



MOREHEAD STATE COLLEGE

MORE SAD, KENTUCKY

Women Students Morehead State College Morehead, Kentucky

Dear Girls:

A girl is the most precious of all God's creations, and no other is so embodied; beauty, gentleness, grace, and guile. It is my great desire that you, the women of Morehead State College, are given a good opportunity to develop these many talents. Especially am I concerned in turning your guile into wisdom. In other words, our purpose is to educate you in all ways. On this subject many years ago a great man said.

"Education does not mean teaching people what they do not know. It means teaching them to behave as they do not behave. It is not teaching the youth the shapes of letters, and the tricks of numbers, and then leaving them to turn their arithmetic into roguery, and their literature into lust. It means, on the contrary, training them in the perfect exercise and kingly continence of their bodies and souls. It is painful, continual, and difficult work to be done by kindness, by watching, by warning, by precept and by praise; but above all, by example."

--Ruskin

With this definition I most heartily concur. If we can together accomplish any of these goals set forward by Ruskin, we shall have both enjoyed some measure of success. It is and will be always our sincere desire to aid you in any way possible to become a truly educated person. This applies to grooming and selection of correct and becoming dress as surely as it applies to the correct usage of the English language. It applies particularly to the ability to live in peace with those about you. To do so, we must learn to be considerate one to the other; and as courtesy in the main consists of kindness, we hope that you will find it easy to use thoughtfulness and tact with your fellow students as well as the faculty and staff. Please feel free to call upon us at any time as our office exists to serve you.

Most sincerely,

(Miss) Earlyne Saunders Associate Dean of Students



OUR ETIQUETTE

What Is College Life?

For many years most of you have looked forward to coming to college to continue your education and take part in an entirely new life away from home. You have ideas of what you think college will be like. Although some of these ideas may change after you've been here a few weeks, you have a wonderful opportunity to make the best of these dreams come true. Here are a few helpful hints to get you started on the right track at Morehead.

First of all, always remember that Morehead State College is a community for learning, and that your years here will probably be the last ones you will devote solely to developing yourself academically and socially. So, make the most of every opportunity that arises, and every once in a while stop to take stock of just what you are accomplishing.

Also, remember that Morehead State College is a big place with hundreds of people coming to live together from different homes and backgrounds. Everybody's different! To get along with everyone, you have to learn to adjust to many different types of personalities. Be friendly, show others you're interested in them, and realize that making new acquaintances requires a lot of effort.

Since Morehead State College really will be your home for the next few years, settle yourself comfortably and enjoy it. Residence hall life is great fun and offers all kinds of new and interesting experiences, but don't forget that living in a large group calls for extra consideration of others.

Adjusting to roommates provides a good opportunity to display tact, consideration, and friendliness. By settling successfully the little problems, such as whether the window should be open or closed at night, you can avoid much friction and maintain a much friendlier relationship with your roommates.

The Residence House Director lives in the hall to help you so get to know her soon. She will be glad to discuss your problems with you.

Remember that it's polite to introduce your visitors to the House Director too.

In order to get the most out of your courses, you should know your professors. You'll be surprised how eager they are to know and help you; so take advantage of their willingness to help and their availability for consultation.

What Campus Conduct Is Correct?

Now that you are a student of Morehead State College, you must help to maintain her high standards. You are a representative of your school, both in Morehead and elsewhere. In the interest of good taste these suggestions are made:

Gum chewing in the presence of others is not acceptable. Therefore, avoid chewing gum in public.

Many people enjoy smoking while studying, between classes, or during that coffee break, and as long as it s not offensive or hazardous to others, the pleasure is all yours. However, it s very important for safety's sake to observe all "No Smoking" areas; so be sure you're not out of bounds before lighting up your cigarette. Of course, smoking while walking on campus is not becoming to a lady.

Certainly love does make the world go 'round on a college campus, but to avoid embarrassment for yourself and others, don't make a public display of your affections in the residence halls, downtown, or on campus.

What Do I Wear?

