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Bulletin

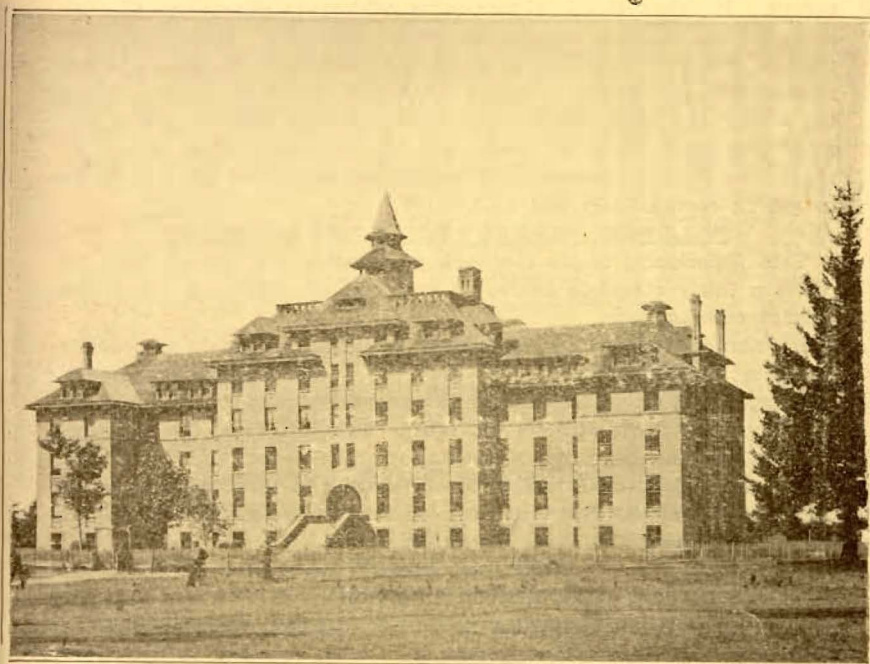
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Pacific Lutheran Academy

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For the Pacific Lutheran University Association

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WORTH PAYING FOR.

What is the reason that young men and women, who have the opportunity to enjoy free instruction in the public high schools, are willing to pay for tuition in a private academy or business college? The reason is that they know they will get better instruction, more personal attention, and greater opportunity for developing their individuality in the private than in the public school, and for these advantages they are willing to pay.

A SCHOOL OF OPPORTUNITIES.

The Pacific Lutheran Academy is a school of opportunities. It gives the chance to the young man or woman whose early education has been neglected. It gives the slow, plodding student, who can't keep up with his class in the grammar or high school an opportunity to take up a few branches, and to study these thoroughly. It gives the brighter or more ambitious student, who can do more than the average of his class, a chance to progress as fast as his abilities will permit. It takes the foreigner, who wishes to learn the English language and become acquainted with American institutions and teaches him in a way that is simple and efficient. It welcomes the student who can afford to spend but a few weeks or months during the winter, and gives him an opportunity to learn something that will make him more useful or better, and his life more worth living. In short, The Pacific Lutheran Academy is the school for all who desire to get on economically and well.

COLLEGE PREPARATORY DEPARTMENT.

This department offers thorough preparation for college, and provides a fairly complete course of practical education for those who cannot enter college.

It embraces four groups, or courses, requiring, as nearly as possible, the same amount of work. The first, the Luther College Preparatory Course, aims to give the student the necessary preparation for entering Luther College, at Decorah, Iowa. The last four, the Classical, the Modern Language, the Mathematics and Science, and the English Commercial Courses, correspond very closely to those offered by the high schools of the State, and aim to furnish the necessary preparation for entering the State university.

WHO ARE ADMITTED.

Graduates of the public schools and graduates of private or parochial schools doing work similar to that of the public schools will be admitted without examination.

Students who have completed one or more branches in a high school, normal school, academy, or other institution of recognized standing, will receive full credit therefor, and will be admitted to advanced standing on presenting the proper credentials.

TIME TO ENTER.

The best time to enter this department is at the beginning of the school year or at the opening of the second semester, February 12. Students will, however, be received at any time, and will be placed where they can do the most effective work.

THE NORMAL DEPARTMENT.

In spite of the fact that our State supports several schools for the special training of teachers, the Pacific Lutheran Academy has been called upon to prepare many young men and women, who are now engaged in the public schools of this and neighboring states, and so successful has been the work of our graduates and students in this line, that we have felt encouraged not only to continue the work in this department, but also to extend it from time to time.

