

7. Each member shall be supplied by the Registrar with a written or printed notice of all matters to be considered at the next ensuing meeting of the Council or Administrative Council, whether special or ordinary, and such notice shall be delivered or transmitted by post at least two days before the day of meeting.

8. The Registrar shall insert in a book, to be called "the notice of motion book," the date of each notice of motion, that of its discussion, and the final result. And no member shall make any motion initiating a subject for discussion except in pursuance of notice given at least three days previously.

9. If a quorum of the Council or Administrative Council be not present within half an hour after the time appointed for a meeting, whether ordinary or special, all business which should have been transacted at such meeting shall stand over for the next ordinary meeting and take precedence thereat.

CHAPTER II.—OF THE SEAL.

The Seal of the School shall be entrusted to the President or Vice-President, and shall not be affixed to any document except by Order of the Council or of the Administrative Council.

CHAPTER III.—OF TERMS.

The collegiate year shall be divided into four terms, *January, May, August, and November*, April, July, and October. There shall be two vacations in each year, namely, two weeks at mid-summer and two weeks at mid-winter, and public holidays shall be observed.

CHAPTER IV.—OF THE PROCTORIAL BOARD.

1. The Administrative Council shall form a Proctorial Board for the consideration of all questions relating to the studies and discipline of the School.

2. The Administrative Council shall arrange the days and hours of all lectures and examinations, and prescribe the subjects of examination.

3. The Administrative Council shall make regulations for the maintenance of discipline among the students, and shall have the power of inflicting punishments by fines, or expulsion, for breaches of good order and propriety.

4. The Administrative Council shall make regulations for the management of the library and museum of the School.

5. The Administrative Council shall regulate the duties of the porters and servants of the School, and shall have the power of punishing them by fine or removal.

6. The Administrative Council shall furnish to the Council such information as may from time to time be required.

CHAPTER V.—OF THE REGISTRAR.

1. There shall be a Registrar of the School, whose duty shall be to prepare and have charge of the records of the School, to keep all registers and books of accounts which may be requisite, and to conduct all correspondence and answer all inquiries connected with the School.

4 CHAPTER VI.—OF CURATOR.

1. There shall be a Curator of the Museum appointed by the Council, who shall have the charge of all the minerals and specimens belonging to the School, and who shall also perform the duties of librarian.

CHAPTER VII.—OF CERTIFICATES.

1. No pupil shall be admitted under the age of fourteen years, unless and until he shall have passed an examination.

2. Every student shall upon entrance sign his name in the School roll-book and make the following declaration:—

"I do solemnly promise that I will faithfully obey the statutes and rules of the School, so far as they may apply to me, and that I will submit respectfully to the constituted authorities of the School, and I do *also declare that I believe myself to be of the full age of four years.*"

The words in Italics are not intended to apply to pupils admitted under 14 years of age, as provided in Clause 1.

3. Four classes of certificates will be issued, namely:—

- 1ST. Mining Engineering.
- 2ND. Chemistry.
- 3RD. Assaying.
- 4TH. Mining Surveying.

4. Students who shall have fulfilled all the conditions prescribed by the statutes and regulations for any certificate may be admitted to that certificate, at a meeting of the governors and subscribers ~~in the month of December in each year.~~

5. Pupils shall be divided into two classes: ~~the one~~ one for senior and the other for junior students, which classes shall respectively attend, at the appointed hours, the lectures of the professors.

6. Students shall be examined half-yearly, and no person shall be admitted to any certificate in the Ballaarat School of Mines, till he shall have signed the following declaration in the roll-book:—

"I do solemnly promise that I will observe the statutes and regulations of the Ballaarat School of Mines, and that I will not make use of the privileges now about to be conferred upon me, so as in any way to cause injury to the School."

7. The fees payable by students and candidates ~~for certificates in the School of Mines at Ballaarat~~ shall be—

For Instruction, including Lectures—		Payable in advance
Entrance Fee	...	£3 3 0
Juvenile Pupils, per quarter	...	3 3 0
Adult do. do.	...	2 2 0
Extra Charge for Chemistry and Assaying, per quarter	...	1 1 0
For Certificates—		
1. Mining Engineering	...	£3 3 0
2. Chemistry	...	2 2 0
3. Assaying	...	2 2 0
4. Mining Surveying	...	1 1 0

8. REGULATION FOR ATTENDANCE.—No candidate for any certificate shall be qualified to present himself at any examination without a written statement from the master or lecturer, to the effect that he has attended two-thirds of the lectures in each quarter.

unless, by special permission of the Council and pay such special fee for examination as the Council may determine