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Bethune-Cookman College

1872-1942

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THE
ANNUAL CATALOG
1942 - 1943

Daytona Beach, Florida

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1942

CALENDAR

1943

1942

JULY

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1943

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COLLEGE CALENDAR — 1942-1943

Sept. 14—Seventieth Academic Year Begins.
Sept. 14-Dec. 4—First Quarter.
Sept. 16-19—Freshman Days.
Sept. 21—Autumn Quarter Classes Begin, 8:00 A. M.
Sept. 23—First Noon Day Assembly, 11:30 A. M.
Oct. 4—Founder's and Benefactors' Day.
Nov. 11—Armistice Day (Holiday).
Nov. 13—Little Theatre Presentation.
Nov. 26-27—Thanksgiving Holidays.
Dec. 2-3-4—First Quarter Examinations.
Dec. 5—Winter Quarter Begins (Registration Day).
Dec. 5-Feb. 27—Second Quarter*.
Dec. 7—Winter Quarter Classes Begin, 8:00 A. M.
Dec. 22-Jan. 3—Christmas Holidays.

1943

Jan. 4—Classes Begin, 8:00 A. M.
Jan. 4—First Forum Lecture.
Jan. 5-8—Week of Prayer.
Feb. 7—Lincoln-Douglas Sunday.
Feb. 14—George Washington and Booker T. Washington Sunday.
Feb. 19—Little Theatre Presentation.
Feb. 27—Winter Quarter Closes.
Feb. 27—Registration Day (Spring Quarter).
Feb. 28-May 10—Third Quarter*.
March 1—Spring Quarter Classes Begin, 8:00 A. M.
March 3—Annual Trustee Board Meeting.
March 5—Interracial Day.
March 7—Senior Breakfast, 8:00 A. M.
 Senior Day Exercises, 3:00 P. M.
March 14—All States Day.
April 12—Easter Monday Holiday.
April 18—Literary Contest Sunday.
April 25—Literary Contest Sunday.
April 30—Junior-Senior Prom.
May 2—Student Organization Sunday.
May 6—Commencement Play, 8:00 P. M.
May 7—Annual Musicale.
May 8—Alumni Day.
 Class Day Exercises, 4:00 P. M.
May 9—Baccalaureate Sermon, 3:00 P. M.
May 10—Commencement:
 Student Achievement Hour, 9:00 A. M.
 Commencement Exercises, 3:00 P. M.
June 8—Summer School Begins.

*Saturday classes during this Quarter.



The Personnel

ADMINISTRATIVE STAFF 1942 - 1943

MARY McLEOD BETHUNE, M.A., LL.D., L.H.D.	-	President
JAMES A. BOND, A.B., A.M.	- - - - -	Dean-Registrar
W. GERTRUDE BROWN, A.B.	-	Administrative Assistant to the President
BERTHA L. MITCHELL	- - - - -	Secretary-Treasurer
	- - - - -	Dean of Men
	- - - - -	Librarian
JULIA A. DAVIS	- - - - -	Dietitian

CLERICAL STAFF

Office of the President

MARGARET M. JOHNSON, A.A. - - Secretary to the President

Office of the Secretary-Treasurer

ELOISE TROUTMAN, A.A. - - - - - Office Secretary

THELMA NIXON, A.A. - - - - - Cashier

NADINE DICKERSON FERRELL, A.B. - - - - - Bookkeeper

Office of the Dean-Registrar

MERCEDES G. DALLAS, A.A. - Secretary to the Dean-Registrar

INSTRUCTIONAL STAFF

✓ JAMES A. BOND, A.M. - - - - - Education

BESSIE V. CLAY, A.B., A.M., Ed.M. - - - - - Education

ROSABELLE C. BOND, A.B. - - - - - Clothing

PRESTON PETERSON, B.S. - - - - - Physical Education

- - - - - Sociology

HENRY SAMUEL HILL, A.B., M.S. - - - - - Science

- - - - - Public School Music

EMMY V. HUNT, B.S. - - - - - Foods

LABERTHA REDDICK, A.B., M.A. - - - - - English

- - - - - Romance Languages

- - - - - Physical Education

CHARLES FRANCIS, B.S. - - - - - Commercial Dietetics

HAROLD LUCAS, B.S. - - - - - Business Administration

KEYSER ELEMENTARY LABORATORY SCHOOL

CHARLOTTE L. FORD, B.S.	-	<i>Principal and First Grade Teacher</i>
MAUD ELLA AARON, L.I.	- - - -	<i>Second Grade Teacher</i>
CLARA L. WALLACE, L.I.	- - - -	<i>Third Grade Teacher</i>
PEARL S. CHRISTOPHER, L.I.	- - - -	<i>Fourth Grade Teacher</i>
ALTAMESE BENTLEY, B.S.	- - - -	<i>Fifth Grade Teacher</i>
OLIVIA HAMPTON, A.B.	- - - -	<i>Sixth Grade Teacher</i>

HOME — MAINTENANCE — HEALTH

DR. T. A. ADAMS	- - - - -	<i>College Physician</i>
SADIE S. GRANT	- - - - -	<i>Nurse</i>
LORENA T. SHAW	-	<i>Hostess and House Mother, Cookman Hall</i>
	- -	<i>Hostess and House Mother, Curtis Hall</i>
ODELL K. MICKENS	- -	<i>Director of Buildings and Grounds</i>
MILLARD NATEAL	- - - - -	<i>Engineer and Auto Mechanic</i>
A. E. ELLEMS	- - - - -	<i>Campus Caretaker</i>
REID LONG	- - - - -	<i>Nightwatchman</i>
C. R. MILLS	- - - - -	<i>Laundry Superintendent</i>
LINDSEY HART-	- - - - -	<i>Chef Cook</i>
FLORA LIEL	- - - - -	<i>Laundry Matron</i>
ERSKINE WILLIAMS	- - -	<i>Assistant, Boarding Department</i>
MERCY PAIGE	- - - - -	<i>Assistant, Clothing Department</i>
RICHARD WILLIAMS	- - - - -	<i>Assistant, College Farm</i>

THE BOARD OF TRUSTEES

The College is governed by a self-perpetuating Board of Trustees, Negroes and white people. The personnel of the Board is composed of leaders in the ministry, professional and business men and women, and educators. The Alumni also have representation on the Board.

OFFICERS OF THE TRUSTEE BOARD 1942-43

BISHOP LORENZO H. KING, Atlanta, Georgia
<i>Chairman</i>
ATTORNEY THOMAS T. COBB, Daytona Beach, Florida
<i>Vice-Chairman</i>
MR. HERBERT M. DAVIDSON, Daytona Beach, Florida
<i>Endowment Treasurer</i>
BERTHA M. MITCHELL, Daytona Beach, Florida
<i>Secretary-Treasurer</i>

SPECIAL COMMITTEES OF THE TRUSTEE BOARD

EXECUTIVE

- | | |
|-----------------------------|------------------------|
| 1—Atty. Thomas T. Cobb, | 8—Miss Margaret Rhodes |
| <i>Chairman</i> | 9—Mrs. Richard Friend |
| 2—Mrs. Gertrude W. FiLondon | 10—Mrs. C. M. Ranslow |
| 3—Mrs. W. S. Snead | 11—Mr. A. L. Lewis |
| 4—Dr. T. A. Adams | 12—Dr. Kelsey Pharr |
| 5—Atty. Paul W. Harvey | 13—Mr. G. D. Rogers |
| 6—Mr. Herbert Davidson | 14—Rev. H. W. Bartley |
| 7—Dr. George W. Pollack | |

FINANCE

- | | |
|-------------------------|-------------------------|
| 1—Atty. Thomas T. Cobb, | 7—Atty. D. W. Perkins |
| <i>Chairman</i> | 8—Dr. Jesse L. Murrell |
| 2—Mrs. C. M. Ranslow | 9—Mr. W. S. Snead |
| 3—Mr. A. L. Lewis | 10—Mr. F. C. Walcott |
| 4—Mr. G. D. Rogers | 11—Mr. T. N. O'Rourke |
| 5—Dr. George W. Pollack | 12—Mr. Herbert Davidson |
| 6—Dr. Kelsey L. Pharr | |

THE ADVISORY BOARD

The Advisory Board is a bi-racial board of women who lend invaluable service to the President of the College in personal service, materials, and cash. Because many of them maintain local residence, theirs is all-year, around-the-clock service.

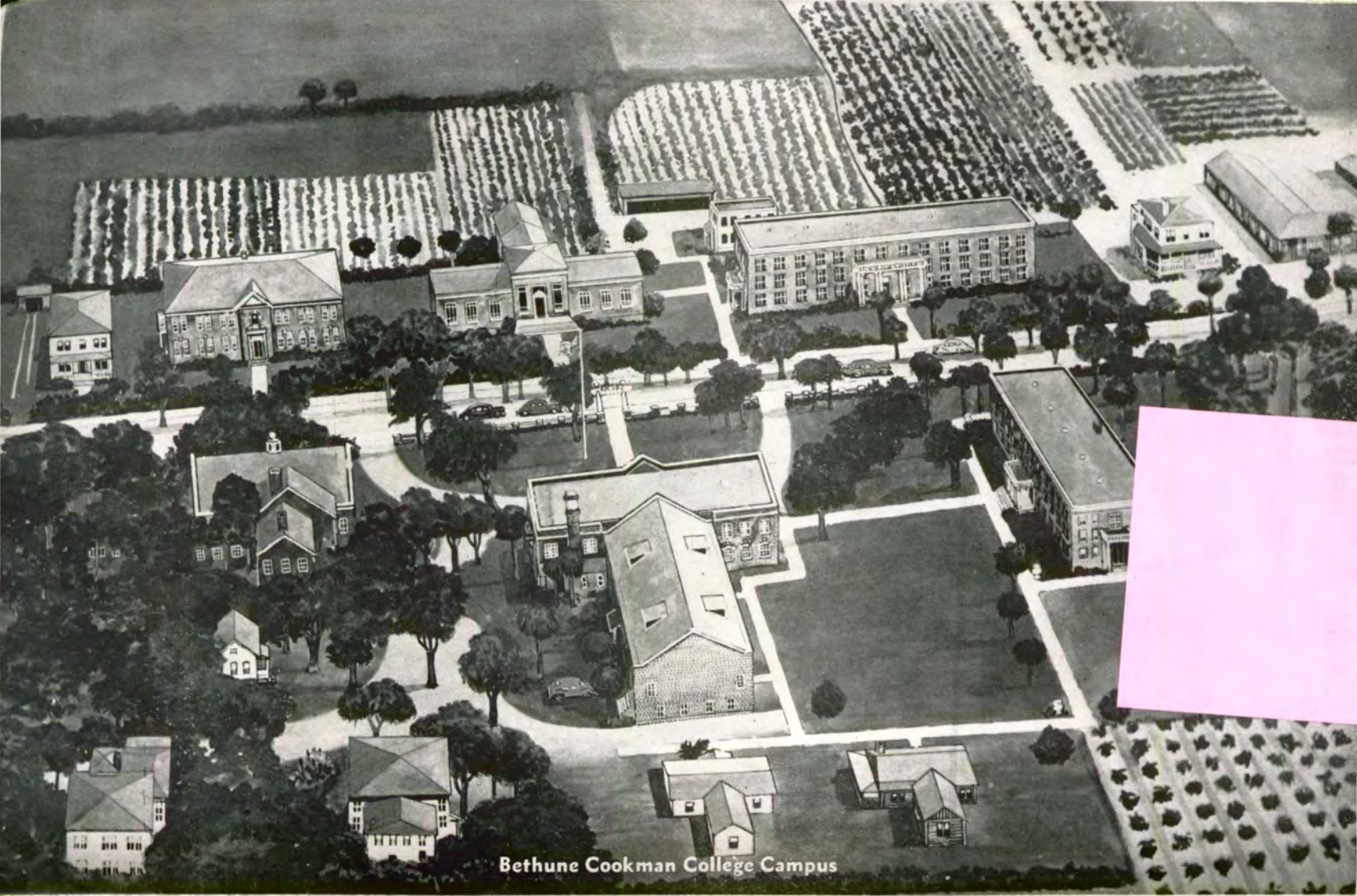
OFFICERS OF THE ADVISORY BOARD 1942-43

- | | |
|-----------------------------------|--------------------------------|
| MRS. HAROLD T. BUTTS..... | <i>Chairman</i> |
| MRS. RICHARD FRIEND..... | <i>First Vice-Chairman</i> |
| MRS. JOHN T. STOCKING..... | <i>Second Vice-Chairman</i> |
| MISS ELIZABETH E. WELLINGTON..... | <i>Corresponding Secretary</i> |
| MISS ELIZABETH MEAD..... | <i>Recording Secretary</i> |
| MRS. GERTRUDE W. FI-LONDON..... | <i>Treasurer</i> |

The College



"Enter to Learn"



Bethune Cookman College Campus

PURPOSE OF THE COLLEGE

To train men and women roundedly so that with skillful hands, with informed minds, and with understanding hearts they may participate more intelligently and sympathetically, and, therefore, more efficiently in a changed and changing social order—that is, to assist youth to *think, write, speak, act and live* well.