This seems to be one of the most important questions in the life of a college woman is 'What Do I Wear?" Because of a limited closet space few of us have large wardrobes, you will find that quantity is not important, but, there are certain types of clothes you will need. In classes cotton dresses or blouses and skirts are worn in warm weather, sweaters, blouses and skirts in cool weather. Spectator sportswear is worn for record hops, Saturday night dates, ball games, and other sports events. In club meetings classwear or spectator sportswear is desirable unless otherwise stated. On Sundays hat, hose, gloves, and heels with a suit or dress are perfect for church. For teas, receptions, and parties the clothes similar to those you will be wearing to church will be fine. For outings such as picnics, hayrides, and hikes sportswear such as bermudas, slacks or jeans are suitable, but not to classes or public assemblies. It is most important that you have a good umbrella, raincoat, snow or rain boots and a warm coat. A light coat for spring is also needed.

For the Homecoming Dance, the Christmas Dance, and the Campus Club Dance, formals are needed. The accepted formal may be floor length or it may be of ballerina length. It may be a sheath or have a bouffant skirt. It should, of course, be made from party dress material such as lace, net, silk, taffeta, crepe, satin, velvet, or

fine cotton. It is also desirable that you have a dressy dress for semi-formal dances and little evenings such as a time when your club has a reception or that you attend a concert or play in the college auditorium.

As we have an indoor college swimming pool it is hoped that you will have a swim suit made from a material other than wool for use in the pool.

A word about the care of your clothing, we have in each woman's residence an automatic washer and dryer for your use. These are coin operated, 25¢ a load for the washer and 10¢ a load for the dryer. There are a number of ironing boards in each residence, but the college does not furnish irons. Therefore, you will need to bring your own iron. There are reputable dry cleaning and laundering establishments in the town which pick up and deliver dry cleaning and laundry.

How Are Introductions Made?

Getting to know you, as the song goes, is fun. But we have to begin someplace, and that place is with the introduction.

The important thing to remember in making introductions is to be natural and confident. Introductions aren't hard if you know some easy rules to follow. There are: a woman's name is mentioned before a man's and an older or honored person's, before a younger person's name.

If you don't know someone's name and must make an introduction, you can say "I am Jane Smith. I don't believe I have met you."

You may choose your own response. 'How do you do?' is always correct. However, "Hello" is acceptable on the campus.

It's always gracious for a woman to speak first, whether to say "Hi Joe" in passing a friend, or to greet a shy stranger at an open house.

If an older woman or an honored person enters the room, younger women stand remain standing until she is seated.

What Do I Need To Know About Invitations?

During your four-year stay here you will probably have occasion to send an invitation to some social function. The correct form for invitations varies for dances, dinners, receptions, and teas, and the way to avoid mistakes is always to consult the authorities:

Emily Post, Amy Vanderbilt, or Vogue Book of Etiquette. A good rule is to consult the Associate Dean of Students when in doubt. She can tell you the exact invitation form to use, as well as help with other details of your occasion. Invitations are handwritten or engraved, never typed.

For invitations of all kinds it is a hospitable gesture for the student hostess to invite her guest personally and make arrangements at that time to meet her for the social occasion, whether or not a written invitation has been sent.

To ask for a reply by using "RSVP" or "Please reply" is rarely desirable and should be done only in cases where it is necessary to know the exact number of people coming. An invitation which asks for a reply should contain the name, address and even the telephone number of the person to whom the reply is made.

How Should I Act At The Table?

Are you guilty of being a Slow-Poke, a Speed-Demon, or a Chatterer?

If you have ever come in contact with such persons at your table, you know how miserable a meal can be. That is why it is important to analyze yourself to make sure you have correct table manners.

Since eating provides a time when you can relax, it should be as pleasant as possible. To make it so, there are certain suggestions and procedures which are followed in the dining room.

The Slow-Poke is just one of the undesirable table-types. Good digestion is important, but consider your table companions who must wait patiently for you.

Then there is the Speed-Demon. Just when you are in the mood for a restful meal, you find yourself at a table with a student who forgets that everyone isn't in a hurry and rushes the entire table through a meal.

Talk at the table can be pleasant, but the Chatterer forgets that others might want to say something. It is important to talk enough to have a pleasant, interesting conversation but not so much that the quiet ones who have trouble entering it are completely left out of the conversation.

What Are Good Table Manners?

Although you are probably acquainted with the do's and don'ts connected with good table manners, here are a few suggestions:

Deciding which piece of silverware to use is easy - it is generally laid from the outside in order of use.

