1-1-1957

Bethune-Cookman College Bulletin, 1957-1958

Bethune-Cookman University

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Bethune-Cookman College

Founded by Mary McLeod Bethune
DAYTONA BEACH, FLORIDA

Bulletin

... is a four-year, fully accredited, co-educational institution of higher education, related to the Methodist Church and dedicated to Christian service ....

Catalog Issue for 1957-1958

Announcements for 1958-1959
Founded by MARY McLEOD BETHUNE

Bethune-Cookman College

...is accredited by the Southern Association of Colleges and Secondary Schools, the State Department of Education of the State of Florida and the University Senate of the Methodist Church; a member of the American Council of Education, the Association of Church-Related Institutions of Higher Education and the Association of American Colleges.
Bethune-Cookman College Bulletin

CATALOG ISSUE
for 1957-1958 with
ANNOUNCEMENTS
for 1958-1959

DAYTONA BEACH, FLORIDA
# CALENDAR

## School Year 1957-1958

### 1957

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# COLLEGE CALENDAR

## First Semester

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<td>Dormitories Open for Freshmen and New Students</td>
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<td>Freshman Week</td>
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<td>SEPT. 13-14</td>
<td>Registration of Freshmen and New Students</td>
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<td>Dormitories open for Returning Students</td>
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<td>SEPT. 16-17</td>
<td>General Registration</td>
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<td>SEPT. 18</td>
<td>Classes begin; Late Registration begins</td>
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<td>SEPT. 28</td>
<td>Last Day for Registration and Change of Program</td>
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<td>OCT. 1</td>
<td>Last Day for Filing for Graduation in May</td>
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<td>NOV. 13-15</td>
<td>Mid-semester Examinations</td>
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<td>NOV. 27</td>
<td>Thanksgiving Holidays begin at 12:00 Noon</td>
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<td>DEC. 2</td>
<td>Classes Resume</td>
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## Second Semester

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# BETHUNE-COOKMAN COLLEGE

## WEEK-END SESSION

(Saturday Classes)

### First Semester

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THE PRESIDENT'S MESSAGE

THE PROFESSORS were discussing, as usual, the purpose of education—the end in view. One thought it to be a matter of making the proper adjustment to one's environment. Another thought the aim of all education was to be rather than do something. A third felt that a Christian college should attempt to give all men and women a Christian outlook. A fourth thought that it should concern itself with knowledge, with the truth, where it may be found; greater character comes as a result of the search for truth. Before the discussion ended, morals, religion, health, economics, social behavior, home life, and citizenship were brought into the conversation.

To me, this is a healthy approach to the question of what constitutes a good education. It shows that no narrow answer is satisfactory to learned people. They believe in the education of the whole man. They know there is no such being as the economic man, the social man and the religious man, to the exclusion of other phases of a well-rounded person.

Bethune-Cookman College is dedicated to something more than giving people knowledge alone. Its program includes spiritual ideals, character building, health in mind and body. It believes in life-centered activities and urges its students to plough themselves back into their local communities or to carry forward in the needy centers of the world. In other words, each student should have a sense of mission when he is well educated.

An educated person is socially responsible, critical of his times, adventuresome in his profession, creative in the moral and spiritual realm, a lover of that trinity of values—truth, beauty and goodness.

To this end the program is planned to emphasize the following:
1. The realization of Christian character. 2. The acquisition and maintenance of good health. 3. The achievement of sound scholarship. 4. The encouragement of an experimental point of view. 5. The preparation for democratic citizenship. 6. The worthy use of leisure time. 7. The gaining of a foundation for one's vocation. To this end we invite the cooperation and support of all who love learning.

RICHARD V. MOORE, President
DR. MARY McLEOD BETHUNE
Founder — President Emeritus 1904-1955
Faculty Prepares for a Field Trip
# BOARD OF TRUSTEES

## TERM EXPIRES 1960

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<td>Daytona Beach, Florida</td>
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<tr>
<td>Mrs. Richard Friend</td>
<td>Holly Hill, Florida</td>
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<tr>
<td>Dr. O. Alton Murphy</td>
<td>Daytona Beach, Florida</td>
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<tr>
<td>Dr. James S. Thomas</td>
<td>Nashville, Tennessee</td>
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<tr>
<td>Dr. Charles Parlin</td>
<td>New York, New York</td>
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<tr>
<td>Dr. DeWitt C. LeFerver</td>
<td>Beaver Falls, New York</td>
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<tr>
<td>Mr. S. D. Weissbuchar</td>
<td>Miami, Florida</td>
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<tr>
<td>Mr. Leroy Northrup</td>
<td>Daytona Beach, Florida</td>
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<tr>
<td>Bishop W. Earl Ledger</td>
<td>Syracuse, New York</td>
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<tr>
<td>Mrs. Roman H. Heyn</td>
<td>Daytona Beach, Florida</td>
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<tr>
<td>Mrs. Marjorie S. Joyner</td>
<td>Chicago, Illinois</td>
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<tr>
<td>Reverend Lee Nichols</td>
<td>Daytona Beach, Florida</td>
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<tr>
<td>Attorney D. W. Perkins</td>
<td>Jacksonville, Florida</td>
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<tr>
<td>Dr. D. E. Williams</td>
<td>Tallahassee, Florida</td>
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<td>Reverend A. D. Hall</td>
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<td>St. Petersburg, Florida</td>
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<tr>
<td>Mr. W. E. Combs</td>
<td>Tallahassee, Florida</td>
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<td>Winter Park, Florida</td>
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<tr>
<td>Dr. James A. Long, Jr.</td>
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<td>West Palm Beach, Florida</td>
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<td>Daytona Beach, Florida</td>
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<td>Reverend Frank Cambridge</td>
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<tr>
<td>Reverend Damon Dell</td>
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EMERITI

MRS. ELEANOR ROOSEVELT.................................. New York, New York
ATTORNEY RALPH RICHARDS................................. Clearwater, Florida
DR. LUDD SPIVY................................................ Lakeland, Florida
MR. EARL BUNTING............................................. Washington, D. C.
DR. D. H. RUTTER............................................. Daytona Beach, Florida
BISHOP FREDERICK BUCKLEY NEWELL......................... New York, New York
MRS. FERRIS J. MEIGS....................................... Daytona Beach, Florida
MR. JAMES H. LEWIS.......................................... Jacksonville, Florida
JUDGE HOBON REYNOLDS.................................... Philadelphia, Pennsylvania
DR. MORRIS B. SELTZER...................................... Daytona Beach, Florida

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BISHOP JOHN BRANSCOMB...................................... First Vice-Chairman
DR. HERBERT J. BURGSTAHLER................................ Second Vice-Chairman
DR. O. ALTON MURPHY......................................... Secretary-Treasurer
MRS. BESSIE F. BAILEY....................................... Recording Secretary

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DR. HERBERT J. BURGSTAHLER DR. T. A. ADAMS
Chairman
BISHOP JOHN BRANSCOMB, 
Vice-Chairman
DR. O. ALTON MURPHY, 
Secretary-Treasurer

ATTORNEY THOMAS T. COBB
REVEREND LEE NICHOLS
MR. LEROY NORTHUP
ATTORNEY D. W. PERKINS
DR. JAMES S. THOMAS

DR. D. E. WILLIAMS

Ex-officio: BISHOP J. W. E. BOWEN
**ADVISORY BOARD**

### Resident Members

<table>
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<tr>
<td>Mrs. Henrine W. Banks</td>
<td>Daytona Beach, Florida</td>
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<td>Mrs. Robert Beetem</td>
<td>South Daytona, Florida</td>
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<td>Miss Martha Marie Berhel</td>
<td>Daytona Beach, Florida</td>
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<td>Miss M. Evelyn Bonner</td>
<td>Daytona Beach, Florida</td>
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<td>Mrs. Earl Brown</td>
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<td>Mrs. Ruth Carter</td>
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<td>Mrs. E. H. Cope</td>
<td>Holly Hill, Florida</td>
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<td>Miss Dotti Einhorn</td>
<td>Daytona Beach, Florida</td>
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<td>Mrs. George W. Engram</td>
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<td>Mrs. Rogers P. Fair</td>
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<td>Mrs. Lee S. Fanning</td>
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<td>Mrs. Richard Friend</td>
<td>Rio Vista, Florida</td>
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<td>Mrs. Frances L. Gilliland</td>
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<td>Mrs. Jacob Ginsberg</td>
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<td>Mrs. B. A. Hardeeman</td>
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<td>Mrs. H. H. Harper</td>
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<td>Mrs. Audrey Harper</td>
<td>Daytona Beach, Florida</td>
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<td>Mrs. Lawrence Kennedy</td>
<td>Ormond Beach, Florida</td>
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<td>Mrs. Olden J. Latimer</td>
<td>Daytona Beach, Florida</td>
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<td>Mrs. Benjamin L. Mitchell</td>
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<td>Mrs. Richard V. Moore</td>
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<td>Mrs. Lee S. Nichols</td>
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<td>Mrs. Leroy Northrup</td>
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<td>Mrs. Garvin Peffer</td>
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<td>Mrs. Eddie J. Rivers</td>
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<td>Mrs. E. J. Robinson</td>
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<td>Mrs. J. L. Slack</td>
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<td>Mrs. J. Melton Smedley</td>
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<td>Mrs. Bernard W. Smith</td>
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<td>Mrs. J. Sylvester Smith</td>
<td>Daytona Beach, Florida</td>
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<td>Mrs. John T. Stocking</td>
<td>Daytona Beach, Florida</td>
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MRS. RALPH TODD .......................... Daytona Beach, Florida
MRS. SAMUEL ULLMAN .......................... Daytona Beach, Florida
MISS ELIZABETH E. WELLINGTON .......................... Daytona Beach, Florida
MRS. GEORGE WILBUR .......................... Daytona Beach, Florida
MRS. LUCILLE WILLIAMS .......................... Daytona Beach, Florida
MRS. PANCHITA WILLIAMS .......................... Daytona Beach, Florida
MRS. GEORGE ZEIGER .......................... Daytona Beach, Florida

Non-Resident Members

MRS. C. R. A. BANKS .......................... Tampa, Florida
MRS. JAMES A. BOND .......................... St. Petersburg, Florida
MISS SELMA BURKE (Honorary) .......................... New York, New York
MRS. KAURO J. BUTLER .......................... Jacksonville, Florida
MRS. REGINA CHANDLER .......................... Washington, D.C.
MRS. HENRY CHAPIN .......................... New York, New York
MRS. F. H. CLAPP .......................... Traverse City, Michigan
MRS. WILLIAM L. CLAYTON .......................... Houston, Texas
MISS MARY E. DAVIDSON .......................... Kerhonkson, New York
MRS. JULIA DAVIS .......................... Tallahassee, Florida
MRS. SADIE M. FRANKLIN .......................... Washington, D.C.
MISS LUCILLE HAYGOOD .......................... Jacksonville, Florida
MISS MARCIA HENRY .......................... Hiram, Ohio
MRS. ROGER HOSFORD .......................... Glen Ridge, New Jersey
MRS. R. A. JACKSON .......................... West Palm Beach, Florida
MRS. E. W. LAWSON .......................... Palatka, Florida
MRS. RALPH LEE .......................... Jacksonville, Florida
MRS. A. L. LEWIS .......................... Jacksonville, Florida
MRS. MARY T. MCKENZIE .......................... Jacksonville, Florida
MRS. FERRIS J. MEIGS .......................... Bronxville, New York
MRS. ALICE G. MICKENS .......................... West Palm Beach, Florida
MRS. LUCINDA E. MINER .......................... Washington, D.C.
MISS MARY E. MORTON .......................... Palo Alto, California
MRS. J. C. MURRAY .......................... Miami, Florida
MRS. EDGERTON PARSONS .......................... New York, New York
MRS. HOBSON REYNOLDS .......................... Philadelphia, Pennsylvania
MISS MARIAN ROGERS .......................... West Newburn, Massachusetts
MISS MARGARET RHODES .......................... New York, New York
MRS. WALTER G. SURRY .......................... Carbondale, Pennsylvania
MRS. CECILIA C. SMITH .......................... Washington, D.C.
MRS. JESSE MERRICK SMITH .......................... New York, New York
Dr. Vada Sommerville .......................... Los Angeles, California
Mrs. Ada Stecher ................................ Palm Beach, Florida
Mrs. Gertrude L. Styles ........................ Jacksonville, Florida
Mrs. A.D. Tressler .............................. Jacksonport, Wisconsin
Miss Helen Whitmore ........................... Portland, Oregon
Mrs. A. F. Wilson .............................. New York, New York
PERSONNEL