HISTORY

Cookman Institute was founded in 1872 by the Rev. Dr. S. B. Darnell. It was the first institution for the higher education of Negroes founded in the State of Florida, and for a long time was the only school of its kind in the State. In point of service no other institution of its kind in Florida equals it. During the half century of service it has maintained uniformly high standards morally, spiritually and intellectually, for the young men and young women who have come under its influence.

The high standard of its work and ideals, the emphasis placed upon thoroughness in scholarship and Christian character, have given Cookman Institute a sure and abiding place in the hearts and affections of the great mass of colored people in the State of Florida. They love and honor "Cookman Institute" still.

On October 4, 1904, in a little rented cabin, with five girls, a dollar and a half in capital, a vision of the future, and a firm faith in God, the Daytona Normal and Industrial Institute for Negro Girls was established by Mary McLeod Bethune.

The first payment of five dollars on the present site, then an old dumping ground, was raised by means of concerts and festivals. This unsightly spot became in a short time a clean, wholesome place upon which to build, and is now looked upon as one of the most desirable sites in the City of Daytona Beach.

In July, 1923, the Daytona Normal and Industrial Institute was taken under the auspices of the Board of Education for Negroes of the Methodist Episcopal Church and Cookman Institute was merged with it, the institution thereupon becoming co-educational and the name being changed to Bethune-Cookman College.

LOCATION

The College is located at the corner of Second and McLeod Avenues, within two blocks of business centers, churches, and theatre.

THE ALUMNI

Bethune-Cookman College has an outstanding group of alumni scattered over the country as graduates of Cookman Institute,

Daytona Normal and Industrial Institute, and Bethune-Cookman College. Many are occupying enviable positions as doctors, lawyers, clergymen, school teachers and business men and women. A special effort is being made now to get in touch with the sons and daughters of each of these institutions and to unite them under the combined banners of the founders of these institutions.

RELIGION

Bethune-Cookman College was conceived in faith, and dedicated to the idea of consecration to Christ and His ideal of salvation through service. Emphasis is placed upon Christianity rather than denominationalism and sectarianism. Men and women of all denominations are accepted. Every effort is made to make the spiritual life and atmosphere of the campus real, deep and abiding. Sunday School, daily Chapel Exercises, Mid-Week Prayer Meeting, are required religious exercises.

In all courses students are taught to accept Christ as the central fact in all experience and the source of all truth. At Bethune-Cookman, Christ is indeed the "Head of the House", and the motto, "Our Whole School for Christian Service", is the ultimate determination in all plans and activities.

Following are the urgent needs which have been carefully studied by staff and trustees and are unitedly and unanimously presented for consideration and participation of friends actual and latent everywhere.

\$ 19,000	to bring Science equipment up to standard.
60,000	for Central Heating Plant.
43,000	for Home Economics Building and equipment.
45,000	for Gymnasium.
16,500	for Teachers' cottages—(4)
15,000	for 100 Annual Scholarships.
23,500	to complete second unit of Library.
21,000	for Infirmary.
904,300	to bring permanent endowment to \$1,000,000, in order that an income of at least \$30,000, over and above tuition, may be assured.
52,700	current operation and miscellaneous expense.

\$1,200,000—TOTAL.

THE SUMMER SESSION

The Summer Quarter of Bethune-Cookman College at Daytona Beach is planned to meet the needs of those who wish to use the

Summer Session for study and health-building recreation. The session is so arranged as to provide not only the highest type of instruction in the professional fields as well as in the field of general culture, but also to make it possible for the student to carry on a program of recreation under unique climatic and scenic advantages.

The courses of the Summer Session are specially adapted to the following groups:

1. Teachers who wish to renew or extend their certificates.
2. College and other students who wish to remove conditions or other deficiencies.
3. Those interested in study primarily for the sake of general culture.

(See College Calendar for date of opening of Summer Quarter.)

The Program



“Depart to Serve”



THE PROGRAM

The program is designed to translate in a concrete and tangible manner the purpose of the College into a way of life and living. That purpose is to help the student to develop an integrated personality, to build his life roundedly and symmetrically.

Education in its broadest sense, the production of useful changes, is the objective around which every function of the college is organized. Development of the student according to his individual capabilities is, therefore, the guiding motive. To achieve this objective the College has formulated and works within a Four-Point Program:

ACADEMIC PROGRAM

1. Small classes that not only help in bridging the gap between high school and college, but give the student individual attention in his studies and campus problems under wisely-chosen and well-trained instructors.
2. A curriculum which includes strong fundamental study in the major areas of knowledge with liberal opportunity to specialize in chosen areas.
3. Leadership Development, which consists of opportunities to all for leadership through experience and training in student activities.
4. Freshman Lectures, which include mental hygiene, vocational orientation, and campus problem adjustment.

CULTURAL PROGRAM

1. Social Training through various types of receptions, luncheons, entertainments, and social functions.
2. Personality Development through instruction which stresses such matters as personal appearance, voice, diction, etiquette, dress, and conversation.
3. Clinic—physical examinations on entrance and the college infirmary under the direction of a physician.

SPIRITUAL PROGRAM

1. Popular chapel services under the direction of deeply spiritual religious leaders.
2. Non-sectarian religious education courses.
3. Campus Christian Associations offering Christian student leadership and spiritual and social welfare activities.

PHYSICAL PROGRAM

1. Physical education classes, offering health through body

building, corrective gymnastics, intramural sports, etc.

2. Personal Hygiene.

3. Clinic—physical examinations on entrance and the college infirmary under the direction of a physician.

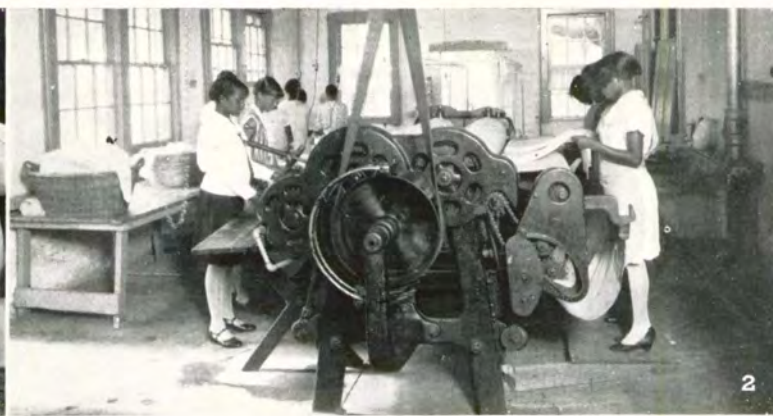
VOCATIONAL PROGRAM

1. Provides basic skills and knowledges in semi-professional fields: Business Administration, Home Economics, Commercial Dietetics, Trades and Industries.

The Student

A decorative rectangular frame with a double-line border. The top and bottom edges feature ornate, symmetrical scrollwork and floral motifs. The title "The Student" is centered within the frame in a blackletter font.

*“Dormitories, libraries, laboratories—
all, exist for the student”*



DATE OF OPENING

The College opens September 14 for Freshmen and New Students. Your presence is required during Freshman Week, September 16-19. If you plan to enter the College, make your application early in the summer, because it often takes a long time to get your record from your former school. Above all, avoid coming to the College without having made an application. All applications should be addressed to the Registrar, Bethune-Cookman College, Daytona Beach, Florida.

A cordial welcome will be yours when you arrive at Bethune-Cookman College.

FEES AND EXPENSES

SCHEDULE OF PAYMENT DATES

First Quarter Payments:

September 14, 1942.....\$50.00

(This payment includes Tuition for the first quarter, and one-half (\$10) of the annual fees; it also includes board, room and laundry for the first month.)

October 1 25.00

November 1 25.00

*Second Quarter Payments:

December 5 25.00

January 1 25.00

February 1 25.00

*Third Quarter Payments:

March 1 25.00

April 1 25.00

May 1 15.00

* Students entering the second quarter and not in attendance the first quarter will make a first payment of \$50.00, and payments for the remaining months of the quarter as of the first quarter.

* Students entering the third quarter and not in attendance during previous quarter will make payments as of the first quarter—\$50.00 entrance, \$25.00 second, \$25.00 third.

(Parents will note that the tuition for the 2nd and 3rd quarters and the balance of the annual fees have been included for payment with monthly board and room.)

REFUND

No refund of fees will be made to students who leave the College before the close of the quarter. Refund of board and room will not be made for a shorter period than twelve (12) days.

REDUCTION

No reduction will be made, nor extension of time granted, in the payment of the first or entrance payment. This payment must be made in full at registration.

SPECIAL FEES

Late examination fee, per course.....	\$1.00
Deposit on key to dormitory (refundable upon return of key) ..	.50
Diploma Fee	3.50
Cap and Gown Rental Fee.....	1.50
Examination for advanced standing, per credit hour.....	2.50
Individual music instruction, per month.....	3.00
Penalty for dishonored check.....	1.00
Public School Art, per quarter.....	1.00
Laboratory courses, per quarter, each.....	3.00
Survey science courses, per quarter, each.....	1.00

Additional expenses will include text books (about \$15.00) and physical education uniform—girls \$2.00; boys \$3.00; foods and clothing uniform \$1.00.

Students who are given official permission to board in the city, unless exempted by the College, will pay tuition of \$25.00 in advance per quarter, in addition to annual fees of \$25.00.

In all cases where parents or guardians are responsible for the expenses of a student, these parents or guardians are advised to make payment directly to Bethune-Cookman College, instead of sending remittances through the student. This will enable the parents or guardians to be sure at all times just how the student's account stands with the College. Statements of accounts will be sent only upon request.

TEXT BOOKS

The College Book Store carries a full line of text books used in Regular Session sold at list prices. Students are advised on account of changes of texts not to purchase their books in advance. The Book Store also handles necessary stationery and other supplies. All text books will be sold strictly for cash.

TO PARENTS OF STUDENTS

1. Parents are promptly notified of their children's illness. Every care will be given the health and happiness of the students.
2. Parents are asked not to make too frequent requests for their children to leave the College. All requests for students to come home or go elsewhere should be made in writing to the President.

at least one week prior to the time the student desires to leave. Telegrams requesting children to come home should state reasons for such requests. Requests for leave from parents to children will not be considered.

3. Students who leave before the close of their first month in the College are charged for a full month's expenses. All bills are payable one month in advance. If a student allows his accounts to lag he will be dropped out of class or requested to withdraw from the College. No diploma or certificate is granted any student until all bills with the College are settled.

4. In paying bills, parents are advised to send money directly to the Secretary of the College rather than to their children to be paid to the Secretary. Money should be sent by registered letter, money order, or certified check. Personal checks have proved too troublesome to be handled.

5. Money orders and checks should be made payable to Bethune-Cookman College.

SELF-SUPPORT

Experience has demonstrated that it is not to the student's best interest to try to earn all of his expenses by working his way in school.

Students enrolling at Bethune-Cookman College for the first time should not come depending upon securing work, but should come prepared to pay the full amount of their expenses until they have oriented themselves and have demonstrated their ability and worth. The jobs are usually spoken for from year to year before the students leave for their summer vacation. Satisfactory service gives the student holding the job the preference.

STUDENT AID

The College offers student aid in four ways:

1. **TUITION SCHOLARSHIPS FOR FRESHMEN.** A limited number of tuition scholarships for freshmen in the amount of \$60.00 each is available. These scholarships are awarded to the first, second or third ranking member of the high school graduating class of the current year upon recommendation of the high school principal. Only one scholarship is awarded each high school.

2. **COLLEGE AID (N. Y. A.).** The College probably will have at its disposal a grant from the Federal Government. Students will be granted college aid from this source on the bases of need, character, and scholarship.

3. **PART-TIME EMPLOYMENT.** Part-time employment is pos-

sible for a limited number of students in various campus jobs.

4. **FULL-TIME EMPLOYMENT.** Students who find themselves financially unable to enter college may find it convenient to enter as full-time work students, that is, work *one year* and go to school the following year.

If a student fails in any quarter to maintain an average of "C" in his class work, he thereby forfeits his work assignment.

