Be One of the Higher-Ups and Earn a Big Salary!

YOU CAN If You Will Follow the Plan Outlined in the Following New York Herald Article

"I am the only oddity in this place, in this room where Mr. Roosevelt used to sit, almost as fine as the main part of the White House itself."

Thus wrote Mr. Charles Lee Swem, President Wilson's stenographer, of his surroundings in the executive office after he had been in his new position two or three days. An old "Major," in the White House since Lincoln's time, he wrote, had sworn him in.

Young Swem is an example of what can be accomplished by an ambitious young man who has determination even though surrounded by adverse circumstances. When he was thirteen years old he went to work in the mills of Trenton, N. J., and at the age of fifteen he was making $5.00 per week. Out of his meager salary he saved enough to pay for a course in Gregg Shorthand, the same system that has been taught in the Rhode Island Commercial School for the past fifteen years. He wanted to get into a more interesting line of work and one which held out better hope for the future.

Many a young man would have concluded that there was no chance for his making a success as a stenographer under similar circumstances. Not so with Swem. He believed that what he did not know he could learn. Consequently, in his study of shorthand and typewriting, he looked up in the dictionary every word with which he was not entirely familiar, and made a special study of everything that had any bearing on his work either directly or indirectly.

Swem's confidence in his own ability was justified for he not only completed his course with honors but he developed speed and accuracy as a shorthand writer so rapidly that it was not long before he was competing with older and more experienced stenographers for records and championships. In the national contest of the Shorthand Reporters Association, held in Buffalo in August, 1911, Mr. Swem exceeded the previous world's speed record on jury matter by ten words a minute, writing 237 net words a minute for five minutes.

In the Adams trophy contest he established a world's record for accuracy on straight matter—99.6% perfect. One day Governor Wilson sent to Mr. John R. Gregg, author of the system which Mr. Swem writes, for a stenographer who could report a speech accurately. Mr. Swem was sent to do the work. Governor Wilson, having himself written shorthand for forty years, was surprised and gratified with the result, which was an absolutely accurate report.

Mr. Swem was forthwith put on Mr. Wilson's list of men worth remembering, and two days after his nomination for the Presidency he sent for Mr. Swem and asked him to become his personal stenographer during the campaign.

During a leave of absence which was granted him to enter a shorthand speed contest, Mr. Swem sent a young
Business Training
Published in the Interest of
Ambitious Young Men and Women
by the
Rhode Island Commercial School
Providence, R. I.
One of America's widest known, most progressive and efficient Business Training Schools.

The Faculty of the Rhode Island Commercial School
Harry Loeb Jacobs
(Foreign Official, Telergraph of Pennsylvania
In charge of Business Administration and supervisor of courses of study.

Rothsly C. Clemens
(Principal)
Advanced Bookkeeping, Penmanship, Banking, Business Practice.

Walter E. Ingersoll
(Instructor of Business Practice)

In charge of Business Administration and supervisor of courses of study.

Rhode Island Commercial School

What the Rhode Island Commercial School is constantly doing for others it can do for you. Send for the 72-page free illustrated prospectus and learn more about this efficient and successful school.

From the Principal's Chair

17th year begins Tuesday, September 8th-Night school, Wednesday, September 9th. Summer Session of the Shorthand Department during July.

IT IS one's first duty to fit himself to earn an honest living; isn't it? Money isn't "everything," but no man or woman is really independent until he has some definite means of getting his own bread-and-butter, and more. A man should be able to support a family, a woman should be able to earn enough so she can at least lay aside for the "rainy day." A bank account, especially if it is of his own building, makes a man independent, gives him self-reliance, self respect, broadens his grin. It is stimulating and health-giving. Yet the greater value lies not in the bank account but in the ability to earn it and set it aside for future use.

WE cannot tell with absolute accuracy, nor can any honest school man, how long it will take an individual to complete a course. We can, however, give anyone as much as his physical and mental ability will permit him to get in any given time. Thoroughness is our watchword and must be yours if you get proper results.

AMONG COLLEGES and universities represented by students in the Rhode Island Commercial School this year are Brown, Amherst, Exeter, Yale and Harvard. Every High School in the state is represented, as are also High Schools in Atleboro, Taunton, Fall River, Danielson, Conn., Mansfield, etc. Among places of residence we number students from ten states in the Union and also from Canada.

