

THE UNIVERSITY OF KANSAS

COLLEGE OF LIBERAL ARTS  
AND SCIENCES

LAWRENCE  
SEP 21 1942

OFFICE OF THE DEAN

To Heads and Chairmen of Departments:

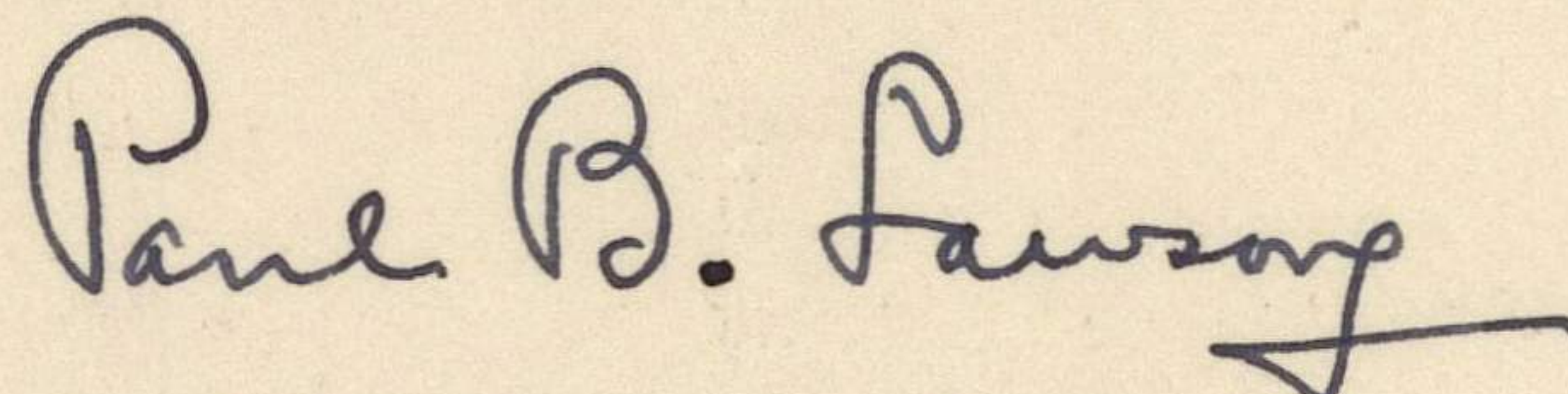
Because there is a whole week of classes before next Saturday and since it would be too bad to make many students who came late or who need to change their enrollments wait until that time, the College Office would like to accommodate as many students as it can immediately, both as to enrollments and as to changes. Will you, therefore, please send to this office just as soon as you can after receipt of this letter all the changes from the printed schedule for the courses in your department?

In order to have uniformity will you please send in your changes in the following form:

1. List the courses which have been closed and also the courses which have been withdrawn.
2. List the new courses or new sections to be offered, giving number, title, hour, days, and room.
3. List changes in hours for any courses.
4. Do not send us the names of instructors for any of the above.

F + S. 210  
412-  
1191.

Sincerely yours,



Paul B. Lawson, Dean

PBL:dm

P.S. Please hurry this!