ADMINISTRATION

RICHARD VERNON MOORE, B.A., M.A., LL.D. .................. President
JOHN SYLVESTER SMITH, B.S., S.T.B., M.A., Ph.D., Th.D.  
           Dean of the College, Registrar
PAUL L. HYDE, B.S., M.B.A. .................................... Business Manager
JAMES E. HUGER, B.S., M.A. .................................... Administrative Assistant to the President and Coordinator of Fund-Raising, Alumni and Public Relations
ROGERS P. FAIR, B.A., M.A. ..................................... Chaplain
BENJAMIN L. MATHIS, B.S., M.A. .................. Director, Student Personnel
WILLIAM N. SMITH, B.S., M.A., Ed.D. .......................... Dean of Men
HENRINE WARD BANKS ........................................... Dean of Women
MARTHA M. BERHEL, B.S., B.L.S. ............................. Librarian
T. A. ADAMS, M.D. ............................................. College Physician
CHARLES W. FRANCIS, B.S. ..................................... Director, Boarding Department

ASSISTANTS

Bessie F. Bailey .................. Administrative Secretary to the President
Johnnie Mae Bennett .............. Switchboard Operator
Albert M. Bethune, Jr., B.S. .................. Circulation Librarian
Florence E. Borders, B.S., B.L.S. .................. Catalog Librarian
Lillie H. Boston, B.S. .................. Secretary, Office of Public Relations
Willie O. Braswell, B.S. .................. Secretary to the Dean of the College
Ernest C. Cook, B.S. .................. (Acting) Chief Accountant
Senorita W. Crawford, B.S. .................. Secretary to the Business Manager
Julia Davis ........................................ Dietitian (Retired)
Lucius H. Davis, B.S. .................. Alumni Secretary
Paul M. Decker, B.S., M.A. .................. Research Director
Clinton M. Evans, B.S. .................. Supervisor, Faith Hall
Nadine Ferrell, B.A. .................. Bookkeeper
Thomas C. Ferrell, B.S. .................. Superintendent of Buildings and Grounds
Helen L. Fisher, B.S. .................. Head Resident Counselor
Mary Ford .................................. Secretary, Development Fund Office
Virgil D. Hawkins, B.S. .................. Director of Public Relations
Mayola S. Hill, B.S. .................. Secretary, Division of Education
BETHUNE-COOKMAN COLLEGE

Bettie L. Horne, B.S  Secretary-Receptionist to the President
Benjamin Lane  Supervisor of the Laundry
David L. Leaver, B.A., M.A. Purchasing Agent
Percy L. Milligan, B.A., M.A. Assistant to Dean-Registrar
Anna M. Mitchem Secretary, Division of Social Science
Edward R. Rodriguez, B.A., M.A. Director, Mary McLeod Bethune Foundation
Theresa Sanders, B.S. Head Resident Counselor
Rosa Simms House Counselor
William Small, B.S. Assistant Cashier and Senior Clerk
Wilmer Smith, B.S. Cashier
Virginia Stephenson House Counselor
Ernestine O. Taylor, B.S. Secretary, Registrar's Office
Lucille Williams, R.P.N. College Nurse

MAINTENANCE AND OPERATION STAFF

Boarding Department:
William Alexander, Albert Carter, Nola Collins, Mamie Marshall, Georgia Reid, Matthew Vaughn

Buildings and Grounds:

Laundry:
Rebecca Carlyle, Reola Cooper, Louise Lane, Daisy Quarles, Lauricia Williams, Willie Wright
<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Institution</th>
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<tr>
<td>Richard Vernon Moore</td>
<td>President</td>
<td>B.A., Knoxville College; M.A., Atlanta University; LL.D., Edward Waters College; LL.D., Knoxvile College; New York University (1947)</td>
</tr>
<tr>
<td>John Sylvester Smith</td>
<td>Dean of the College, Registrar</td>
<td>Muhlenberg College; B.S., Teachers College, Temple University; S.T.B., School of Theology, Temple University; M.A., Ph.D., Drew University; Th.D., American Theological Seminary; Teachers College, Columbia University (1953)</td>
</tr>
<tr>
<td>Paul Elwood Ankrum</td>
<td>Instructor in Music</td>
<td>B.M., M.M., Chicago Conservatory of Music; Indiana University; Private study: Vitaly Schnee, Walter Charmbury. (1955)</td>
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<tr>
<td>Lewis Wesley Barnes</td>
<td>Head and Professor of English</td>
<td>B.P.H.E., B.A., University of Toronto; M.S., Louisiana State University; Ph.D., University of Ottawa. (1957)</td>
</tr>
<tr>
<td>Martha Marie Berhel</td>
<td>Librarian, Associate Professor of Library Service</td>
<td>B.S., Southern University; B.L.S., Hampton Institute; New York University. (1942)</td>
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<tr>
<td>Albert McLeod Bethune, Jr.</td>
<td>Circulation Librarian, Instructor in Library Service</td>
<td>Morehouse College; B.S., Bethune-Cookman College; Atlanta University. (1947)</td>
</tr>
<tr>
<td>Florence Edwards Borders</td>
<td>Catalog Librarian, Instructor in English</td>
<td>B.S., Southern University; B.L.S., Rosary College; Rosary College. (1947)</td>
</tr>
<tr>
<td>Clifford Randall Bryan</td>
<td>Professor of Zoology</td>
<td>B.S., Howard University; M.S., Ph.D., University of Wisconsin. (1956)</td>
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*Appointed as of June 1, 1957*
JAMES TRAVIS COLEMAN .......................... Associate Professor of Biology
B.A., Mississippi Industrial College; M.S. Atlanta University;
Indiana University; Cornell University. (1949)

CARRIE PITTMAN DAVIS .......................... Assistant Professor of Physical
Education and Health
B.S., Florida A. and M. University; M.S., University of Michi­
gan; New York University. (1946)

JAMES ALPHONSO DAVIS .......................... Chairman of the Division of
Science, Associate Professor of Science
B.A., Talladega College; M.A., Teachers College, Columbia
University; New York University. (1947)

PAUL MILTON DECKER ......................... Research Director, Instructor in Education
B.S., Bethune-Cookman College; M.A., Stetson University;
Colorado State College of Education. (1954)

THOMAS DANIEL DEMPS ........................ Instructor in Music
B.S., Bethune-Cookman College. (1954)

MARY LEON DIVERS .............................. Head (Acting) and Assistant
Professor of Social Science
B.A., Knoxville College; M.S.W., Atlanta University; Ohio
State University. (1949)

JOYCE BUTTERFIELD ENGRAM .................... Assistant Professor of Commerce
B.S., West Virginia State College; M.A. New York University;
New York University. (1950)

ROGERS PRESSLEY FAIR ........................ Chaplain, Associate Professor
of Philosophy and Religion
A.B., Clark College; M.A., Atlanta University; Gammon Theo­
logical Seminary; Pennsylvania State University. (1946)

WALTER JAMES FLOYD ........................... Assistant Professor of Chemistry
B.S., Morehouse College; M.A., Atlanta University. (1955)

RABIE JAURES GAINOUS, JR ...................... Instructor in Science
Diploma, Atlanta College of Mortuary Science; B. S. Bethune­
Cookman College; New York University; Florida A. and M.
University. (1951)

FREDERICK DOUGLAS GRAVES .................... Head and Associate Professor
of Commerce
B.S., Bluefield State College; M.S., University of Michigan;
New York University; Garrett Biblical Institute. (1949)
*Dwight Wesley Hoover. Professor of Social Science
B.A., William Penn College; M.A., Haverford College; Ph.D., State University of Iowa. (1953)

Emmy Verene Hunt. Associate Professor of Home Economics
B.S., Hampton Institute; M.A., Columbia University; Temple University; New York University. (1939)

Edward Warren Johnson, II. Assistant Professor of Biology
B.A., Tennessee State University; M.S., Drake University; Washington University. (1950)

Elizabeth Powell Jones. Field Supervisor of Interns
B.A., State University of Iowa; State University of Iowa; University of Washington; University of Wyoming. (1949)

Lina Kahn. Assistant Professor of Social Science
B.A., European Gymnasium; Teachers Diploma, Normal Training Course, European Gymnasium; M.A., Ph.D., Teachers College, Columbia University. (1948)

Harvey Walter Lee, Jr. Assistant Professor of Art
B.F.A., M.A., Bradley University. (1952)

Shirley Burke Lee. Instructor in Education
B.E., Miner Teachers College; M.S., Indiana University; Indiana University. (1952)

Benjamin Lee Mathis. Director, Student Personnel
Instructor in Social Science
B.S., Hampton Institute; M.A., Western Reserve University; M.A., Northwestern University. (1952)

Charles Wallace Mathis. Instructor in Mathematics
B.S., Bethune-Cookman College; Teachers College, Columbia University. (1955)

Rudolph Gonzales Matthews. Head Coach, Instructor in Physical Education and Health
B.S., Morehouse College; Columbia University. (1946)

Hugh Lee McKinnis. Assistant Professor of Physical Education and Health
B.S., M.S., Indiana University. (1957)

Percy Lee Milligan. Assistant to Dean-Registrar, Assistant Professor of Mathematics
B.A., LeMoyne College; M.A., Atlanta University; Cornell University. (1947)

* On leave in military service
JOHN CLIFFORD MITCHEM
Chairman of the Division of Social Science, Head and Professor of Physical Education and Health
B.S., Ball State Teachers College; M.A., Ph.D., State University of Iowa. (1956)

BRADLEY GEORGE MOORE
Associate Professor of Education
B.S., Alabama State Teachers College; M.A., Ohio State University; Ohio State University. (1956)

EMMA BURDEN PATTERSON
Instructor in Home Economics
B.S., Bennett College; M.S., Syracuse University; Cornell University; Syracuse University. (1955)

CARVER ANTHONY PORTLOCK
Instructor in Speech and Drama
B.A., Bethune-Cookman College; M.A., Syracuse University. (1957)

LANCELOT ALLEN PYKE, II
Head and Associate Professor of Music
B.P.S.M., Howard University; M.M., University of Michigan. (1955)

ALVIN ANDREW REID
Assistant Professor of Commerce
B.A., Morehouse College; M.B.A., New York University. (1951)

EDWARD RUDOLPH RODRIGUEZ
Instructor in Social Science
B.A., Morehouse College; M.A., Atlanta University. (1935)

RICHARD KARL SECKINGER
Coordinator of General Education, Professor of Education

FLORENCE LOVELL SMALL
Chairman of the Division of Education, Associate Professor of Education
B.A., M.A., Northwestern University; New York University. (1934)

DANIEL LEWIS SMITH, III
Instructor in Social Science
B.A., Morris Brown College; M.A., Atlanta University; Ed.M., Temple University; Temple University. (1953)

VIVIENNE HOOD SMITH
Associate Professor of English
B.A., Wiley College; M.A., Atlanta University; Columbia University. (1956)

WILLIAM NATHANIEL SMITH
Dean of Men, Professor of Education
B.S., Alabama State Teachers College; M.A., Atlanta University; Ed.D., Indiana University; University of Pennsylvania; Columbia University; New York University. (1956)

*Appointed as of September 1, 1957
MARION MAE SPEIGHT ........... Associate Professor of Modern Languages
B.A., LeMoyne College; M.A., Atlanta University; Certificate,
École Normale d'Institutrices, Port-au-Prince, Haiti. (1942)

THURMAN WILLIS STANBACK ... Chairman of the Division of Humanities,
Head and Professor of Speech and Drama
B.A., Virginia Union University; M.A., Columbia University;
Ph.D., Cornell University. (1949)

LEON STEELE .... Professor of Education
B.A., Johnson C. Smith University; M.S. in Ed., The College
of the City of New York; Ed.D., Indiana University. (1956)

SOPHRONIA STANLEY STEELE .... Associate Professor of
Physical Education and Health
B.A., Southern University; M.A., Colorado State College of Ed-
cation; Columbia University. (1956)

JOSEPHINE WHITMIRE WESLEY ... Instructor in English
B.A., South Carolina State College; M.A. Boston University.
(1949)

WILLIAM AMOS WHEELER Associate Professor of Education
B.S., Bethune-Cookman College; M.S., Indiana University;
Indiana University. (1955)

WILLIAM DUPRES WHEELER ... Associate Professor of Music
B.A., Florida A. and M. University; M.A., Ed.D., Teachers Col-
lege, Columbia University. (1956)

HAROLD BERNARD WHITEHURST ... Director of Athletics,
Assistant Coach, Instructor in
Physical Education and Health
B.S., Bethune-Cookman College; M.S., Florida A. and M. Uni-
versity. (1955)

*JAMES HENRY WILLIAMS ... Assistant Professor of Physical
Education and Health
B.A., North Carolina College; M.A., University of Michigan;
University of Michigan; Temple University. (1952)

*On leave 1956-1957
THE PHILOSOPHY OF BETHUNE-COOKMAN COLLEGE

The purpose of the College is to serve the needs and interests of its students in such a manner as to enable them to recognize, face and solve personal and social problems, and to meet life with intellectual competence, moral adequacy and a sense of commitment to Christian principles.

