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14 May 1956

MEMORANDUM FOR: Training Liaison Officers (for distribution)

SUBJECT: Summer Language Training Program, 1956

REFERENCE: OTR Catalog of Courses

1. This memorandum announces the Summer Language Training Program, 1956, offered by the Language and External Training School (LETS/TR).
2. Applicants must complete the following actions that are relevant to the training requested prior to OTR consideration of their training request.
 - a. Interview with staff member of LETS/TR. (This applies to all persons except those who are requesting language training that is a continuation without time interval of previous OTR language training.)
 - b. Completion of two copies of Form 73, Request for Internal Training, to be forwarded to LETS/TR.
 - c. Language Aptitude Testing. Appointments may be made by calling extension (This applies to persons who are requesting beginning language training.)
 - d. Proficiency and placement testing - by interview or scheduled test. (This applies to persons who are requesting other than beginning language training that is not an immediate continuation of previous OTR language training.)
 - e. Consideration of application by Qualifications Review Panel. (This applies to persons who are taking full-time training.) The panel for the Summer intensive courses will meet on 24 May. All required actions above should be completed by 18 May.
3. Interested persons should contact their Training Liaison Officer. Additional information may be obtained from Referenced Catalog or by calling extension
4. The following language classes are offered and will be conducted if enrollment is adequate. Applications must be received by LETS/TR before any person will be admitted to class. Classes will meet during normal duty hours; laboratory drill may be done at the convenience of the student. The language laboratory (Room 2132 "I" Building) is open on all working days from 0700 to 2000 hours, and on Saturdays from 1000 to 1400 hours.

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Beginning 4 June 1956:

<u>Course</u>	<u>Weeks Duration</u>	<u>Class Hours Per Week</u>	<u>Lab Hours Per Week</u>
Elementary Russian Grammar and Reading for Science and Technology (Phase II)	10	7½	0
Intermediate Russian Reading	10	6	0
Intermediate Russian Conversation	10	6	10

Beginning 18 June 1956:

Elementary Spoken French (Phase I)	10	10	12
Elementary Spoken French (Phase II)	10	6	9
Intermediate Spoken French (Phase III)	10	6	9
Intermediate Spoken French (Phase IV)	10	6	9
Elementary French Reading	10	4	0
French Reading (Phase II)	10	4	0
Elementary Italian Reading	10	4	*
Intermediate Italian Reading	10	4	*
Elementary Spoken Spanish (Phase I)	10	10	12
Elementary Spanish Reading	10	4	*
Spanish Reading (Phase II)	10	4	*

* Outside preparation as indicated by instructor

Intensive Courses

Beginning German, 4 June 1956 for 18 weeks, full time.

Applied Language (German), 25 June 1956 for 6 weeks, full time.

This course provides an introduction to an understanding of social and geographic variations in the language, to the operational use of the language for communication and psychological purposes, and to terminology of the intelligence profession.

Beginning Turkish, 4 June 1956 for 10 months, full time.



MATTHEW BAIRD
Director of Training

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