Persons wishing to make application for any of these forms of help should write to Mrs. Bertha L. Mitchell, Secretary of the College, for an application blank in the particular line of work desired.

CLOTHING REQUIREMENTS

The College, from its inception, has stood for uniform dress for students, believing it to be most economical, and the means of training young people in habits of simplicity and good taste in dress.

The growing tendency toward extravagance in dress as evidenced by youths of the day causes us to enforce rigidly the regulations as given below. We ask the cooperation of patrons in carrying out the regulations outlined.

All students must purchase their Uniform Suits after entering the College, and deposits on these suits must be paid with entrance fees. This regulation applies to both boys and girls.

All girls should provide themselves with: one tailored dark blue coat suit—for church and dress occasions to be ordered when you enter the College, cost approximately \$12.00; two white tailored sport shirts, one pair black low-heel oxfords, regulation hose, to be ordered by the College, cost approximately \$1.00; black bow tie; two dimity bed spreads, two bureau scarfs; two double blankets, four sheets for single bed; four pillow cases; one raincoat; one pair overshoes; one laundry bag; two pairs curtains.

All boys should provide themselves with: one dark suit, two plain four-in-hand ties, one pair black oxfords, two dresser scarfs, four pillow cases, four sheets for single bed, two dimity bed spreads, one laundry bag, two pairs curtains.

All students must purchase the College dress uniform through the College. No other uniforms are acceptable.

Students are requested to bring in their hand luggage sufficient bedding to take care of immediate needs pending the arrival of trunks. *Only steamer trunks may be kept in the dormitory rooms. Others will be placed in the store-room.*

THE INFIRMARY

The infirmary service of the College, under the direction of a competent graduate nurse, provides for the care of all minor illnesses and the relief of acute conditions which do not require special nursing. Supplementary to the services afforded by the College infirmary, a student may at his own expense secure any available physician he desires. In the event of serious illness the College always notifies the student's parents at once. It should be noted that the College is in no way responsible financially for personal injuries incurred in athletic activities.

SPECIAL NOTICE

The College is not responsible to anyone for loss of personal property in any building owned by the College, whether the loss occurs by theft, fire, or otherwise. The College will, however, assist to the limit of its ability in the recovery of loss through theft.

STATE FUNDS

House Bill No. 1111 provides for scholarships of \$300.00 for dependent children of deceased World War veterans who entered the Service of the United States from the State of Florida. Parents or children must be residents of the State for five years. Application should be made to the Secretary of the Board of Control, Tallahassee, Florida.

ACTIVITIES

The chief business of this institution is study; but a sufficient number of organizations are fostered and encouraged to give the students an opportunity to develop powers of leadership and to work together for the furtherance of their own plans and ideals.

In addition to the opportunities for development through the various phases of instruction offered whether in teacher training, art, business, music, pre-medical or general culture, the students have many opportunities for development through activities outside the classroom.

The school maintains a membership in the Florida State Inter-scholastic Athletic Association. Football, baseball, track, basketball, and tennis (the last for boys and girls) are engaged in on a competitive basis. These activities are supplementary to the Physical Education given in classes to all students. The ideal climate of the Halifax Country makes outdoor sports possible the year 'round.

Students with musical tastes are urged to join the Glee Club, Choral Ensemble, Band or Orchestra. These units render numerous public programs, on which at times, commendable performances of

individual students attract scholarships from philanthropic visitors for further technical training. The Handel Choral Ensemble is a mixed chorus of fifty voices. It serves to improve its members in the field of music, their knowledge, their appreciation, their performance. Its chief purpose is to provide music for the many public occasions on the College campus, particularly at the Sunday afternoon community meeting, and for publicity purposes afield.

The moral and spiritual atmosphere of the campus is safeguarded by regular religious services and by voluntary organizations such as the Young Men's Christian Association and Young Women's Christian Association.

Among the voluntary organizations are: Mummies, Zeniths, Cavaliers, Cavalettes, Boosters.

Heading up all autonomous student groups is the Student Council. This is a body of thirteen of the leading students of the school, elected by class groups and approved by the faculty. It serves as an official spokesman for the student body in making general petitions to the faculty, in presenting grievances of the student body, in bringing to trial fellow students for certain types of offenses, and in assisting in various ways to uphold the morale and promote the best interests of the institution.

All student organizations shall make the Treasurer of the College the depository for all funds, fees, and moneys collected, and are required to submit their books, financial records, and statements to the Business Office quarterly for audit. Failure to do either of these things automatically forfeits the charter of the organization.

BEHAVIOR

Membership in Bethune-Cookman College is a privilege. Members are expected to evince forms of social behavior which contribute positively toward enhancing its desirability as a place in which to live. Young men and women who remain in the College are those who are willing and able to conform to this standard.

Discipline is administered with a view to the moral development of the student as well as the peace and good order of the institution. A scrupulous regard for results is required from each student. When it becomes plain that such regard is refused, or that the student has no fixed purpose to benefit from the advantages offered, such student is removed without specific charges.

HEALTH

A fee of \$5.00 a year is required of every student. Receipts from this fee are used to pay, in part, the cost of medical examination, and service for ordinary cases of illness. This fee does *not*

cover surgical operations, oculist's or dentist's charges, charges for protracted illness where special nursing is required, or charges for the treatment of social or venereal diseases.

A certificate issued by a practicing physician showing that the student is in good health and physically fit for enrollment is required of each student at the time of registration. Matriculation of the student will not be complete until his or her health certificate has been filed with the Chairman of the Committee on Admissions. The institution reserves the right to require at the student's expense, a physical examination of any and all students failing to present such a certificate, or at any time that may be deemed necessary or advisable. A health certificate is required before any student whose absence is caused by illness is reinstated or allowed to resume his regular program of work.

RESIDENCE REQUIREMENT

All students, men or women, whose parents or guardians do not live in Daytona Beach, will be required to live in the college dormitories. This requirement will be waived only when the President gives written permission to live in the city of Daytona Beach. Under no circumstances will students of the graduating class, whose parents do not live in Daytona Beach, be allowed to live in the city.

GUESTS

Students and teachers are responsible for meals of their guests if taken at the College Dining Hall or the Cafeteria. The rates for transient meals in the dining hall are: Breakfast, 25c; Dinner, 35c; Supper, 25c. All visitors accommodated in the respective school buildings over-night must be registered with the person immediately in charge of the building; rate, 50c per night.

FORUM

Bethune-Cookman College is a member of the Florida Forum, and during the winter of each year presents on its platform the speakers of this Forum for the benefit of the students. This activity is made possible only through the generosity of the late Dr. Robert Shailor Holmes.

FLORIDA FORUM SERIES

1942

January 5—G. Sidney Phelps, "Japan on the March."

January 12—Hans Kohn, "The Soviet Union and the World."

January 19—S. Ralph Harlow, "Background for Present Conflict in the Near East."

January 26—William Trufant Foster, "Business in a World at

War."

February 2—William Yale, "Palestine, Still a Dilemma."

February 9—S. E. Gerard Priestley, "Britain's Battle for Democracy."

February 16—Open.

February 23—C. Meng, "The Spirit of Free China."

March 2—Open.

SCHOLARSHIPS, PRIZES, AWARDS

Martha Louise Van Ness Memorial Scholarship—to a student of merit and need, \$40.00.

Mary B. Cookman Scholarship—to a student of merit and need, \$21.00.

The John W. Johnston Memorial Scholarship—to the student who has shown the greatest interest and advancement in animal husbandry and agriculture during the year, \$30.00.

The M. C. B. Mason Memorial Prize—to the two students showing the greatest leadership in Y. M. C. A. and Y. W. C. A., \$5.00 each.

The John G. Van Ness Prizes—for excellence in public speaking. First, second and third prizes, \$20.00.

The Harrison G. Rhodes Memorial Prize—for distinction in creative writing. First prize, \$10.00; second prize, \$10.00; third prize, \$5.00.

The W. W. and H. G. Andrews Memorial Prize—to the student who manifests during the school year the most admirable spirit of friendliness, consideration and fraternal relations toward fellow students, teachers, officials and visitors, \$15.00.

The Veva Rees Poetry Contest Prizes—First prize, \$5.00; second prize, \$3.50; third prize, \$2.00.

The Lyman C. Floyd Oratorical Contest Prize—for excellence in public speaking, \$10.00.

The Advisory Board Committee Prizes—to be awarded on quantity and quality of books read. First prize, \$3.00; second prize, \$2.00; third prize, \$1.00.

The Bernice Hughes-Martin Prize—for excellence in extemporaneous speaking, \$5.00.

The Kelsey Pharr Award—to be awarded to a student for excellence in the Commercial Department, \$5.00.

The D. W. Perkins Award—to the highest ranking student in English, \$5.00.

The Lawton L. Pratt Award—to the highest ranking student in United States History, \$5.00.

The Joe H. James Award—to the highest ranking student in public school art, \$5.00.

The Kenneth D. Days Award—to the highest ranking student in college mathematics, \$5.00.

The Mary McLeod Bethune Dormitory Prizes—to students showing superior standards of housekeeping in the dormitories; Curtis Hall, \$5.00; Cookman Hall, \$5.00.

The George W. Ingram Prize—to the highest ranking student in college science classes, \$5.00.

The Zenith Club Prize—to the college student with highest academic average for the year, \$5.00.

The Rosabelle C. Bond Prize—for proficiency in garment construction, \$3.00.

The Mary McLeod Bethune Prize—awarded to the young lady in the Graduating Class, who, during her stay here, has exhibited the finest spirit of graciousness, dignity, willingness, kindness, neatness and scholarship—the girl who most nearly exemplifies the "Ideal Bethune-Cookman Girl," \$25.00.

The Rosabelle C. Bond Prize—for proficiency in garment construction, \$2.50; for production in weaving, \$2.50.

The Emmy V. Hunt Prize—for achievement in the Foods Department, \$5.00.

The Josie W. Roberts Music Awards—to the students showing the greatest amount of interest, responsiveness, understanding and reliability in Ensemble and Choral singing—Men: 1st prize, \$3.00; 2nd prize, \$2.00; Women: 1st prize, \$3.00; 2nd prize, \$2.00.

The James A. Colston Prize—to the student having the second highest average in all Education Courses during the year, \$2.00.

The Elizabeth F. Taylor Prizes—for distinguished work in the Special Classes in Foods, two prizes of \$2.50 each; for interest and industry in the Boys' Crafts, \$2.50 each.

ACADEMIC REGULATIONS

ADMISSION

Admission to Bethune-Cookman College is conditioned upon satisfactory credentials as to the character, ability, and preparation of the applicant. Application should be filed in the Office of the Registrar at least one month prior to the beginning of the quarter in which the student proposes to register. Blanks for this purpose will be supplied by the Registrar upon request.

ADMISSION TO FRESHMAN CLASS

Admission to the Freshman Class may be either (1) by certificate, or (2) examination.

ADMISSION BY CERTIFICATE

A student may be admitted without examination upon the presentation of a certificate of graduation from an accredited high school. The certificate of graduation must include a complete and detailed transcript of the student's record, together with the recommendation of the principal of the high school. The College reserves the right to refuse admission to any applicant the quality of whose scholarship in high school was such as to indicate that he is not capable of doing college work successfully. The applicant for admission by certificate should present credit for at least 15 units.

ADMISSION BY EXAMINATION

Graduates of unaccredited high schools may be admitted to the Freshman Class only upon the taking of college entrance examinations.

SPECIAL STUDENTS

Persons at least 21 years of age who have not met these specific requirements for entrance, but who give evidence of preparation and ability to do work of college grade may be admitted as special students. Such students may not become candidates for diplomas, or teacher's certificate until all entrance deficiencies have been removed.

ADMISSION TO ADVANCED STANDING

Students may be admitted to advanced standing under the following conditions: (1) The work for which credit is sought must have been done in an accredited college; if done in an unaccredited institution, Bethune-Cookman College reserves the right to accept, provisionally, the credit at its own discretion and judgment. (2) An official transcript of the student's record (including entrance credit) must be filed in the Registrar's office. (3) The student must maintain an average of at least "C" during the first quarter of residence at the College.

REGISTRATION

No student should present himself for registration who has not previously received a card of admittance from the Registrar. This applies to students returning after the summer vacation as well as to those applying for the first time.

Students who have previously been in attendance should apply in writing for their card of admittance at least one month prior to the opening of the quarter in which they propose to register.

Failure to present the card of admittance carries with it a fine of 50c.

Registration dates for the quarters will be found on page 4 on the College Calendar.