Another suggestion is to be careful when passing dishes to keep your fingers out of the fuid and off the tops of salt and peper shakers. Any container with a handle should be turned when it is passed so that the next person can take hold of the handle.

Bread is more easily handled when it is broken into pieces, which are spread as they are eaten. Similarly, only a few pieces of meat should be cut at one time.

When you are eating soup, the spoon is tipped away. If it is necessary to tip the bowl, it too, is tipped away from the eater.

Such foods as crisp bacon, celery, olives, radishes, corn-on-the-cob, potato chips, and cookies and crackers can be eaten with the fingers. Small fish bones and fruit pits may be removed from the mouth by using the thumb and forefinger.

Please center your silver when you are finished eating. This means placing the knife and fork parallel across the middle of the plate for convenience in handling. After eating a dessert such as ice cream, the spoon is placed on the small plate under the dish. Bus boys have full responsibility for the removal of dishes, and students never, in any case, stack the dishes.

These hints on good table manners are not new, but are still worth reviewing since they will come to be a definite part of your life here at Morehead State College.

A FEW RULES

What Is Expected Of A Morelead Voman?

A student at Morehead State College is expected to conduct herself in an appropriate manner and conform to standards of propriety at all times. This implies thoughtful consideration of the welfare and reputation of the College and all its members. A student community can function only if the rights and obligations of all its members are recognized. A student whose general attitude of cooperation is unsatisfactory, or who violates the regulations of the College may be requested to withdraw at any time, or may be declined re-admission at the end of any term.

In any situation where a large number of people live together it is necessary to have some "checks" in order that we may be reminded to respect the rights of others while they are in turn respecting ours.

All women students of Morehead State College shall inform themselves of all rules and regulations and shall be responsible for complying with these rules and regulations at all times.

From time to time important notices will be posted on the bulletin boards in the dormitories. EACH WOMAN IS RESPONSIBLE FOR KNOWING AND OBSERVING REGULATIONS CONTAINED IN THESE OFFICIAL ANNOUNCEMENTS.

Name Plates

On being assigned to your room in a residence hall, put your name on the door so that you may be located for telephone calls and visitors.

Signing In and Out

When leaving the campus at any time or leaving the dormitory to be away after 6 p.m., girls must sign out on the daily sign out sheet, giving the expected time of return. On returning, students must sign in, giving the exact time you have returned. On signing out during the day, you must be signed in before 6 p.m. unless special arrangements have been made. If you have an evening appointment or engagement or date, please have your date call for you before 8 p.m. This is to insure the privacy of those who wish to relax in the lounge at this time.

Do your own signing out and do not ask a friend to do this for you as it will involve the friend as well as yourself in disciplinary action.

Out Of Town Trips

For out of town trips, at no time will telephone permission from parents be accepted. Only written notes or, in emergency, a telegram will be acceptable.

Any time you leave the hall to be gone over night you must sign out exactly where you are going, the mode of travel, if it be by automobile - the name of the driver of the car, the day and the hour you leave your hall.

If you are going to any place other than your own home, you must make arrangements with the house director before leaving; this is common courtesy.

Organized Picnics, Etc.

Organizations and groups will be holding picnics and other outings.

All girls are advised to check out properly for these picnics,

listing the place of such meeting before leaving the campus.

Simply checking out for "town" is not sufficient.

Social Conduct

DRINKING IS NOT TOLERATED. By using intoxicating beverages, a woman makes herself subject to disciplinary action. The bringing of intoxicating beverages into a residence hall of Morehead State College is strictly prohibited.

Permissions

To spend the night out of the dormitory at any time, a woman student must have permission from home and must sign out properly with the head of the residence.

On week nights, no freshman may spend the night out of the dormitory without special permission from the Deans of Students Office.

Any approval not clearly indicated on your special permission forms must be secured from the Deans of Students Office and submitted to the dormitory head before a woman student leaves the campus.

Women students rarely, <u>if ever</u>, will be granted permission to spend the night in Morehead or vicinity, except in the company of parents. Standing permission, except permission to go home, or special permission forms on file with the house director are not recognized by the College.

