

## Curriculum. <sup>7</sup>

The course of study embraces only those branches pertaining directly to a Thorough Business Education. It would be well if every student could obtain a good English education before coming here; but, as this is the exception rather than the rule, we have arranged our course of study in such a manner, and introduced such branches, as will enable those who are backward to obtain such a knowledge of commercial matters as will enable them to conduct their business in a correct and intelligent manner.

### SPELLING.

Every member of the School is expected to join this class, which we consider of primary importance. It is taught in a highly interesting and successful manner.

### BOOK-KEEPING.

Is taught in a thorough and scientific manner—commencing first with most simple transactions from which to make up and arrange sets of books, and gradually increasing to the most difficult that can occur in any department of trade.

The science of double entry book-keeping explained, its results demonstrated by ample blackboard illustration, and principles fixed upon the mind of the student by test examples. These examples are given until the teacher is fully satisfied that the theory has been comprehended by the pupil, and until, upon given Trial Balances and Inventories, they can make a complete statement of the standing of a business. This being the most important, and, at the same time, the most interesting subject connected with a business education, it necessarily receives the greater portion of the student's time. He never tires of it; it is always fresh; and he daily finds some new application of this useful and perfect science.

### BUSINESS ARITHMETIC.

We give this branch the prominence which it desires, there being from three to four classes daily.

Our method of teaching is the most practical and approved that can be adopted; and, with our new text book, we flatter ourselves that we can offer facilities in this branch to be found in no other institution in Canada. Especial attention is given to short processes and contrac-

tions, by which desired results are obtained more rapidly than by old methods.

### BUSINESS WRITING.

In this branch we can be compared with the Business Education of the student before the student enters the office. A good hand writing is a young man can have; but, in other colleges at the present time, that a young man, without a chance among his competitors, can number of good penmen, and two best penmen to be had cannot elsewhere be obtained.

### BUSINESS MECHANICS.

To this very important one of the most difficult subjects, the fact that it is almost the day, and also as the case, one, even among other works, in which we have been thoroughly by means of the student in such a form that work intelligently.

In teaching this subject, Townsend, Esq. for a student in the matter of mechanics of a letter. This book is for who desires to become a

This embraces the law of partnership, Agency, Guaranty, Usury, Liens, Bailment, E. Caston, Esq., a lawyer.

We do not claim to impart such a knowledge of the great degree, insure the snares which are constantly transact his business into