

gasworks, shipping companies, railways, tramways, collieries, breweries, manufacturers, merchants, &c. (3.) A description of the books and forms required in connection with the share capital, mortgages, and debentures of joint stock companies, and examples of partnership accounts.

This will be followed by an explanation of—

- (1.) Executorship accounts, including probate and residuary accounts ;
- (2.) Bankruptcy, liquidation, and receivership accounts ;
- (3.) The preparation of accounts for income tax returns and appeals.

To this will be added a consideration of the checks and arrangements necessary to insure accuracy in account-books and the verification of accounts ; and a description will be given of office and works staff and organization so far as is necessary to make the methods of book-keeping properly intelligible.

Students may be exempted, with the consent of the Dean of the Faculty, from such parts of this course as are too special or technical for their individual requirements ; and a choice of questions will be allowed in the examination.

After this study of the mechanism of accounting, the work of the course will be directed to its higher purpose—to give students a grasp of principles which shall enable them to comprehend the significance of accounts, and understand the process by which the earnings and values of industrial properties are computed. This will include an analysis of receipts, disbursements, assets and liabilities, in various kinds of industry, and a consideration of depreciation and appreciation of stock and equipment, interest, and sinking funds, reserve fund, reserves, gross and net profit, working capital, and goodwill, with an elementary treatment of costing and cost accounts. A number of published balance-sheets will be studied, and students will be set exercises in their interpretation.

Course III.—Third Year.

Fee, £4 4s.

The course will begin with a discussion of statistical accounts, and of head office and branch accounts, and a consideration of systems for centralizing the book-keeping of branches.

But it will be mainly devoted to a consideration of departmental book-keeping and accounts, stock and store accounts, and advanced costing and cost accounts, suitable for various undertakings.

Attention will be called to the several possible systems of costing, and the merit and weaknesses of each ; the several circumstances to be borne in mind in various typical businesses when constructing a system ; and the necessary limitations of cost accounts.

COMMERCIAL LAW.

Professor :

Third Year.

Fee, £3 8s.

Contracts ; partnership and company law ; bankruptcy ; the law of cheques and bills of exchange.

Approximate Cost of Paper.—Preparation, not given ; printing (1,678 copies), £7.

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