Study Hours

Upper Classmen 8:00 - 10:00 Freshmen 7:00 - 9:30

Study hours are to be observed in the dormitory Sunday through Thursday night.

If a college woman from another residence, Morehead or another town wishes to work with you during the regular study hours, please make satisfactory arrangements with your roomnate. If this cannot be done, please use the lobby or office for studying with your friend, from outside your own residence.

Cars

If a girl brings a car to the campus, she is to register it immediately with the Deans of Students Office, as are all students.

Drive-In Movies

In the event you plan to attend the drive-in movie please sign out for specifically for the drive-in movie.

Swimming

All swimming spots are off limits to college women, unless they have proper lifeguards and adequate dressing facilities for both men and women.

Responsibility For Damages

Occupants are responsible for damage to dormitory furnishings and walls. Women students may not live off campus except by special permission from the Deans of Students Office.

Dormitory Regulations

There are no special dormitory privileges granted to graduate students, married women, or students over 25 years of age.

Rehearsals

ALL COLLEGE WOMEN are required to be in the residence at or before the closing time for that hall. No unlimited or blanket individual permissions are granted for preparing for co-curricular activities, such as speech, drama, or musical productions. Permissions for participating in these rehearsals or productions after the regular hall closing time must be secured from the Deans of Students Office by the Drama Department in the Division of Fine Arts.

Standard Penalties

Leaving the dormitory before it is officially opened in the morning without notifying the house director.

Failure to comply with the regulations of the dormitory.

Being absent without permission.

Talking from dormitory windows.

Flagrant violation of rules, flaunting of authority, or disrespect to the house director will not be tolerated.

Coming in late after the dormitories are closed.

Checking Out For Picnics, Etc.

It is necessary that we know where you are in order to reach you in case of emergency. It is most embarrassing to us if we are unable to locate you when an emergency arises. Also, this is important in case of an accident while enroute or on the picnic site.

Please see to it that you are properly checked out before leaving the campus for any school outing. This is the responsibility of each resident of any dormitory, and no discrepancies will be excused.

Second: There is only one telephone available for the use of the girls in the residence halls. This telephone is located in the front of the lobby. The person who is using the telephone is in full view from the lobby. It is virtually impossible for each of us to be properly dressed and presentable at all times; therefore, if the lobby is occupied by young men other than the social hours, it may prove embarrassing for the girl who is using the telephone. If this be the case, it should also prove embarrassing for the young man as well as the girl upon whom he is calling.

Please limit your telephone calls to five minutes.

Third: During the day, it is impossible for us to keep a girl on duty to act as a hostess for the residence hall. Also, it is impossible for the house director to be on duty supervising the lobby at all hours. At the very least, these ladies have a most confining position. This makes it even more mandatory that you show them every courtesy.

Fourth: Surely, this has clarified for you the importance of observing these hours. You will, of course, realize that a young man may call for you at hours other than these, but be sure that you are prompt in meeting him; be ready when he calls and thus not necessitate his waiting for any length of time in

the lobby. A young man may call for you on Sunday for church and/or Sunday School, of course.

Fifth: We should also be very happy that we do have a beautiful student house in which we may visit, study, play games, watch television, and carry on various activities with no fear of intrusion on the privacy of others.

Sixth: The desk telephone is for business only and calls are limited to five minutes. The desk telephone in the office is to be turned off at 4 p.m. No long distance calls may be made on it. The pay phone is for long distance calls. Do not use either of the phones after the hall closes, except in unusual circumstances. If a long distance call comes for you, you will be called. However, after hours the telephone is to be answered only by the director of the hall or a person specifically designated by the director.

Late Returns To The Residence Halls

If a student realizes she will be late getting back to the dormitory before closing time she must call her house director as a matter of courtesy; however, she may be expected to serve a penalty for being late, or in accordance to the merit of the individual case.

AT NO TIME SHALL ANY PERSON OTHER THAN THE HOUSE DIRECTOR BE PRIVILEGED TO OPEN AN OUTSIDE DOOR ONCE THE DOOR HAS BEEN CLOSED. NO STUDENT, REGARDLESS OF AGE, OR WORK IN THE DORMITORY IS PRIVILEGED TO BREAK THIS REGULATION.