WOULDN'T you prefer to be able to take advertising statements at their full worth, rather than be obliged to discount them heavily? The Rhode Island Commercial School is putting out all its literature on a 100 per cent. basis, and we trust that our conservatism will pass at par. We find that honest advertising pays in the long run, so brings us students who come to us because they want to, not because of deceptive hopes set forth.

OUR ATTENDANCE of public school teachers is yearly increasing.

The wide-awake teacher of the common branches notes the growing demand for commercial teachers in the private and public schools in America, and that his advancement, in both salary and position, can come more quickly through that class of teaching.

OUR ADVANCE enrollment this year is unusually large and encouraging. We would advise all those who intend to enter in the fall, to make their reservations at the earliest possible moment. Enrollmen applications are being filed daily.

WITH a faculty of twelve specialists, there is no similar school in America that gives its students a higher grade of teaching ability.

BESIDES the Business, Shorthand and Secretarial courses, we maintain a thorough English course for the benefit of boys and girls who need work in the common branches before entering upon their Bookkeeping, Shorthand, Typewriting, Banking or Private Secretarial studies.

OPPORTUNITIES never were more plenty than now, but one must have the training and development not only to recognize opportunity but to take advantage of it when recognized.

BUSINESS men seek help that comes to them thoroughly prepared to do the work required of them. Inefficient and indifferent service will no longer be tolerated because only work well done is profitable.

THIS thorough, practical training given in the Rhode Island Commercial School requires a reasonable amount of your time and it is worth a reasonable tuition. Our graduates get a business education which enables them to secure and hold the best positions.

A PERSON who is willing to spend the necessary time and money in the Rhode Island Commercial School to acquire a first-class knowledge of Bookkeeping, Shorthand and Typewriting so as to be able to do good accurate work in an office, can get employment any week in the year.

FOR THOSE who enter certain of the professions, a complete training is required by law. The person who seeks admission to the bar, or a diploma to practice medicine must pass a written exam in order to have his fitness. For those who would enter business life there is no written law which compels this; but there is a higher law which demands it—the law of necessity. It is an indispensable condition of success.

THE TROUBLE with most people is that they don't know their own power. They do not have the confidence in themselves that they should have. They work too much with their hands and feet and too little with their heads. They do not think.

GOOD DISCIPLINE is the management of a school carelessly overestimated. It is of paramount importance in deciding which school to patronize. The Rhode Island Commercial School insists upon regularity in attendance, punctuality in work, and gentlemanly and ladylike conduct. The school-rooms are sacred to the purpose of instruction and study at all times, and each student is expected to deport himself or herself in a worthy manner.

The R. I. C. S. 72-page prospectus explains the above in detail, together with illustrations, but a visit and personal inspection of the equipment and quarters of the Rhode Island Commercial School prove even more interesting and profitable. It will be a revelation to you of what a high-class business school should really contain in the way of MODERN equipment.

What the Rhode Island Commercial School is constantly doing for others it can do for you. Send for the 72-page free illustrated prospectus and learn more about this efficient and successful school.
Be One of the Higher-Ups and Earn a Big Salary!

(Copied from Page 1)

woman substitute, feeling that she would be less likely to supersede him, Miss Salome Tarr, also a writer of Gregg shorthand, and a young lady of only eighteen summers, was the young woman selected for Mr. Swen's place, and although she was very successful, Swen returned and remained with Governor Wilson throughout the campaign. Wherever the Governor spoke, there the alert young stenographer was within hearing, setting down every word with unfailing accuracy.

During the ball in Mr. Wilson's speech-making, on account of Mr. Roosevelt's being shot, Mr. Swen was missed, his bride being Miss Daisy Dunning, of Trenton. Later, when President-elect Wilson went to the Bermudas to recuperate from the fatigue of the campaign, Mr. Swen and his bride were invited to accompany the party, which they did.

By this time Mr. Swen had made himself so valuable to Mr. Wilson that no one was surprised to hear that the President had appointed him stenographer to the White House at a salary of $2,500 per year. There are two stenographers in this office, the other one being Warren F. Johnson, another Gregg shorthand writer, who has served under four Governors of New Jersey.