A late registration and classification fee of \$3.00 will be charged on and after the designated registration days of each quarter.

Students may not leave the College for any holiday or recess without permission. The penalty for violating this regulation is \$3.00.

Definite dates are set upon which students are required to return to the College after holidays or recesses. Failure to return at the time specified carries with it a penalty of three dollars. Definite announcements concerning these dates are made a few days prior to a holiday.

A special regulation stipulates that no student may be absent from any class meeting or any portion thereof on the day immediately preceding and following a holiday or recess without the written permission of the Director of Men or the Director of Women. Such permissions must be secured and presented to each instructor *before the class meets*; they will not be acceptable at any other time. The penalty for violation of this regulation is the reduction of the final grade in the course by one grade point.

CREDIT

In the College the point of credit is the quarter hour. This represents one hour a week of prepared work or its equivalent covering a period of 12 weeks. Not less than two hours laboratory work are regarded as the equivalent of one hour of recitation.

PHYSICAL EDUCATION REQUIREMENTS

1. Physical Education is required of all freshmen and sophomores.
2. At least once a year each student is required to undergo a thorough physical examination.
3. All students are required to wear the regulation uniform in physical education classes. For women, the uniform consists of a romper suit, sox, and white Keds. For men, the uniform includes white athletic shirt, sox, white duck trousers, and Keds.
3. Entering freshmen are required to place their orders for the regulation uniform with their physical education instructors.

SCHOLARSHIP REQUIREMENTS

Class standing is indicated by letters. *A*, indicates exceptional accomplishments; *B*, superior; *C*, average; *D*, less than average and unsatisfactory; *E*, failure; *I*, incomplete.

For each of these grades, values in points are assigned as follows:

For each hour of <i>A</i> work.....	3 points
For each hour of <i>B</i> work.....	2 points
For each hour of <i>C</i> work.....	1 point
For each hour of <i>D</i> work.....	0 points
For each hour of <i>E</i> work.....	Minus 1 point

The student, in order to graduate, must secure at least 96 quarter hours, and a minimum of 96 points.

The College requires a certain minimum standard of scholarship. Those who fall below the standard will be dropped for poor scholarship. At the end of each quarter, students who are scholastically delinquent will be placed on probation or asked to withdraw from the College at the direction of the Academic Council.

RECOGNITION OF EXCELLENCE IN SCHOLARSHIP

Students maintaining an average of *B* for any given quarter are eligible for the Dean's List.

STUDENT LOAD

A student will be expected to carry as a minimum requirement 15 quarter hours of work a week. Variation from this load may be permitted only with the approval of the Dean. Students of unusual demonstrated ability may carry, with the approval of the Dean, 20 quarter hours of work a week.

PARTICIPATION IN EXTRA-CURRICULUM ACTIVITIES

Extra-curriculum activities are classified as follows:

I. Athletic—

Football
Basketball
Track
Tennis

III. Musical—

Choral Society
Glee Clubs
Orchestra
Band

II. Literary—

Debating
Dramatics
Literary Society

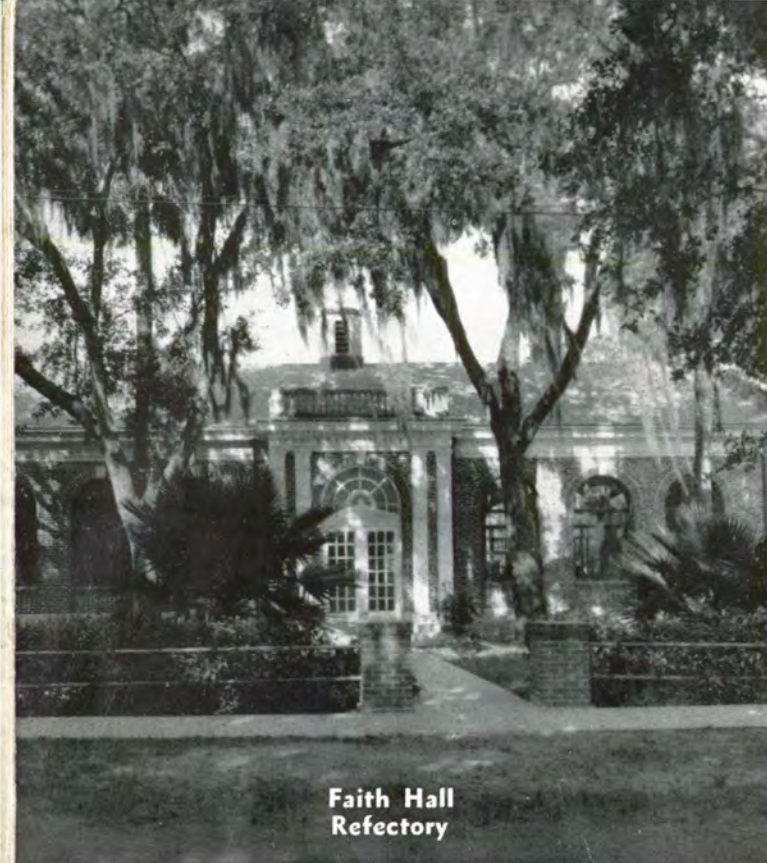
IV. Religious—

Y. M. C. A.
Y. W. C. A.

Participation in extra-curriculum activities is subject to the following regulations:

1. No student may engage in more than three extra-curricular activities in a given quarter.
2. No student may participate who fails to maintain a satisfactory scholastic record. Failure in one subject renders a student ineligible for extra-curriculum activities during the following quarter.