Closing Hours For The Residence Halls

FRESHMEN Monday-Thursday 9:30 p.m.
Friday 10:30 p.m.
Saturday 11:00 p.m.
Sunday 10:00 p.m.

SOPHOMORE WOMEN: Monday-Thursday 10:00 Friday 11:00 Saturday 11:00 Sunday 10:30

JUNIOR & SENIOR WOMEN: Monday-Thursday 10:30
Friday 11:00
Saturday 11:30
Sunday 11:00

Linen Change

The linen change will be done at the hour on Tuesday when it is more convenient for the residents of that hall. However, a regular time must be set by the residents and adhered to. You may change linen for your roommates.

Room Inspections

Rooms should be ready for inspection after 10:00 a.m. Monday through Friday. All rooms will be inspected between 8:00 a.m. and 12 noon on Wednesdays. An untidy room will bring a ticket of warning the first time. If a ticket has to be left the second time, it means a campus. Bring the ticket to the director of the hall when you are ready for a room inspection. The director of the hall may and will make unscheduled inspections from time to time, thus your room should be ready for inspection each day.

Windows

At no time are windows of your room to be used as a depository for beverages, food, soap boxes or other articles. The beauty of our campus is too great to be so marred by the placing of such articles in full view of those passing our residence. It gives a tenement-like appearance to the hall as well as creating a danger of food poisoning.

Cooking

Cooking of food in the residence halls is forbidden at all times.

Food

FOOD IS NOT TO BE STORED IN YOUR ROOM EXCEPT THAT WHICH IS PLACED IN VERMIN AND RODENT PROOF CONTAINERS. We feel our halls are free of such pests, but we must guard against their becoming prevalent. Only you can prevent the pests making your room their home too.

Laundry In Windows

At no time are the windows of your room to be used for the drying of your personal laundry or other articles.

Guests

You may have guests over night at any time you wish with the consent of the house director and your roommate. The visit should be no longer than two nights in duration. Make arrangements with your director of the hall 24 hours in advance, if possible. Sign a guest book upon their arrival. There will be a fee for each night. You are responsible for the conduct of your guests while they are visiting you. If your guests violate college rules, you will be held responsible for the conduct of your guests. There will be no fee for mothers visiting their own daughters.

Laundry Room

Sign the laundry book for the hour you wish to do your laundry.

Procure the key to the laundry room from the desk in the house director's apartment or other designated location.

When finished, return the key for the next girl to use. The laundry room is open at 7:00 a.m. and closes at 6:00 p.m. It closes at 6:00 p.m. and remains so until 7:00 a.m.

Please take your clothes from the laundry room before the door is locked. Do not remove ironing boards from the laundry room or halls. Please be very careful in the use of the laundry equipment-when it is out of order, it is discommoding to all who use it.

Piano Playing

Play the piano in the lobby only from 12 noon to one o'clock p.m. and from 5 p.m. to 8 p.m. You may play from 10 a.m. to 8 p.m. on Saturdays and Sundays. The piano in the residence hall is not to be used for practicing. The Music Department has regular sound proof rooms for this purpose.

Campus

To be campused means that you cannot leave the campus during the day or evening and must be in your dormitory by 7:30 p.m. When your campus ends, be sure to check with the director of your hall before leaving the premises. In the case of a campus of indefinite duration, arrangements must be made on an individual basis. While campused you are allowed to go to church, night classes, to programs of religious and cultural nature, and other activities in connection with your academic program.

Responsibilities

You are responsible for what happens in your room whether you are there or not. In case of damage you are financially liable to the College to the extent of the damage. Your credits will not be released to you until all accounts are cleared through the business office.

Late Permission

Special requests for late permission will be weighed on their own merit and there will be no specific number of permissions during any time limit, such as semester, year, etc.

You may stay at a college sponsored function until it is over. A reasonable amount of time will be allowed for you to return to your residence after the function is over.

Sun Bathing -- Proper Dress

The sun b thing area for Morehead State College women living in dormitories ONLY has been designated as that area back of Fields Hall where shrubbery obstructs the view from the main part of the campus, streets, and library. At the present, under no circumstances may you use the area back of the dormitories back of Thompson or Allie Young Hall. In order to continue to use this area, it will be necessary for all girls to cooperate in regard to the following:

- Do not sun bathe until the shrubs have enough leaves to shield you from the public view.
- Pick up all waste paper, paper cups, etc., and place them in waste cans in this area.

