

The General
Assembly's Training School
for Lay Workers

Richmond, Va.

1917-18



Dear Book

of

**The General Assembly's Training
School for Lay Workers**

for

Foreign and Home
Missionaries, Pastor's Assistants
Sunday School Superintendents and Teachers
Women's Society Leaders
All Christian Workers

Richmond, Virginia

ANNOUNCEMENT 1917-18

"A Workman That Needeth Not to Be Ashamed"

THE FACULTY

REV. WILLIAM MEGGINSON

DEAN

Christian Doctrine and English Bible

REV. WALTER W. MOORE, D. D.

English Bible, Old Testament

REV. EDWARD MACK, D. D.

English Bible, Old Testament

REV. EUGENE C. CALDWELL, D. D.

English Bible, New Testament

MRS. JOHN RUSSELL SAMPSON

English Bible, New Testament and Missions

REV. RUSSELL CECIL, D. D.

Church History

MISS KATHARINE HEATH HAWES

Social Questions and Christian Ethics

REV. WALTER L. LINGLE, D. D.

Sunday School Pedagogy

MISS ANNA BRANCH BINFORD

Sunday School Pedagogy, Teen Age Specialist

MISS ELIZABETH MCE. SHIELDS

Sunday School Pedagogy, Elementary Division

REV. O. E. BUCHHOLZ

Christian Missions

MR. WADE C. SMITH

Personal Evangelism and Stewardship

MISS PAULINE WILLIAMSON GRANT

Organized Women's Work

W. B. LORRAINE, M. D.

Director of Medical Course

CALENDAR 1917-1918

Fall Term Opens September 20, 1917.

Examinations, Fall Term, November 26th-December 1st.

Winter Term Opens December 3, 1917.

Thanksgiving Day, November 29th.

Christmas Holidays, December 20th to January 2nd, 1918.

Examinations, Winter Term, February 11th-16th.

Spring Term Opens February 19, 1918.

Examinations, Spring Term, April 30th-May 8th.

Closing Exercises, May 9, 1918.

The General Assembly's Training School for Lay Workers

GOVERNMENT

The General Assembly's Training School for Lay Workers is under the direct control of the General Assembly of the Presbyterian Church in the United States. Its Board of Managers, consisting of twelve members, is elected annually by the Assembly and is made up as follows: Each of the four Executive Committees has one representative, the other eight members are selected from the Church at large.

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INCORPORATION

"The General Assembly's Training School for Lay Workers, Incorporated," was granted a charter by the Commonwealth of Virginia, May 3, 1915.

HISTORICAL

THE Assembly's Training School for Lay Workers was founded in answer to a distinct demand. The remarkable development in recent years of the activities of the Presbyterian Church in the United States at home and abroad had created an urgent demand for trained workers in various lines of Christian service outside of the regular ordained ministry. Pastors were looking for trained assistants and social settlement workers. Sunday Schools were in need of trained superintendents and trained teachers. Our vast home mission fields in the mountains, in the mining districts, and in the mill towns were calling for trained teachers and other unordained helpers. In our foreign fields too the need was urgent and ever-increasing. Moreover, there were numbers of young men and young women in the Church eager to do this work and earnestly desiring to secure the training that would fit them to do it efficiently. Yet we had not in our branch of the Church a single institution that was giving itself chiefly to the training of such workers, not one that had the organization or equipment or means to do this work properly.

In view of these facts the General Assembly of 1912 appointed a committee composed of two members each, from the four Executive Committees, as follows: Foreign Missions, J. D. Blanton, M. D. and Mr. C. A. Rowland; Education and Ministerial Relief, J. S. Lyons, D. D., and H. H. Sweets, D. D.; Home Missions, R. O. Flinn, D. D., and J. G. Snedecor, D. D.; Publication, D. Clay Lilly, D. D., and Mr. R. E. Magill, with Rev. Dr. A. L. Phillips as chairman, to prepare a general plan and the outline of a curriculum for such a school, and also to receive propositions as to location and subscriptions, proposing to establish the school under its own auspices and to undertake the permanent direction and support of it on three conditions: first, the offer of an eligible site; second, the provision of suitable temporary accommodations; and, third, the maintenance of the school for the first three years by the community in which it should be located, without cost to the General Assembly, the Assembly becoming responsible for its support

after that time. These conditions were met by the Presbyterians of Richmond, Virginia. The school was accordingly established in that city, and began its first session on November 4th, 1914, in the building of the Presbyterian Committee of Publication, 6-8 North Sixth Street.

With the beginning of the session of 1915-'16, the school was moved to Ginter Park, near the Union Theological Seminary, where a commodious dormitory was rented. These quarters, with the addition of another large residence, were occupied last year and will be occupied again during the session of 1917-'18.

Since the beginning of the school the members of the able faculty, composed of four of the professors of the Union Theological Seminary, the pastors of the Richmond Presbyterian Churches, and the experts on the staff of the Presbyterian Committee of Publication, have given their services and ripe scholarship to the Training School gratis.