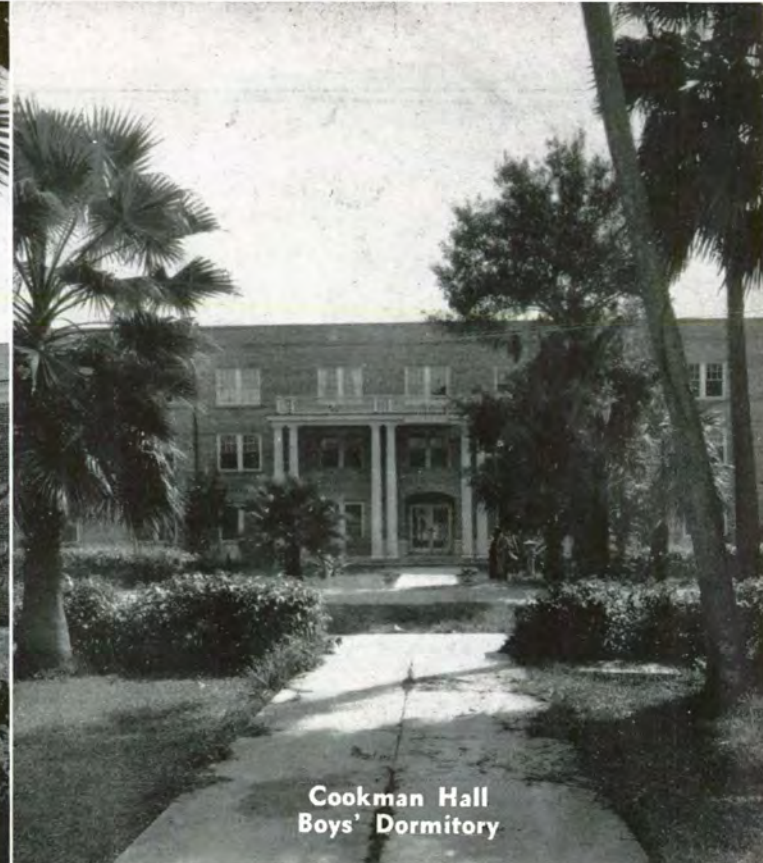




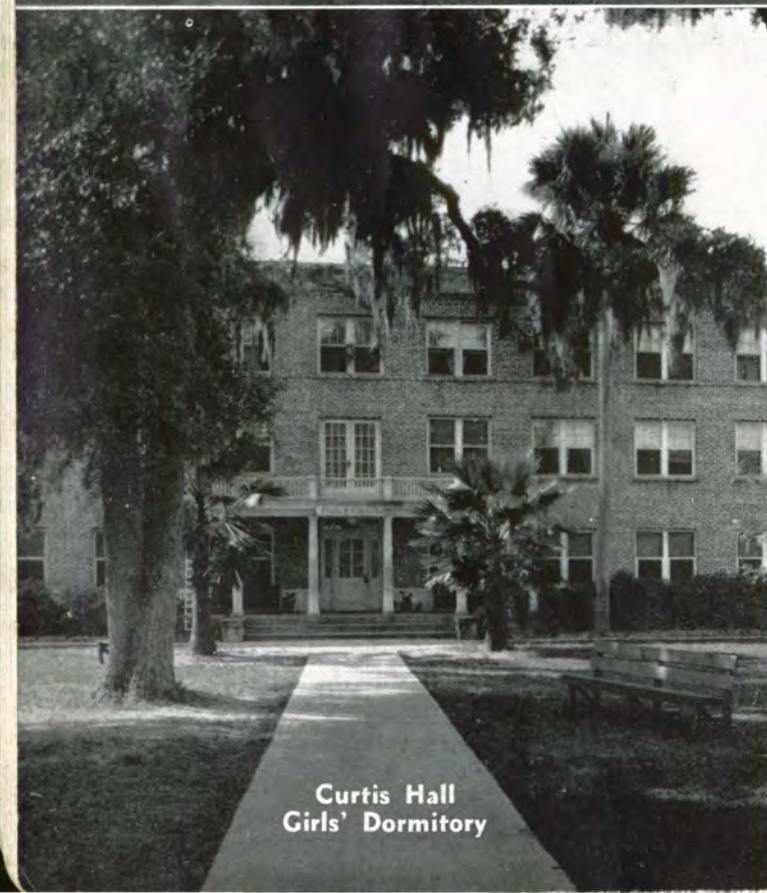
Faith Hall
Refectory



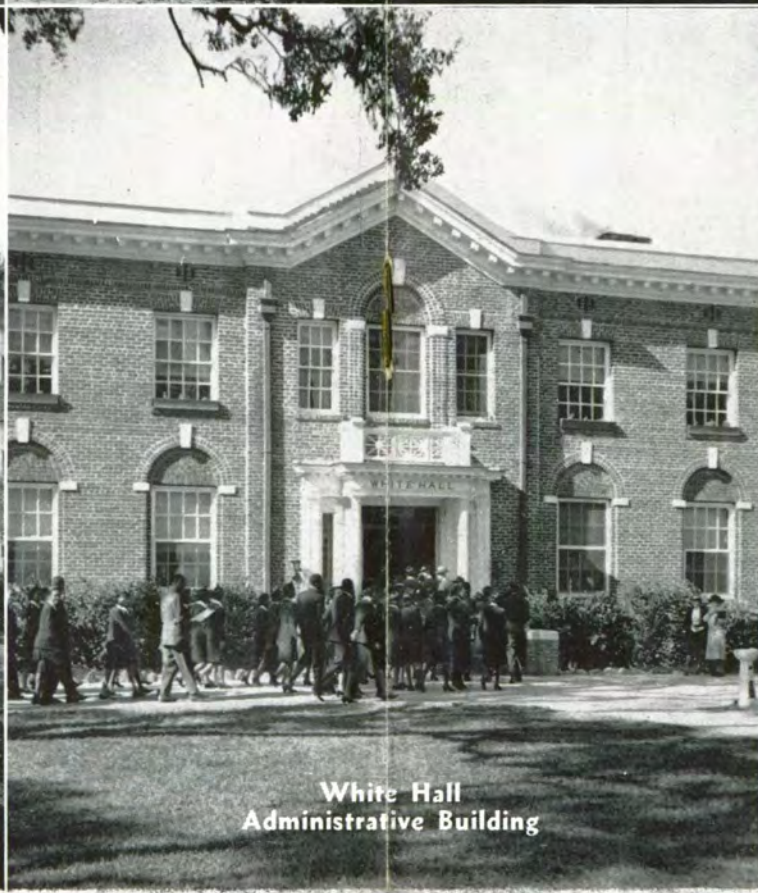
Harrison Rhodes Memorial Library



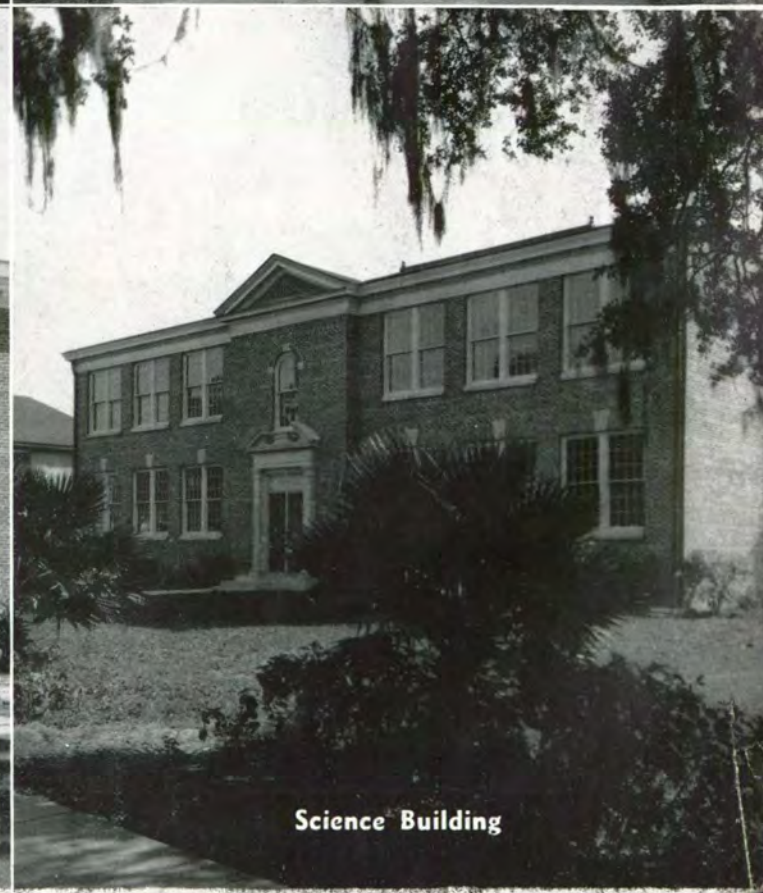
Cookman Hall
Boys' Dormitory



Curtis Hall
Girls' Dormitory



White Hall
Administrative Building



Science Building



RECORDS OF STUDENTS

Final grades earned in each course by students are mailed from the Registrar's office to parents and guardians at the end of each quarter.

The College will furnish without charge one complete transcript of the student's record. A charge of one dollar will be made for each re-issuance.

LIBRARY FINES

While most library books may be taken out for a period of two weeks, reference books for special courses are placed on reserve. Such books are for use in the library except after 9:00 P. M., when they may be taken out for over-night use to be returned by 8:00 A. M. the next day. A charge of 25c an hour is made for reserve books kept overtime.

SOCIAL ACTIVITIES

Certain social affairs have become traditional in Bethune-Cookman College. The aim of these activities is to bring about a better understanding between the faculty and the student body and to promote a better acquaintance among the students.

SOCIAL CALENDAR, 1942-1943

Faculty Reception	September
Student "Get-Acquainted Mixer"	September
All School Party	November
Christmas Party	December
Senior Breakfast	March
College Dance	March
Easter Picnic	April
Banquet and Prom	May

HONORABLE DISMISSAL

Students receive honorable dismissal only when they secure from the Business Office, and have properly signed, an Honorable Dismissal Card.

CHANGING A COURSE

A student desiring to change a course must obtain permission from the Dean, and officially register for same.

DROPPING A COURSE

A student desiring to drop a course must secure a "drop card" from the Dean authorizing same, or he will receive a grade of "E"

for the course. A student enrolled in a course for five weeks or more will be given a grade of "E" if the course is dropped.

EXTENSION CREDIT

Credit, not to exceed 25% of the total number of hours required for graduation, will be accepted through extension.

INCOMPLETE GRADES

An "I", incomplete, incurred by the student must be removed within the subsequent quarter; otherwise, it automatically becomes an "E".



The Curriculum

*“It is never a shame not to know,
Only a shame not to learn”*



THE CURRICULUM

In order that Bethune-Cookman College might accomplish its objectives, the curricula which follow have been adopted. The philosophy of the College proposes a certain destination; the curriculum is the route suggested to faculty and students to reach this goal.

The curriculum is basically concerned with life as it is today. It holds that education is life, experience, appreciation, knowledge, culture and adjustment; it does not work upon a narrow concept of the educational processes. It holds that a fundamental purpose of the curriculum should be to develop an integrated personality. This personality which it envisages should appreciate the many fine things of life. This personality would see beauty in the home, in the landscape, in art, in literature, in music, in any task or assignment well done. Culture is thus appreciational, vocational, and avocational. Not only is the curriculum to provide satisfactory vocational choices for those persons who need them at the time but it also is to arouse enthusiasm which leads to life interests.

The curriculum is not planned as a completion of a student's education. For some it may mean a completion of their formal education; for many it may serve simply as a foundation for more specialized studies upon a high grade level; but for both of these groups the curriculum is planned as a stimulus to greater endeavors.

The curriculum is not an end in itself—it is a means to an end. Its prime service is to provide a reliable compass to direct the student into a more complete life.

THE BUSINESS ADMINISTRATION CURRICULUM

Two purposes are achieved by students who complete this curriculum. First, by completing the work offered and continuing in a school of commerce or business administration in a university the student may earn the degree of B.B.A. (Bachelor of Business Administration)—thus becoming eligible to teach commercial subjects in a high school—or by individual study beyond the Junior College years he may acquire the title of C.P.A. (Certified Public Accountant). Second, by terminating his schooling with the Junior College work, the student is fairly well prepared for secretarial work provided he maintains his skills in such activities as shorthand and typewriting, or for the semi-professional handling of small businesses.

FRESHMAN YEAR

<i>Autumn Quarter</i>		<i>Winter Quarter</i>		<i>Spring Quarter</i>	
SUBJECT	CR.	SUBJECT	CR.	SUBJECT	CR.
English 101, English Composition	3	English 102, English Composition	3	English 103, English Composition	3
Introduction to Science 101	4	Introduction to Science 102	4	Introduction to Science 103	4
Shorthand and Typing 101, Elementary Shorthand and Typing	3	Shorthand and Typing 102, Elementary Shorthand and Typing	3	Shorthand and Typing 103, Elementary Shorthand and Typing	3
Accounting 101, Elementary Accounting	3	Accounting 102, Elementary Accounting	3	Accounting 103, Elementary Accounting	3
French 101, Elementary French	3	French 102, Elementary French	3	French 103, Elementary French	3
Physical Education 101, Physical Education Activities	$\frac{1}{2}$	Physical Education 102, Physical Education Activities	$\frac{1}{2}$	Physical Education 103, Physical Education Activities	$\frac{1}{2}$
Bible 101, Religious Education	$\frac{1}{2}$	Bible 102, Religious Education	$\frac{1}{2}$	Bible 103, Religious Education	$\frac{1}{2}$
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SOPHOMORE YEAR

English 211, Advanced English Composition	3	English 212, Advanced English Composition	3	English 213, Advanced English Composition	3
Economics 201, Introduction to Economics	4	Economics 202, Introduction to Economics	4	Government 203, Principles of American Government	5
*Shorthand and Typing 201, Advanced Shorthand and Typing	3	*Shorthand and Typing 202, Advanced Shorthand and Typing	3	*Shorthand and Typing 203, Advanced Shorthand and Typing	3
Accounting 201, Advanced Accounting	3	Accounting 202, Advanced Accounting	3	Accounting 203, Advanced Accounting	3
French 201, Intermediate French	3	French 202, Intermediate French	3	French 203, Intermediate French	3
Physical Education 201, Physical Education Activities	$\frac{1}{2}$	Physical Education 202, Physical Education Activities	$\frac{1}{2}$	Physical Education 203, Physical Education Activities	$\frac{1}{2}$
Bible 201, Religious Education	$\frac{1}{2}$	Bible 202, Religious Education	$\frac{1}{2}$	Bible 203, Religious Education	$\frac{1}{2}$
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* Office practice throughout the year required.

THE LIBERAL ARTS AND SCIENCES CURRICULUM

Students who select this curriculum should know that it leads toward the B. A. degree. Those who choose it may do so for the cultural values it affords, and upon the attainment of the B. A. degree either go into business, or professional pursuits, or continue graduate study in their major subject with the intention of becoming teachers in high school or in college.

FRESHMAN YEAR

<i>Autumn Quarter</i>		<i>Winter Quarter</i>		<i>Spring Quarter</i>	
SUBJECT	CR.	SUBJECT	CR.	SUBJECT	CR.
English 101, English Composition	3	English 102, English Composition	3	English Composition 103	3
Chemistry 101, General Chemistry.....	4	Chemistry 102, General Chemistry	4	Chemistry 103, General Chemistry	4
French 101, Elementary French.....	3	French 102, Elementary French	3	French 103, Elementary French	3
Introduction to Social Sciences 101....	3	Introduction to Social Sciences 102 ...	3	Introduction to Social Sciences 103 ...	3
Hygiene 101	3	Education 102, Introduction to Edu- cation	3	Psychology 103, General Psychology ...	3
Physical Education 101, Physical Education Activities	$\frac{1}{2}$	Physical Education 102, Physical Education Activities	$\frac{1}{2}$	Physical Education 103, Physical Education Activities	$\frac{1}{2}$
Bible 101, Religious Education	$\frac{1}{2}$	Bible 102, Religious Education	$\frac{1}{2}$	Bible 103, Religious Education	$\frac{1}{2}$
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SOPHOMORE YEAR

Biology 201, General Biology	4	Biology 202, General Biology	4	Biology 203, General Biology	4
French 201, Intermediate French	3	French 202, Intermediate French	3	French 203, Intermediate French	3
Economics 201, Introduction to Eco- nomics	4	Economics 202, Introduction to Eco- nomics	4	Government 203, Principles of American Government	5
English Literature 201, Survey of English Literature	5	English Literature 202, Survey of English Literature	5	English 203, Public Speaking	4
Physical Education 201, Physical Education Activities	$\frac{1}{2}$	Physical Education 202, Physical Education Activities	$\frac{1}{2}$	Physical Education 203, Physical Education Activities	$\frac{1}{2}$
Bible 201, Religious Education	$\frac{1}{2}$	Bible 202, Religious Education	$\frac{1}{2}$	Bible 203, Religious Education	$\frac{1}{2}$
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THE HOME ECONOMICS CURRICULUM

This curriculum is designed for students who wish to do the fundamental courses in the field of Home Economics and the necessary related courses for admission to a division or school of Home Economics. It is further designed to make more efficient students interested in home-making, interior decorating, cooking for restaurants, or dietitian work.

FRESHMAN YEAR

<i>Autumn Quarter</i>		<i>Winter Quarter</i>		<i>Spring Quarter</i>	
SUBJECT	CR.	SUBJECT	CR.	SUBJECT	CR.
Art 101, Art Structure	3	Art 102, Art Appreciation	3	Foods 101, Food Preparation and Service	5
English 101, English Composition	3	English 102, English Composition	3	English 103, English Composition	3
Clothing 101, Selecting, Purchasing and Constructing Clothes	5	Clothing 102, Selecting Purchasing and Constructing Clothes	5	Household Management 103	5
Chemistry 101, General Chemistry	4	Chemistry 102, General Chemistry	4	Chemistry 103, General Chemistry	4
Physical Education 101, Physical Education Activities	$\frac{1}{2}$	Physical Education 102, Physical Education Activities	$\frac{1}{2}$	Physical Education 103, Physical Education Activities	$\frac{1}{2}$
Bible 101, Religious Education	$\frac{1}{2}$	Bible 102, Religious Education	$\frac{1}{2}$	Bible 103, Religious Education	$\frac{1}{2}$
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16		16		18	

SOPHOMORE YEAR

Art 211, Costume Design	3	Art 201, Home Decoration	3	Clothing 203, Advanced Clothing	5
Clothing 201, Children's Clothing	5	Foods 202, Food Selection	5	Foods 203, Health and Nutrition	5
Biology 201, General Biology	4	Biology 202, General Biology	4	Household Management of Furniture and Equipment 203	4
Sociology 301, The Family and Marriage	4	Household Management 202, Consumer Economics	5	Biology 203, General Biology	4
Physical Education 201, Physical Education Activities	$\frac{1}{2}$	Physical Education 202, Physical Education Activities	$\frac{1}{2}$	Physical Education 203, Physical Education Activities	$\frac{1}{2}$
Bible 201, Religious Education	$\frac{1}{2}$	Bible 203, Religious Education	$\frac{1}{2}$	Bible 203, Religious Education	$\frac{1}{2}$
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THE NURSE TRAINING CURRICULUM

The following curriculum has been designed to meet the needs of those who plan to enter the field of nursing and who wish to have in addition to the professional training the advantages of the cultural and scientific background afforded by college training.