- College men are not to be permitted in this area when college women are using it for sun bathing purposes.
- 4. Use good taste in what you wear.
- 5. As damage to college bedspreads, sheets, and so forth are to be assumed by the student they should not be used for sun bathing purposes.
- 6. No sun bathing on Sunday.

Your continued cooperation has made and will continue to make this area accessible to our college women. We realize that this is not a very desirable location for sun bathing, but it is the only available area at the present time. We must work and hope we may have a better place in the future.

Proper Dress

On Sundays, bermudas, shorts, slacks, pedal pushers, or trousers of any time may not be worn in the cafeteria, on the campus, or in town. They may be worn to any activity that requires casual wear, such as picnics, hikes, outings, etc. This rule also applies on Commencement Day, or any other day when visitors are expected on the campus on such as Senior Day, Band Day, Homecoming or any other day of festivity.

There will be no wearing of bermudas, shorts, slacks, or pedal pushers in the Field-house, nor to football games at the time of athletic events.

No bermudas shorts slacks, pedal pushers are permitted to be worn during registration, or to any classes other than activity courses, such as physical education field trips, tennis and other active

sports. If you are in the employ of the college, you are not to wear trousers of any type while working on the campus. You may wear bermudas, slacks, jeans, or pedal pushers to the library after 6 p.m. if you do not abuse the privilege by wearing shorts which are never permissible. On Saturdays, and week days when you are not in class, bermudas, slacks, or pedal pushers may be worn on campus. They may be worn in the student house, but not in ANY ADMINISTRATIVE OFFICES, either in the administration building, library or any of the buildings that are used for such purposes. Trousers of any type may not be worn in the college cafeteria as it is our only dining room. The bermudas slacks, etc., may be worn in the college grill, and recreation room and t.v. room if you wish.

NO PLAYCLOTHES SHORTER THAN BERMUDAS ARE SANCTIONED AT ANY TIME.

The academic processions proceeding the baccalaureate sermon and commencement exercises are among the most solemn ceremonies that occur during the lifetime of an individual. We are always happy when the undergraduates are interested enough to observe this procession. However, please be properly dressed (in a dress or skirt and blouse) and behave with decorum becoming a lady. Failure to observe these courtesies will certainly result in a severe punishment and make the readmission to the college of the girl so failing to be very questionable.

While it is hoped that these rules of dress will not be violated there will be a severe penalty for repeated offenses.

Courtesy

It is expected that every courtesy be extended to your house director and to all faculty and staff members. Introduce any or all guests to each of them, be doubly sure to introduce your parents, as we are always anxious to meet them. If your parents visit your residence hall, do not fail to introduce them to your house director if she is in the building.

<u>Visits To Lakewood Terrace</u>

All visiting in Lakewood Terrace will be handled on an individual basis. It is within the realm of imagination that there would be instances when visiting the residences there would be both desirable and undesirable for a coed.

JOHNSON CAMDEN LIBRARY

The JOHNSON CAMDEN LIBRARY is your store-house of information at Morehead State College.

Learning to use the library is a valuable part of your education.

This handbook will help you find your way around the library more easily. When in doubt, ask one of the librarians. They are on duty to assist you at all times.

Library Hours

Regular Sessions - Monday-Friday 7:45 a.m. - 9 p.m. Seturday 7:45 a.m. - 2 p.m.

Beginning in November, the library will be open on Sunday, 1:00-4:00 p.m.

Library Privileges

Use of the library and its facilities is available to all registered

students, faculty members, alumni, employees of the College, and to citizens of Morehead.

Your Responsibility

The Library makes every effort to serve you promptly, freely and courteously. In return we ask that you observe rules of quietness, return books and other borrowed materials promptly and take care that Library materials are not mutilated when in your possession.

Return Books Promptly

Each book should be returned to the circulation desk from which it was borrowed.

Renewals

A book may be renewed once unless some other borrower has requested it.

Holds

If another reader has borrowed a book you want, you may ask at the loan desk to reserve it for you and notify you when it is returned. This does not apply to books which teachers have on reserve.

Lost Maries

Report lost books to real than desk immediately. For lost books there is a repiscential charge.

