

UNIVERSITY *of* PENNSYLVANIA



The University Archives  
and Records Center

A Guide to the  
Naval Training Unit Records  
1943-1952 (bulk 1943-1948)

6.25 Cubic feet

UPB 76.4

Prepared by Joseph-James Ahern  
August 2016

The University Archives and Records Center  
3401 Market Street, Suite 210  
Philadelphia, PA 19104-3358  
215.898.7024  
Fax: 215.573.2036  
[www.archives.upenn.edu](http://www.archives.upenn.edu)  
Mark Frazier Lloyd, Director

**TABLE OF CONTENTS**

PROVENANCE..... 1

ARRANGEMENT..... 1

AGENCY HISTORY..... 1

SCOPE AND CONTENT NOTE..... 2

CONTROLLED ACCESS HEADINGS..... 3

INVENTORY..... 4

V-5 NAVAL FLIGHT PREPARATORY SCHOOL..... 4

V-7 NAVAL ACADEMIC REFRESHER UNIT..... 7

V-12 NAVAL TRAINING UNIT..... 10

MISCELLANEOUS..... 16

**Guide to the  
Naval Training Unit Records  
1943-1952 (bulk 1943-1948)**

**UPB 76.4**

6.25 Cubic feet

Prepared by Joseph-James Ahern  
August 2016

*Access is granted in accordance with the Protocols for the University Archives and Records Center.*

**PROVENANCE**

The Naval Training Unit Records were transferred to the University Archives in the early 1960s.

**ARRANGEMENT**

The Naval Training Unit Records are organized into four series: V-5 Naval Flight Preparatory School, V-7 Naval Academic Refresher Unit, V-12 Naval Training Unit, and Miscellaneous. Each series is arranged alphabetically.

**AGENCY HISTORY**

The Naval Training Unit was established at the University of Pennsylvania in the early 1940s as part of the United States mobilization in response to the growing threats of World War II. The first program established at the University was the Naval Reserve Officer Training Corps (NROTC) in 1940. This was followed by the establishment of the V-5 Naval Flight Preparatory School on campus on June 7, 1943. The V-5 program had initially been established by the Naval Reserve Act

of 1925 to provide a pipeline for which college students interested in flying could become naval aviators in the Volunteer Naval Reserve.

The V-12 Naval Training Unit was established at the University of Pennsylvania July 1, 1943. The V-12 program originated at a May 1943 conference at Columbia University where Vice Admiral Randall Jacobs, Chief of Naval Personnel, called for a joint venture between the Navy and colleges to provide two years of college education at government expense to potential officer candidates who would then attend one of the Navy's Midshipmen Schools. The program was open to Navy and Naval Reserve enlisted sailors on active duty between the ages of 17 and 23. The commanding officer of Penn's NROTC program became the commanding officer of the V-12 program which oversaw students in the general line officer program, as well as students in the medical and dental program. Additionally, V-12 commanding officer was responsible for the other V-12 programs in the Fourth Naval District – which include Temple University, Jefferson Medical College, Hahnemann, and the Lutheran Theological Seminary. The V-12 administrative structure included two University officials: the education director who handled all academic matters, and a liaison officer to handle non-academic matters. Matthew W. Black was the Education Director at Penn.

Finally, on July, 27 1944 the V-7 Naval Academic Refresher Unit was established at Penn. Prior to May 1944 enlisted personnel who were selected for officer training were sent directly to Midshipmen's Schools. However it was found that many of these students needed to review college level math, physics, English, and engineering drawing to pass their exams. Penn was one of three V-7 Units (the other two being Rensselaer Polytechnic Institute and Colgate University). Men who reported were given tests in Math, English and Physics; and then placed in either an eight week or a sixteen week courses – pending on their needs. Some were transferred directly to Midshipmen's Schools. The men were also given six hours of physical drill each week. Edgar B. Cale was the Educational Director of the Unit at Penn.