It is held that a well-rounded education involves the training of the head, the heart and the hand.

The objectives of the educational program include:

1. A sound body and mind: a well-balanced, integrated personality.
2. An understanding of social problems and a desire to contribute to their solutions.
3. Vocational competency.
4. An appreciation of the cultural and scientific achievements of mankind.
5. Effective work habits, broad learning and high standards of scholarship.
6. An intelligent use of leisure time.
7. A vital realization of the Christian emphasis in all activities and relationships.
Bethune-Cookman College is the result of the merger of two Florida educational institutions—Cookman Institute, Jacksonville, Florida and the Daytona Normal and Industrial Institute for Girls, Daytona Beach, Florida.

Cookman Institute, a Methodist school, founded in 1872 by the Reverend D. B. S. Darnell, was the first institution in Florida for the higher education of Negroes.

Daytona Normal and Industrial Institute for Girls was founded in 1904 by Mary McLeod Bethune, a woman interested in establishing an educational institution in the South, and in dedicating it to Christian service. Five little girls attended the first class, held in the home of John Williams, a local citizen.

Cookman Institute and Daytona Normal merged in 1923, thus establishing a co-educational school known as the Daytona-Cookman Collegiate Institute. This name was later changed to Bethune-Cookman College and a dual program of high school and junior college work was conducted until 1939 when the high school department was discontinued and the entire emphasis was placed on the two-year program.

In 1941, in order to meet the need so apparent in the State, Bethune-Cookman College expanded the Teacher-Education curriculum to the four-year level and in May, 1943 the first group of graduates received the Bachelor of Science degree in Elementary Education.

In 1947, the College received an “A” rating by the State Department of Education of the State of Florida and the Southern Association of Colleges and Secondary Schools.

The college celebrated its Fiftieth Anniversary in 1954 with the dedication of the new Moore Gymnasium.

In the period of its existence of over fifty years, the College has had the following presidents:

Mary McLeod Bethune* 1904-1942
James A. Colston 1942-1946
Mary McLeod Bethune* 1946-1947
Richard V. Moore 1947-

*Deceased, May 18, 1955
Bethune-Cookman College, related to the Methodist Church, is dedicated to Christian service, and no one is denied admission on the basis of race or religion. A strong program of liberal arts studies is being developed by the College.
THE CAMPUS

Bethune-Cookman College is situated at Daytona Beach in Volusia County, Florida. The main line of the Florida East Coast Railroad passes about eight blocks from the main campus. The Florida Greyhound Bus arrives at the station which is approximately eight blocks from the campus. Adequate taxi-cab service is available.

The College is located at the corner of Second Avenue and McLeod Street within two blocks of business centers, churches and the theatre. The shopping centers of Daytona Beach are within a half mile of the College. The College is unique with its combination of location and educational advantages. On the East Coast, the College has within ready access, forests, lakes, the Atlantic Ocean, unique geological phenomena, ruins of the earliest Indian culture—all the resources necessary for enlivening activity and serious study.

The College campus and grounds consist of one hundred sixty acres of land, of which 32 acres constitute the immediate campus. The College plant is valued at over $2,000,000.

The main buildings are:

White Hall, which houses the administrative offices, the Foods laboratory and the Chapel-Auditorium.

Faith Hall, erected in 1935 on the site of the original Faith Hall, the first building on the present campus, is the College dining hall with a seating capacity of five hundred persons.

Harrison Phodes Memorial Library is one of the most modern and complete libraries in the Southeastern region, housing a fine collection of books, periodicals, mimeographed literature and general information. The present collection contains over twenty-six thousand volumes and two hundred thirty-five monthly, quarterly, and weekly publications.

Moore Gymnasium, dedicated in March of 1954, contains offices and classrooms as well as a spacious, modern gymnasium which can be converted into an auditorium with a seating capacity of seventeen hundred persons.

Science Hall contains laboratories and lecture rooms for the teaching of the sciences.
The Testing Center, Music Department, and the Audio-Visual Center are located in McLeod Hall.

Curtis Hall, erected in 1922, was named in honor of Mrs. Flora B. Curtis. It is exclusively a girls' dormitory. The building has been completely refurnished.

Meigs Hall was erected in 1956. It is a modern dormitory devoted exclusively to girls. The building is named in honor of Mrs. Ferris J. Meigs.

Cookman Hall, erected in 1924 was named after Cookman Institute. It is a boys' dormitory.

Other buildings are: Ranslow Hall, Whitney Cottage, Chapin Cottage, Mary McLeod Bethune Foundation, Trailsend, T. A. Adams Infirmary, the Crafts Building, the Laundry, and the Cabin, a student center.

Plans are presently underway for the construction of a building which will provide classrooms and facilities for the teaching of the humanities and home economics; one wing will house the Student Center.
GENERAL INFORMATION

ADMISSION

PRIOR TO ADMISSION the applicant must file the following credentials in the Office of the Registrar:

1. Application blank, completely filled out, with $25.00 deposit.*
   (The $25.00 deposit should be in the form of a money order or check payable to "Bethune-Cookman College").

2. High school transcript.
   (This transcript should indicate graduation and the satisfactory completion of 15 units of acceptable high school work from an approved high school. It is the responsibility of the applicant to contact his high school principal and request that the transcript be forwarded directly to the Office of the Registrar.)

3. A statement from a physician to the effect that the applicant is in good health.

   (A character reference from the principal of the high school, former teacher, minister or some other reputable citizen of the community should be mailed directly to the Office of the Registrar.)

5. A small picture of the applicant.

The credentials of each applicant will be studied carefully by the Admissions Committee. If approved, the applicant will receive an admission card which he must present upon arrival at the College. Under no circumstances should a prospective student present himself for registration unless he has received an admission card. If the application for admission is not approved, the applicant will receive a letter stating this fact and $15.00 of the deposit will become refundable.

An applicant who finds he is unable to attend Bethune-Cookman College after he has received notice that his application was ap-

*Out-of-town students should remit an additional $10.00 room reservation deposit.
proved may receive a refund of $15.00 of his deposit upon written request to the Business Office within six months of the date the deposit is receipted.

Credentials submitted become the property of the College and are kept permanently in the files.

The College reserves the right to administer physical examinations of applicants after their arrival on the campus.

Admission of Veterans:

Bethune-Cookman College is approved by the Veterans Administration of the United States and by the State of Florida for the education and training of honorably discharged servicemen and women. All programs of study are open to men and women veterans who are eligible for this training. Applicants who desire admission as veterans should present a "Certificate of Eligibility" with their admissions credentials. Information concerning eligibility may be obtained from the Office of the Registrar.

Advanced Standing:

An applicant may transfer from an institution of accredited collegiate rank by satisfying the admissions requirements of Bethune-Cookman College and presenting evidence of honorable dismissal from the institution last attended. The College will evaluate transcripts of such applicants in accordance with its own courses of study and requirements for graduation. The Admissions Committee may grant conditional admission or admission on academic probation in some instances.

No grade of "D" may be transferred for credit at Bethune-Cookman College.

REGISTRATION

During Freshman Week registration procedures are explained to new students. All freshmen and new students are required to participate in the orientation program. Official dates are listed on the College Calendar.

A fee of $10.00 is charged for late registration.

A student is not officially registered until his course admission cards have been signed by the cashier.

A student's program of work must be approved by his advisor at the time of registration. Subsequent changes must be made
officially to keep the student's records accurate: these changes are made, when necessary or advisable, through the Registrar's office with the approval of the Dean and the student's advisor on forms provided for the purpose, which require as well the signatures of the instructors involved. See the College Calendar for the last day for change of program.

The attention of all students is called to the following regulations:

1. Upon registration, the student must declare his/her marital status. Falsification of statement in this regard may result in the student's being requested to withdraw from the College.

2. Any student whose status is changed because of marriage or for any other reason while school is in session, must notify the administration immediately. Failure to comply with this regulation may subject the student to expulsion or other administrative action.

Auditing Courses:

Permission to audit a course may be granted upon filing application in the Office of the Dean. A fee of $5.00 per course must be paid in the Business Office.

Extension and Correspondence:

Bethune-Cookman College does not offer extension or correspondence work but will consider for transfer credit from approved institutions not more than thirty semester hours done in this manner. Departmental examinations covering such transferred credit may be required at Bethune-Cookman College.

Week-End Session:

In order to provide instruction for teachers in service and other students unable to pursue a regular program of studies, certain courses of instruction are offered on Saturdays. The courses are taught by members of the regular faculty and require the same quality and quantity of work as courses offered in the regular session. The same facilities are used as in the full-time program.

Persons who expect to enroll in these classes should write the Dean of the College for information. Dates of the Week-End Session are given in the College Calendar.
Summer Session:

Bethune-Cookman College operates a Summer Session, offering a possible maximum credit of nine semester hours. A number of special workshops is arranged each summer. A wide variety of regular College courses is available to students who wish to accelerate their programs or make up deficiencies. Opportunity is provided for in-service teachers who wish to extend their certificates, and to other individuals who desire to make use of the summer for study.

Courses in the Summer Session are taught by members of the regular faculty of Bethune-Cookman College and outstanding visiting professors. Dates of the Summer Session are given in the College Calendar.

Persons who wish to enroll in the Summer Session should write to the Dean of the College for information concerning admission, offerings and costs.

GRADING SYSTEM

<table>
<thead>
<tr>
<th>Grade</th>
<th>Explanation</th>
<th>Percent Equivalent</th>
<th>Grade Points Per Credit Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>90-100</td>
<td>3</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>80-89</td>
<td>2</td>
</tr>
<tr>
<td>C</td>
<td>Average</td>
<td>70-79</td>
<td>1</td>
</tr>
<tr>
<td>D</td>
<td>Poor but Passing</td>
<td>60-69</td>
<td>0</td>
</tr>
<tr>
<td>F</td>
<td>Failure</td>
<td>Below 60</td>
<td>-1</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
<td></td>
<td></td>
</tr>
<tr>
<td>W</td>
<td>Withdrawn</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(The grade point average is obtained by dividing the number of grade points by the number of hours.)

The grade "W" is given only when a student has withdrawn from a course by filing the proper forms which may be obtained from the office of the Dean; otherwise, a grade of "F" will result.

"I" indicates the work is incomplete. This grade is given only when for a valid reason the student has been unable to satisfy the requirements of a given course by the time reports are due. Upon completion of the work, the "I" may be changed to a permanent grade; a fee of $1.00 is charged. Failure to complete the work and have the "I" changed during the next semester in which a
student registers will cause the incomplete grade to lapse into the grade of "F".