Not only is it an unusual distinction for a young man only twenty years old to hold a position of such responsibility under the head of the nation, with a comfortable salary of $2,500 per year, but its real importance lies in the opportunity which the position holds for rapid and unlimited advancement.

To inspire him and give him grounds for ambition, Governor Wilson found that he was unable to do more for his stenographer than a slight change in his duties.

During the lull in Mr. Wilson's speech-making, on account of Mr. Roosevelt's being shot, Mr. Wilson found that he was unable to do more for his stenographer than a slight change in his duties.

A Cordial Invitation to You

The 14th annual graduation exercises of the Rhode Island Commercial School take place as usual in Industrial Hall, on Friday evening, June 20th, at eight o'clock. The exercises will be in every respect up to the usual high standard of the Rhode Island Commercial School. Our graduation class this year promises to be as large—if not slightly larger, then the wonderful showing made by the Rhode Island Commercial School last year. The chairman of the meeting and the orator of the occasion will be announced later on.

Cards of admission will be ready for distribution to all those who will attend. Special summer session of the Shorthand Department opens July this year.

The diploma of the Rhode Island Commercial School is a warranty of efficiency that is accepted at face value by Rhode Island business men.

Former Stenographer to President Wilson

(What a Young Girl Accomplished)

We are indebted to the Gregg Publishing Company for the accompanying photograph of Miss Salome L. Tarr, whose fame as a shorthand writer extends throughout the shorthand world. Miss Tarr, who is but nineteen, first sprang into prominence in the Fifth International Short-hand Speed Contest at Washington in 1910, when she won third prize and established a world's record for accuracy—99.4 per cent. In the speed contest of the National Shorthand Reporters' Association at Buffalo, 1912, she was awarded speed certificates for 265 words per minute on court testimony, and 181 words per minute on straight matter. In the latter part of the summer Miss Tarr sprang into national prominence on account of her unusual work in reporting and transcribing Governor Wilson's speech of acceptance. The remarkable nature of her work in reporting Governor Wilson's speech was the promptness with which she delivered the complete transcript. Her notable work attracted attention everywhere, and an account of it was printed by hundreds of papers throughout the country.

WHAT THE NEW YORK TIMES SAID ABOUT MISS TARR

Sea Girl, N. J.—Through her excellent work in taking from dictation in about an hour Governor Wilson's entire speech of acceptance of more than 6,000 words, and then preparing a typed transcript of it, Miss Tarr has established a speed record of nearly perfect that only two or three slight changes were found to be necessary. Miss Saltman, a wisp of a girl, 18 years old, from Jersey City, has sprung to sudden fame at the Little White House.

T HE Jersey City girl seemed a mere child when she appeared at Sea Girl last Friday and announced that she had been sent in response to a request from Governor Wilson's secretary for a stenographer. She is small for her age. When Walter Meadway, the Governor's campaign secretary, glanced up at the young applicant, he assigned her to an inconsequential post in his office. But he began to notice that his letters dictated to her came back to him without errors and with great speed.

On Tuesday evening Governor Wilson found that he was ready to undertake the dictation of his speech...
of acceptance at Trenton, where he had gone to spend the day on State business, and he decided to undertake the task at his home after motoring back from the State House.

At 8.35 o'clock Mr. Measday's stenographer was sharpening up her three pencils after a hard day's work when she was informed that the Governor wished her to come to his library.

"I will take all these pencils," she told the other stenographers; "there's no telling how many I will need."

At 10.05 o'clock the young stenographer came out of the Little White House with three very dull pencils in her hand. One of the Governor's secretaries was with her, and had instructions to see her to her house, as it was rather late. In the inter­viewing time she had taken dictation steadily at the rate of 150 words per minute, and had the Governor's complete speech in her book of notes. Interruptions had taken up the Governor's time for half of the period she had been in the Little White House.