The course covers a period of three years, and embraces all branches required for a first grade certificate in the State of Washington.

PAROCHIAL SCHOOL TEACHERS

Students who wish to fit themselves for teaching in the Lutheran parochial or Sunday schools will be given special work in Bible study, catechetics, and Norwegian grammar and literature in addition to the branches required for a public school certificate.

THE BUSINESS DEPARTMENT **COMMERCIAL COURSE**

Bookkeeping, Business Writing, Reading, Commercial Geography, Rapid Calculation, Commercial Arithmetic, Business English, Letter Writing, Spelling, Typewriting, Commercial Law.

This course is designed to prepare young men and young women for the active duties of the business world by giving them a practical knowledge of the laws, usages and practices of trade and commerce. There is probably no other course of the same length and cost which even approaches a business training course in its value to young people.

DEMAND FOR TRAINED HELP.

The rapid expansion of commercial and manufacturing employments creates a strong demand for young people, well trained in business methods and needs.

TIME REQUIRED.

A student who has a good elementary knowledge of reading, spelling, arithmetic, and grammar can complete this course in from six to nine months. A student who is deficient in one or more of these branches will require longer time.

WHAT IS TAUGHT.

The student is taught the following very important things: A good business handwriting; the ability to construct grammatical sentences, and to arrange them into paragraphs; a knowledge of punctuation; how to write a business letter that will command attention; how to use the typewriter; how to compute all kinds of practical arithmetical problems with rapidity and accuracy; a knowledge of business law; how to draw up contracts, deeds, and business documents; a thorough knowledge of bookkeeping; system, neatness, and order.

It is the aim of the school to make the course so broad and thorough that a student who has completed it shall be able readily to adapt himself to any ordinary system or set of books involving either single or double entry bookkeeping, as used in the business world.

ENTER ANY TIME.

The work in this department is largely individual, and students will be received at any time.

THE STENOGRAPHIC COURSE.

What is taught:—Shorthand, Grammar, Business Writing, Type-writing, Spelling, Composition and Letter Writing, Reading.

SHORTAND.

The uses of shorthand and typewriting have been greatly extended during the last fifteen or twenty years, and, at the present time, more opportunities for advancement are offered to competent stenographers than to any other profession. The modern business office is not fully equipped without one or more stenographers. Every court of justice has its official reporter, and in the convention, the assembly, the legislature and other gatherings the art of shorthand is useful and necessary. In the civil service, there is a constantly increasing demand for competent stenographers at a good salary. To the college student, shorthand is of inestimable value in making reports of addresses and lectures, and to the lawyer, the lecturer, the clergyman, and the teacher, the art is a valuable assistant. No young person, therefore, who is desirous of success in any of these fields, can possibly make any mistake by taking a thorough course in shorthand and typewriting.

TYPEWRITING.

Typewriting occupies a very prominent place in this course, and is, in fact, an inseparable part of it. Students are required to devote from two to three hours a day to systematic practice on the typewriter.

From the very beginning, students are taught the proper fingering of the keys, the cleaning, oiling, and adjusting of the machine, the proper form and arrangement of letters, legal documents, manifolding, mimeographing, and the like.

The course in typewriting includes a careful and extended drill in the various kinds of office practice, commercial papers, legal documents, business letters, specifications, tabulating work, etc.

MODERN EQUIPMENT.

An ample supply of Remington typewriters of the latest model is kept on hand for the use of students. The school has also an Edison commercial phonograph, and two Edison mimeographs, which the students are taught to operate.

TIME REQUIRED TO LEARN

The time required to complete this course is from six to nine months.

WHEN TO ENTER.

Students may enter any time and find classes to suit them.

THE ENGLISH DEPARTMENT

Young men and women, who from want of opportunity, or failure to improve it when offered, or from other causes, have been deprived of the advantages of an education, and thus seriously handicapped in

the struggle for existence or success, will here find an excellent opportunity to make up much of what they have lost.

The work in this department corresponds, in a general way, to that pursued in the seventh and eighth grades of the public schools. While elementary in its nature, the instruction is not designed for children, but for young men and women. The greatest care is taken that a student may learn to read well, to spell correctly, to write a good hand, and to be accurate in arithmetic.

Students will be admitted to this course without examination. Suitable classes will be provided for all, even those who are most ignorant and backward. Age is no hinderance. No student has ever been refused admission because he was too old, or knew too little.