The final days of World War II saw the decommissioning of many of the units at Penn. The V-5 unit was decommissioned in October 1944, and the V-7 program in 1945. The V-12 unit also continued until 1945 when it was integrated back into the NROTC program at the University.

#### **SCOPE AND CONTENT NOTE**

The Naval Training Unit Records documents the administrative and academic activities of the V-5, V-7, and V-12 Units at the University of Pennsylvania during World War II. The majority of the correspondence is from either Dr. Matthew W. Black or Dr. Edgar B. Cale. Black served as the education director for the V-12 program, and Cale served as the education director for first the V-5 and later V-7 programs. The V-12 series contains material related to both general and medical students. The Miscellaneous series contains items not directly related to the Naval Training Unit, but came with the collection - including files for Dr. Cale.

Photographs related to the Naval Training Unit can be found in the University Photograph Collection (UPX 12), Box 64.

### **CONTROLLED ACCESS HEADINGS**

#### **Corporate Name(s)**

- Navy V-12 Program (U.S.) .
- United States. Navy . Reserve Officers' Training Corps.
- United States. Navy.
- University of Pennsylvania. Naval Flight Preparatory School.
- University of Pennsylvania.

#### **Subject(s)**

- United States -- Navy -- History -- World War, 1939-1945
- World War, 1939-1945 -- Education and the war
- World War, 1939-1945.

**Naval Training Unit Records  
1943-1952 (bulk 1943-1948)**

**UPB 76.4**

*Access is granted in accordance with the Protocols for the University Archives and Records Center.*

**INVENTORY**

<b>V-5 NAVAL FLIGHT PREPARATORY SCHOOL</b>	<b>Box</b>	<b>Folder</b>
Battalion Record 1943-1944	1	1
Budget 1943-1944	1	2
Class Lists 1945	1	3
Correspondence (1) 1943-1944	1	4
Correspondence (2) 1943-1944	1	5
Correspondence 1944	1	6
Correspondence		
A 1947-1949	1	7
An 1946-1949	1	8
B 1946, 1950	1	9
Be 1945-1948	1	10
Bl 1943-1947	1	11
Bo 1947-1948	1	12
Br 1946-1948	1	13
Bu 1944, 1946	1	14

Naval Training Unit Records

UPB 76.4

C 1946-1951	1	15
Ch 1946	1	16
Co 1947, 1950	1	17
Cor 1946-1949	1	18
D 1946-1949	1	19
Do 1946-1949	1	20
E 1946-1948	1	21
F 1945-1952	1	22
Fo 1946-1950	1	23
G 1946-1949	1	24
Go 1945-1948	1	25
H 1946-1948	1	26
Hay 1945	1	27
He 1946, 1950	1	28
Ho 1946-1948	1	29
Hu 1946	1	30
I 1946	1	31
J 1945-1952	1	32
K 1946-1947	1	33
Ki 1946-1947	1	34
L 1946-1951	1	35
Le 1945-1947	1	36
Lo 1946-1947	1	37
M 1946-1949	1	38



Naval Training Unit Records

UPB 76.4

McA 1945-1951	1	39
Me 1947, 1950	1	40
Mi 1946-1949	1	41
Mo 1944-1948	1	42
Mu 1947	1	43
N 1946-1951	1	44
O 1947-1948	1	45
P 1946-1947	1	46
Pi 1944-1950	1	47
Q 1946	1	48
R 1946-1949	1	49
Ri 1946	1	50
Ro 1946-1949	1	51
S 1946-1949	1	52
Schn 1945-1948	1	53
Sh 1945-1947	1	54
Sm 1946-1949	1	55
Sn 1946-1950	1	56
St 1946-1948	1	57
T 1947, 1949	1	58
Ti 1945-1949	1	59
U 1948-1949	1	60
V 1946	1	61
W 1945-1948	1	62