Next morning Miss Tarr was up and at her desk at five o'clock. She worked steadily through the early morning hours, and when Governor Wilson sent over at ten o'clock to ask how the transcript of the shorthand notes was progressing, Miss Tarr was able to send him the complete text of his speech immediately after his inauguration, President Wilson, remembering the excellent work Miss Tarr did for him at Trenton in taking down and accurate transcribing in record breaking time his speech of acceptance, had her come to Washington, for the purpose of using her services in a similar capacity in the White House. According to the reports published in the newspapers of the country, President Wilson did everything in his power to please Miss Tarr on his executive staff, and the only reason why he did not succeed was that he did not deign it prudent to break the time-honored rule that "No woman shall be employed in the offices of the President." When Miss Tarr learned of this rule, she did not insist on being made an exception.

As a result of the President's interest, at least five important positions, according to the newspapers, were offered Miss Tarr in other departments of the government service. In each of these positions, we read, paid not less than $100 a month. Although the salary was not acceptable, the positions were not in the White House, and as a consequence Miss Tarr took a train for New York City to work for the Gregg Publishing Company in their eastern office.

What this young girl has accomplished with Gregg Shorthand in speed and accuracy is possible to thousands of others. It is possible for you to do the same. Gregg Shorthand as taught in the Rhode Island Commercial School is the simplest, the most legible and the most rapid of all systems. The correctness as well as the experience of more than two thousand schools teaching the system prove conclusively its all-round superiority.

While the Rhode Island Commercial School believes in maintaining a healthy interest in athletics and encouraging the same within the limits of reason, it does not believe in making them the major part of an educational institution which is engaged in the training of young men and young women for business careers. The time and talents of the principal, assistant principal and the entire faculty are devoted to the thorough training of our young men and young women students to meet the requirements of the business world which they soon will be expected to enter.

Basket Ball Team, Rhode Island Commercial School, Season of 1913-14

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This was the first year that a team of Basketball players was organized in Providence.
Hockey was Well Played by These R. I. C. S. Boys While the Ice was Good.

The season's record follows:

R. I. C. S. 0
R. I. C. S. 1
R. I. C. S. 1
R. I. C. S. 1
R. I. C. S. 1

The last game, although a decisive defeat, was ably accounted for in that Sweet, the Rover, one of our most effective players, was injured in the first ten minutes of play and the game was finished by the R. I. C. S. team playing six men only.

What Letters from R. I. C. S. Graduates Mean to You

Elsewhere in the issue of Business Training you will find letters from graduates of the Rhode Island Commercial School in which they give the results of their training both while in school and afterwards in securing the positions they now hold. These letters substantiate every claim made for the Rhode Island Commercial School as the most desirable one to be selected by young men and young women who are ambitious to make the most of their opportunities.

These letters—and we can publish hundreds of similar ones now in our files—show that our graduates appreciate the careful and conscientious manner in which they are trained, that this training is broad and thorough, and that as a result they are able to accept and hold positions of the better kind.

These facts should inspire every young man and young woman who realizes the need of right business training in order to make a success in the business world to enroll in the Rhode Island Commercial School, where the motto "Your Success Is Our Success," is carried out in daily practice by both Principal and faculty.

Just Among Ourselves

The Annual Dance of the Day School of the R. I. C. S. was held at the Churchill House on the evening of December 11th. For some time previous the Day School Association, along with an energetic committee, had worked to make it a success, and a decided success it was! The officers of the Day School Association are: President, Henry Bowler; Vice-President, Ada Smith; Treasurer, P. G. Everson; Secretary, Gertrude Devine. The committee: Lester Field, Gertrude Faulk, Elizabeth Brigg, Pearl Dearnley, George McCarthy.

Among the addresses recently given to the students of the R. I. C. S. was one by Mrs. Daniel P. Hayden who spoke on "The World Beautiful." Mrs. Hayden gave one of the most interesting and instructive addresses that the pupils have enjoyed this year and at the conclusion of her address she received an ovation.

Another highly instructive address was given by Mr. H. Whitehead of Auburndale, Mass., who has been conducting a class in Salesmanship in this city. Mr. Whitehead gave the student body a strong and business-like talk, and one which contained sound advice to every young man and woman who is preparing to enter the world of business.