A fine building site, situated in Ginter Park, a highly improved residence suburb of Richmond, has been given to the School, upon which it is hoped to erect permanent buildings in the near future. This site is composed of about two acres of ground, well situated, and is worth at least \$20,000. It is in easy access to the city of Richmond, and is within two blocks of the Ginter Park car line, and the interurban line from the city to Ashland runs immediately in front of it.

The Assembly's Training School is open to students of all denominations, and both men and women.

GENERAL INFORMATION

Location

Richmond is one of the oldest and most notable cities in the South. Its relation to American and Southern history has been intimate and powerful. Its economic, educational, social and religious ideals have been and are now progressively conservative. Its business interests are enormous and steadily increasing. Richmond is served by six trunk line railroads leading in every direction. Its public and private schools and academies are modern and efficient. Its higher educational institutions are numerous and of the highest order. Its University of Medicine and hospitals, with special courses for training nurses, meet the exacting requirements of modern science and practice. Union Theological Seminary, the oldest and largest of the Presbyterian seminaries in the South, is located here. It is a city of churches, and some of the most modern and progressive church work in the country is being carried on by the various denominations.

The progressive mission work, the various benevolent and social institutions, the numerous manufacturing enterprises afford abundant opportunity for students to try their gifts and get practice in actual Christian service.

Health and Recreation

The mortality of Richmond is as low as that of any city of equal size in the country. The winters are not severe, while spring and autumn are ideal for health and study. Excellent gymnasium facilities and tennis courts in connection with the Y. M. C. A. and Y. W. C. A. are open to our students.

Social Life

The social traditions of Richmond are of the highest order. The people of Richmond are famous for their cordiality and friendliness. Students are welcomed among the young people, and the various church organizations afford abundant opportunity for students to become acquainted

and to enjoy the fellowship of good people. The faculty and management of the Training School will do all in their power to make the life of the student pleasant and happy.

1. INSTRUCTION FOR ADMISSION

Students should be over eighteen years of age, with an established Christian character; should have at least a high school education or equivalent; and should bring an endorsement from the session of the church to which they belong, or like testimonial from other church officials.

Candidates for the foreign mission field should be under appointment, or have the written endorsement of, the Committee of Foreign Missions.

Candidates for home mission work should have the endorsement of the Home Mission Committee of the Presbytery in which they reside, and if aid is needed, should communicate with the Dean of the Training School before they leave home.

2. EXPENSES

The expense of an entire session should not exceed \$225.00, made up as follows:

Tuition for session	\$ 25.00
Board, \$4.50 per week, 32 weeks	144.00
Books and stationery	15.00
Incidentals, car fare, laundry, etc.	41.00

The item of "board" includes room, meals, heat, light, water, house laundry. On account of the very low rate charged for this item, students will be expected to care for their own rooms, set tables, keep the halls and class rooms in order.

3. DORMITORY LINEN

Students who board in the dormitory are expected to furnish the following items:

Two heavy wool blankets for 42-inch bed.

Four sheets for 42-inch bed.

Two pillow cases, 16 x 28 inches.

Two or more napkins.

Towels to suit individual needs.

Names should be marked plainly with indelible ink on each piece.

4. DIRECTIONS TO STUDENTS

RAILROAD TICKETS should be purchased direct to Richmond. Students should write the Dean just when they expect to arrive and over what road they expect to travel.

LOCATION.—The Training School is located at 518 Chamberlayne Avenue, Ginter Park, Richmond, Va. At Union Station take the "Broad and Main" cars, transfer at Broad and first to Ginter Park car. At Byrd Street Station take any car going North, transfer to Ginter Park car at Seventh and Broad. Get off at stop 28.

5. CORRESPONDENCE

Address all correspondence in regard to student's registration, expenses, gifts, subscriptions, etc., to William Megginson, Dean, Box 1176, Richmond, Va.

CLASSIFICATION OF STUDENTS

BASIS OF CLASSIFICATION

The General Assembly's Training School for Lay Workers has outlined a two year's course, embracing the departments found below. Each session is divided into three ten-week terms. Shorter courses may be arranged by combining subjects in various departments.

(1) **DIPLOMA STUDENTS.**—Full two years' course embracing all the departments named below. An average of 75 per cent. in all studies in every term is required.

(2) **CERTIFICATE STUDENTS.**—Completion of one or more departments with a grade of 75 per cent. in every term, certificate naming the amount of work done.

DESCRIPTION OF COURSE

The course of instruction in the Assembly's Training School falls into ten departments, as follows:

1. DEPARTMENT OF ENGLISH BIBLE.
2. DEPARTMENT OF CHRISTIAN DOCTRINE.
3. DEPARTMENT OF SOCIAL SERVICE.
4. DEPARTMENT OF PERSONAL EVANGELISM.
5. DEPARTMENT OF MISSIONS AND CHURCH HISTORY.
6. DEPARTMENT OF SUNDAY SCHOOL PEDAGOGY AND YOUNG PEOPLE'S WORK.
7. DEPARTMENT OF MUSIC.
8. DEPARTMENT OF PHYSIOLOGY, HYGIENE AND ELEMENTARY NURSING.
9. DEPARTMENT OF DOMESTIC SCIENCE AND ARTS.
10. DEPARTMENT OF PHYSICAL EDUCATION.