**Balance Sheets:**

Each student is provided with one balance sheet before graduation. An additional balance sheet may be secured for a fee of $2.00. All requests for record checks must be made during the first eight weeks of any semester. During the summer session no record checks will be made except for prospective candidates for graduation. No record checks will be made for transfer students unless all work from other institutions is on file.

**Dean's List:**

A list designated by this title is prepared by the Registrar at the end of each semester, and consists of the names of students who have carried not less than fifteen semester hours of work per week and whose scholarship in terms of grade point average is not less than 2.30 with no grade less than "C". The names of those students whose grade point average for not less than fifteen semester hours is not less than 2.0 and no grade less than "C", comprise the HONOR ROLL.

**Failure List:**

At the mid-semester point and at the end of the semester, a list is compiled of students who have failing grades. Students are encouraged to consult with their instructors; all members of the faculty have stated office hours.

**Academic Probation:**

A student who fails to achieve a 1.0 average during any semester is placed on probation for the following semester. He may be removed from probation if his average for the succeeding semester is 1.0. A student already on probation from a previous semester who fails to achieve a 1.0 average will be asked to withdraw from the College for one full semester. He may apply for readmission on probation after one full semester has elapsed.

Work taken in the summer does not alter the probationary status of the student.

A student dropped a second time for poor scholarship may not be readmitted to any session.

No work may be taken at another institution during the semes-
for which a student has been dropped, with a view toward receiving credit at Bethune-Cookman College.

A student applying for admission to Bethune-Cookman College on probation may be admitted with similar status at Bethune-Cookman College.

A student applying for admission to Bethune-Cookman College from another institution which dropped him for poor scholarship should allow a full semester (Summer Session excepted) to elapse before registering, at which time he may be admitted on probation.

**ATTENDANCE**

**REGULARITY** in class attendance, consistent performance of classroom assignments and the meeting of all academic responsibilities in a prompt and satisfactory manner are required.

Registration in a course means that the student is held responsible for attendance and for work from the first meeting of the course. Late enrollment does not excuse the student from the work required from the beginning of the course. Absences are counted from the first meeting of the class.

While students are allowed as many unexcused absences as the number of credit hours provided for the course, it is found that the best students are generally the ones absent the least.

Absences may be excused by the Dean. After missing one or more sessions of a course, the student is expected to present his instructor a re-admit slip issued from the Dean's office, whether the absence was excused or not. In all cases of absence, excused or unexcused, the student is expected to make up the work missed, and is responsible for all of the requirements of the course.

For each unexcused absence above the allowed number, one-third semester hour and the corresponding fraction of quality points will be deducted from the record of the student. This regulation applies also to absence from required College activities.

All students are expected to attend the following activities; the foregoing regulation is enforced in connection with absence from those activities marked "R" to designate required attendance:

- Sunday School
- Religious Emphasis Week
- Community Meetings—R
- Assemblies (Monday and Friday)—R
- Mid-Week Worship Services—R
Founder's Day Activities—R
Baccalaureate—R
Commencement—R
Honors Convocation—R
Homecoming Parade—Required participation for all Freshmen

Absence prior to a holiday carries with it a penalty of a double cut. Failure to return on the designated date for the re-opening of school after a holiday carries a penalty of a double cut and a fine of $5.00.

Students may not leave the College for any holiday or recess without permission from the Dean of Men or the Dean of Women. Written requests from parents of women students who desire to leave the campus either to go home or elsewhere must be received in the office of the Dean of Women at least one week prior to the time the student desires to leave. Telegrams from parents should state the reasons for such request to leave the College.

Withdrawal:

When a student finds it necessary to withdraw from the College during the semester, he should execute the proper forms through the Office of the Dean of the College. The record of the student may thus be spared some undesirable grades for incomplete work lapsing later into permanent grades of "F".

When a student is required to withdraw as the result of poor scholarship or because of disciplinary action, he forfeits his rights and privileges as a member of the College Family, as well as fees paid in advance.

EXAMINATIONS

Placement Examinations are administered to all Freshmen and new students, after admission, as a part of the orientation program. The results of these tests serve as a basis for determining sections of some courses and are used for counseling and guidance purposes.

Mid-Semester and Final Examinations: In addition to periodic quizzes, formal examinations are given in all classes at the end of nine weeks and at the end of each semester. Results of these tests help determine the general average of the student.

English Proficiency: Each student must demonstrate proficiency in oral and written English prior to entering his Junior year.
Comprehensive Examinations: All Seniors must pass comprehensive examinations in their major field. Arrangement is made with respective department head. Students preparing to teach must pass their departmental comprehensive examinations prior to serving internship.

The National Teacher Examination is available to Seniors, upon application to the Testing Center of the College.

STUDENT LOAD

THE NORMAL LOAD of work a student may carry is sixteen hours per week. He may not carry less than twelve hours if he is to remain a regular student. Students who have a "B" average may carry, with the written approval of the Dean, a maximum of twenty semester hours.

Regular Student: One who has met all entrance requirements and is carrying an academic load of not less than twelve hours.

Special Student: One who is permitted to pursue studies at Bethune-Cookman College but is not considered a candidate for graduation.

Part-Time Student: One who has satisfied the entrance requirements and who, because of certain reasons approved by the Dean, is permitted to carry less than the number of hours per semester required of the regular student.

Unclassified Student: One whose exact academic status has not been determined but will be classified in one of the groups listed above.

CLASSIFICATION OF STUDENTS

Matriculated Students whose records as to entrance conditions and the completion of prescribed work are satisfactory are classified by hours and quality points as follows:

Freshmen: those who have completed less than thirty semester hours.

Sophomores: those who have completed thirty semester hours or more and have earned as many quality points, but who have completed less than sixty semester hours.

Juniors: those who have completed sixty semester hours or more and have earned as many quality points, but who have completed less than ninety semester hours.

Seniors: those who have completed ninety or more semester hours and have earned as many quality points.
GRADUATION

THE CANDIDATE for a degree must complete satisfactorily at least 124 semester hours and earn 124 quality points—an average of "C" in all of his work. If more than 124 hours are offered for any degree, a quality point ratio of 1.0, including all courses failed, must have been earned.

The hours for courses failed are not counted as hours earned but are counted as hours attempted. Courses taken over may not count more than once toward graduation as hours earned. All hours attempted, however, constitute the basis for figuring the cumulative average.

A transfer student must have an average of "C" in all work taken at Bethune-Cookman College.

The candidate for a degree must satisfy the requirements of the College as stated in the prescribed portions of the curriculum as well as the requirements of his major department. He must receive the approval of the Head of his major department and the Chairman of his Division, and be recommended by the faculty to the administration for the granting of the degree.

As indicated, the candidate for a degree must pass comprehensive examinations in his major field of study in addition to demonstrating proficiency in English. He is expected to be of good character and show promise of usefulness.

Students who expect to become candidates for degrees must file application in the office of the Registrar in accordance with the date announced for same on the College calendar.

Satisfactory adjustment must be made of all College fees and bills before graduation.

All candidates for graduation must attend the Baccalaureate Services and the Commencement Exercises in academic attire. Excuses will be granted only in case of extreme emergency.

The following honors are awarded at graduation to students who have distinguished themselves by high scholarship and who have earned at Bethune-Cookman College not less than 90 semester hours of their total credits: "With Honor," "With High Honor," "With Highest Honor."

(See also section, DEGREES, page 67)
SERVICES AND FACILITIES

Religious Services

Bethune-Cookman College is a church-related Institution and from its beginning emphasis has been placed on the religious life and spiritual development of the student. While it is a Methodist College, the Institution makes no attempt to force denominational views upon the student body.

The Office of the Chaplain is on the second floor of White Hall. In the light of the philosophy, "Our whole school for Christian Service," the Chaplain seeks to counsel students on religious and spiritual matters and to lead in the various forms of organized religious worship.

The College Sunday School meets each Sunday morning during the academic year at 9:00 o'clock. Mid-Week Worship Services, Chapel and Community Meetings have a significant as well as a traditional place in the life of Bethune-Cookman College. Religious Emphasis Week is observed as a special time of dedication during the school year.

The College provides for religious organizations of a denominational nature, such as the Baptist Student Union, the Newman Club, the Canterbury Club and others. The College is represented in and is a part of the Methodist Student Movement. An Oxford Club, for pre-ministerial students, has been organized. The Y.M.C.A. and the Y.W.C.A. are represented with chapters on the campus.

Each student is requested to bring a Bible with him at the beginning of the school year.

Guidance

Bethune-Cookman College seeks to maintain informal and friendly contacts between student and faculty to supplement by personal interest the more formal instructional aspects of college life. Each student has an academic advisor. In addition, counsel and guidance may be obtained from the Deans of Men and Women. All instructors take an interest in the welfare of the student.

The office of the Director of Student Personnel is located on the second floor of White Hall and is charged with the coordinating of counseling throughout the College. This service agency provides personal, vocational and educational guidance.

Information and data concerning individual students are avail-
able to all members of the faculty who share in the responsibility for counseling. Such records are compiled by the Testing Center which administers various standard tests and organizes research concerning the abilities, interest and progress of the student.

The student is given opportunity to share in the planning process for his growth and development. There is student representation on almost all faculty committees, and students have a voice in their own affairs in the Student Council, governing group of the student body.

Cultural Opportunities

To supplement classroom education, Bethune-Cookman College offers a well-rounded program of cultural attractions including music, plays and lectures by outstanding individuals. Many of these programs are free for all students; others are offered for a reasonable fee.

Athletics

Athletic sports are permitted and encouraged at Bethune-Cookman College. The new gymnasium is adequately equipped for all branches of physical education and athletics. Tennis courts are available for outdoor activity. In addition to the regular class work in physical education (two years of which are required of all students) an extensive intramural athletic program is conducted for both men and women.

The College holds membership in the Southern Inter-Collegiate Athletic Conference, the National Inter-Collegiate Athletic Association, and the National Collegiate Athletic Association. Football, basketball, track, and tennis are engaged in on a competitive basis. Students who participate in inter-collegiate competition do so on a voluntary basis.

Health Services

The College maintains a health and physical fitness program for all students. These services include:

1. Physical examination of every new student in order to advise him concerning physical defects. Studies are made to detect chronic conditions.
2. Dispensary service for students.
3. Infirmary care for sick students.
4. Hospitalization of a student in case it is required and authorized. A private physician of the patient's choice
assumes responsibility for such cases. Off-campus care is the financial responsibility of the individual.

The T. A. Adams Infirmary is staffed by a physician and a nurse. Students are urged to avail themselves of the clinical services of the Infirmary even when ailments seem slight. The College Nurse is available for first aid treatment and will call to the attention of the College Physician any case demanding special treatment.

The services described above are offered to the students in return for the medical fee paid at the time of registration. Such services, however, do not include X-rays, surgery, care of major accidents and/or off-campus examinations for glasses, dental service, out-of-office calls, cases of serious, chronic disorder or other extraordinary situations.

Each student will be entitled to a maximum of five days hospitalization in the College Infirmary, with routine nursing care and ordinary medication during each school year that he is enrolled. Special nursing service and special medication will be at the expense of the student. Non-boarding students will be charged for board and room while in the College Infirmary. Students who have to remain in the Infirmary longer than five days during the school year will be charged at the rate of $1.00 per day.

The College reserves the right to make decisions concerning emergency health problems if the parents or guardians cannot be reached.

Audio-Visual Center

The College maintains an audio-visual center as an aid to instruction in all departments. Specialized equipment is housed in this department but arrangements can be made for loan of projectors and materials to other departments.

Remedial Program in Reading

Organized on the basis of revealed needs of students and in order to ascertain the correlation between students’ performance in classes and their reading inabilities as revealed in the testing program, a remedial program in reading has been developed at Bethune-Cookman College. The Cooperative English Test is administered to all new students. Those whose scores are below what may be expected of college students are required to do remedial work under the supervision of the English Department. These students are re-tested after a semester of special non-credit work in
fail to achieve an acceptable level of performance. Emphasis is placed in all departments of instruction on reading and on English usage.