What the Rhode Island Commercial School Can Do

We can successfully educate any young person of ordinary elementary education to do any of the following things in a comparatively short time:

- One who can give you a complete course that will make you both a bookkeeper and stenographer.
- One who can give you a shorthand course that will make you a stenographer.
- One who can give you a business course that will make you a stenographer.
- One who can give you a combined course that will make you a good typist and stenographer.
- One who can make you a good bookkeeper or stenographer of any young man or young woman who can read, write, think, and who is willing to work. The more education you have to start with the shorter will be the time required.

We can give you a complete course, that will make you both a bookkeeper and stenographer.

We can give you a shorthand course that will make you a stenographer.

We can give you a business course that will make you a stenographer.

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We can give you a shorthand course that will make you a stenographer.

We can give you a business course that will make you a stenographer.
Appreciates Attention Received

My dear Mr. Jacobs: During my course of study in the business department of the Rhode Island Commercial School I greatly appreciated the individual instruction given to me by your teachers from whom I always received most courteous treatment.

The Rhode Island Commercial School with its faculty of efficient and capable instructors offers a young man or young woman who is seeking work in the business world, an opportunity to acquire a thorough business education. I wish to take this occasion to express my appreciation for the many kindnesses shown me while attending your school and state graduating from the same. It is my earnest wish that the Rhode Island Commercial School continues to meet with continued prosperity.

LESLIE R. CRIST.

Mr. HARRY L. JACOB, Principal, Rhode Island Commercial School, Providence. R. I.

Dear Mr. Jacobs: As a graduate I am glad to commend the work of the Rhode Island Commercial School.

The standard of efficiency set by the Rhode Island Commercial School enables its graduates to meet the demands of modern business. The school motto: "What we do we do well," is carried into every branch of the work. The course offered at the Rhode Island Commercial School gives students success to him who is willing to work.

Faithfully yours,

ELMA T. WILSON, Asst. Business Secretary, New Bedford. T.Y. No. 4-A.

My dear Mr. Jacobs: I am proud to be able to say that I am a graduate of the secretarial course of the Rhode Island Commercial School.

I found your school thoroughly equipped in all its branches with efficient instructors and ample modern office appliances, and business-like discipline.

Soon after leaving your school I accepted a position with a real estate and insurance company of Newport where I am still employed, and I enjoy my work very much. The high ideals of the school and the capable teachers you employ, who are ever ready to help, have made all the difference in any way that will go far toward being able to appeal to every one seeking a business education.

Yours very sincerely,

EUGENE M. HOSE, 81 Catherine Street, Newport, R. I.

The 17th year of the Rhode Island Commercial School opens Tuesday, September 8th. Night school, September 9th. Our offices will be open all summer. Arrange now to enroll when the school year opens. Special summer session of the Shorthand Department during July this year.

The Rhode Island Commercial School graduate is wanted because of the thorough training the school affords. Send for free illustrated prospectus.
What a Very Successful Graduate Says

Mr. Henry L. Jacobs, Principal,
Rhode Island Commercial School,
Providence, R. I.,

Dear Mr. Jacobs: I am glad of any opportunity to compliment you upon the success your School has attained, and to mention favorably, in Commercial Education. I am constantly aware of many advantages of which I could not avail myself, and I feel that my largest, in my present course, is your precepted course. It is always a pleasure to recommend your course, which I know, and to all the guidance of competent instructors, and with the aid of the most adequate facilities, and I know that one may be assured inevitably, of a fair business policy and of an unending personal interest.

Very respectfully,

R. E. DUNHAM.

Mr. Henry L. Jacobs, Principal,
Rhode Island Commercial School,
Providence, R. I.,

My dear Mr. Jacobs: When I decided to obtain a business education I investigated a number of schools, and after weighing the facts, decided to enter the Rhode Island Commercial School in its opening term of 1915. After only six months of instruction, in your commercial department, under your guidance and able assistance, I received the training which secured me the position I am now holding in Middletown, Conn. I must certainly recommend the Rhode Island Commercial School to anyone who seeks a thorough business education, as a school that lives up to every promise it makes and that fits one in the shortest time consistent with thoroughness to accept and hold a paying business position.