<i>Autumn Quarter</i>		<i>Winter Quarter</i>		<i>Spring Quarter</i>	
SUBJECT	Cr.	SUBJECT	Cr.	SUBJECT	Cr.
English 101, English Composition	3	English 102, English Composition ..	3	English 103, English Composition ..	3
Chemistry 101, General Chemistry	4	Chemistry 102, General Chemistry ..	4	Chemistry 103, General Chemistry ..	4
Introduction to Social Studies 101	3	Introduction to Social Studies 102 ..	3	Library Science 103	3
Hygiene 101	3	General Psychology 102	3	Introduction to Social Studies 103 ..	3
Introduction to Economics 101	3	Methods and Materials of Health		Methods and Materials of Physical	
Physical Education 101, Physical		Education	3	Education	3
Education Activities	1/2	Physical Education 102, Physical		Physical Education 103, Physical	
Bible 101, Religious Education	1/2	Education Activities	1/2	Education Activities	1/2
		Bible 102, Religious Education	1/2	Bible 103, Religious Education	1/2
	17		17		17
<i>SOPHOMORE YEAR</i>					
Biology 201, General Biology	4	Biology 202, General Biology	4	Biology 203, General Biology	4
Psychology 201, Educational Psy-		Sociology 201, Introduction to Soci-		Sociology 202, Introduction to Soci-	
chology	3	ology	4	ology	4
English Literature 201	5	English Literature 202	5	English 203, Public Speaking	5
Humanities 201	4	Humanities 202	4	Humanities 203	4
Physical Education 201, Physical		Physical Education 202, Physical		Physical Education 203, Physical	
Education Activities	1/2	Education Activities	1/2	Education Activities	1/2
Bible 201, Religious Education	1/2	Bible 202, Religious Education	1/2	Bible 203, Religious Education	1/2
	17		18		18

THE COMMERCIAL DIETETICS CURRICULUM

The curriculum in Commercial Dietetics has been established at the request of southern hotel managers in accord with their immediate need for trained cooks and chefs. This need, which is most acute in the South at the present time, is present in less degree over the entire country. The scope of the work offered is such as to prepare chefs, bakers, stewards, caterers and dieticians. The courses are designed to cultivate appreciation, develop a mastery of principles, develop skill and techniques and to prepare for wholesome living and good citizenship.

FRESHMAN YEAR

<i>Autumn Quarter</i>		<i>Winter Quarter</i>		<i>Spring Quarter</i>	
SUBJECT	CR.	SUBJECT	CR.	SUBJECT	CR.
Foods 101, Preparation and Service ..	3	Interne Practice	4	Foods 103, Preparation and Service ..	3
Meats 101, Meats and Meat Products ..	2	Chemistry 102, General Chemistry	4	Meats 103, Meats and Meat Preparation	2
Chemistry 101, General Chemistry	4	Introduction to Accounting 102	3	Chemistry 103, General Chemistry	4
Introduction to Accounting 101	3	English Composition 102	3	Introduction to Accounting 103	3
English Composition 101	3	Introduction to Social Sciences 102 ..	3	English Composition 103	3
Introduction to Social Sciences 101	3			Introduction to Social Sciences 103 ..	3
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SOPHOMORE YEAR

Introduction to Economics 201	4	Introduction to Economics 202	4	Human Biology 212	3
Interne Practice 201	6	Human Biology 211	3	Advanced English Composition 212 ..	3
Advanced English Composition 211 ..	3	Advanced English Composition 212	3	General Mathematics 203	3
		General Mathematics 202	3	Foods 212, Preparation and Catering ..	4
		Foods 212, Preparation and Catering ..	4		
	<hr/> 13		<hr/> 17		<hr/> 13

THE GENERAL MECHANIC ARTS CURRICULUM

This curriculum in general mechanic arts is recommended for the young man who wishes general training and is interested in entering any of the fields of mechanical arts for a vocation. It is planned particularly for the student who wishes to explore the different fields of training before entering into intensive training in his chosen field.

<i>Autumn Quarter</i>		<i>FRESHMAN YEAR</i>		<i>Winter Quarter</i>		<i>Spring Quarter</i>	
SUBJECT	CR.	SUBJECT	CR.	SUBJECT	CR.	SUBJECT	CR.
English 101, English Composition.....	3	English 102, English Composition.....	3	English 103, English Composition.....	3	English 103, English Composition.....	3
Introduction to Science 101.....	4	Introduction to Science 102.....	4	Introduction to Science 103.....	4	Introduction to Science 103.....	4
Introduction to Social Studies 101.....	3	Introduction to Social Studies 102.....	3	Introduction to Social Studies 103.....	3	Introduction to Social Studies 103.....	3
Trade Practice 101.....	6	Trade Practice 102.....	6	Trade Practice 103.....	6	Trade Practice 103.....	6
Physical Education 101, Physical Education Activities.....	$\frac{1}{2}$	Physical Education 102, Physical Education Activities.....	$\frac{1}{2}$	Physical Education 103, Physical Education Activities.....	$\frac{1}{2}$	Physical Education 103, Physical Education Activities.....	$\frac{1}{2}$
Bible 101, Religious Education.....	$\frac{1}{2}$	Bible 102, Religious Education.....	$\frac{1}{2}$	Bible 103, Religious Education.....	$\frac{1}{2}$	Bible 103, Religious Education.....	$\frac{1}{2}$
	<hr/> 17		<hr/> 17		<hr/> 17		<hr/> 17
		<i>SOPHOMORE YEAR</i>					
Hygiene 101.....	3	Psychology 102, General Psychology.....	3	Mathematics 203, General Mathematics.....	3	Mathematics 203, General Mathematics.....	3
United States History 201.....	5	United States History 202.....	5	Government 203, Principles of American Government.....	5	Government 203, Principles of American Government.....	5
Trade Practice 201.....	8	Trade Practice 202.....	8	Trade Practice 203.....	8	Trade Practice 203.....	8
Physical Education 201, Physical Education Activities.....	$\frac{1}{2}$	Physical Education 202, Physical Education Activities.....	$\frac{1}{2}$	Physical Education 203, Physical Education Activities.....	$\frac{1}{2}$	Physical Education 203, Physical Education Activities.....	$\frac{1}{2}$
Bible 201, Religion Education.....	$\frac{1}{2}$	Bible 202, Religious Education 202.....	$\frac{1}{2}$	Bible 203, Religious Education.....	$\frac{1}{2}$	Bible 203, Religious Education.....	$\frac{1}{2}$
	<hr/> 17		<hr/> 17		<hr/> 17		<hr/> 17

THE TERMINAL VOCATIONAL CURRICULUM

This course is planned for those students who at the time do not feel that they can afford to spend four years in College, yet who feel definitely the need of exposure to as many different types of vocations as possible with the hope of securing the basic skills and knowledges in each such as will enable them to become fairly proficient in earning a livelihood therein.

FRESHMAN YEAR

<i>Autumn Quarter</i>		<i>Winter Quarter</i>		<i>Spring Quarter</i>	
SUBJECT	CR.	SUBJECT	CR.	SUBJECT	CR.
English 101, English Composition.....	3	English 102, English Composition ...	3	English Composition, English 103 ...	3
Meats 101, Meats and Meat Products	2	Hygiene 102	2	Meats 103, Meats and Preparation ..	2
Foods 101, Preparation and Service...	3	Methods and Materials of Health		Foods 103, Preparation and Service	3
Accounting 101, Elementary Account-		Education 102	3	Accounting 103, Elementary Account-	
ing	3	Accounting 102, Elementary Ac-		ing	3
Shorthand and Typing 101, Elemen-		counting	3	Shorthand and Typing 103, Elemen-	
tary Shorthand and Typing	3	Shorthand and Typing 102, Elemen-		tary Shorthand and Typing ...	3
Introduction to Social Studies 101....	3	tary Shorthand and Typing	3	Introduction to Social Studies 103	3
Physical Education 101, Physical		Introduction to Social Studies 102 ...	3	Physical Education 103, Physical	
Education Activities	1/2	Physical Education 102, Physical		Education Activities	1/2
Bible 101, Religious Education.....	1/2	Education Activities	1/2	Bible 103, Religious Education	1/2
		Bible 102, Religious Education	1/2		
	18		18		18

SOPHOMORE YEAR

Shorthand and Typing 201, Ad-		Shorthand and Typing 202, Ad-		Shorthand and Typing 203, Ad-	
vanced Shorthand and Typing	3	vanced Shorthand and Typing	3	vanced Shorthand and Typing	3
Accounting 201, Advanced Account-		Accounting 201, Advanced Account-		Accounting 203, Advanced Account-	
ing	3	ing	3	ing	3
Dry Cleaning 201	3	Laundrying 202	3	General Mathematics 203	3
Laundrying 201	3	Foods 212, Preparation and Cater-		Foods 213, Preparation & Catering ...	4
Educational Psychology 201	3	ing	4	Interne 203	3
Physical Education 201, Physical		Physical Education 202, Physical		Physical Education 203, Physical	
Education Activities	1/2	Education Activities	1/2	Education Activities	1/2
Bible 201, Religious Education.....	1/2	Bible 202, Religious Education	1/2	Bible 203, Religious Education	1/2
		Spotting 202	3		
	16		17		17

THE TEACHER EDUCATION CURRICULUM

Persons completing this curriculum qualify for the Graduate-State Certificate and are awarded the degree of Bachelor of Science in Elementary Education.

FRESHMAN YEAR

Autumn Quarter

SUBJECT	CR.
English 101, English Composition.....	3
Hygiene 101	3
Introduction to Social Studies 101.....	3
Introduction to Science 101.....	4
Introduction to Education 101.....	3
Physical Education 101, Physical Education Activities	$\frac{1}{2}$
Bible 101, Religious Education.....	$\frac{1}{2}$
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	17

Winter Quarter

SUBJECT	CR.
English 102, English Composition	3
Methods and Materials of Health Education 102	3
Introduction to Social Studies 102	3
Introduction to Science 102	4
Psychology 101, General Psychology	3
Physical Education 102, Physical Education Activities	$\frac{1}{2}$
Bible 102, Religious Education	$\frac{1}{2}$
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	17

Spring Quarter

SUBJECT	CR.
English 103, English Composition	3
Methods and Materials of Physical Education	3
Introduction to Social Studies 103	3
Introduction to Science 103	4
Methods and Materials of Arithmetic 103	3
Physical Education 103, Physical Education Activities	$\frac{1}{2}$
Bible 103, Religious Education	$\frac{1}{2}$
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	17

SOPHOMORE YEAR

Psychology 201, Educational Psychology	5
Art 201, Public School Art	3
Music 201, Public School Music	3
United States History 201	5
Physical Education 201, Physical Education Activities	$\frac{1}{2}$
Bible 201, Religious Education	$\frac{1}{2}$
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	17

Reading 202	5
Art 202, Public School Art	3
Music 202, Public School Music	3
United States History 202	5
Physical Education 202, Physical Education Activities	$\frac{1}{2}$
Bible 202, Religious Education	$\frac{1}{2}$
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	17

Education 200, Practice Teaching	6
Methods and Materials of Social Studies 203	3
Elementary Curriculum	4
Children's Literature 203	3
Physical Education 203, Physical Education Activities	$\frac{1}{2}$
Bible 203, Religious Education	$\frac{1}{2}$
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	17

JUNIOR YEAR

Geography 301	4
Advanced English Composition 301	3
School Management 301	5
Sociology 301, The Family and Marriage	4
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	16

Geography 302	4
Advanced English Composition 302	3
Consumer Economics 302	5
Health and Nutrition 302	4
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	16

Geography 303, Conservation	4
Advanced English Composition 302	3
Principles of American Government	5
Education 303, Tests and Measurements	4
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	16

SENIOR YEAR

Child Study 401	5
Clothing 401	3
Foods 401, OR	3
Shop 401	3
Agriculture 401	3
English Literature 401	5
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	16

Negro Literature	5
Clothing 402	3
Foods 402, OR	3
Shop	3
Agriculture 402	3
American Literature 402	5
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	16

Education 400, Practice Teaching	6
Clothing 403	3
Foods 403, OR	3
Shop	3
Agriculture 403	3
Principles of Education 403	5
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	17

SUMMARY OF ENROLLMENT

1941 - 1942

<i>Division</i>	<i>Male</i>	<i>Female</i>	<i>Total Freshmen</i>	<i>Total Sophomore</i>	<i>Total Junior</i>	<i>Total Special</i>	<i>Total Lab. Sch.</i>
AGRICULTURE							
Freshmen	27	0	27				
Sophomores	11	0		11			
BUSINESS ADMINISTRATION							
Freshmen	1	23	24				
Sophomores	2	6		8			
COMMERCIAL DIETETICS							
Freshmen	17	8	25				
Sophomores	0	1		1			
GENERAL COLLEGE							
Freshmen	10	11	21				
Sophomores	12	5		17			
HOME ECONOMICS							
Freshmen	0	22	22				
Sophomores	0	13		13			
TEACHER EDUCATION							
Freshmen	4	45	49				
Sophomores	15	117		132			
Juniors	17	98			115		
SPECIALS	0	2				2	
ELEMENTARY LABORATORY SCHOOL	69	78					147
	<hr/> 185	<hr/> 429	<hr/> 168	<hr/> 182	<hr/> 115	<hr/> 2	<hr/> 147

GRAND TOTAL, 614.