I. DEPARTMENT OF ENGLISH BIBLE

GENERAL STATEMENT.—The aim of the work in this department is to give the student a clear knowledge of the Bible as a whole and of its several books, using the telescopic method as distinguished from the microscopic, and dealing with large sections of the Word

and their relation to the whole of revelation as distinguished from the minute exegesis of smaller portions. Not only is the attempt made to master the factual contents of the entire Bible from Genesis to Revelation, but the student is required to recognize the "one increasing purpose" which runs through the Scriptures, and the contribution which each part makes to the development of the central theme of the Bible, The Early Ages, the Patriarchal Period, the Mosaic Period, the Theocracy, the United Kingdom, the Divided Kingdom, the Exile, the Return, the inter-Biblical Period, the Life of Christ, and the Apostolic Era are studied in succession, the Prophecies, Psalms and Epistles being considered in connection with the periods to which they belong.

1. INTRODUCTION TO BIBLE STUDY.—The origin, preservation and transmission of the Scriptures. Inspiration, the Canon, the Manuscripts, and the Versions are dealt with in a way to enable the student to answer convincingly and clearly the question, How we got our Bible.

Junior year. Spring term. Three hours a week.

2. BIBLICAL GEOGRAPHY.—The main features of Palestine are thoroughly studied by a method which aims not only to give a full and exact knowledge of names and places on the map, but also to enable the students to hear through the Holy Land "the sound of running history." Other countries identified with Bible history are also studied in this course.

Junior year. Spring, April 3-28. Three hours a week.

3. THE HEXATEUCH.—This course covers the ground from the beginning through Joshua. The Creation, the Beginnings of the Human Race, the Call of Abraham, the Growth of the Nation of Israel, the Bondage and Exodus, Israel's National Birth, Organization, Laws, Ritual of Worship, Conquest of the Land of Promise, Division of the Land.

Junior year. Throughout the Session. Three hours a week.

4. HISTORY OF ISRAEL.—The course covers the period of the Judges, the United Kingdom, the Divided Kingdom, the Exile, the Return. As God chose the Israelites "to make the experiment of living for the human race," His dealings with them are carefully studied. The progress of the race in becoming Christalized in monotheistic belief is traced from the constitution of the nation to its return from captivity. The material influences which led them away from God are noted and comparisons made with the conditions of our own times. The rise and development of the prophetic office and the influence of the prophets are taken note of. The strength and weaknesses of the kings are carefully studied, together with the relationship of the surrounding nations to the Israelites.

Senior year. Throughout the session. Two hours a week.

5. WISDOM LITERATURE.—The Wisdom Literature of the Old Testament is reviewed in this course. The class makes a study of the Hebrew conception of Wisdom, especially as set forth in the books of Proverbs, Ecclesiastes and Job. The structure and contents of each of these books are carefully considered, and the passages of special difficulty or special importance are thoroughly expounded. In connection with this course, the Song of Songs also is analyzed and interpreted in detail.

Senior year. Fall term. Three hours a week.

6. OLD TESTAMENT PROPHECY.—Since Prophecy is the most prominent feature of the Old Testament, this course is important. It will consider the place of prophecy in every period, its general characteristics and its Messianic heart. Both the history and the interpretation will be studied.

Senior year. Fall term. Two hours a week.

7. THE PSALMS.—The emotional and devotional life of the people of Revelation is best seen in the Psalms. The worship of the Church and the individual religious experience have been influenced deeply by this great book. This course will include a thorough study of the

features of the Psalm literature, and the interpretation of selected psalms.

Senior year. Spring term. Three hours a week.

8. NEW TESTAMENT.—The Gospel and the Acts. The English Bible course in the New Testament department begins with a rapid survey of the inter-testament period (400-4 B. C.). This is followed by a thorough, intensive exegetical study of the Gospel according to John. This great book of Scripture, which has been called "the greatest book in the world," furnishes an ideal starting point for the student to begin his New Testament studies proper. It brings him face to face with his Divine Lord and gives him a clear statement of the great teachings of Christianity. The whole book is studied chapter by chapter exegetically. The students are required to hand in themes and analyses of the discourses of Christ. One purpose of the course is to furnish the student with abundance of rich Biblical material for religious addresses, and conducting Bible study classes. Questions of authorship, date, occasion, readers, purpose, theme, and analysis are thoroughly studied and discussed. The one great theme of the book is clearly brought out, and the unfolding of that theme point by point is exhibited, until the climax of the book is reached in the cry of Thomas, "My Lord and my God." (20: 28.)

Junior year. Fall term. Three hours a week.

9. The Winter Term of the Junior Year is devoted to a more rapid, yet thorough, study of Matthew and Luke. These books are first studied separately as distinct books. The object of the course is to give the student not a composite picture of Christ and His work after the old plan of Gospel Harmony, but a clear grasp of the individuality of each Gospel, a definite conception of the particular aspect of Christ and His work as set forth in each book.

