The Registrar's Professional Library'

ALMA H. PREINKERT

The book list presented below is based on the recommendations of thirty leading registrars who reported those books which they had found most helpful. The list of journals and bulletins has been prepared from the report of one hundred thirty registrars in the Middle States territory, combined with the reports of the thirty registrars located in all sections of the United States.

Two groups are shown under each classification. Group I contains the publications most frequently reported, arranged in the order of their frequency. Group II is arranged alphabetically and includes material less frequently reported.

GROUP I-BOOKS


Cowley W. H.: Personnel Bibliographical Index, 1932, 433 p., Ohio State University, $4.00. (This index covers quite completely the registrar's field of interest. The annotations are particularly valuable in locating library material.)


1 Presented as part of a paper to the November 28th meeting of the Middle States Association of Collegiate Registrars.


Henderson, J. L.: *Admission to College by Certificate, 1912*, Teachers College, Columbia University, $1.15.


Reeves, F. W. and Russell, J. D.: *College Organization and Administration; a report based upon a series of surveys of church colleges, 1929*, 324 p., $2.50.

Reeves, F. W. and Russell, J. D.: *Liberal Arts College, based upon survey of 35 colleges related to the Methodist Episcopal Church, 1932*, 715 p., $4.50.


**GROUP II-BOOKS**

Alexander, C.: *Educational Research: Suggestions and Sources of Data with Specific Reference to Administration, 1931*, 115 p., Teachers College, Columbia University, $1.00.


AMERICAN ASSOCIATION OF COLLEGIATE REGISTRARS


Duffus, R. L.: *Democracy Enters College; A Study of the Rise and Decline of the Academic Lockstep*, 1936, 244 p., Scribner's Sons, New York $1.50


Gray, W. S., Editor: *Recent Trends in American College Education*, 1931, 253 p., University of Chicago Press, $2.00

Gray, W. S., Editor: *Provision for the Individual in College Education*, 1932, 767 p., University of Chicago Press, $2.00


Hudelson, E., Editor: *Problems of College Education; Studies in Administration, Student Personnel, Curriculum and Instruction*, 1929, 449 p., University of Minnesota Press, $3.00.

Hudelson, E.: *Class Size at the College Level*, 1928, 299 p., University of Minnesota Press, $3.00.


Jones, E. S., Editor: *Studies in Articulation of High School and College, University of Buffalo Studies, Vols. 9 and 13*, $1.75.


Kelly, R. L., Editor: *The Effective College; A Compilation of Reports on the Investigation made by the Association of American Colleges to Discover the Characteristics of an Effective College*, 1928, 302 p., Association of American Colleges, New York, $2.00.


Kinder, J. S.: *The Internal Administration of the Liberal Arts College*, 1934, 160 p., Teachers College, Columbia University, $1.50.

Molner, C. A.: *The Dean of the Small College*, 1936. Christopher
Publishing Co., Boston.

Morrison, R. H.: *Internal Administrative Organization in Teachers Colleges*,
1933, 183 p., Teachers College, Columbia University, $1.75.

Mursell, J. L.: *Principles of Education*, 1934, 505 p., W. W. Norton and
Co., New York, $2.75.

National Advisory Committee on Education: *Federal Relations to Education*,
1930, 53 p., The Committee, 26 Jackson Place, Washington, D. C., Gratis.

National Committee: *Suggested Forms for Enrollment Reports of Colleges and
Universities*, National Committee on Standard Reports for Institutions of Higher
Education, Bulletin #6, Committee Chairman L. Morey, University of
Illinois.

Rugg, H. O.: *Statistical Methods Applied to Education*, 1917, Houghton
Mifflin Co., Boston, $7.60.

Scott, W. D., and Clothier, R. C.: *Personnel Management, Principles, Prac-
tices, and Point of View*, 1931, 583 p., McGraw-Hill Book Co., New York,
$4.00.

University of Chicago Press: *Manual of Style, Containing Typographical Rules
Governing the Publications of the University*, 1927, 400 p., University of
Chicago Press, $3.00.

Ward, M. S.: *Philosophies of Administration Current in the Deanship of the
Liberal Arts College*, 1934, 128 p., Teachers College, Columbia University,
$1.50.

Teachers College, $2.75.

Press, $1.50.

Mifflin Co., Boston, $2.00.

Woelner, R. C., and Wood, M. A.: *Requirements for Teaching Certificates*,
1935, University of Chicago Press, $1.00.

Yonkers-on-Hudson, New York, $2.16.

Yearbook: *Yearbook of the Department of Superintendence of the National Edu-
cation Association*, Washington, D. C.