ORGANIZATION AND DESCRIPTION OF COURSES OF INSTRUCTION

The courses of instruction of the College are offered in five divisions:

- I. DIVISION OF LANGUAGE, LITERATURE, ARTS AND SCIENCES
 1. Liberal Arts and Sciences
- II. DIVISION OF SOCIAL SCIENCES
 1. Teacher Education
 2. Business Administration
- III. DIVISION OF HOME ECONOMICS AND COMMERCIAL DIETETICS
 1. Home Economics
 2. Commercial Dietetics
 3. Nurse Training
- IV. DIVISION OF THE ARTS
 1. Mechanic Arts
 2. Terminal Education
- V. DIVISION OF HEALTH AND PHYSICAL EDUCATION

THE DIVISION OF LANGUAGE, LITERATURE, ARTS AND SCIENCES

MR. HILL

MISS REDDICK

It is the purpose of the Division:

1. To give enrollees a broad general education through introduction to and acquaintance with the various academic disciplines.
2. To provide proficiency in the use of tool subjects.
3. To enable students to transfer easily to the upper division of college or university.

BIBLE 101, 102, 103—Concerning the Bible. A year course, designed (1) to impart knowledge regarding the origin, construction, and inspiration of the Bible; (2) to provide a general introduction to the study of the Bible; (3) to point out the extent to which science and criticism have affected our view of the Bible. One lecture per week. Credit, three quarter hours.

BIBLE 201, 202, 203—Biblical Literature. A course the purpose of which is to emphasize the values of Biblical writings as literature and as suggesting a way of life and living, the power of the Bible in civilization. A year course. One lecture per week. Credit, three quarter hours.

BIOLOGY 201, 202, 203—General Biology. A year course in the principles of animal and plant biology presenting the funda-

mental facts of vital structure and function. Typical life histories, evolution and the classification of plants and animals are thoroughly emphasized. A laboratory study is made of some typical plants and animals of the different groups. Two recitations and two two-hour laboratory periods per week. Laboratory fee, \$3.00 per quarter. Credit, twelve quarter hours.

CHEMISTRY 101, 102, 103—General Chemistry. This course involves a detailed study of chemical principles. A thorough study is made of the common non-metallic elements, their preparation, properties, and important compounds. The fundamental laws of chemistry are studied and laboratory work illustrating these laws is included. A systematic procedure for the detection of the common anions is included. It involves also a systematic study of the metallic elements, their preparation, properties and uses. A scheme of analysis is developed for the separation and detection of the common cations. Two lectures and two two-hour laboratory periods per week. Laboratory fee, \$3.00 per quarter. Credit, twelve quarter hours.

ENGLISH 101, 102, 103—English Composition. A year course. The content of the course includes: using the library and books, reading effectively, vocabulary improvement, making notes and making outlines, newspaper and magazines, writing examinations, types of writing, whole composition structure, paragraph writing, sentence structure, using words effectively, writing definitions, accounts, criticisms, business and personal letters, investigative and expository papers. Three lectures and two two-hour laboratory periods per week. Credit, nine quarter hours.

AMERICAN LITERATURE 403—Survey of American Literature. The social and political background of American Literature as related to the work of the leading authors and literary movements. An advanced course. Investigation of collateral source material will be made by each member of the class. An original problem in connection with American Literature will be worked out by each student. A quarter course. Credit, five quarter hours.

ENGLISH 401, 402—Survey of English Literature. The purpose of the courses is to introduce students to the literary monuments of England, to guide and direct their reading, and to give them a general acquaintance with periods, authors, and literature for their own immediate use and enjoyment and that they may have a background for more advanced and more detailed courses. Autumn and winter quarters. Credit, ten quarter hours.

ENGLISH 203—Public Speaking. A study of the principles in the preparation and delivery of speech material. The aim is to train

students to express their thoughts to an audience in a natural and effective way. A quarter course. Credit, four quarter hours.

FRENCH 101, 102, 103—Elementary French. Pronunciation. Understanding of grammatical construction. Easy reading. Dictations for daily oral practice. Introduction to the reading of easy standard French. A year course. Credit, nine quarter hours.

FRENCH 201, 202, 203—Intermediate French. Reviewing of grammar, reading of moderately difficult prose and poetry, and practice in pronunciation in oral and written composition. A year course. Pre-requisite, French 101, 102, 103, or two units of high school French. Credit, nine quarter hours.

HUMANITIES 101, 102, 103—A survey course planned to introduce the student to the large fields of philosophy, religion, arts, music, and literature; to assist him in acquiring standards of judgment in these areas; and to help him in carving out for himself an interpretation and philosophy of life and living. A year course. Credit, nine quarter hours.

MATHEMATICS 101, 102—College Algebra. Fundamental operations, systems of equations, graphical methods, variation, progressions, theory of equations, logarithms, permutations, probability, and determinants. A two quarter course. Credit six quarter hours.

MATHEMATICS 103—Plane Trigonometry. Trigonometric functions and their graphs, radian measure, identities, equations, angle sum and difference formulas, logarithmic solution of right and oblique triangles. A quarter course. Credit, three quarter hours.

SCIENCE 101, 102, 103—Science Survey. A year course designed to orient students in the scientific method, an acquaintance with men of science—the part it has played in the life of the race, as well as the contributions of science to the solution of some of our contemporary problems. Lectures, demonstrations, assigned readings, laboratory projects. Credit, twelve quarter hours.

ENGLISH 301, 302, 303—Advanced English Composition. An intensive study of composition for those who have completed English 101, 102, 103. A study of English fundamentals will be made. Further, it attempts to prepare the student for the effective teaching of English in the grades and junior high school. A year course. Credit, nine quarter hours.

DIVISION OF SOCIAL SCIENCES

MR. LUCAS

MISS CLAY

MISS FORD

THE DEPARTMENT OF BUSINESS ADMINISTRATION

The objectives of the Division are:

1. To provide the basic, fundamental skills in shorthand and typing.
2. To provide training and proficiency in elementary accounting.
3. To encourage students to explore the field of business with the thought of choosing it as a life career.

ACCOUNTING 101, 102, 103—Elementary Accounting. This course is designed to meet the needs of secretarial students. It deals with the elementary theory of debit and credit, classification of accounts, procedures of recording transactions, and the preparation of financial statements. It serves as a foundation course for further study of accounting. A year course. Credit, nine quarter hours.

ACCOUNTING 201, 202, 203—Advanced Accounting. This is a more intensive study of the fundamental principles of accounting than is required in Accounting 101, 102, 103. Thorough consideration is given to the advanced theory of accounts and its application. A year course. Credit, nine quarter hours.

ECONOMICS 201, 202—Principles of Economics. A study of the processes of production, consumption, and distribution with their attendant problems of: marketing, values, money, monopoly, banking, trade, wages, business cycles, labor, rent, insurance, taxes, income. A two-quarter course. Credit, eight quarter hours.

SHORTHAND AND TYPING 101, 102, 103—Beginning Shorthand and Typing. This course is a study of the theory and practice of elementary Gregg shorthand. It includes drills in shorthand penmanship with special attention to position and free movement, phrasing, and elementary dictation, reading from shorthand notes, and word building that develops new vocabulary. A speed of sixty words per minute is attained. It further includes introductory instruction in the mechanical features and care of the machine, position, correct fingering, and proper touch, mastery of the keyboard, rhythmic writing, finger gymnastics, syllable, word and sentence practice, and acceleration and concentration drills. Average speed of 35 words per minute is attained. Laboratory and lecture periods. A year course. Materials and rental fee, \$3.00 per quarter. Credit, nine quarter hours.

THE DEPARTMENT OF TEACHER EDUCATION

The aims of the division are:

1. To present a body of principles underlying management, typical teaching, learning, and discipline situations.
2. To give the student a working knowledge of the facts, laws, and principles of psychology as they apply to the learning process.
3. To provide an introduction to the teaching situation through observation, participation, and practice teaching.

ART 201—Public School Art and Penmanship. Fundamentals of art teaching in the first, second, and third grades of the elementary school. Such topics as object drawing, simple landscape, posters, design, color, illustration, animal and figure drawing adaptable to these specific grades are studied through special problems. Special attention is given to methods of presentation, blackboard drawing. Materials fee, \$1.00. Winter quarter. Credit, three quarter hours.

ART 202—Public School Art and Penmanship. This is a continuation of Art 201 with the exception that subject matter and methods of presentation are adapted to grades four, five and six of the elementary school. Materials fee, \$1.00. Spring quarter. Credit, three quarter hours.

ARITHMETIC 103—Methods and Materials of Arithmetic. A course in the objectives, organization, and techniques of teaching arithmetic in the elementary school. Attention is given to case diagnosis, and to the development of fundamental arithmetical concepts. Quarter course. Credit, three quarter hours.

EDUCATION 212—Children's Literature. The study of literature suitable for elementary schools. The course includes practice in story-telling and the presentation of stories easy to dramatize. Winter quarter. Credit, five quarter hours.

CHILD STUDY 401—The course seeks to cause the student to see life as a total process. It aims to give a whole picture of the child—his physical make-up, his limitations, his handicaps, his place in the home, his relationship with his associates, his material environment—to develop the concept that anything which affects one item affects all. A quarter course. Credit, five quarter hours.

EDUCATION 101—Introduction to Education. The purposes of the course are: (1) to provide a background of the American school system; (2) to give a bird's-eye view of the present school conditions; (3) to give a view of present problems of education and the school's approach at solving them; (4) to help students learn how to study educational materials, and (5) to make students

familiar with school conditions through directed observation in the Laboratory school. Quarter course. Credit, three quarter hours.

EDUCATION 200—Supervised Student Teaching. This course affords practice in teaching the subjects of the elementary school by modern methods. Two or more consecutive hours are required in a laboratory situation with children, totaling at least ten hours a week to receive credit, and one additional hour must be reserved for weekly conference with supervisor and instructor. Offered each quarter. Credit, six quarter hours.

EDUCATION 203—Materials and Methods of Teaching the Social Studies, 203. Content of course: the selection, organization, and best methods of presenting social studies; the development of standards of evaluation. Quarter course. Credit, three quarter hours.

EDUCATION 403—Principles of Education. A critical examination of the aims and ideals of current educational theory and practice in order to coordinate and reconcile contradictions, points of view, and to determine the fundamental principles of a sound and effective school system. While in a measure analytical, the chief emphasis is upon a synthesis of effort. Quarter course. Credit, five quarter hours.

EDUCATION 400—Supervised Student Teaching. Course content: Observation, participation, and responsible room teaching; child study with special case study problems and remedial work; development of skills and techniques desirable for good materials of experience in meeting parents, visiting homes, participation in social programs of school and community; experience in directing various kinds of activities, including routine school duties, field trips, and extra-curricular programs; acquaintance with the school organization, school policies, system of records and the like; learning how to maintain desirable pupil-teacher relationship. Quarter course. Credit, six quarter hours.

EDUCATION 203—The Elementary School Curriculum. A course in which the construction and continuity of activity units, utilizing the project, will be studied. Each student is expected to organize materials about activities appropriate to his particular need. Winter quarter. Credit, five quarter hours.

GEOGRAPHY 301, 302—World Geography. Regional study of relations of human activities to natural environmental conditions of countries and continents. Conservation of natural resources. Laboratory. Two quarter course. Credit, eight quarter hours.

GEOGRAPHY 303—Conservation of Natural Resources. This course is designed to develop understandings of the problems, tech-

niques, and policies involved in the conservation and intelligent use of our natural resources especially in terms of the general welfare. The resources studied include soil, timber, minerals, water, and scenic features. Reading materials, field trips, pictures, and maps provide data for reasoning and discussion. Quarter course. Credit, five quarter hours.

MUSIC 201—Materials and Methods for Music in grades one, two and three. Study of the child voice, rote songs, the toy symphony, art and rhythm songs, sight singing from rote to note, appreciation. Winter quarter. Materials fee, \$1.00. Credit, three quarter hours.