Junior year. Winter term. Three hours a week.

10. In the Spring Term of the Junior year, the Gospel according to Mark is first studied. Then follows a careful, exegetical study of the Acts of the Apostles. The progress of Christianity from Jerusalem through Antioch to Rome is clearly traced. The teachings and practices of the Apostles and other Christian workers in the early Church are especially emphasized.

Junior year. Spring term. Three hours a week.

11. THE EPISTLES.—The Senior year in English Bible in the New Testament department is occupied with a thorough exegetical study of all the New Testament books from Romans to Revelation, inclusive. Each book is gone over chapter by chapter. Special emphasis is laid upon the teachings of the great Pauline epistles. Each book is mastered, with its theme, analysis, leading ideas and general contents. Students are required to prepare themes and analyses of the important chapters and sections. An effort is made to make the study practical, as well as instructive, and to furnish to the student Biblical material for preparing religious addresses or conducting Bible study classes. The New Testament epistles will be studied in the following order: Fall term, Romans, I and II Corinthians; Winter term, Galatians, Ephesians, I and II Thessalonians, I and II Timothy, Titus and Philemon; Spring term, Hebrews, James, I and II Peter, I, II and III John, Jude and Revelation.

Senior year. Throughout the session. Two hours a week.

II. DEPARTMENT OF CHRISTIAN DOCTRINE AND PRACTICE

GENERAL STATEMENT.—An important part of a course in Christian training is a mastery of the fundamental teachings of the Christian Religion. Such a course will ground the personal faith of the workers, making them stable—"not tossed about with every wind of doctrine." It will also enable them to detect and correct error in others, and to inculcate "sound doctrine" in their own teaching.

12. CHRISTIAN DOCTRINE.—This course covers a brief, practical system of Christian teaching, using the Shorter Catechism of the Presbyterian Church as text book. Students are required to memorize the catechism if they are not familiar with it. Each answer of the catechism is taken up and analyzed, proven from the Scriptures and illustrated. Students are required to state before the class the fundamental teachings of the Christian Religion and prove them from the Scriptures. The doctrines of the Church are shown to be more than mere credal statements—that they are vital and have a practical application to life.

Junior year. Through the entire session. Two hours a week.

13. CHRISTIAN PRACTICE.—Students are required to engage in mission work, Sunday School teaching, shop meetings, house to house visitation, and other forms of Christian service which promise experience and opportunity for the training and exercise of their gifts. Assignments will be made by the Dean.

Regular assignments to all students.

For a limited time, the members of the Senior Class are required to work under the leadership of the directors of Teen Age activities in the churches of Richmond.

III. DEPARTMENT OF SOCIAL QUESTION AND CHRISTIAN ETHICS

GENERAL STATEMENT.—Christian workers in order to do effective work must have an intelligent knowledge of the present social conditions, the problems arising from them, and the agencies at work for the solution of these problems. This course aims to give the student a foundation knowledge of these questions and to show the social responsibility of Christian people through the application of the social teachings of Jesus to the life of to-day.

14. FIRST GROUP

1. INTRODUCTION.—The Social Question in General, Social Service, Structure of Society, Group Action.

2. STUDY OF THE FAMILY, THE COMMUNITY (URBAN AND RURAL), THE CITY.

3. THE INDUSTRIAL SITUATION.—Present Conditions, Evils and Remedies, Women in Industry, Child Labor, Organized Industry, Legislation, Socialism.

Junior year. Fall term. One hour a week.

15. SECOND GROUP

1. SOCIALIZED CHARITY.—Study of Dependents, Defectives and Delinquents, their relief and care, the Charity Organization Society and other relief agencies.

2. RACE QUESTIONS.—The Immigrant—Causes and problems of immigration, legislation, distribution, protection, and assimilation of immigrants.

The Negro-Economic condition, health and housing, education, leadership, religion.

3. THE PROBLEM OF COUNTRY LIFE.

Junior year. Winter term. One hour a week.

16. THIRD GROUP

1. STUDY OF AGENCIES, BIBLIOGRAPHY, AND SOURCES OF INFORMATION NEEDED BY THOSE IN SOCIAL WORK.

2. COMMUNITY STUDIES AND SURVEYS—THEIR PURPOSE AND VALUE IN GENERAL, AND THEIR RELATION TO CHURCH WORK.

3. RELATION OF THE CHURCH TO SOCIAL PROBLEMS, INSTITUTIONAL CHURCHES, THE SOCIAL TEACHINGS OF JESUS.

Junior year. Spring term. One hour a week.

NOTE.—During the year lectures will be given by leaders of the different organizations which are accomplishing results in civic life; current events bearing upon social conditions will be discussed, and required work will consist of visits to agencies in the city doing social work with written reports; reviews of books on social subjects, and papers on questions of general interest.

IV. DEPARTMENT OF PERSONAL EVANGELISM AND STEWARDSHIP

GENERAL STATEMENT.—The purpose of this course is to direct the thought of the students to their personal obligation to win souls to Jesus Christ and to teach them how to do it. As the word of God is the power of God unto Salvation, it is held up as the principal means through which it is to be done. The students are required to locate suitable texts in the Bible and to memorize them. Students are also encouraged to do actual personal work and to report to the class. The teachings of the Bible about Stewardship are also carefully studied in this department.