Veterans

The curricula of Bethune-Cookman College are approved for the education of Veterans. The Business Office assists in counseling and advising veterans on problems relating to their governmental programs and in setting up necessary procedures to comply with regulations on fees, books, interruption, reduction of course load, and the like.

Foreign Students

Bethune-Cookman is approved by the Attorney-General of the United States for the education of foreign students. A member of the faculty is appointed as advisor to foreign students.

The Library.

Students should make much use of the Library. During free periods, it is a quiet place to study with an abundance of reference books at hand. In the General Reading Rooms are permanent collections of books needed for quick reference and open-shelf collections in various fields.

STUDENT ORGANIZATIONS

ALL STUDENTS who seek membership in fraternities, sororities, clubs and other organized groups on the campus of Bethune-Cookman College must meet the scholarship standards of the College before approval and admission into such organizations. Every student may belong to some organization and the College encourages and welcomes participation in such activities.

A classified list of student organizations follows:

a. General Organizations

Clubs, activities and organizations where the membership is not restricted because of registration in a particular department are designated as "General." Participation in these groups is voluntary. Programs may be national or local in scope.

(1) Student Council

The Student Council at Bethune-Cookman College is the student governing body in matters pertaining to the common interest of the students.
(2) Men's Senate—comprised of all men of the College.
(3) Women's Senate—comprised of all women of the College
(4) Classes
   (a) Freshman
   (b) Sophomore
   (c) Junior
   (d) Senior
(5) The Bethunia Staff
   The Bethunia is the school publication reflecting community life and activity.
(6) Debating Society
(7) Special Service Groups
   (a) Band and orchestra
   (b) Choir
   (c) Tra-co-Dram
   (d) Dance Group
   (e) Majorettes
(8) Foreign Students' Organization

b. Departmental Clubs
   Departmental clubs are organizations designed to give students an opportunity to help interpret the broader educational implications in a given field of study and to gain professional perspective. Some of these clubs are affiliated with national organizations.
   (1) Business Club
   (2) Delta Pi Epsilon Mathematics Society
   (3) Beta Kappa Chi Scientific Society
   (4) Pi Omega Pi Honorary Business Fraternity
   (5) Literites (English Club)
   (6) Social Science Club
   (7) Science Club
   (8) Women Athletic Association
   (9) The Physical Education Major Club
   (10) The Elementary Education Club

c. Religious Organizations
   The Religious organizations are those groups whose primary objective is to promote spiritual growth through study, worship, service and action.
   (1) The Methodist Student Movement
   (2) The Baptist Student Union
   (3) The Canterbury Club
   (4) Newman Club
   (5) Oxford Ministerial Club
   (6) Sunday School
   (7) Y.M.C.A.
   (8) Y.W.C.A.
d. Fraternal Organizations
The fraternal organizations are National Greek Letter Organizations which have established chapters on the campus of Bethune-Cookman College.

(1) Gamma Tau Chapter of Alpha Kappa Alpha Sorority
(2) Delta Beta Chapter of Alpha Phi Alpha Fraternity
(3) Delta Alpha Chapter of Delta Sigma Theta Sorority
(4) Gamma Theta Chapter of Kappa Alpha Psi Fraternity
(5) Omicron Epsilon Chapter of Omega Psi Phi Fraternity
(6) Beta Upsilon Chapter of Phi Beta Sigma Fraternity
(7) Beta Eta Chapter of Sigma Gamma Rho Sorority
(8) Mu Beta Chapter of Zeta Phi Beta Sorority
(9) Pan-Hellenic Council
(10) Advisory Council to Greek-Letter Organizations
     (This organization is administrative, not social)

e. Athletic Groups
Athletic Groups are those groups whose primary purpose is to promote general interest in organized sports through intramural and inter-collegiate programs.

(1) Football
(2) Basketball
(3) Track and Field
(4) Tennis
(5) Golf
(6) Volley Ball
(7) Soft Ball

f. Special Clubs
Special clubs are those whose membership is determined on the basis of merit and achievement in a given area.

(1) Alpha Kappa Mu Honor Society

g. Miscellaneous
(1) Cavaliers and Cavalettes
(2) Mummies and Zeniths
(3) Veterans’ Club

An average of "C" is required in order to participate in clubs and organizations. Honor Societies have their own regulations; however, and to be pledged to a fraternity or sorority, a student must have an average of 1.5, the same minimum average, under the rules of the Pan-Hellenic Council, required to join and to remain in active status in a Greek-letter organization. Pledging and initiation may take place only at prescribed times during the school year.
Each student organization and activity must be registered in the Office of the Director of Student Personnel with a copy of the charter and a list of the names of the current officers on file. Permission must be obtained from the administration of the College to start a new organization on the campus. Organizations may nominate several members of the faculty from which nominations the administration of the College appoints the official faculty sponsors.

**GENERAL REGULATIONS**

*Student Responsibility*

In accepting admission to Bethune-Cookman College, the student subscribes to the standards of personal conduct which the College considers fundamental to group living and it is assumed that he will take advantage of the opportunities offered him to learn how to make wise decisions regarding his own conduct.

Rules and regulations governing students and student life are found in the *The Challenge* (student handbook) prepared by the Publications Committee which is composed of faculty and students.

*Notices and Announcements*

Students are held responsible for information published through notices and announcements placed on bulletin boards or made at student assemblies.

**Discipline**

Bethune-Cookman College seeks to safeguard the integrity of all of the students. It is expected that individual students will refrain from participation in acts which are considered irregular. Those who persist in violating any of the privileges, standards and rules of the College, who are consistently delinquent in academic responsibility, continually neglect their financial obligations or embarrass the College in any manner are subject to disciplinary action. The College reserves the right to dismiss a student for unbecoming social behavior. A student so dismissed forfeits his rights and privileges as a member of the College family, as well as fees paid in advance.

The College reserves the right to notify civil authorities whenever a student is guilty of or charged with violation of civil law.

**Dormitory Life**

Students are under the supervision, in their dormitories, of the
respective Deans of Men and of Women. Rules governing dormitory life may be found in the student handbook.

All students should bring with them the following items:

- 4 sheets
- 2 bedspreads
- 4 pillowcases
- 1 blanket
- towels

Dormitory rooms are furnished; however, students will wish to personalize their rooms with their own curtains, scarves and similar items.

All students, both men and women, whose parents or guardians do not live in Daytona Beach are required to live on the campus (except by special permission granted in exceptional cases on an application approved by the Dean of Men or the Dean of Women and the Business Manager). Under no circumstances may a student move from the campus to the City without written permission.

Uniform Dress

The College has, from its earlier days, required uniform dress for the student for special assemblies and stated occasions, believing it to be economical as well as the best means of training young people in the habits of simplicity and good taste.

Women students are required to have, in winter, black shoes, an attractive shade of hose, a dark blue tailored suit and white tailored, long-sleeved blouse; for summer they are required to have a white, tailored, long-sleeved suit. At times, a hat, gloves and a handbag are also required.

Men students must own a navy blue suit, white shirts, a black tie and black shoes.

FINANCIAL AID, SCHOLARSHIPS AND PRIZES

Student Aid

Bethune-Cookman College engages a limited number of students in part-time employment. These jobs normally pay $15.00 to $20.00 per month. Student aid is granted only to students who demonstrate academic competence, need, willingness and ability to contribute work of value to the College, such as clerical services, laboratory assistance, work on the campus, work in dormitories, work in dining hall, et cetera. Assignment for work is made from the Business Office. No student employment contract will be main-
tained beyond the end of a semester in the case of any student who fails to maintain an average of "C" in his current work. Part-time employment should not be counted upon to yield an income greater than $180.00 for the current year.

Scholarships for Freshmen

Bethune-Cookman College offers, on a competitive basis, a limited number of scholarships to freshmen and upperclassmen. Applications for these scholarships should be sent to the Scholarship Committee.

Special Scholarship Funds

A limited number of scholarships is available to well qualified students who show promise, ability and need. Some of the scholarships are awarded directly by donors and administrated by the Committee on Scholarships, or by the President of the College. Scholarships awarded by the College are handled by the Scholarship Committee. These scholarships are non-continuing awards.

Although high scholarship achieved through academic endeavor is an important feature in qualifying for scholarship, it is not the only consideration. Additional requirements are based upon the fundamental principles of good character and citizenship. Good health, attitude, seriousness of purpose, ability to get along with others and initiative are also significant criteria.

Some scholarships have special privileges and limitations. Specifications may be ascertained from the list below:

1. Mary McLeod Bethune Memorial Scholarship ($300.00): Payable at the rate of $150.00 per semester, this scholarship is presented in memory of the late Dr. Mary McLeod Bethune by Mr. Julius Davidson and is awarded to a student in the Department of Social Science. The recipient is selected by a committee of the Board of Trustees of the Mary McLeod Bethune Foundation.

2. Bertha Cann Tuition Scholarship: For a worthy and needy entering freshman girl. However, this scholarship may be renewed by the recipient on the sophomore, junior and senior level, if the applicant's record proves worthy. Scholarship valued at $200.00 per year, payable at the rate of $100.00 each semester. Applications may be made directly to the President.

3. The Mrs. Joseph E. Cannon Scholarship Fund: For a student enrolled in the College with a full load, and who is recom-
mended for the scholarship by the President. The student must have a good moral character, good scholarship and ability, good health, earnestness of purpose and is needy. Applicants may apply directly to the President. Scholarship valued at $300.00 per year.

4. Dana Albert Dorsey Memorial Scholarship: Beginning with the year 1956-57 and annually thereafter, Mrs. Dana D. Chapman has contributed $1,500.00 to be used for scholarship awards for three young ladies from the Miami area. One has to be a graduate of Dorsey High School, Miami, Florida, and one has to be a major in Business Education. Application for these awards should be directed to the Scholarship Committee.

5. The Nellie B. and Bessie H. Garrison Scholarships ($200.00 each): Two scholarships valued at $200.00 each are awarded annually by Misses Nellie B. and Bessie H. Garrison. Application should be submitted to the President.

6. The Edna and Freda Green Part-Tuition Scholarships: For a worthy and needy girl (or girls) student(s) enrolled in the College with a full load, and recommended for scholarship aid by the President. The student must have good moral character, good scholarship and ability, good health, earnestness of purpose and is needy. Applicants may apply directly to the President. Scholarship valued at $200.00 per year, payable $100.00 each semester.

7. The William J. Hale Memorial Annual Scholarship Award: An annual scholarship in Business, to serve as an inspiration to a young man or young woman, who aspires to high ideals and achievement in Business. Applications should be submitted to the President. Scholarship valued at $200.00 per year.

8. The Roman Henry Heyn Tuition Scholarship Awards: Five tuition scholarships. Scholarship valued at $1,000 ($200.00 each to five worthy students, payable at the rate of $100.00 each semester). Scholarships awarded annually. Applications should be made directly to the President.

9. House Bill No. 111: Provides for scholarship of $300.00 for dependent children of deceased World War veterans who entered the service 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.

10. The Theodore Luce Foundation Scholarships (Sponsored by The Theodore Luce Foundation): For two students (one male
and one female) who are graduates of high schools in the Clearwater, Florida area. They must be worthy and needy, must maintain a passing grade, must be recommended by the principals and scholarship committees of high schools in the Clearwater, Florida area. These scholarships are to be awarded annually. One of these scholarships may be reallocated annually for four years to the student having been awarded said scholarship in his freshman year and who maintains a "B" average. The other scholarship is to be awarded during the freshman year only. The recipients of these scholarships are subject to the approval of the Theodore Luce Foundation. The scholarships are only honored at Bethune-Cookman College. Scholarships valued at $750.00 each, and are to be awarded annually.

11. Ministerial Scholarships: Established to aid worthy students preparing for the Ministry. Persons selected must maintain passing grades, be loyal to the College and must be enrolled in courses preparing them for the ministry. Recipients to be selected by a committee composed of the President, the Dean-Registrar and the College Chaplain. A student who meets the requirements is eligible to receive this scholarship for four years.