READING 202—Principles and Methods of Reading. The purpose of the course is to familiarize the elementary school teacher with the best modern principles, methods, and devices; to enable him to see these theories carried out in actual practice; to acquaint him with the best literature of the teaching of reading, together with the best basal and supplementary texts available for this purpose. Quarter course. Credit, five quarter hours.

SOCIAL SCIENCE SURVEY 101, 102, 103—A course designed to introduce the student to the subjects of anthropology, economics, government, psychology, and sociology as parts in the integrated pattern of human culture. The course includes a study of (1) the various factors which operate to influence human behavior; (2) the distribution of human beings in physical and in social space; (3) social institutions, and (4) a treatment of social change, the causes of social change and the results which often attend such change. A year course. Credit, nine quarter hours.

SCHOOL MANAGEMENT 301—The course includes the following topics: School organization, hygienic factors, routine, programs, grading, promotion, records, discipline, the teacher and the community; the measurement of classroom products and the most common standard tests. Quarter course. Credit, five quarter hours.

TESTS AND MEASUREMENTS 303—Tests and Measurements for the Elementary Schools. The purposes of the course are: to determine the need for tests and measurements in the elementary school; to evaluate the ordinary examination and find ways to improve it; to acquaint the student with the outstanding standardized tests now in use in the elementary school; to determine the advantages and disadvantages of standardized examinations; to develop some degree of skill in the construction and administration of tests; to familiarize the student with the elementary statistical procedures necessary for an adequate understanding of the results of a testing program in the elementary school. Quarter course. Credit, four quarter hours.

SOCIOLOGY, THE FAMILY, 301—A study of home and family life and of marriage. The psychological, social and economic problems in the home and their influence on personality development of the individual members of the family. A quarter course. Credit, four quarter hours.

THE DIVISION OF HOME ECONOMICS AND COMMERCIAL DIETETICS

MRS. HUNT ..

MR. FRANCIS

MRS. BOND

THE DEPARTMENT OF HOME ECONOMICS

The purposes of the department are:

1. To give the student definite information in basic clothing and foods courses and opportunity for the application of the information.
2. To provide related information in keeping household accounts, in home construction and decoration, in costume design, and in home problems.
3. To train students to become happy and proficient home makers.

ART 101—Art Structure. An introduction to the field of art. The principles underlying are presented in such a manner as to enable the student to judge art quality wherever she finds it. Personal experience is provided in the use of line, light, and dark and color. Quarter course. Credit, three quarter hours.

ART 102—Art Appreciation. The course is designed to establish a basis for judgment and good taste through a survey of art and design with emphasis placed upon the analysis of selected examples. Quarter course. Credit, three quarter hours.

ART 211—Costume Design. The course is planned to give a general knowledge of the principles of design as they relate to the costume. This course is especially for the home economics major. Quarter course. Credit, three quarter hours.

ART 201—Home Decoration. A general survey course, providing a knowledge of the principles of design in relation to interiors. Special emphasis is placed on the house and its design. Study of period styles in furniture and furnishings, treatment of interiors—color, form, line, texture in furniture and furnishings in relation to backgrounds. Quarter course. Credit, three quarter hours.

CLOTHING 101, 102—The Selection, Purchase, and Construction of Clothing. This course is designed to acquaint the student

with the fundamentals of garment construction. Emphasis is placed on both hand and machine sewing. It also aims to develop an appreciation for artistic clothing in order that the individual may more wisely select ready-made garments. Study of materials, color, and design. Two quarter course. Credit, ten quarter hours. Materials fee, \$3.00 per course.

CLOTHING 201—Children's Clothing. A course designed to meet the needs of the family, with special attention to children's clothing and renovation. Students confer with the instructor to determine the type of experience needed. Quarter course. Credit, five quarter hours. Materials fee, \$3.00.

CLOTHING 203—Advanced Clothing. The purpose of this course is to help the student acquire knowledge of appropriate and becoming clothing; to aid her in interpreting commercial patterns; to create in her a confidence in cutting, fitting and altering commercial patterns to suit an individual; to teach the economic values of renovation and remodeling through practical problems. Quarter course. Credit, five quarter hours. Materials fee, \$3.00.

FOODS 101—Food Planning, Preparation, and Service. A course to enable the student to plan, prepare and serve well-balanced home meals at varying costs; to familiarize students with different types of table service; and to teach table etiquette. Quarter course. Credit, five quarter hours. Materials fee, \$3.00.

FOODS 202—Food Selecting. General principles and practices in food selection. A study of the selection of foods, emphasizing family needs, food requirements of the body, and diets to meet these needs. Credit, five quarter hours. Quarter course. Materials fee \$3.00.

FOODS 303—Health and Nutrition. This course purports to familiarize the student with the general composition and the place in the diet of foods and to give students an opportunity to know the essentials of an adequate diet and the nutrition value of common foods; to apply the fundamental principles of human nutrition to the feeding of individuals under various physiological, economic, and social conditions. Quarter course. Credit, five quarter hours. Materials fee, \$1.00.

HOUSEHOLD MANAGEMENT 103—Money Management and Family Living. A discussion of the factors, social and economic, that promote security, stability and satisfaction in the family group. The course is further concerned with the management of personal and family finances and the problem of earning, spending, saving, and efforts that the individual can make toward attaining financial security. Quarter course. Credit, five quarter hours.

HOUSEHOLD MANAGEMENT 302—Consumer Problems. A study of the criteria of a good market as they affect the consumer buyer; difficulties encountered by the present-day consumers; the adequacy of such market devices as labels, brands, standards, grades, and advertising as aids to buying, methods of improving consumer buying. Quarter course. Credit, five quarter hours.

HOUSEHOLD MANAGEMENT 203—Management of Furniture and Equipment. The purpose of the course is to familiarize girls with the various types of modern household furnishings; to appreciate the importance of standardization; to enable them to purchase equipment of various types; to help them realize the value of labor-saving devices in the home. Items studied include laundry and kitchen furnishings, electric and non-electric; cleaning equipment; bedding; linens; china; glassware; silver; floor coverings; wall coverings; furniture. A quarter course. Credit, four quarter hours.

THE DEPARTMENT OF COMMERCIAL DIETETICS

The purposes of the department are:

1. To train chefs, caterers, dieticians.
2. To develop skill and artistry in the selection, preparation, and service of foods.
3. To prepare young people for wholesome and vocationally, profitable living.

BIOLOGY 211, 212—Human Biology. This course is designed to provide experience which will lead to a functional understanding of the structure, function, and care of the human body to the end that a more intelligent and successful adjustment to the environment may be made. Two quarter course. Credit, six quarter hours.

FOODS 101, 103—Food Preparation and Service. This course deals with the principles of selection, preparation and serving of common foods. Two quarter course. Credit, six quarter hours.

FOODS 212, 213—Preparation and Catering. A course dealing with small quantity food preparation for special parties and occasions. Two quarter course. Credit, eight quarter hours.

INTERNE PRACTICE 102.

INTERNE PRACTICE 201.

MEATS 101, 103—Meats and Meat Products. Tools, their care and proper use. Meat grades and their determination are taught in this course. After this orientation the student is made familiar with wholesale and retail cuts from various food animals. Practice in the

most effective use of the knife in carving and special cuts. A two quarter course. Credit, four quarter hours.

MATHEMATICS 202, 203—General Mathematics. This course is designed to teach those phases of mathematics that are most closely related to actual vocational situations. Two quarter course. Credit, six quarter hours.

THE DEPARTMENT OF NURSE TRAINING

The curriculum on page 41 has been designed to meet the needs of those who plan to enter the field of nursing and who wish to have in addition to the professional training the advantages of the cultural and scientific background afforded by college training. The course consists of those subjects which will give the future nurse the foundation she will need if she wishes to become a teacher or a supervisor in a school of nursing.

DIVISION OF THE ARTS

MECHANIC ARTS

MR. MICKENS

MR. NATEAL

TRADE PRACTICE 101, 102, 103—Year course. Credit, eighteen quarter hours.

TRADE PRACTICE 201, 202, 203—Year course. Credit, twenty-five quarter hours.

The trainee may select his trade practice as follows: Automobile mechanics, sheet metal work, cabinet making, boat building, painting, blacksmithing, industrial electricity.

TERMINAL EDUCATION

MR. MILLS

DRY CLEANING 201—A study of dry cleaning equipment and machinery along with modern methods of cleaning, also of the different types or kinds of fabrics and cloth that can and can not be cleaned, types and methods of dyeing. A quarter course. Credit, three quarter hours.

SPOTTING 202—This course is concerned with a study of the different kinds of cloths and fabrics with reference to stains and the chemical processes of removing them. A quarter course. Credit, three quarter hours.

LAUNDERING 201, 202—Methods of laundry or clothing mark-

ings, pressings, and furnishings, laundry operational methods, care and use of equipment, management of power units. Two quarter course. Credit, six quarter hours.

THE DIVISION OF HEALTH AND PHYSICAL EDUCATION

MR. PETERSON

The purposes of the division are:

1. To establish a basis for positive health through a consideration of the various conditions and factors which affect health.
2. To develop skill in and familiarity with a wide variety of physical activities suitable for school and recreational use.
3. To provide training in basic courses of physical and health education such as will meet state requirements for certification in elementary schools.
4. To provide activities that have later as well as immediate individual value.

PHYSICAL EDUCATION 101, 102, 103—Physical Education Activities. This course is given to students classified as Freshmen. Marching, gymnastics, aesthetic and athletic dancing, volley ball, tennis, baseball and folk dancing are the activities engaged in. One two-hour laboratory period per week. A year course. Credit, three quarter hours.

PHYSICAL EDUCATION 201, 202, 203—Physical Education Activities. This course is given to students classified as Sophomores. Military stunts, soccer, football, basketball, relay games, hiking, handball, track, field and archery are the activities engaged in. One two-hour laboratory period per week. A year course. Credit, three quarter hours.

HYGIENE 101—A course in personal, mental, and environmental hygiene. The emphasis is on the functional, the dynamic factors rather than on the anatomic and static factors. A quarter course. Credit, three quarter hours.

MATERIALS AND METHODS OF HEALTH EDUCATION 102—A course planned to acquaint prospective teachers with the principles and materials of health education, to present effective teaching methods to meet the needs of the school and the community. It considers the various topics concerned in the maintenance of the health of the child. The interrelation of health subjects in the school curriculum is emphasized. Quarter course. Credit, three quarter hours.

MATERIALS AND METHODS OF PHYSICAL EDUCATION 103—
Course content: principles of selection and adaptation of physical education as applied to the elementary school; discussions of physical activities; methods of instruction and supervision. A quarter course. Credit, three quarter hours.

(Your Picture)

APPLICATION FOR ADMISSION TO
BETHUNE-COOKMAN COLLEGE

Daytona Beach, Florida

Name _____
(Last) (First) (Middle)

Post Office _____

R. F. D. or Street Number _____

Are you a church member? _____ What denomination? _____

Name of Pastor _____

When do you desire to enter Bethune-Cookman College? _____

Parent's Occupation _____

Parent's Address _____

Your Birthplace _____

Date of Birth _____ Your Age in Years _____

Weight _____ Height _____ Check physical condition regarding

general health: Very good _____ Fair _____ Poor _____

Eyes _____ Teeth _____ (If glasses are necessary, have eyes fitted with
glasses before entering. Have needed dental work done before entering school.)

I have completed _____ Grades

I graduated _____
(Month) (Day) (Year)

Last School attended _____

Name of Principal _____

Post Office _____

Have you attended College elsewhere? _____ Where? _____

_____ How long? _____

Did you have an unpaid account in any school? _____

If so, what school? _____

How much is the account? _____

Have you ever been dismissed from school? _____

Are you married? _____

If accepted, I will give cheerful and ready obedience to all requirements of the College, and will strive to do right at all times.

(Signed by the Pupil) _____

As parent (or guardian) I have read the sections in the catalogue in regard to expenses, payments, and regulations, and agree to the conditions indicated therein.

(Signed by Parent) _____

Date _____

Please give below names and addresses of three persons who are not related to you who will answer questions as to your character, training and manner of life.

Please check below the division for which you will register.

- | | |
|-------------------------------|-------|
| I. Liberal Arts and Science | _____ |
| II. Home Economics | _____ |
| III. Nurse Training | _____ |
| IV. Commercial Dietetics | _____ |
| V. General Mechanic Arts | _____ |
| VI. Terminal Vocational | _____ |
| VII. Teacher Education | _____ |
| VIII. Business Administration | _____ |