17. PERSONAL WORK.—The great commission is used to enforce the obligation of personal work. Personal preparation, the guidance of the Divine Spirit, the use of Scripture texts and passages, the excuses offered by the impenitent, the difficulties and problems encountered, the methods employed by Christ and His apostles and prominent personal workers, are studied.

Junior year. Fall and Winter terms. One hour a week.

18. STEWARDSHIP.—The purpose of this course is to bring to the minds of the students the Bible view of Life, of Talents and of Money, and to lead them to a deeper consecration of their gifts. It also is designed to teach them how to teach others correct ideas of stewardship and to lead them to practice it in their lives. The modern plan of church finances, how secured, how collected, and how distributed, is also included in this course.

Junior year. Spring term. One hour a week.

V. DEPARTMENT OF CHURCH HISTORY AND MISSIONS

GENERAL STATEMENT.—“Church history presents the strongest and most complete defense of the divine origin and indestructibility of Christianity. It also has its effect on character, by increasing faith, freeing the

mind of prejudice, narrowness and sectarian feeling." The study of Christian Missions, which are regarded as the chief end and aim of the Church, is of no less importance to the worker either at home or abroad. A good reference library is available for research work. Students preparing for special mission fields are given detailed work in the literature of that particular country or section.

A. CHURCH HISTORY.

19. ANCIENT CHURCH HISTORY.—This course covers a study of the Apostolic Church; the Extension of Christianity in the First Three Centuries; the Founding of the Church in the Roman Empire; the Rise of the Papacy; the Separation of the Eastern and Western Churches.

Senior year. Fall term. One hour a week.

20. THE MEDIAEVAL CHURCH.—During the Winter term this class will study Christianity at War with Paganism; the Dark Ages; the Mediaeval Papacy; the Crusades; the Downfall of the Papacy; the Renaissance.

Senior year. Winter term. One hour a week.

21. THE REFORMATION AND MODERN CHURCH.—The Reformation in Germany, Switzerland, France and England; the Counter Reformation, the Thirty Years War; European Christianity from the Peace of Westphalia to the Nineteenth Century; American Christianity; American Presbyterianism.

Senior year. Spring term. One hour a week.

B. CHRISTIAN MISSIONS.

22. PHILOSOPHY AND HISTORY OF MISSIONS.—This course deals with the Philosophy and History of Modern Missions, the Progress of Missions in the World, the Great Mountain Sections of our Own Country, Mission Work on the Frontier, Among the Foreign Population, and Among the Colored People of the South.

Junior year. Throughout the session. One hour a week.

23. DETAILED STUDY OF MISSION FIELDS.—This course is designed to give the student an intimate acquaintance with all the mission fields in which the Southern Presbyterian Church is working. It is further designed to afford the student special information concerning the specific field in which that student expects to labor. The class will be divided into two groups; one group composed of Foreign Mission candidates, the other of Home Mission candidates. Special and individual assignments of mission literature for review before the class will be the method of study. Thus the Home Mission group will be afforded the benefit of the research of the Foreign Mission group, and *vice versa*, while each group pursues the course best adapted to its future work.

Senior year. Throughout the session. One hour a week.

VI. DEPARTMENT OF SUNDAY SCHOOL AND YOUNG PEOPLE'S WORK

GENERAL STATEMENT.—In this department it is intended to give the student a thorough knowledge of the theory and principle of modern work with young people. A careful study will be made of the Modern Sunday School as an organization, and of each department in particular, with such week-day activities as modern Sunday School work demands. After each department has been covered, the student will be required to set the work up in the presence of the class. The design is to equip the students with a mastery of modern work with young people, so that they may go at once into effective service in this, the most hopeful branch of church work.

A. SUNDAY SCHOOL PEDAGOGY.

24. ORGANIZATION.—This course covers the fundamental principles and methods underlying the Sunday School. It includes the History and Organization of the School, Departmental Grading, Curriculum, Selection and Training of Teachers, Qualifications and

Duties of Superintendents, Teachers Meetings, the Work of the Secretary and Librarian, the Finances and Social Life of the School — in short, the Entire Physical Organization of the School.

Junior year. Two hours a week. Fall term and to December 21st in Winter term.

25. **ELEMENTARY COURSE.**—In this eight weeks' course on elementary work we are putting before our students the characteristics, needs, and means for development of the pupils of the Cradle Roll, Beginners, Primary, and Junior Departments of the Sunday School. It is the purpose of this course to equip each student with such an intimate knowledge of the work in these departments that he or she can be able to organize and successfully conduct these branches which are so fundamental to the work of the Church.

Junior year. Winter term. January 3rd to February 12th two hours weekly.