The Herbert J. Burgstahler Ministerial Scholarship—$100.00 per year.
The O. Alton Murphy Ministerial Scholarship—$100.00 per year
The Lee Nichols Ministerial Scholarship—$100.00 per year

12. The E. M. Reynolds Company Scholarship: For a student enrolled in the College with a full load, and who is recommended for the scholarship by the President. The student must have good moral character, good scholarship and ability, good health, earnestness of purpose and is needy. Applicants may apply directly to the President. Scholarship valued at $600.00 per year, payable $300.00 each semester.

13. The Unitarian Scholarships (Sponsored by Mr. Stephen W. Steinecke): For two Negro students who are graduates of high schools in Sarasota County, Florida and who are desirous of majoring in elementary or secondary education and entering the field of teaching. The student must be worthy and needy; must maintain a passing grade, and must be recommended by the principals and scholarship committees of the high schools in Sarasota County, Florida. These scholarships are to be awarded annually. One of
these scholarships may be reallocated annually for four years to the student having been awarded said scholarship in his freshman year, and who maintains a "B" average. The other scholarship is to be awarded during the freshman year only. Scholarships valued at $500.00 each per year.

14. **Vocational Rehabilitation Scholarship**: The Rehabilitation Division of the State Department of Education provides limited assistance to persons who are physically handicapped. Requirements for eligibility for this assistance are as follows: The applicant must have a disability which is a substantial vocational handicap. He must be sixteen years of age or over; he must have a good scholastic record and must take courses that will prepare him for some vocation at which he can earn a living. Application for this assistance should be made prior to July 1 for the following school year. Students who wish to apply should write to the State Director of the Division of Vocational Rehabilitation, Department of Education, Tallahassee, Florida.

**Scholarship Loan Funds**

The College has revolving funds open to all worthy students on a short term basis. The terms and conditions are designated for each loan fund. Scholarship loans are also available from other sources other than Bethune-Cookman College. Two of these sources are listed here for the information of those who are interested. Applications for loans should be directed to the Office of the President, unless otherwise indicated.

1. **The Gertrude Brown Memorial Fund ($500.00)**. This revolving fund was created to help worthy seniors. Small amounts may be borrowed from this fund on short-term notes not exceeding 12 months, with interest at 3 per cent per annum.

2. **Bertha Cann Senior Scholarship Revolving Loan Fund**. For a needy student in his senior year. Amount of loan fund—$100.00. Applications for these loans should be made directly to the Faculty Loan Committee.

3. **Pearl Cox Scholarship Fund ($130.00)**. This revolving fund was created to help worthy seniors. Small amounts may be borrowed on short-term notes not to exceed six months. Interest rates are low.

4. **The Henry Jefferson Davis Memorial Revolving Loan Fund ($250.00)**. This revolving loan fund was created to help worthy
juniors and seniors. Donor—Reverend Jack A. Davis. A junior or senior may borrow up to $50.00 on a short-term note, not to exceed 24 months, with interest not to exceed 3 per cent per annum.

5. **The Delta Sigma Theta Loan Fund** ($467.54). A revolving fund established by the Delta Sigma Theta Sorority for loans to worthy students in the current graduating class who are unable to meet the expense of their final year without such aid. Maximum loan to student, $75.00, on notes of six, nine or twelve months.

6. **E. R. Scholarship Fund** ($100.00). Students may borrow small amounts on signed notes which will not exceed one year, with 3 per cent per annum.

7. **Charles W. Francis Scholarship Fund** ($50.00). Students may borrow small amounts on signed notes which will not exceed one year.

8. **Nannett Harlo Scholarship Fund** ($73.00). Students may borrow small amounts on signed notes which will not exceed one year.

9. **S. Harley Jones Memorial Scholarship Fund** ($10.00). A revolving fund established for the purpose of helping worthy students who are seniors and who are unable to meet their financial obligations. Students may borrow small amounts to be repaid in one year with the interest rate of 3 per cent per annum.

10. **Revolving Fund in Commemoration of Maggie and John Phillips.** In approving applications for loans from this fund, in addition to financial need, primary and equal consideration should be given to the following attributes, rather than to high scholastic grades, so long as the applicant's grades have been satisfactory: intense desire for higher education, demonstrated outstanding good citizenship, ability as all-around student and qualities of personality and character that give good promise of leadership. Also to be considered shall be the health and satisfactory evidence of financial responsibility. This fund is established to encourage worthy students who wish to enter the freshman class of the College but are unable to meet the necessary expenses without such aid. Amount of loan fund, $1,000.00. Applications for these loans should be directed to the Faculty Loan Committee. (Loans are made up to $200.00 each to students who qualify).

11. **Pickett and Hatcher Educational Fund.** The late Mr. Claude A. Hatcher of Columbus, Georgia, created an educational
loan fund for the purpose of aiding a large number of worthy students in securing courses in broad liberal college training. Loans are available for students of all classes. Limitations prevent loans being granted to student of law, medicine and for the ministry.

Applications and requests for additional information should be addressed to Pickett and Hatcher Educational Fund, 215 First National Bank Building, Columbus, Georgia.

12. The Rees Student Loan Fund ($800.00). A revolving fund established by Mrs. Veva Rees Friend, from which students in the current graduating class may borrow small amounts on short-term notes. Interest rates are low.

13. Nellie B. Seibert Scholarship Fund ($100.00). A revolving fund established by Nellie B. Seibert to help worthy students. Small amounts may be borrowed and repaid in one year with interest at the rate of 3 per cent per annum.

14. E. B. Seward Scholarship Fund ($50.00). Students may borrow small amounts on signed notes which will not exceed one year.

15. Vada Somerville Scholarship Fund ($607.50). A scholarship fund established to aid any worthy student. Students may borrow small amounts on signed notes which will not exceed one year.

16. The Student Loan Fund of the Methodist Church. This is a revolving fund from which Methodist students enrolled at Bethune-Cookman College may borrow amounts as follows:

<table>
<thead>
<tr>
<th>Class</th>
<th>Maximum Loan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshmen</td>
<td>$200.00</td>
</tr>
<tr>
<td>Sophomores</td>
<td>$250.00</td>
</tr>
<tr>
<td>Juniors</td>
<td>$350.00</td>
</tr>
<tr>
<td>Seniors</td>
<td>$350.00</td>
</tr>
</tbody>
</table>

These loans, at low interest rates, are approved only for students in full time attendance and on the basis of their eligibility as determined by the President.

Applicants must be seventeen years of age or over, must give evidence of good health, Christian character, intellectual interest, promise of usefulness to church and society and satisfactory evidence of financial responsibility. Application for these loans should be directed to the President.

17. Libby M. Whitney Memorial Scholarship Fund ($80.00). This revolving fund was created to help worthy juniors and seniors.
Small loans may be made by any student recommended by the President.

Students enrolled 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 orientated themselves and have demonstrated their ability and worth.

Presentation of Scholarship Papers

Students who have been awarded scholarships through normal channels are required to submit the scholarship award to the Business Manager upon registration.

Prizes and Awards

**DR. T. A. ADAMS AWARD**—For academic efficiency despite physical handicaps, $5.00.

**THE RHETT BUTLER AWARD**—To the student in the band who is interested in its welfare, who shows dependability and is punctual at all times, $5.00.

**THE BEATRICE L. COLEMAN MEMORIAL AWARD**—To the student excelling in the Music Department, $5.00.

**THE GEORGE COLEMAN AWARD**—To the student having the second highest average in Education Practice Teaching during the year, $5.00.

**THE JAMES A. COLSTON AWARD**—To the student displaying the greatest amount of industry and thrift, combined with good scholarship, $5.00.

**PAN-HELLENIC COUNCIL SCHOLARSHIP AWARD**—$50.00 (See the Dean-Registrar for information concerning this award).

**THE JULIA A. DAVIS AWARD**—For faithful work in the Boarding Department during the year, Two prizes, $2.50 each.

**THE GEORGE W. ENGRAM AWARD**—To the student with the highest average in Science during the year, $5.00.

**MRS. JACOB GINSBERG AWARD**—A dress pattern to the young lady with a record of outstanding work in Clothing during the year.

**THE EMMY V. HUNT AWARD**—For achievement in Foods during the year, $2.00.
THE JOE H. JAMES AWARD—To the highest ranking student in Public School Art, $5.00.

THE DAVID L. LEAVER AWARDS—To the varsity athlete with the highest academic average, $5.00. To the Physical Education Major with the highest academic record, $5.00.

MARY J. TODD MCKENZIE AWARD—To the students exhibiting deep interest in spiritual values, expressed by religious leadership: First prize—$7.00; Second Prize—$3.00.

THE BERNICE HUGHES MARTIN PRIZE—For excellence in extemporaneous speaking, $5.00.

THE M. C. B. MASON MEMORIAL PRIZES—To the students showing the greatest leadership in Y.M.C.A. AND Y.W.C.A., $5.00 to the young man; $5.00 to the young woman.

PERCY L. MILLIGAN AWARD—To the first year student majoring in mathematics who demonstrates the most proficiency, industry and efficiency in mathematics, $5.00.

THE MUMMIES-ZENITHS CLUB AWARDS—To the young man and young lady with the highest academic record in the first two years of their college program. $5.00 to the young man; $5.00 to the young woman.

THE EZE OGUERI AWARD—For a student of outstanding merit and cooperation in the Senior Class, $6.00.

THE KELSEY PHARR AWARD—To the student with the highest record in commercial subjects for the year, $15.00.

THE EDWARD VAN POOLE PRIZE—To the student exhibiting outstanding qualities of dependability, adaptability and responsibility, $5.00.

THE VEVA REES POETRY CONTEST PRIZE—To the winners of the annual poetry contest, First prize, $5.00; Second prize, $3.00; Third prize, $2.00.

THE HARRISON RHODES MEMORIAL PRIZE—For distinction in creative writing. First prize, $7.00; Second prize, $5.00; Third prize, $3.00.

THE PAT SAMPLES AWARD—To the student in the choir who shows the most interest; who is punctual, dependable and outstanding. This student must have at least an average of "C", $3.00.

THE JOHN L. SLACK AWARD—To the student having the highest average in Biology, $2.00.
THE MARION SPEIGHT AWARD—To the student making the best record in foreign languages during the year, $5.00.

MARIAN WEBB WATERS MEMORIAL AWARD—To the valedictorian of the June graduation class, $10.00.

ELLEN LONG WIGGINS ART AWARD—To the senior student who has made the highest average in art subjects over the four (4) years period in college, $15.00.

CAROL ROBIN ZEIGER MUSIC AWARD—For outstanding cooperation and service in college choral work, $10.00.

FINANCIAL REGULATIONS

Bethune-Cookman College emphasizes promptness in payment of all accounts. Matriculation fees and charges for room, board and laundry have been determined in the light of present conditions. The College reserves the right to make increases at any time during a school year in these charges, should conditions make this necessary. Room, board and laundry are offered as a group. A student may not have one without the other.

All payments on students' accounts should be sent by money order, certified or cashier's check and registered mail, made payable to Bethune-Cookman College. All payments should be mailed directly to The Business Manager, Bethune-Cookman College, Daytona Beach, Florida. Statements of accounts are made to parents only on request. Any expense incurred in connection with the collection of student accounts will be charged to the student.

In no case may a student receive a degree, transcript or certificate until a satisfactory settlement of his account has been made.

It is the student's responsibility to consult the Business Office if he does not understand the statements printed here or for additional information concerning them.

Estimate of Expenses

The annual expenses of a student at Bethune-Cookman College are not high. The exact amount will vary according to the habits and economy of the individual. The average semester's expenses for a resident student is $400.00; that of a city student is $201.00. Neither of these estimates includes charges for music, laboratory and other course fees. Charges for textbooks and incidental supplies are also not included. These miscellaneous charges, which can only be determined at registration, can be approximately determined from the schedule of fees which follows.
The following estimate, exclusive of graduation and course fees, will enable the student to form an idea of the yearly expenses.