Naval Training Unit Records

UPB 76.4

We 1946-1950	1	63
Wi 1946-1947	1	64
Wo 1946-1950	1	65
X-Y-Z 1947-1950	1	66
Current Schedule 1944	1	67
Examination Material n.d.	1	68
Letters of Application - Teaching 1943-1944	1	69
Miscellaneous 1944	1	70
Note on Records 1948	2	1
Presenting the Activities of the United States Naval Flight Preparatory School 1943	2	2
School Reports (1) 1943-1944	2	3
School Reports (2) 1943-1944	2	4
Transcript Requests (1) 1945-1947	2	5
Transcript Requests (2) 1945-1947	2	6

<b>V-7 NAVAL ACADEMIC REFRESHER UNIT</b>	<b>Box</b>	<b>Folder</b>
Absence Slips 1944	3	1
Academic Board 1944-1945	3	2
Advisory Committee 1944-1945	3	3
Algebra and Trigonometry Classification Test n.d.	3	4
Athletic Eligibility 1944-1945	3	5
Athletics 1944-1945	3	6
Book Order Forms 1944-1945	3	7
Budget 1944-1945	3	8

Naval Training Unit Records

UPB 76.4

Bureau of Naval Personnel 1944-1945	3	9
Class I Grade Reports 1944	3	10
Class II Grade Reports 1944	3	11
Class III Grade Reports 1945	3	12
Class IV Grade Reports 1945	3	13
Class V Grade Reports 1945	3	14
Class VI Grade Reports 1945	3	15
Class VII Grade Reports 1945	3	16
Class VIII Grade Reports 1945	3	17
Class IX Grade Reports 1945	3	18
Class X Grade Reports 1945	3	19
Class XI Grade Reports 1945	3	20
Class XII Grade Reports 1945	3	21
Class XIII Grade Reports 1945	3	22
Class XIV Grade Reports 1945	3	23
Class Statistics 1944-1945	3	24
Colgate University 1944-1945	3	25
Committee 1944-1945	3	26
Comptroller 1944-1945	3	27
Conference October 27 - 28	3	28
Conference 1944-1945	3	29
Engineering Drawings 1944-1945	3	30
Engineering Drawings n.d.	3	31
English 1944-1945	3	32

Naval Training Unit Records

UPB 76.4

English Department n.d.	3	33
English Test Results 1944-1945	3	34
English Tests 1944	3	35
Exam Schedules 1944-1945	3	36
General Navy 1944-1945	3	37
General Notices to Students and Faculty 1944-1945	3	38
Mathematics 1944-1945	3	39
Mathematics 70 and 71 1945	3	40
Mathematics Department 1944-1945	3	41
Mathematics Placement Exam n.d.	3	42
Mathematics Test Results 1944-1945	3	43
Miscellaneous 1944-1946	3	44
Miscellaneous Class Lists n.d.	3	45
Miscellaneous Class Material n.d.	3	46
Naval Academic Refresher Unit Official List 1943-1949	3	47
Navy 1944-1945	3	48
Physics 1944-1945	3	49
Physics Department 1944-1945	3	50
Physics Test Results 1944	3	51
Pre-Midshipmen School Material 1944	3	52
President and Provost 1944-1945	3	53
Purchasing 1944	3	54
Recommendations 1944-1945	3	55
Rensselaer Polytechnic Institute 1944	3	56

Naval Training Unit Records

UPB 76.4

Reports 1945	3	57
Requisitions and Bills 1944-1945	3	58
Schedules 1944	3	59
Schedules, Syllabi, Course Plans, etc. 1944	3	60
Shugert, Stanley 1944	3	61
Sneath, Samuel B. 1944	3	62
Speeches 1944	3	63
Statistical Analysis of Classes 1945 May 9	3	64
Teaching Assignments 1944-1945	3	65
Transcript Analysis 1944-1945	3	66
Transfer Lists 1944	3	67
University 1944-1945	3	68

