

THE UNIVERSITY OF KANSAS

COLLEGE OF LIBERAL ARTS

AND SCIENCES

LAWRENCE

October 21, 1942

OFFICE OF THE DEAN

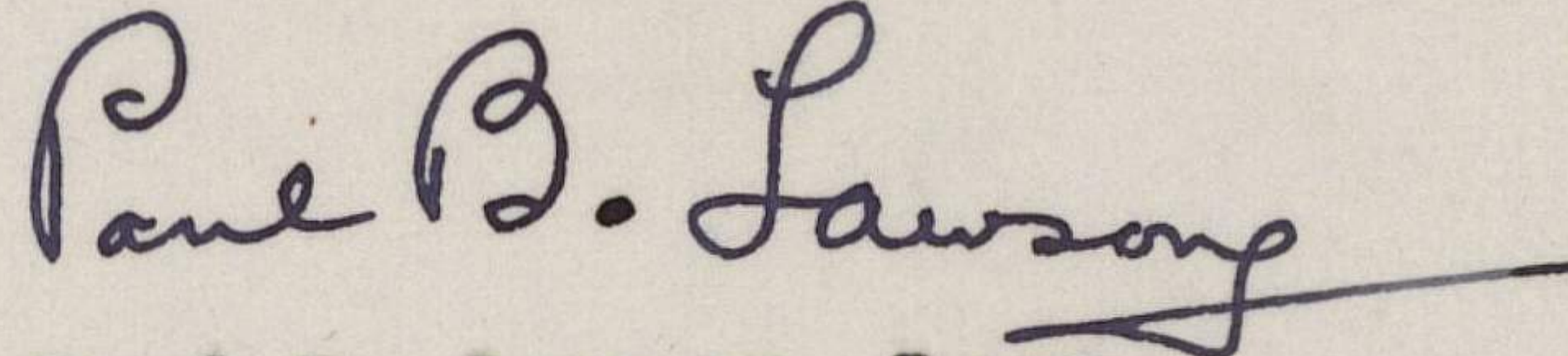
To Chairmen of Departments:

Will you please prepare your schedule for the spring semester and send it to the office not later than Wednesday, November 4?

Kindly be sure that your copy follows exactly the form used in this semester's printed schedule, a copy of which is enclosed. We do not have blanks for this new form, so please type your schedule across the length of ordinary typewriter paper. Please use section letters only when two or more sections are scheduled for the same hour.

In planning your schedule please keep in mind that there will be some reduction in the number of underclassmen and that there is sure to be a considerable reduction in the number of upperclassmen, especially among the men.

Sincerely yours,



Paul B. Lawson, Dean

PBL:dm

Enc.