To accommodate those who can attend but a few weeks at a time, the school-year has been divided into four terms, of nine weeks each. The cost of tuition, board, room, light, and washing is only \$50 per term of nine weeks. This brings it within the reach of all.

SPECIAL CLASSES FOR FOREIGNERS

Another feature of the English Department is the special course for foreigners. The Academy receives into this course foreign born men and women of all ages. A student at the age of fourteen is not too young, nor is one of forty too old. The one who has just arrived from Europe, and who is unable to speak a single word of English, will here find suitable classes. And he who has acquired some knowledge of the language will also get the instruction he needs. A special course in the history and civil government of the United States has been arranged for the benefit of this class of students. This work, besides preparing the student for American citizenship, will provide excellent training in the use of the English language.

WINTER TERM BEGINS DECEMBER 4.

At the opening of the winter term special classes for foreigners will be organized in the following subjects: Reading, Spelling, Grammar, Arithmetic, Penmanship.

THE MUSIC DEPARTMENT

The Pacific Lutheran Academy recognizes the great importance of music as a means of culture and refinement, and aims to furnish high-grade instruction at a very moderate price.

SPECIAL ADVANTAGES.

The musical education received in a school has many advantages over that gained through private instruction. The musical atmosphere of the school, and the stimulus resulting from the close and frequent contact with others engaged in similar work, cannot but exert a powerful influence for good upon the student. Furthermore, the close personal supervision of the teachers during practice periods, the regular term recitals, the musical library, and many opportunities for public performances and concerted playing, make it possible for a student in a school of music to make far greater progress than would be possible under a private teacher.

In addition to the above mentioned advantages afforded by our

school of music, the rates of tuition are less than one-half of what would be charged by similar talent for private lessons.

Special normal classes will be arranged for those who desire to fit themselves for teaching music.

GENERAL INFORMATION CONDITIONS FOR ADMISSION.

Young men and young women who are willing and able to do the work required and to obey the rules and regulations of the school will be admitted to any course, upon paying the regular tuition and other required fees.

No effort will be spared to secure for each student the very best classification possible, and to place him where he can do the most effective work.

TIME TO ENTER.

The best time to enter is the beginning of a semester, when new classes are organized. Students will be received at any time, however, and generally find classes adapted to their needs.

EXPENSES FOR BOARDING STUDENTS.

For students rooming and boarding in the Academy the charges are as follows:

1 week	\$ 6.00
9 weeks	50.00
18 weeks	95.00
36 weeks	180.00

This includes instruction in all branches offered by the school, except music. It also includes room, good table board, and washing.

EXPENSES FOR DAY STUDENTS.

1 week	\$ 2.00
9 weeks	15.00
18 weeks	28.00
36 weeks	45.00

MUSIC TUITION.

Single lessons	\$ 1.00
9 weeks, one lesson per week, Piano, Organ or Harmony	8.00
18 weeks, one lesson per week	15.00

INSTRUMENTS.

Instruments may be rented at reasonable rates.

ROOMS.

The rooms are heated by steam, lighted by electricity and furnished with chairs, tables, bedsteads, mattresses and wardrobes. Students furnish their own towels, bedclothes, floor rug and any article of luxury that may be desired.

BOOKS.

The necessary textbooks and stationery may be bought at the Academy bookstore at reasonable prices.

HOW TO REACH PARKLAND.

Parkland is a suburb of Tacoma, one of the large railroad centers and ocean ports on the Pacific Coast. On arriving in Tacoma take

the Spanaway car, which leaves regularly for Parkland every 30 minutes. Ride to Parkland, and walk one block to the Academy.

SELF SUPPORTING STUDENTS

The question is often asked: Can a student work his way through the Pacific Lutheran Academy?

That depends largely upon the student. From one-third to one-half of our students earn a considerable part of their expenses, and a large number are absolutely dependent upon themselves. A young person who has saved from \$75.00 to \$100.00 can safely make a start. The Pacific Lutheran Academy is anxious to attract self-supporting students. The president of the Academy invites correspondence from such students, and assures them he will consider it a privilege to assist them in every possible way.

BAND AND ORCHESTRA

The school has a band and an orchestra. Students have the use of the band instruments free of charge. Concerts are given throughout the year, the proceeds of which are paid into the treasury of the Academy.

ALL COMMUNICATIONS

All communications concerning the school should be addressed to
N. J. HONG, President,
Parkland, Wash.