<b>V-12 NAVAL TRAINING UNIT</b>	<b>Box</b>	<b>Folder</b>
Advising 1943-1946	3	69
Angell, Donald 1943-1946	3	70
Balderston, C. C. 1943-1945	3	71
Baumeister, George W. 1943-1946	3	72
Blank Forms n.d.	3	73
Book and Instrument Bills 1944	3	74
Book Transfers 1945-1946	3	75
Bulletin Board Notices 1944-1946	3	76
Bureau of Naval Personnel (1) 1943-1946	4	1
Bureau of Naval Personnel (2) 1943-1946	4	2
Bureau of Naval Personnel (3) 1943-1946	4	3

Naval Training Unit Records

UPB 76.4

Bureau of Naval Personnel (4) 1943-1946	4	4
Campbell, R. C. 1943	4	5
Committee on Interdepartment Relations 1943-1946	4	6
Comptroller (1) 1943-1946	4	7
Comptroller (2) 1943-1946	4	8
Comptroller (3) 1943-1946	4	9
Comptroller (4) 1943-1946	4	10
Comptroller (5) 1943-1946	4	11
Conference Columbia University 1944 May 12	4	12
Correspondence		
A 1943-1944	4	13
B 1943-1946	4	14
C 1944-1946	4	15
D-G 1943-1945	4	16
H-J 1943-1945	4	17
K-L 1943-1946	4	18
M-O 1943-1945	4	19
R-S 1943-1946	4	20
T-U 1943-1946	4	21
T-W 1943-1946	4	22
X-Y-Z 1944	4	23
Deficiency Report 1945 September	4	24
Deficiency Reports 1943-1946	4	25
Degrees 1943-1946	4	26

Naval Training Unit Records

UPB 76.4

Dodge, Frank R. 1946	4	27
Educational Director Notices and Arrangements 1944-1946	4	28
Eligibility (1) 1943-1946	4	29
Eligibility (2) 1943-1946	4	30
Eligibility (3) 1943-1946	4	31
Evaluation of Courses 1944-1945	4	32
Examination Material 1943-1946	4	33
Fall Term 1943-1944	4	34
Fall Term 1944-1945	4	35
Fall Term 1945	4	36
Fogg, John M. Jr. 1943-1946	4	37
Forms 1943	5	1
Friedman, Edwin 1943-1945	5	2
Goff, John A. 1943-1945	5	3
Grade Reports Fall (1) 1943-1944	5	4
Grade Reports Fall (2) 1943-1944	5	5
Grade Reports Fall (3) 1943-1944	5	6
Grade Reports Fall (4) 1943-1944	5	7
Grade Reports Summer (1) 1943-1944	5	8
Grade Reports Summer (2) 1943-1944	5	9
Grade Reports Summer (3) 1943-1944	5	10
Grade Reports Summer (4) 1943-1944	5	11
Grade Sheets 1944	2	7
Grades Physics 1944	5	12

Naval Training Unit Records

UPB 76.4

Henry, Arnold K. 1943-1946	5	13
History of the Naval Training Units of the University of Pennsylvania 1945 March 15	5	14
Instructors 1943	5	15
Kline, J. R. 1943-1946	5	16
Koyl, George S. 1943-1945	5	17
Letters to Instructors and Department Heads 1943-1945	5	18
Lists 1943	5	19
Mask and Wigg Tryouts 1944 October 23	5	20
McClelland, George W. 1943-1946	5	21
McFarland, George A. 1943	5	22
Medical and Dental Schools 1944	5	23
Medical School Students (1) 1944-1945	5	24
Medical School Students (2) 1944-1945	5	25
Medical Students (1) 1944-1946	5	26
Medical Students (2) 1944-1946	5	27
Medical Students (3) 1944-1946	5	28
Medical Students (4) 1944-1946	5	29
Medical Students (5) 1944-1946	5	30
Medical Students Cards A-D 1943	5	31
Medical Students Cards E-G 1943	5	32
Medical Students Cards H-J 1943	6	1
Medical Students Cards K-M 1943	6	2
Medical Students Cards N-S 1943	6	3
Medical Students Cards T-V 1943	6	4