<table>
<thead>
<tr>
<th>Resident Student</th>
<th>First Semester</th>
<th>Second Semester</th>
<th>For the Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$135.00</td>
<td>$135.00</td>
<td>$270.00</td>
</tr>
<tr>
<td>Annual Fees</td>
<td>40.00</td>
<td>5.00</td>
<td>45.00</td>
</tr>
<tr>
<td>Activity Fee</td>
<td>11.00</td>
<td>—</td>
<td>11.00</td>
</tr>
<tr>
<td>Room, board and laundry</td>
<td>237.50</td>
<td>237.50</td>
<td>475.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$423.50</strong></td>
<td><strong>$377.50</strong></td>
<td><strong>$801.00</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>City Student</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$145.00</td>
<td>$145.00</td>
<td>$290.00</td>
</tr>
<tr>
<td>Annual Fees</td>
<td>40.00</td>
<td>5.00</td>
<td>45.00</td>
</tr>
<tr>
<td>Activity Fees</td>
<td>11.00</td>
<td>—</td>
<td>11.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$196.00</strong></td>
<td><strong>$150.00</strong></td>
<td><strong>$346.00</strong></td>
</tr>
</tbody>
</table>

All expenses of a previous semester must be paid before a student is permitted to register for another semester.

All resident and city students are required upon entrance to pay the following:

- **First Semester**
  - Resident
    - Tuition $135.00
    - Annual Fees 40.00
    - Activity Fee 11.00
    - Room, board and laundry (First Installment) 118.75
    - **Total** $304.75
  - City
    - Tuition $145.00
    - Annual Fees 40.00
    - Activity Fee 11.00
    - **Total** $196.00

The late registration fee of ten dollars will apply to all students who register after September 17 for the first semester and after January 28 for the second semester of the school year 1957-1958, (or after September 16 for the first semester and after January 27 for the second semester of the school year 1958-1959).

**Schedule of Tuition and Fees**
- Tuition per semester—Resident student $135.00
- Tuition per semester—City student 145.00
- Tuition per semester hour above 16 12.00
- Room, board and laundry (Quarterly) 118.75

**Annual Fees**
- Registration per semester $5.00
<table>
<thead>
<tr>
<th>Fee Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breakage</td>
<td>3.00</td>
</tr>
<tr>
<td>Library</td>
<td>6.00</td>
</tr>
<tr>
<td>Athletic</td>
<td>10.00</td>
</tr>
<tr>
<td>Cultural</td>
<td>6.00</td>
</tr>
<tr>
<td>Medical</td>
<td>10.00</td>
</tr>
</tbody>
</table>

**Student Activity Fees**

($3.00 less for former students)  

<table>
<thead>
<tr>
<th>Activity</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman cap</td>
<td>.50</td>
</tr>
<tr>
<td>YMCA or YWCA</td>
<td>.50</td>
</tr>
<tr>
<td>The Bethunia</td>
<td>.50</td>
</tr>
<tr>
<td>The B-Cean</td>
<td>6.50</td>
</tr>
<tr>
<td>Student Council</td>
<td>.50</td>
</tr>
<tr>
<td>Orientation Tests</td>
<td>2.50</td>
</tr>
</tbody>
</table>

**Examination for advanced standing (per credit hour)**  
2.50

**Late examination per course**  
1.00

**Comprehensive examination (per each after the first)**  
3.00

**Application for admission**  
25.00

($15.00 of this fee is applied to the student's account. $10.00 covers the processing of credentials and correspondence and is not refundable).  

**Registration Booklet (first copy is free)**  
.25

**Late Registration Fee**  
10.00

**For proper removal of incomplete grade (per course)**  
1.00

**Change in program after first week**  
1.00

**Fee for special student per semester hour of credit**  
12.00

**Registration fee for special student**  
5.00

**Graduation Fee**  
20.00

**Individual instruction in music (per month)**  
6.00

**Textbook and supplies (approximate cost per semester)**  
40.00

**Key deposit (Refundable upon return of key and receipt)**  
1.00

**Auditing course**  
5.00

**Excess credit—per semester hour**  
12.00

**Homemaking (First year students)**  
1.00

**Locker Fee (per semester)**  
1.00

**Laboratory Fees:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chemistry, Biology, Physics</td>
<td>$8.00 to 10.00</td>
</tr>
<tr>
<td>Internship program — supervision &amp; service</td>
<td>50.00</td>
</tr>
<tr>
<td>Library Service</td>
<td>$6.00 to 12.00</td>
</tr>
<tr>
<td>Art</td>
<td>$3.00 to 6.00</td>
</tr>
<tr>
<td>Audio-Visual Courses</td>
<td>3.00</td>
</tr>
<tr>
<td>Home Economics</td>
<td>$5.00 to 15.00</td>
</tr>
</tbody>
</table>

**Typing**  
5.00

**Material Fee:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physical Education courses</td>
<td>$2.00 to $4.00</td>
</tr>
<tr>
<td>Dramatics</td>
<td>5.00</td>
</tr>
<tr>
<td>Survey of Physical, Biological Science</td>
<td>2.00</td>
</tr>
<tr>
<td>Instruction in piano, instruments (per month)</td>
<td>6.00</td>
</tr>
</tbody>
</table>
New students (transfer and other) registering for the first time during the second semester will pay $30.00 annual fees and $11.00 activity fees, the same as students who enter during the first semester.

**Payment of Tuition, Fees and Room, Board and Laundry**

All accounts are payable in advance. Tuition, fees and room, board and laundry are due at the time of registration for each semester, with the following exception: Room, board and laundry are payable in four equal installments. The schedule for these payments for the school year 1957-1958 is as follows:

- September 13, 1957—Freshmen and New Students: $118.75
- September 16, 1957—Upperclassmen: $118.75
- November 18, 1957—All Students: $118.75
- January 24, 1958—Freshmen and New Students: $118.75
- January 27, 1958—Upperclassmen: $118.75
- March 29, 1958—All Students: $118.75

The first payment is due at registration. The others are due at the time indicated. In any case where terms are made, a student will be dropped from his classes because of failure to meet the agreed payments and may be reinstated in his classes only after satisfactory payments have been made and a reinstatement charge of $6.00 has been paid.

All students are expected to follow the above schedule for the payment of room, board and laundry. Veterans should make arrangements to bring funds to carry them until they begin receiving their subsistence checks from the government.

New students and others who were enrolled during the preceding semester will be admitted to their classes only after completion of their responsibilities in the Registrar's Office and, when necessary, they may be given ten days from the date of registration in which to complete their registration in the Business Office.

The last opportunity to complete registration will expire when the Business Office closes on the last day for late registration.

Failure to complete these financial arrangements before the expiration of the ten day period will close the opportunity of students to complete registration during the current semester. The full effect upon students for such failure, then, will be to bring about cancellation of incomplete registration and exclusion from dormitory, dining hall, classroom and all other facilities of the
Institution throughout the remainder of the semester.

Students who have not paid their bills before examinations will not be admitted to the examinations and must take them, when qualified, at a subsequent period set aside for deferred examinations.

**Room, Board and Laundry Adjustments**

No deductions or adjustments will be made for any fraction of a week or for any holidays. Refunds for board will not be made for a period shorter than fifteen (15) days. In no event will more than 50% be refunded. A refund for board may be made in case of consecutive absence from the College of not less than fifteen (15) days, exclusive of holidays, due to illness of the student or a member of his family, or for some other unavoidable cause.

*Room and laundry charges are not refundable.*

No refund provided for in any section of the Catalog will be granted unless applied for within the current academic year.

**Tuition and Fees—Withdrawals and Refunds**

Formal application for withdrawal must be made to the Dean of the College and permission granted before a student leaves the college. *No remission of fees will be allowed students who do not withdraw formally from the College and campus.* Adjustments are made on the basis of a certified statement issued to the Business Office by the Dean of the College.

Students who withdraw within the first month of a semester will be reimbursed two-thirds of the tuition charge. Students who withdraw after the first month will be reimbursed only for board. Annual fees, laboratory fees and special course fees are not refundable.

Graduation fee should be paid at the time formal application is made for the degree.

**Dormitory Reservation**

New students who are desirous of dormitory accommodations must submit $10.00 at the time of making application for admission. This deposit serves to reserve a room and is applied on account once the student actually enrolls in the designated semester. This reservation fee is forfeited if the applicant fails to enter the dormitory at the designated time; but if an application for cancellation is made with adequate reason before August 1, of the current year, the reservation may be cancelled and the fee refunded.
Resident students who wish dormitory accommodations must pay a room reservation fee of $10.00 on or before August 1 of each year. The cancellation and refund policy for new students will apply here also.

When a student reserves a room in the College dormitories, it is mutually understood and agreed that the student shall pay for the room throughout the full year in which he or she is enrolled in the Institution.

The administration reserves the right to close the dormitories and boarding department during the Christmas holidays and spring vacation. Faith Hall is open to students, faculty members and guests throughout the academic year. Charges are arranged to cover all meals for each semester. (No supper is served on Sunday evenings). This charge is part of the general fee of $237.50 per semester for room, board and laundry.

Where special diet is necessary (signed certificate from physician), the College will provide it, if possible, at an additional charge to cover the extra costs involved.
THE CURRICULUM

So that Bethune-Cookman College might attain its objectives, the curriculum which follows has 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 course of study here outlined is not an end in itself—it is a means to an end. Its primary service is to provide a reliable compass to direct the student into a more nearly complete life.

The curriculum at Bethune-Cookman College has, therefore, the following purposes:

1. To build a broad foundation in general education for adequate citizenship in a democratic society;
2. To give thorough preparation in the fundamentals of a specialized area, yet providing elective hours in some closely allied field;
3. To develop Christian sensitivity and awareness to prospective life-work through professional treatment of the subject matter, skills and outlook involved;
4. Implementation of knowledge, skill and understanding in practical experience in laboratory, school, community and public service.

DEGREES

Bethune-Cookman College confers the degrees, Bachelor of Arts, and Bachelor of Science, upon completion of the prescribed requirements of the respective course of study and approval by the Faculty.

The degree, Bachelor of Arts, is conferred when the major field of study is English, Music, Philosophy and Religion, or Speech and Drama, in the Division of Humanities.

The degree, Bachelor of Science, is conferred when the major field of study is Elementary Education, in the Division of Education.

Either degree, Bachelor of Arts or Bachelor of Science, may be
conferred when the major field is Science, in the Division of Science, or Commerce, Physical Education and Health or Social Science, in the Division of Social Science, depending upon the curriculum selected.

In every case, the student must present twelve semester hours credit in one foreign language in order to qualify for the Bachelor of Arts degree.

Academic programs are planned by the student's major advisor within the framework of the general requirements of the College and in consultation with the student in order to provide the best possible course of study to meet individual student needs.

The normal period of study required of a student who enters the Freshman class is four years or eight semesters. No student will be recommended for a degree until he has achieved the following:

1. Demonstration of a satisfactory level of achievement, both qualitatively and quantitatively.
2. Completion of a minimum of 124 semester hours with passing grades, properly distributed, exclusive of duplication of courses, and with a total number of quality points not less than the total number of hours attempted. (Considering all work attempted at Bethune-Cookman College and any work accepted as transfer credit, a student must earn a cumulative average of "C").
3. Completion of the requirements of the General Education Program and of the requirements of a major field of concentration.
4. Satisfactory achievement on a comprehensive examination required in the major field. (See section on Examinations pages 42, 43).
5. Recommendation for a degree by the head of the student's major department.

In every case the final 30 semester hours in completion of the requirements for a degree must be done in residence at Bethune-Cookman College, with a cumulative average of "C" in all work taken at this Institution.

Any student who falls below satisfactory level in scholarship or who for any reason in the judgment of the Administrative Committee is felt not to be a desirable member of the student body is subject to dismissal.
GENERAL EDUCATION

The curriculum is organized into two distinct but interrelated levels: the basic General Education Program and the upper level of major concentration.

The General Education Program at Bethune-Cookman College is designed to develop in students those Christian values, attitudes, skills and knowledge necessary for abundant personal living and responsible citizenship in a democratic society. To this end experiences are provided which give the student an understanding of the physical, biological and social environment, of literature, art and music, of physical and mental health, of philosophy and religion, and of the skills necessary for effective communication in writing, speaking, reading and listening. These non-specialized and non-vocational learnings are believed to be essential in the common experience of all educated Christian men and women.

