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1. Shorthand.
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4. Manifolding.
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7. Penmanship.
8. Correspondence.
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10. Legal Papers.
11. Office Practice.
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2. Standard Code Rules of Railway Service.

IV. SPECIAL COURSES, Concurrent with I. and II.:

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- French and German. b. Mathematics. c. Penmanship.
- d. Lectures—Trade Law, Banking, Agriculture.

For Further Information
Address

J. FRITH JEFFERS, M. A., Principal.