Naval Training Unit Records

UPB 76.4

Medical Students Cards W-Z 1943	6	5
Minnick, J. H. 1943-1945	6	6
Miscellaneous Lists 1943-1944	6	7
Moore School Grades Elective Courses n.d.	6	8
Moore School Students 1943-1944	6	9
Morrow, Glenn R. 1944-1946	6	10
Musser, Paul H. 1943-1945	6	11
Naval Reserve Officer Training Corps (1) 1943-1946	6	12
Naval Reserve Officer Training Corps (2) 1943-1946	6	13
Naval Reserve Officer Training Corps (3) 1943-1946	6	14
Naval Reserve Officer Training Corps (4) 1943-1946	6	15
Naval Reserve Officer Training Corps 1945-1946	6	16
Naval Reserve Officer Training Corps Transfers 1945 February 21	6	17
NAVTRA Notices (1) 1943-1946	6	18
NAVTRA Notices (2) 1943-1946	6	19
NAVTRA Notices (3) 1943-1946	6	20
NAVTRA Notices (4) 1943-1946	6	21
Newpher, James A. 1943-1946	6	22
Nichols, Roy F. 1943-1946	6	23
Pender, Harold 1943-1946	6	24
Pre-Medical and Engineering Material 1943	6	25
Ravdin, Elizabeth Glenn 1943-1944	6	26
Re-Examination Schedule Spring and Summer Terms 1943	6	27
Refresher Math and Physics Courses 1944	6	28

Naval Training Unit Records

UPB 76.4

Registrar - Transfers 1943	6	29
Regulations for Trainees (Revised) 1944 March 1	6	30
Requests for Additional Courses 1945	5	31
Requisitions (1) 1943-1946	6	32
Requisitions (2) 1943-1946	6	33
Requisitions (3) 1943-1946	6	34
Requisitions (4) 1943-1946	6	35
Rosters of University Courses Offered 1943-1945	7	1
Rummell, Harry S. 1943-1945	7	2
Scheduled Transfers 1944	2	8
Screening Interviews 1943-1944	7	3
Section Changes 1943	7	4
Separated Students 1943-1944	7	5
Sneath, Samuel B. 1944-1945	7	6
Spring Term 1944	7	7
Spring Term 1945	7	8
Spring Term 1946	7	9
Statistical Information 1944-1945	7	10
Stevens, L. M. (1) 1943-1945	7	11
Stevens, L. M. (2) 1943-1945	7	12
Stevens, L. M. (3) 1943-1945	7	13
Student Enrollment Record Book March - April	7	14
Student Enrollment Record Book March - September	7	15
Student Enrollment Record Book July - October	7	16

Naval Training Unit Records

UPB 76.4

Student Enrollment Record Book (1) November - January	7	17
Student Enrollment Record Book (2) November - January	7	18
Sullivan, J. C. 1943-1944	7	19
Summer Term 1943	7	20
Summer Term 1944	7	21
Summer Term 1945	7	22
Textbooks Used n.d.	7	23
Towne School 1943-1944	7	24
Transcripts Forwarded 1943	7	25
Veterans Administration 1946-1948	7	26
War Council 1943-1944	7	27
Watson, Bernard B. (1) 1943-1946	7	28
Watson, Bernard B. (2) 1943-1946	7	29
Wharton School Courses 1943	2	9
Williams, T. J. U. n.d.	7	30
<b>MISCELLANEOUS</b>	<b>Box</b>	<b>Folder</b>
Higher Education, Vol. 6, No. 16 1950 April 15	7	31
Regulations for the Administration and Training of the Naval Reserve Officers Training Corps 1950	7	32
Students (Edgar B. Cale) 1944-1945	7	33
Teaching (Edgar B. Cale) 1944	7	34