

6. PROCEDURE FOR ABSENCE DUE TO ILLNESS

Faculty who are away because of illness should get a message to the Area Chairman before the beginning of classes. This could be done through the switchboard operator or the area stenographer if the Area Chairman is not available. On return, please complete section (d) of the "Request for Leave of Absence/Sick Leave" form and submit this to the Area Chairman.

HMB

7. The Registrar would like to thank all those Faculty members who assisted at registration.

Faculty can expect to receive the permanent class lists by Friday, September 25th.

JB

8. CAREER EXPLORATION CENTRE

Effective October 1st.

A Career Exploration Centre will be in operation and a schedule will be published for all students who desire:

- * Educational & Vocational Information
- * Testing of Abilities & Interests
- * Group discussion on careers
- * Talks with special guests
- * Job placement for the summer
- * Part-time jobs now

WATCH the signs - READ the posters. Come in - and DO something about your future.

MM

9. NEEDED

Students to canvass for United Appeal Campaign - October 19th, 20th & 21st.

DO YOUR BIT TO HELP

THOSE LESS FORTUNATE!

PHONE Mr. Main at 3-4671 OR SIGN lists posted on the bulletin boards.

JM

WILL INSTRUCTORS PLEASE MENTION THE INAUGURATION OF FACULTY ADVISING TO THEIR STUDENTS.

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