26. **TEEN AGE COURSE.**—This course takes up the Control, Organization, Equipment and Management of the Teen Age Departments. It will present a study of the pupil in the three stages of Adolescence; His Aims, the Aims of the Departments of this Division of the Sunday School, the Means now used to attain these Aims; the Means Suggested; the Judgment Values of these Means. The course also presents an opportunity for Definite, Supervised Practice Work in both Impressional and Expressional Activities.

Junior year. Spring term. Two hours, weekly.

B. RELIGIOUS EDUCATION.

27. **STORY TELLING.**—Story Telling is an art and may be acquired. The teacher who is not making the most of this art which the Master Teacher used so effectively, is leaving unused one of God's recognized means of teaching His truth. In this course we are endeavoring to give our students the underlying principles which govern Story Telling, as well as practice

work in this important branch of Sunday School activities.

Senior year. Fall term, five weeks. One hour, weekly.

28. **WOMAN'S WORK.**—In this course it is intended to give the student the history, principles and methods of Woman's Work in the Church. The organization of Women's Societies, their Relationship to the Young People and to the Church, Parliamentary Practice, Making of Programs, the Woman's Auxiliary of the Presbyterian Church, etc. The seminar method will be used largely, with such discussions as may be suggested.

Senior year. Fall term. One hour a week.

29. **TEEN AGE ACTIVITIES.**—It is a well recognized principle that truth learned should find some avenue of expression, especially is this true with adolescents. In this course such activities as will allow pupils to express the truth they have learned will be studied.

Senior year. Winter term. One hour, weekly.

30. **ADVANCED PSYCHOLOGY.**—This course deals with the psychology of youth — the physical, mental, social and religious development from early childhood through the adolescent period. The work will be conducted largely according to the seminar method. Members of the class will be required to read the standard works on the psychology of childhood and youth and to present theses to the class on the various topics treated in these works. The theses so presented will form a basis for the discussion of these topics in the class.

Senior year. Spring term. One hour a week.

VII. DEPARTMENT OF MUSIC

GENERAL STATEMENT.—The aim of the department of music is to provide instruction in vocal music and in the use of the voice in singing, that students may be able to read sacred music at sight and to lead devotional or evangelistic singing in religious meetings.

31. SIGHT SINGING.—This course undertakes to ground the student in a knowledge of the keys through the medium of scale building, exercise and actual reading and singing of hymns. At the end of the year the student should have acquired the ability to sing any simple sacred music at sight, and to use the voice without abusing it.

Senior year. Throughout the year. One hour a week.

VIII. DEPARTMENT OF PHYSIOLOGY, HYGIENE AND ELEMENTARY NURSING

GENERAL STATEMENT.—The special aim of the work done in this department is to give the student a comprehensive knowledge of the anatomy and physiology of the human body, so that they may learn the laws governing the workings of the body and that the tendencies to weakness and the predisposition to diseases may be overcome. A sound body is almost necessary as antecedent to moral and physical right living. The course will be given by the lecture method by able physicians and graduate nurses.

32. ANATOMY AND PHYSIOLOGY.—This course consists of lectures on the Anatomy and Physiology of the human body, together with the laws which govern its workings.

Junior year. Fall term. One hour a week.

33. FIRST AID AND HYGIENE.—The student is required to learn the General Directions for the First Aid for Injuries, How to Use Triangular and Roller Bandages, How to Prevent Accidents and How to Meet Emergencies When They Occur. In this course also the student is taught that the care of the health is a divine requirement, that much disease may be averted, and that a strong body is conducive to right mental and moral living. Students are shown, not only how this may be accomplished, but also are equipped for disseminating these health principles among people who are ignorant of the laws of health and sanitation.

Junior year. Winter term. One hour a week.

34. ELEMENTARY NURSING.—The Elementary Principles of Nursing are taught in this course. The object is to teach the student to follow intelligently the directions of a physician in any case. This course is conducted with practical demonstration.

Junior year. Spring term. Two hours a week.

IX. DEPARTMENT OF DOMESTIC SCIENCE AND ARTS

GENERAL STATEMENT.—The department of domestic science has as its object, to provide general instruction and practice in household economics for all home and foreign missionary candidates, most of whom either in settlements at home or abroad, are called upon to direct households.

35. COOKERY.—This course embraces lectures on Elementary Cookery, the Preparation of Food, Composition and Nutritive Value of Food, the Proper Combination of Food, the Selection and Care of Food, the Preparation of Suitable Diet for the Sick, the Convalescent, and for the Children.

36. HOUSEHOLD ECONOMICS.—A lecture course covering the Care and Order of the House and its Furnishings.

NOTE.—On account of lack of space and equipment, this department has not yet been inaugurated.

X. DEPARTMENT OF PHYSICAL EDUCATION

GENERAL STATEMENT.—The object of this department is to provide for the students themselves needed physical exercise and to train them in leading young people into healthful recreation. The playground has become a well defined institution in school and community life, and is destined to play an increasing part in all education.

37. PHYSICAL EXERCISE.—Systematic gymnasium work develops the student physically, and promotes health and grace. This course may be taken in connection with the Y. M. C. A. and the Y. W. C. A. of the city of Richmond. Both of these institutions have excellent gymnasium facilities with competent instructors. Excellent tennis courts have been provided for the use of students, and this healthful exercise may be enjoyed throughout the fall term.

