

No reduction in tuition or rent bills will be made for absence during the *first two or last two weeks* of a Term.

No reduction in board bills for an absence of less than one week at a time.

Students who have paid in advance, but who may be called away from the Institution by sickness or other necessary cause will have the money refunded to them *pro rata* for time of absence.

Pecuniary Aid.

Students who have the Christian Ministry in view and are approved by the churches of which they are members, may in case assistance is needed, receive an annual appropriation from the Board of Ministerial Education.

A New Departure.

In consequence of the rapidly increasing demand for skill in Stenography and Typewriting in the complete equipment of Students for Commercial life and for Professional life as well, provision has been made for adequate instruction in these subjects in addition to the regular course heretofore described.

General Remarks.

Damage to buildings or rooms in which the students meet at classes will be assessed upon all the pupils registered in the Academy during the Term or Year in which the damage was caused, and the amounts will be charged in the Term's bill in case the person causing the damage cannot be detected.

Damage to rooms in the Academy Home will be assessed upon the occupants of the room to which the injury is done.

Damage to Hall, Stairways, etc., or to the exterior of the Academy buildings or to fences or premises, will