JOURNALS AND BULLETINS

GROUP

American Association of Collegiate Registrars, *Bulletin of the*, Editor, M. E.
Gladfelter, Temple University, Philadelphia, Pa. (Bibliography 1910-

American Association of Collegiate Registrars. Report on the Accrediting of
Educational Institutions. Chairman of Committee on Special Projects, I.
M. Smith, University of Michigan, Ann Arbor, Mich.
158 BULLETIN OF THE

Educational Record. American Council on Education, 744 Jackson Pl., Wash-
ington, D. C.

Journal of Higher Education. Bureau of Educational Research, Ohio State
University, Columbus, Ohio.

Office of Education Bulletins. Superintendent of Documents, Washington,
D. C. Various bulletins pertaining to secondary and higher education.

Directory: Part 1, State and County School Officers. Part 2, City School
Officers. Part 3, Colleges and Universities, including all institutions of higher
education. Part 4, Education Association and Directories. Accredited Higher
Institutions in the United States. Accredited Secondary Schools in the United
States. Survey of Land Grant Colleges and Universities. Bulletin 1930' No:
9, Vol. 1, Part IV, The Work of the Registrar. Surveys of Educational In-

North Central Association Quarterly. 1439 University Elementary School

Regional Associations. Proceedings and lists of accredited secondary schools
and colleges. Middle States Association of Colleges and Secondary
Schools, Secretary, G. W. McClelland, University of Pennsylvania
Schools, Secretary, G. S. Miller, Tufts College, Medford Mass. North
Central Association of Colleges and Secondary Schools, Secretary, A. W.
Clevenger, University of Illinois, Urbana, Ill. Northwest Association of
Secondary and Higher Schools, Secretary P. S. Filer, 322 Columbia
Bldg., Spokane, Wash., Southern Association of Colleges and Secondary
Schools, Secretary, G. E. Snavely, Birmingham-Southern College,
Birmingham, Ala. Western Association of Colleges and Secondary
Schools, Secretary, A. J. Cloud, Civic Auditorium, San Francisco, Calif.


Carnegie Foundation for the Advancement of Teaching. Reports and Bulletins. 522
Fifth Ave., New York, N. Y.

National Association of State Universities in the United States of America,
Transactions and Proceedings. Secretary, A. H. Upham, Miami University,
Oxford, Ohio.

American Association of University Professors, Bulletin of the, 744 Jackson
Place, Washington, D. C.

Progressive Education. 310 W. 90th St., New York, N. Y.

American Association of University Women, Journal of the, 1634 Eye St., N.W.,
Washington, D. C.


Journal of Educational Research. Public School Publishing Co., Bloomington,
III

American Medical Association. Approved Colleges of Arts and Sciences and
Junior Colleges. Compiled by the Council on Medical Education and
Hospitals. Journal (Educational Number in August). 535 N. Dearborn
St., Chicago, Ill.

College Entrance Examination Board Reports. 431 W. 117th Street, New York,
N. Y.
AMERICAN ASSOCIATION OF COLLEGIATE REGISTRARS

State Departments of Education. Lists of Accredited Schools. Directories of School Officials and Teachers. Annual and Biennial Reports. Rules and Regulations Covering Certificates, Professional Licenses, etc.

Survey Commissions. Reports.


American Bar Association. Annual Review of Legal Education. 1140 N. Dearborn St., Chicago, Ill.

CATALOGS

Catalogs of Other Colleges and Universities.


GROUP II


University of Chicago Press.

Association of Land-Grant Colleges and Universities. Secretary, T. Cooper

University of Kentucky, Lexington, Ky.

College and University Presidents' Reports.

Educational Records Bureau Reports. 437 W. 59th St., New York, N. Y.

General Education Board Reports. 49 W. 49th St., New York, N. Y.

Institute of International Education. News Bulletin. 12 W. 45th St., New York, N. Y.

Journal Adult Education. 60 E. 42nd St., New York, N. Y.

Journal of Education. 6 Park St., Boston, Mass.

National Educational Association. 1201 16th St., N.W., Washington, D. C.


Pacific Coast Association of Collegiate Registrars. Proceedings.

Secretary, H. Frantz, La Verne College, a Verne, Calif.


Rockefeller Foundation. Reports. 49 W. 49th St., New York, N. Y.


Teachers College Record. Teachers College, Columbia University.

FOREIGN EDUCATIONAL SYSTEMS

Foreign and Comparative Education. A List of References. Bulletin 1934, No. 10, Office of Education, Washington, D. C. As a regular part of its duties, the Office of Education of the United States Department of Interior collects and gives out information about education in other countries. Foreign credentials may be submitted to the Office of Education for evaluation. Numerous bulletins on foreign educational systems have been published by the Office of Education. These are included in the bulletin cited above.