NOTE.—As the School has no gymnasium of its own at present, this course is not compulsory.

FORM OF GIFT

I hereby subscribe for the purpose of erecting suitable buildings (endowment) for the General Assembly's Training School for Lay Workers, Inc., the sum of.....
Dollars, payable.....

FORM OF BEQUEST

"To the General Assembly's Training School for Lay Workers, Incorporated, I give and bequeath the sum of \$.....Dollars to be applied by its Board of Managers to the uses and benefit of said School."

SCHEDULE

Course Number	SUBJECTS	Weekly Hours
<i>Diploma Course. Junior Year. Fall Term.</i>		
3	English Bible: Old Testament History from the Beginning to the Egyptian Bondage. Mr. Megginson.	3
8	English Bible: Survey of inter-testament period (400-4 B. C.). Intensive Exegetical Study of the Gospel according to John. Mrs. Sampson.	3
12	Christian Doctrine: Exposition of Shorter Catechism, Ques. 1 to 19. Mr. Megginson.	2
14	Social Service: General Introduction. The Family, Industrial Situation. Miss Hawes.	1
17	Personal Evangelism: Methods and Practice. Mr. Smith.	1
22	Christian Missions: History and Development. Mr. Buchholz.	1
24	Sunday School Pedagogy: History and Organization of the Sunday School. Dr. Lingle.	2
32	Physiology and Anatomy: Dr. Lorraine.	1
<i>Diploma Course. Junior Year. Winter Term.</i>		
3	English Bible: Old Testament History—The Bondage to the Sojourn at Kadesh-barnea. Mr. Megginson.	3
9	English Bible: A Rapid, yet Thorough Study of Matthew and Luke. Mrs. Sampson.	3
12	Christian Doctrine: Exposition of Shorter Catechism, Ques. 20 to 38. Mr. Megginson.	2
15	Social Service: Socialized Charity, Race Questions, Country Life. Miss Hawes.	1
17	Personal Evangelism: Methods and Practice. Mr. Smith.	1
22	Christian Missions: History and Development. Mr. Buchholz.	1
24	Sunday School Pedagogy: Organization and Management. Dr. Lingle	2
25	Sunday School Pedagogy: Elementary Course, from Cradle Roll to Junior Department. Miss Shields.	2
33	First Aid and Hygiene. Dr. Lorraine.	1

Course Number	SUBJECTS	Weekly Hours
	<i>Diploma Course. Junior Year. Spring Term.</i>	
3	English Bible: History of Israel's March to Canaan, the Conquest and Division of the Land. Mr. Megginson	2
10	English Bible: A Rapid Study of the Gospel According to Mark and an Intensive Study of the Acts. Mrs. Sampson.	3
1	Old Testament Introduction. Dr. Moore.	3
2	Sacred Geography. Dr. Moore (April 3 to 28).	3
12	Christian Doctrine: Exposition of Shorter Catechism, Ques. 39 to 107. Mr. Megginson.	3
16	Social Service. Social Agencies, Surveys, Relation of Church to Social Problems. Miss Hawes.	1
18	Christian Stewardship: Time, Money and Talents. Mr. Smith.	1
22	Christian Missions: Problems and Progress of Missions. Mr. Buchholz.	1
26	Sunday School Pedagogy: The Organization, Equipment, and Management of the Teen Age Department. Miss Binford.	2
34	Elementary Nursing with Practical Demonstration. Miss McLeod.	2
	<i>Diploma Course. Senior Year. Fall Term.</i>	
4	English Bible: Crystalization of the Nation of Israel Under the Judges. Mr. Megginson.	2
6	English Bible: Old Testament Prophecy. Dr. Mack.	2
5	English Bible: The Wisdom Literature. Dr. Moore.	3
11	English Bible: Exegetical Study of Romans and I and II Corinthians. Dr. Caldwell.	2
19	Church History. From the Apostolic Church to the Separation of the Eastern and Western Churches. Dr. Cecil.	1
28	History and Development of Woman's Work. Miss Grant.	1
23	Christian Missions: Review and Theses of Mission Literature and Class Discussion. Mrs. Sampson.	1
31	Music: Sight Reading of Simple Music.	1

Course Number	SUBJECTS	Weekly Hours
	<i>Diploma Course. Senior Year. Winter Term.</i>	
4	English Bible: The United Kingdom, The Kingdom of Israel to the Assyrian Captivity. Mr. Megginson.	3
11	English Bible: Exegetical Study of Galatians, Ephesians, I and II Thessalonians, I and II Timothy, Titus and Philemon. Dr. Caldwell.	2
20	Church History: The Mediaeval Church to Renaissance. Dr. Cecil.	1
28	Religious Education: Organization and Conduct of Woman's Societies, Parliamentary Practice. Miss Grant.	1
29	Teen Age Activities. Miss Binford.	1
23	Christian Missions: Theses on Mission Literature and Class Discussion. Mrs. Sampson.	1
31	Music: Singing of Gospel Songs.	1
	<i>Diploma Course. Senior Year. Spring Term.</i>	
4	English Bible: The Kingdom of Judah, the Babylonian Captivity, the Exile and Return. Mr. Megginson.	2
7	English Bible: The Psalms. Dr. Mack.	3
11	English Bible: Exegetical Study of Hebrews, James, I and II Peter, I, II and III John, Jude and Revelation. Dr. Caldwell.	2
21	Church History: The Reformation and Modern Church. Dr. Cecil.	1
30	Religious Education: Advanced Psychology, Studied by the Seminar Method. Dr. Lingle.	1
23	Christian Missions: Reviews and Theses on Mission Literature and Class Discussions. Mrs. Sampson.	1
31	Music: Voice Placing and Sight Singing.	1

