

TO THE FACULTY:

Attached is a copy of the examination schedule for the fall semester. Your attention is called to the fact that two classes will be examined each morning and afternoon. This means that examinations scheduled to begin at 8:30 and 1:30 must close promptly at 10:20 and 3:20 respectively in order that the rooms will be free for the examinations which are scheduled to follow at 10:30 and 3:30.

RAYMOND NICHOLS

Executive Secretary