

27-2-52 Conversion of Inscribed Stock.
It was resolved that the conversion of £1600 Melbourne and Melbourne Board of Works inscribed stock be approved.
(Mrs John & Nicholson)

Long Service Leave for 1953.
It was resolved that the attention of the staff be drawn to the following conditions which will apply in connection with applications for long-service leave:
1. Applicants to suggest the manner in which their duties can be carried on during their period of absence.
2. Applicants to state the purpose for which leave is required.
3. Applications to be in the hands of the Registrar not later than 19th March 1952.
4. ~~At~~ The staff to be notified that it does not necessarily follow that leave will be granted and that leave will not be recommended if the applicant contemplates engaging in business or in any gainful employment except for the purpose of extending his knowledge of his profession.
(Mrs Hyall & Nicholson)

Leave of Absence
It was resolved that Mr. Alan J. Roberts, Maintenance Mechanic, be granted leave of absence without pay from 15th to 29th April.
(Mrs Ballou & Mohr)

General Business
Vacancy on School Council
The matter of filling the vacancy caused by the resignation of Mr L.A. Law was.

27-2-52 left in the hands of the President (Mrs Nicholson & Mohr)
~~It was resolved that free tuition in the Commercial Course be granted to Margaret Gleeson for 1952.~~
(Mrs Bealand & Wynn)
Refund of Fee
A refund of £1-5-0 paid by Miss McLean in error for instruction in billiards was approved.
(Mrs Wynn & John)

THE SCHOOL OF MINES AND INDUSTRIES
BALLARAT

approved.
FEE LIST 19-3-52

DIPLOMA COURSES—4 years.

- Applied Chemistry
- Building and Contracting
- Civil Engineering
- Electrical Engineering
- Geology
- Mechanical Engineering
- Metallurgy
- Mining Engineering

First year, £2 per term.
Subsequent years, £5/5/- per term.

ENGINEERING CERTIFICATE COURSES.

Single subject fee less one-sixth of total.
PREPARATORY FARM COURSE—£5/5/- per term.
A special one-year course with possibility of a second year if desired.

COMMERCIAL COURSE (2 years)—£3/10/- per term.

- TRADE COURSES (Day and Evening)—£1/10/- per term
- | | | |
|--------------------------------------|-------------------|------------------------|
| Blacksmithing | Cabinet Making | Carpentry & Joinery |
| Electrical Mechanics | Motor Mechanics | Plumbing & Gas-fitting |
| Printing | Radio Mechanics | Turning & Fitting |
| Sheetmetal Work | Tool & Die Making | Refrigeration |
| Probationary Course for Apprentices. | | |

Electric Welding or Oxy-acetylene Welding—£2/5/ per term.

SCIENCE, COMMERCIAL AND TRADE SUBJECTS.

Accounting, Grade I.	£2 2 0
Accountancy, Grade II. (Includes Accounting, Auditing and Law)	2 2 0
Accountancy, Grade III. (Includes Accounting, Auditing and Law)	2 2 0

endorsed and was approved (Mrs & Wynn)
on were appointed as course.

19-3-52