Reserve Books

Some books have been selected by instructors for assigned reading.

They are shelved in the East Reading Room on second floor.

They are arranged alphabetically by subject, then shelved under the instructor's name, and shelved alphabetically by the author's name.

Closed Reserved Books

Some books are on "Closed Reserve" at second floor circulation desk. Cards must be signed for these each time used.

Reference Books

Reference books, -atlases bibliographies dictionaries encyclopedias, indexes, statistical yearbooks handbooks - are in the West Reading Room. They are to be used in that Room Only for they are in great demand.

There have been instances in the past of young ladies taking from the library books without checking them out properly. In at least one of these instances the girl involved was not allowed to re-enroll in the College.

HOW TO USE THE MOREHEAD STATE COLLEGE HEALTH SERVICES

The college infirmary and the college nurse s office are in the west wing, first floor of Fields Hall.

Nurse s Office Hours

Monday through Friday - 9:00 a.m. to 12:00 noon 1:00 p.m. to 4:00 p.m.

Saturday - 9:00 a.m. to 12:00 noon

The Nurse is available only for EMERGENCIES at other times.

Procedure For Using The College Health Service

(a) Medical fee must be paid.

- (b) Students may obtain a referral slip to visit a local doctor for DIAGNOSIS of any illness OCCURRING WHILE ATTENDING SCHOOL.
- (c) Referral to a doctor is obtained only through an authorization from the College Nurse. Unless the College Nurse refers a student to a doctor, the student is liable for the doctor's bill.
- (d) The medical fee does not include permits to visit a doctor for examination of eyes for glasses, treatment of teeth, chronic and pre-existing conditions, accidents or illnesses occurring prior to registration or while off the campus.
- (e) The college will pay for the first office visit only and the student must pay for subsequent visits penicillin and other injections, x-rays sutures treatments and prescriptions.
- (f) In case of injuries sustained on campus due to falls, etc., injuries sustained in physical education classes and other activities, the college carries no insurance and therefore cannot assume medical bills beyond the services of the College Nurse and one referral to a physician for diagnosis and minor treatment.

Physical Examination

The students must present a certificate indicating he has been examined by his family physician. Every Student is requires to have a chest x-ray made by the Mobile x-ray Unit when it visits Morehead or by his family physician.

Class Excuses

No excuses will be given for classes missed because of illness BEFORE the nurse is called or visited in her office. If a

student misses a class because of illness on the day before or the day after a holiday, the absence must be excused by Dean Lappin.

CHURCHES IN MOREHEAD

Church	Address	<u>Telephone</u>	Times For Service
First Baptist	Main Street	St.4-5678	Church - 8:30-10:45 a.m. Sunday School - 9:45 Training Union - 6:30 Wednesday Evening - 7:30
First Free Will Baptist	W. Main Street	St.4-4260	
Christian	Main Street	St.4-4836	Church - 10:45 a.m7:30 p.m. Sunday School 9:45
Church of Christ	Second Street	St.4-4984	Church - 11:00 a.m4:30 p.m. Sunday School - 10:00 a.m.
First Church of God	Hargis Avenue	St.4-4317	Church - 10:45 a.m7:30 p.m. Sunday School - 9:45 a.m.
Methodist Church	151 Main Street	St.4-5626	Church - 10:45 a.m7:00 p.m. Sunday School - 9:45 a.m.
Catholic Church, Jesus The Savior			Mass - 11:00 a.m. also another mass but as yet the time for it has not been set

When Do We Eat??

Cafeteria Hours: Breakfast 6:30 a.m. -8:00 a.m.

Lunch 11:00 a.m.-1:00 p.m. Dinner 4:45 p.m.-6:00 p.m.

Grill is open: 8:00 a.m.-9:30 p.m.

Your house director and the Deans of Students are ready and willing to serve you at all times. Contact them during the hours that they are on duty, unless an emergency occurs which necessitates immediate attention. Please do not wait until the last minute. Morehead State College women are expected to observe these principles of conduct that are becoming of a lady. The mark of any lady is self respect. It is observed that a person who is not respectful to her fellow students or those of authority cannot respect herself.

The Deans of Students Office exists to serve you, but, we in turn expect you to help us by cooperating with us.