

GALT BUSINESS COLLEGE

—AND—

SHORTHAND INSTITUTE.

Individual Tuition. No Classes. Lowest Rates.

Established to give a thorough Commercial Education,
and to prepare Young Men and Women
for actual business life.

SUBJECTS TAUGHT.

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Commercial Arithmetic,
Practical Penmanship,
Business Correspondence,
Business Customs and Habit.
Shorthand and Typewriting,
Telegraphy, (Practical.)
Drawing, (Mechanical and Geometrical.)

Practical Business Department.

This Institution is complete in all its Departments,
and offers to all a sure means of obtaining a thorough
and practical Business Education.

Free Registry for Employers and Employees. Correspondence solicited with Merchants and others requiring Clerks, Shorthanders or Typewriters.

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