ENROLLMENT

STUDENTS TAKING REGULAR COURSE

Anderson, Vereda Zoulean	Florence, S. C.
Booth, Jessamine Roberts	Birmingham, Ala.
Bridgman, Kathryn	Montreat, N. C.
*Boggs, Eugenia Chalmers	Batesville, Ark.
*Bolling, Elise Holcombe	Staunton, Va.
Barnes, Margaret Loton	Fredericksburg, Va.
Burke, Rosamond Courtney	Clifton Station, Va.
*Cobbs, Beuna H.	Martinsville, Va.
*Chenoweth, Margaret	Elkins, W. Va.
Clark, Rosa Lee	Clarkton, N. C.
Davis, Margaret Morton	Craigsville, Va.
Diggs, Mrs. Mary Holmes	Birmingham, Ala.
Dale, Christine	Texarkana, Ark.
*Faber, Audrey Pauline	Richmond, Va.
Frischkorn, Margaret Hawes	Richmond, Va.
Hudson, Irene	Verona, Ky.
Houston, Mrs. Ora C.	Newport News, Va.
Hansell, Sarah Glover	Thomasville, Ga.
Irwin, Agnes Junkin	Lexington, Va.
Johnson, Edna Isabelle	Newport News, Va.
Lapsley, Bess	St. Andrews, Fla.
Leyburn, Elizabeth C.	Ballston, Va.
McIlwaine, Annie Orene	Greenwood, S. C.
Mulcahy, Mrs. Esther	Lynchburg, Va.
Newton, Robert Julius	Clinton, S. C.
Ostergren, Margaret Louise	Richmond, Va.
Palmore, Mrs. Louisa Mayo	Richmond, Va.
Perry, Eliza Atkinson	Charles Town, W. Va.
Phillips, Elizabeth Johnson	Waterford, Va.
Rawles, Verna Estelle	Hamburg, Miss.
Robertson, Mary Rheas	Marion, Ala.
Smith, Mamie Duncan	Petersburg, Va.
Stewart, Nellie Van	Richmond, Va.
White Earlene	Meridian, Miss.
Wood, Elizabeth Bell	Lost River, W. Va.
Wilson, Gay V.	Richmond, Va.

* Left before session was out.

STUDENTS TAKING SPECIAL COURSE

†Fulton, Mrs. S. P.	Kobe, Japan
†Marchant, Miss Alice Genevieve	Campines, Brazil
†Tate, Miss Mattie S.	Chunju, Korea
Armitage, Miss Laura E.	Richmond, Va.
Bohannon, Miss Katharine	Richmond, Va.
Brauer, Miss Rosamond	Richmond, Va.
Chipley, Miss M. R.	Richmond, Va.
Clary, Miss Myrtle	Richmond, Va.
Crawford, Mrs. C. E.	Richmond, Va.
Deitrich, Miss C. R.	Richmond, Va.
Edmunds, Miss Emma C.	Richmond, Va.
Gray, Mrs. Robert	Richmond, Va.
Greenlees, Mrs. W. G.	Richmond, Va.
Hudgens, Mrs. Oscar	Richmond, Va.
Hudgens, Miss Edith	Richmond, Va.
Hudgens, Miss Katherine	Richmond, Va.
Kelley, Miss Jean	Richmond, Va.
Lancaster, Miss Edmonia C.	Richmond, Va.
Lewis, Miss Irene	Richmond, Va.
Lyons, Mrs. James	Richmond, Va.
Miles, Mrs. R. W.	Richmond, Va.
Miles, Miss Margaret	Richmond, Va.
Nicholson, Mrs. W. A.	Richmond, Va.
Ostergren, Miss Margaret	Richmond, Va.
Rector, Mrs. George	Richmond, Va.
Riddle, Miss Caroline H.	Richmond, Va.
Roberts, Mrs. R. W.	Richmond, Va.
Sands, Miss Virginia	Richmond, Va.
Smith, Mrs. Wade C.	Richmond, Va.
Sterrett, Miss Alice G.	Richmond, Va.
Sutton, Miss Nell	Richmond, Va.
Taylor, Miss Margaret	Richmond, Va.
Tucker, Miss Persia F.	Richmond, Va.
Weitzel, Mrs. L. E.	Richmond, Va.
Wilson, Miss Peachey	Richmond, Va.

† Missionaries on furlough.