Sincerely yours,

C. F. S. WEBSTER.

Mr. Henry L. Jacobs, Principal,
Rhode Island Commercial School,
Providence, R. I.,

My dear Mr. Jacobs: Your school not only gives a thorough business education, but your facilities for augmenting your students' capacities in organization are excellent. One week before I graduated in June, 1915, you already had assigned a position for me with the Standard Oil Co., of this city, where I am at present employed and enjoy very much. I consider it a privilege to be able to express my opinion of the School, which I know from actual experience to be as worthy in every respect.

Sincerely yours,

Harold Christensen.

Mr. Henry L. Jacobs, Principal,
Rhode Island Commercial School,
Providence, R. I.,

My dear Mr. Jacobs: I am glad to recommend the School to others, and to your students, of whom I have been very successful in my work as a typographer, having held the same position since graduating last June. I endorse all the matters of the Rhode Island Commercial School, and am sure your students will be as happy here as I am.

Sincerely yours,

Dora M. Logan,
18 Mohegan St.,
Attleboro, Mass.

Mr. R. E. Clinehns,
Assistant Principal, R. I. Com. School,
Providence, R. I.,

My dear Mr. Clinehns: When I decided to obtain a business course I investigated a number of schools, and after weighing the facts, decided to enter the Rhode Island Commercial School in its opening term of 1915. After only six months of instruction, in your commercial department, under your guidance and able assistance, I received the training which secured me the position I am now holding in Middletown, Conn. I must certainly recommend the Rhode Island Commercial School to anyone who seeks a thorough business education, as a school that lives up to every promise it makes and that fits one in the shortest time consistent with thoroughness to accept and hold a paying business position.

Yours truly,

Cora E. Sprouse.

Mr. R. E. Clinehns, Assistant Principal,
Rhode Island Commercial School,
Providence, R. I.,

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Yours truly,

E. N. DUNHAM.

Rhode Island Commercial School,
Providence, R. I.,

Thank you for recommending the Rhode Island Commercial School. After several years of business, I can truthfully recommend the School to others, and to your students, of whom I have been very successful in my work as a typographer, having held the same position since graduating last June. I endorse all the matters of the School, and am sure your students will be as happy here as I am.

Sincerely yours,

Grace E. Mason.

Mr. Henry L. Jacobs, Principal,
Rhode Island Commercial School,
Providence, R. I.,

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Sincerely yours,

E. N. DUNHAM.
Civil Service Opportunities

We call particular attention to the examination for stenographers, bookkeepers, and forestry clerks, the latter being a combination requiring both shorthand and bookkeeping.

The entrance salaries paid by the government are, as a rule, larger than those paid by many private concerns. A young man eighteen years of age, having graduated from high school and taken a complete course in the Rhode Island Commercial School, should without trouble pass the bookkeeper’s or stenographer’s examination and secure a position in the government service at Washington at an entrance salary of $720 a month.

If the candidate can take dictation at the rate of 140 words a minute on such matter as is found in the dimensional record and makes a perfect transcript of it, he will be graded 100%.

If he writes 130 words a minute, he will be graded 95%; for 100 words, 80%; and for 80 words, the lowest dictation given, 75%.

GOVERNMENT REQUIREMENTS

STENOGRAPHERS (MALE AND FEMALE)

DEPARTMENTAL AND FIELD SERVICE—Age limit, 18 years or over. Entrance salary, $800 to $1,200.


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We have published a book under the title of Right Business Training which is said to be one of the finest and most complete business school catalogs ever issued. It tells in an interesting and instructive manner how young men and young women are prepared to accept and hold good positions in the business world—the qualifications necessary to enter school—the kind of instructors who will have charge of your training—the modern office equipment employed in the work of instruction—the high ideals of the school and the spirit of co-operation existing in all departments between instructors and pupils. Also what other have accomplished through this training.

This Book is handsomely printed and illustrated, contains seventy-two pages and is bound in boards.

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Simply send your full name and address and state name of school you last attended, grade or class you were in when leaving, and whether it is your intention to take up the Business, Stenographic, or Secretarial course of study.

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The Rhode Island Commercial School occupies two floors in the Butler Exchange, one of the best known office buildings in New England. Every department of the school has ample daylight as the school faces on three outside frontages. There is an individual seat for every student. All furnishings are business-like, modern and of the very best.