

# HEALD'S



## BUSINESS COLLEGE

ESTABLISHED OVER A THIRD OF A CENTURY

Has a National Reputation for good work, and stands at the head of Commercial Schools in its Equipment, Faculty, Liberality and Educational Facilities.

ITS DEPARTMENTS OF

Bookkeeping and Commercial Science, Shorthand and Typing, Penmanship, Modern Languages, Telegraphy and Electrical Engineering are practical in every detail as is attested by the

15,000 GRADUATES WHO ARE NOW SUCCESSFULLY APPLYING THEIR KNOWLEDGE 15,000

**FULL  
BUSINESS  
COURSE  
FOR  
SIX  
MONTHS  
\$75.**



Includes Shorthand, Typewriting, Telegraphy, Single and Double Entry Bookkeeping, Commercial Arithmetic, Business Penmanship, Mercantile Law, Business Correspondence, Business Forms, Business Practice, Railroading, Brokerage, Banking, English Branches, Mechanical Drawing, French, German and Spanish.

### A DEPARTMENT OF ELECTRICAL ENGINEERING

Provided with all necessary instruments, a laboratory and workshop has been added to the College's educational facilities.

### THE DEPARTMENT OF SHORTHAND AND TYPEWRITING

Employs 5 teachers and has 40 writing machines in use. Upwards of 1000 stenographic graduates have been provided with positions by it during the last 10 years and are now engaged in every variety of stenographic work from court reporting and journalism to the ordinary duties of the amanuensis.

STUDENTS MAY ENTER AT ANY TIME.

LADIES ARE ADMITTED TO ALL DEPARTMENTS.

PUPILS RECEIVE INDIVIDUAL INSTRUCTION

TWENTY TEACHERS ARE EMPLOYED.

For College Journal or Illustrated Catalogue Address

**HEALD'S BUSINESS COLLEGE**

24 Post Street, San Francisco