

Extension Course in Export Trade

GENERAL ARRANGEMENTS

1. All lectures will be given at the University of Toronto. Lecture-rooms will be announced in the time-table which will be mailed to each registered student one week before the opening day. The first lecture will commence promptly at 9 a.m., Monday, January 15th, and the course will close at noon on Saturday, January 27th.

2. The registration fee is \$5.00, and there are no other fees. The cost of the course will include railway fare, board and lodging, registration fee, and a small expenditure for notebooks. A list of suitable boarding houses may be obtained from the Extension Office, University of Toronto.

3. Applications, accompanied by registration fee, are to be sent to the Extension Office, University of Toronto, on or before January 2nd. After that date, applications will be accepted only if the number of registrations has not passed the maximum for which accommodation is available. The application form enclosed in this folder should be used.

4. The course is intended primarily for Export Managers and those engaged in export trade, but others interested will not be debarred from enrolment if their previous education and experience have been sufficient to enable them to profit by the instruction offered.

5. There are no specified entrance requirements, no examinations, no certificates.

6. A student who enrolls and finds later that he is unable for any reason to take the course may have his fee refunded by notifying the Director of University Extension, University of Toronto, not later than Wednesday, January 17th, 1923.

7. This course was arranged at the request of H. R. Poussette, Director, Commercial Intelligence Service, Department of Trade and Commerce, Ottawa, and the Committee on Arrangements consists of Mr. Poussette, Professor R. M. MacIver, Professor of Political Economy, University of Toronto; Alex. Marshall, Manager of the Commercial Intelligence Department of the Canadian Manufacturers' Association, and W. J. Dunlop, Director, University Extension, University of Toronto.

8. Students will be required to be in attendance continuously from 9 a.m. to 12 m. and from 2 p.m. to 5 p.m., except that there will be no lectures on Saturday afternoons.