EXTRAKURSUS I ENGELSK FOR NYKOMMERE OG ANDRE NY- NYBEGYNDERE.

Pacific Lutheran Academy & Business College har i en Række af femten Aar givet Extrakurser for Nykommere og andre Nybegyndere, som vil lære at læse, tale og skrive det engelske Sprog.

I dette Tidsrum har flere hundrede Nybegyndere i kortere eller længere Tid frekventeret denne Skole og findes nu spredte over hele Pacific Kysten, hvor mange af dem indehaver vigtige og vel lønnede Stillinger.

Gjennem sin lange Erfaring med Nybegyndere har Skolens Bestyrelse havt Anledning til grundig at sætte sig ind i de eiendommelige Vanskeligheder denne Klasse Elever har at kæmpe med, og hvad Slags Undervisning de trænger.

HVEM OPTAGES.

Skolen optager i denne Afdeling unge Mænd og Kvinder uden Hensyn til Alder og paa de mest forskellige Udviklingsstrin. Den, som er fjorten Aar, er ikke for ung, og den som er firti, er ikke for gammel. Den, som nylig er ankommen fra det gamle Land og ikke kan et eneste engelsk Ord, finder her Klasser, som passer for ham. Og den, som for en stor Del forstaar det, som siges paa Engelsk, og endog til en vis Grad kan udtrykke sig i dette Sprog, kan ogsaa i denne Afdeling faa netop den Undervisning, han trænger. Enhver er saaledes velkommen, enten han kan meget eller lidet, og ingen blir nægtet Adgang, fordi han ikke kan noget. Skolen eksisterer for Elevernes Skyld, og vil gjøre alt muligt for at hjælpe dem.

Nybegyndere er i Regelen vore flittigste og bedste Elever. Fra fem

til syv Undervisningstimer om Dagen holder dem I stadig Virksomhed, men dette skræmmer dem ikke, da de er komne for at lære saameget som muligt i den korte Tid, de kan gaa paa Skole, og dette faar de ogsaa Anledning til at gjøre.

HVILKE FAG MAN KAN LÆRE.

I denne Afdeling undervises i de følgende Fag:

Engelsk Læsning, Stavning, Stil og Brevskrivning, Regning, Skjøn-skrift, samt de forenede Staters Historie og Konstitution.

HVOR LANG TID DER KRÆVES.

Til at gjenneegaa de ovennævnte Kurser kræves fra tre til seks Maaneder, beroende paa vedkommende Elevs Begavelse, Forkundskaber og Flid.

ANDRE KURSER.

Mange af dem, som har gjenneegaaet de ovennævnte Kurser, fortsætter videre i de andre regelmæssige Kurser, saasom Bogholderi, Hurtigskrift, Latin, Tysk, Græsk, Engelsk, Naturvidenskab, Matematik, med mere.

SKOLEAARETS INDELING.

For Extrakursernes Vedkommende er Skoleaaret inddelt i fire Terminer, hver paa ni Uger.

Høstterminen begynder den 3die Oktober og slutter den 2den December.

Vinterterminen begynder den 4de December og slutter den 10de Februar.

Vaarterminen begynder den 12te Februar og slutter den 13de April.

Sommerterminen begynder den 15de April og slutter den 15de Juni.

ELEVER MODTAGES NAARSOMHELST.

Elever modtages naarsomhelst. Den bedste Tid for Indtrædelse er dog ved en Termins Begyndelse, da nye Klasser dannes.

HVAD DET KOSTER.

Skolepenge, Kost, Logis og Vask for en Termin paa 9 Uger koster \$50.00, for to Terminer \$95.00, for tre Terminer \$145.00, for hele Skoleaaret \$180.00.

Det hele koster altsaa ikke mer end, hvad man i Almindelighed maa betale for Kost og Logis i en større By.

SKOLENS BELIGGENHED.

Pacific Lutheran Academy er beliggende i Parkland, en af Tacomas nydeligste Forstæder og kan naaes let fra alle Kanter.

NÆRMERE OPLYSNINGER FRIT.

Katalog og nærmere Oplysninger faaes frit ved at tilskrive Skolens Bestyrer

PROF. N. J. HONG, Parkland, Wash.

FOURTH ANNUAL REUNION.

The Fourth Annual Reunion of graduates, teachers and former students of the Pacific Lutheran Academy will be held at Parkland on the 10th and 11th of February, 1912.

All who have been connected with the Academy, either as teachers or students are cordially invited to attend.