So that each student may participate fully in this program, the College requires for graduation 45 semester hours of credit in General Education. Normally this program is completed during the Freshman and Sophomore years.

The 45 semester hours of credit are distributed as follows:
(For descriptions, see "Courses of Instruction")

<table>
<thead>
<tr>
<th>Division of Humanities</th>
<th>21</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eng. 101-102 Communications 6 (p. 72) *</td>
<td></td>
</tr>
<tr>
<td>P.R. 101, 102 Biblical Literature 4 (p. 78)</td>
<td></td>
</tr>
<tr>
<td>Eng. 201-202 World Literature 6 (p. 72)</td>
<td></td>
</tr>
<tr>
<td>S.D. 232 Public Speaking 3 (p. 80)</td>
<td></td>
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<tr>
<td>Art 201 History of Art 2 (p. 81)</td>
<td></td>
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<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>Mu 240 History of Music 2 (p. 75)</td>
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<table>
<thead>
<tr>
<th>Division of Science</th>
<th>12</th>
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<tbody>
<tr>
<td>Bi 101 Biological Science 3 (p. 84)</td>
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</tr>
<tr>
<td>Ph 101 General Physical Science 3 (p. 87)</td>
<td></td>
</tr>
<tr>
<td>Ma 101-102 College Mathematics 6 (p. 86)</td>
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<table>
<thead>
<tr>
<th>Division of Social Science</th>
<th>10</th>
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</thead>
<tbody>
<tr>
<td>S.S. 101-102 American Institutions 6 (p. 95)</td>
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<tr>
<td>P.E. 101-102 Physical Education 2 (p. 91)</td>
<td></td>
</tr>
<tr>
<td>P.E. 201-202 Physical Education 2 (p. 92)</td>
<td></td>
</tr>
</tbody>
</table>

RESTRICTED ELECTIVE 2

*A student whose entrance examinations reveal deficiencies in English must take remedial work in the Department of English. (See Eng. 101-102, page 72)
To complete his program a student may elect from those courses designated in the description of courses as General Education electives by the symbol ‡. In electing such a course, the student should seek the advice of his major advisor or that of the Coordinator of General Education.

**MAJOR FIELD OF CONCENTRATION**

By the end of his Sophomore year the student must select for concentration of study in the Junior and Senior years the field in which he wishes to major. Requirements for each major field are set up by the department involved but a minimum of thirty semester hours with a grade of "C" in each course counted toward the major is required by the College. Students desiring to teach should consult their major advisor for information concerning State certification requirements and plan their programs accordingly. (See page 98.)

The student may choose from one of nine major departments on the upper level of the curriculum. These are grouped into four main Divisions of Instruction, as follows:

I. **DIVISION OF HUMANITIES:** English, Music, Philosophy and Religion, Speech and Drama

II. **DIVISION OF SCIENCE:** Science

III. **DIVISION OF SOCIAL SCIENCE:** Commerce, Physical Education and Health, Social Science

IV. **DIVISION OF EDUCATION:** Elementary Education

In addition to these major departments, courses are offered in departments of instruction which similarly fall into one of the main Divisions although they do not constitute a major field of concentration for a degree. Some of these areas do, however, offer sufficient courses for State certification for students who desire to qualify to teach. (See "Courses of Instruction" for these offerings.)

**COURSES OF INSTRUCTION**

for

1957-1958 and 1958-1959

The Courses of Instruction are listed herewith under the respective departments which offer them within the Divisional framework of the College curriculum. Courses intended for Freshmen carry numbers 100 to 199, those for Sophomores 200 to 299, for Juniors
and Seniors, from 300 up. So far as possible, courses should be taken in sequence and at the level for which they are intended: exceptions may be made only over the advisor's signature and with the approval of the Dean of the College.

Numbers ending in odd digits indicate courses usually given the first semester. Numbers ending in even digits indicate courses usually given the second semester. Numbers ending in zero indicate courses which may be offered either semester.

All credit is indicated in terms of semester hours. Both semesters must be taken to receive credit for a course which runs two semesters and the number of which is hyphenated (as M.L. 101-102). Either semester of a course may be taken for credit if the course number carries a comma between the numbers of the two semesters (as Mu 231, 232).

The symbol ‡ designates a restricted elective course in the General Education Program.

NOTE: The College reserves the right to modify these announcements for sufficient reason, or to withdraw courses upon insufficient demand.

I. DIVISION OF HUMANITIES

The objectives of the Division of Humanities are:

1) To provide the student with an introduction to the classic arts of civilization

2) To stimulate him to a richer, fuller, Christian life

3) To develop in him an appreciation of beauty and the soundness of judgment and skill in communication which characterize an educated person.

The Division of Humanities offers programs of study leading to the Bachelor of Arts degree in the areas of English, Music, Philosophy and Religion, and Speech and Drama. Students majoring in one of these departments must present twelve semester hours in one foreign language.

Courses in art, library service and modern language are offered, but degrees are not granted in these fields.

DEPARTMENT OF ENGLISH

The Department of English aims: to develop skill in the art of communication so that the student may appreciate others and
appraise the world around him with respect to social, intellectual and moral values; to enable him to express himself adequately; to acquaint him with the heritage of thought and literature which comprise so much of our culture; and, to arouse and heighten his critical faculties.

Students majoring in English become candidates for the Bachelor of Arts degree. They must present, in addition to forty-five hours in General Education and twelve hours in one foreign language, a program worked out in consultation with the head of the department and including as a minimum the following thirty-four semester hours: Eng 211-212 (a), (b), 301-302, 307, 308 (a), (b), 331 (a), (b), 351, 381, 411, 431 and S.D. 312.*

Courses:

Eng 101-102 (a), (b) Communications Credit: six semester hours
Emphasis upon improvement in grammar and composition, reading, and oral and written expression of ideas. The (b) section is comprised of lectures and written assignments on the ideas and ideals underlying literature. Four meetings per week. Required of all Freshmen.
N.B. All students who reveal deficiencies in English grammar, composition or comprehension, will be assigned to EXTRA sessions for remedial work.

Eng 201-202 (a), (b) World Literature Credit: six semester hours
A philosophical approach giving concrete realization to the principles of literature defined in Eng 101-102 (a), (b). Major treatment will be given to selections from the following: Homer, Aeschylus, The Bible, Milton, Swift, Dante, Cervantes, Wordsworth, Poe, Whitman, Browning, Chaucer, Tolstoy and T. S. Eliot. In the (b) section of the course, four compositions based on the literature will be required. Text: Hibbard, Writers of the Western World. Required of all Sophomores.

Eng 211-212 (a), (b) English Literature Credit: six semester hours
From Beowulf through Robert Burns and from Wordsworth through the Twentieth Century. The (a) section is a survey of the literature; the (b) section requires four compositions based on the material covered in (a). Text: Woods, Watt and Anderson, Literature of England.

*Students who plan to teach see also page 99.
Eng 301-302  **Advanced Composition**  Credit: six semester hours
Continuation of Eng 101-102 (a), (b), with emphasis on acquiring an excellent writing style, based on the study of Montaigne, Stevenson, Pater, Swift and Franklin.

Eng 307, 308 (a), (b)  **American Literature**  Credit: six semester hours
From Taylor through Hawthorne and from Emerson through Faulkner, with attention to the literary works of American Negroes. The (b) section requires four compositions based on the material covered in (a). Text: Foerster, *American Poetry and Prose*.

Eng 321 (a), (b)  **English Drama**  Credit: two semester hours
Study of English drama with respect to type. *Everyman*; Johnson’s *Every Man in His Humor*; Congreve’s *The Way of the World*; Shaw’s, *St. Joan*; and Fry’s *The Lady’s Not for Burning*, will constitute the core of the course. (Alternate years; not offered 1958-1959).

Eng 331 (a), (b)  **The Novel**  Credit: three semester hours

Eng 351  **Readings in Nineteenth Century Poetry**  Credit: three semester hours
Romantic and Victorian poetry: Byron, Shelley, Keats, Tennyson, Browning and Arnold. (Alternate years; not offered 1958-1959).

Eng 381  **Modern Poetry**  Credit: three semester hours

Eng 411  **Techniques of Research**  Credit: one semester hour
Practical and theoretical work in methodology.

Eng 421  **Journalism**  Credit: two semester hours
Organizing and editing high school newspapers; emphasis on the newspaper as one of the chief media of communication. (Alternate years; not offered 1958-1959).

Eng 431  **Literary Criticism**  Credit: three semester hours

Eng 451  **History of English and French Literature**  Credit: two semester hours
Designed for English majors who plan to go to graduate school.
(Alternate years; not offered 1957-1958).

Eng 452  History of German and American Literature  
Credit: two semester hours
Designed for English majors who plan to go to graduate school.
(Upon sufficient demand).

Eng 461  Literature of the Period of Rationalism in America and England  
Credit: two semester hours
The prose of Franklin, Jefferson, Dryden, Swift, Pope. Addison and Steele. (Offered upon sufficient demand)

Eng 471  Chaucer  
Credit: two semester hours
Reading of Chaucer's works; discussion of the chief types of medieval literature. (Alternate years; not offered 1957-1958).

DEPARTMENT OF MUSIC

The aim of the Department of Music is to develop the innate qualities of the students to their maximum potential, through the media of classroom instruction, active participation and audio-visual motivation. Attention is given to the individuality of each student to the extent that upon completion of his course of study, he will be equipped to meet the demands of the trained musician.

The Department of Music offers a program leading to the Bachelor of Arts degree with a major in Music; emphasis is placed upon music education. Students majoring in this department must present, in addition to forty-five hours in General Education and twelve hours in a foreign language, a total minimum number of fifty-one hours in Music, working out a program of study in consultation with the head of the department, to include: Mu 100-100A, 101, 102, 201, 202, 211-212, 221-222, 231, 232, 240, 241-242, 301, 302, 311-312, 321, 322, 340, 341-342, 401-402, 411-412, 420, 421-422, 430, and 431-432.*

All majors are expected to participate in at least one ensemble during their matriculation at the College. Students are required to present either a formal recital on a major instrument or an original composition in large form for large ensemble as partial fulfillment of the requirements for graduation.

*Students who plan to teach see also page 99.
Courses:
(N.B. Individual instruction in piano, instrument, voice carries a fee of $6.00 per month each)

Mu 100-100A  \textit{Fundamentals of Music}  \hspace{1cm} \text{No credit}
Orientation in the fundamentals of music, bringing together the elements of keyboard harmony, sightsinging and ear training. Required of majors.

Mu 101, 102  \textit{Applied Music: Piano, Instrument, Voice}
201, 202  \text{Credit: four semester hours}
Each Music major must have a minor emphasis in an applied music area: piano in the case of instrumental or voice majors, and voice in the case of piano majors. Piano minors will be expected to pass a proficiency test on the following: sight-reading, harmonizing, accompanying, technical studies and transposition, before being permitted to concentrate in their major area of applied music. However, each student is expected to take one lesson per week in his major area without credit during the Freshman and Sophomore years.

Mu 211-212  \textit{Elementary Harmony}  \hspace{1cm} \text{Credit: four semester hours}
The theory of music, with emphasis on the development of oral and visual recognition of all musical elements. The approach to the material presented involves emphasis upon the style of the music. Through the classification of root movement as it controls the style of four voice composition, the development of a practical vocabulary of triads and the seventh chords will be involved. Prerequisite: Mu 100-100A.

Mu 221-222  \textit{Sightsinging and Ear-Training}  \hspace{1cm} \text{Credit: two semester hours}
Development of a firm aural foundation in basic musicianship. Identification of intervals, triads and seventh chords through listening and harmonic and melodic dictation. Prerequisite: Mu 100-100A.

Mu 231, 232  \textit{Instrumental Methods and Materials: Strings—Woodwinds}  \hspace{1cm} \text{Credit: two semester hours}
The student will acquire a practical knowledge of the instruments in the string and woodwind families. The class will serve as a laboratory for the classes in Orchestration and in Conducting and Arranging.

Mu 240  \textit{History of Music}  \hspace{1cm} \text{Credit: two semester hours}
The history of music and musicians. Correlation with the history of art and literature is emphasized. