparative study of nursing procedures including individual projects. (4 cred.; 44 hrs.)
- Nurs.Ed. 67f,s. Field Practice in Ward Administration. Practice in the administration of a ward, in the supervision of the nursing service, and in the planning of the student's clinical experience in that division. Participation in the ward teaching program. (6 cred.; hrs. and days ar. during experience.)
- Nurs.Ed. 69f,s. Survey of Conditions and Trends in Nursing Including War Nursing. A study of conditions existing in nursing as revealed in literature and reports. (3 cred.; 33 hrs.)

- Nurs.Ed. 71f,s. Curriculum Making in Schools of Nursing. General principles of curriculum making; study of the functions of the graduate nurse in the community as determinants of the clinical and classroom curricula of the professional school. Integration of materials into curricula preparing nurses as community health agents. (3 cred.; 33 hrs.)
- Nurs.Ed. 72w,su. Teaching and Supervision in Schools of Nursing. Principles of teaching applicable in schools of nursing. Planning of classwork. Use of case studies, ward clinics and demonstrations, and assignment of practice, as methods of clinical teaching. Methods of evaluating students' work. Principles of supervision and their application for the improvement of nursing practice. For postgraduates. (3 cred.; 33 hrs.)
- Nurs.Ed. 73w. Principles of Economics in Nursing Service Administration. A study of the principles of business administration in their application to hospital organization and management. (1 cred.; 11 hrs.)
- Nurs.Ed. 74w. Sciences in a School of Nursing Curriculum. Discussion of objectives, course content, methods of instruction, choice of textbooks, integration of subject matter, and schedule planning as applied to the teaching of sciences in schools of nursing. Observation of classroom and laboratory instruction. Supervised practice as assistants. This course should preferably be carried during the last quarter of the fifth year, but may not be carried in the same quarter as Ed.T. 51B. (5 cred. 55 hrs.)
- Nurs.Ed. 75.* Fundamentals of Administration in Schools of Nursing. Concept of school of nursing and of nursing service; functions of administration in schools of nursing. (2 cred.; 22 hrs.)
- Pharm. 8w,s,su. Elementary Pharmacology. A study of the history, uses, classification, and preparation of drugs; definition of descriptive terms; methods of administration; principles of dosage, etc. together with appropriate laboratory exercises. (3 cred.; 44 hrs.)
- Physiol. 1f,w,s. Elements of Physiological Chemistry. (a) A brief study of physical and chemical laws; of the composition of matter, chemical compounds, chemical and energy changes; of the ionic theory; of gases and solutions. (b) The physiological chemistry of gases, water, salts, carbohydrates, fats, and proteins; of the nutritive media, of digestive fluids and digestion, of metabolism, of excretion and excretory products. (4 cred.; 55 hrs.)
- Physiol. 2f,w,s. Elements of Physiology. Functional properties of tissue cells; the material bases of the body; the nutritive media; the physiology of nerve and muscle, of the nervous system; the vascular mechanism; respiration, digestion, excretion, and metabolism. (4 cred.; 55 hrs.)
- Physiol. 4f,s. Human Physiology. (4 cred.; all; prereq. 1 qtr. zool., 1 qtr. chem.)
- Physiol. 50f. Physiological Chemistry. (4 cred.; primarily for physical education students†; jr., sr.; prereq. inorganic chemistry.)
- Physiol. 60s. Human Physiology. (6 cred.; prereq. Zool. 1-2-3. Inorg. Chem. 1-2, or 4-5 or equiv., Physiol. 50.)
- P.M.&P.H. 3f,w,s. Personal Health. Elementary principles of normal body functions, predisposing and actual causes of disease; ways in which disease may be avoided. (2 cred.; 22 hrs.)
- Psych. Af,w,s. Practical Applications of Psychology. The aim of this course is to present a picture of the ways in which the human being meets the problems of his environment and develops the many traits which are called personality. (5 cred.; 55 hrs.)

* This course will be taught when the registration is sufficiently large to warrant its being given.

† Others may be admitted by special permission.

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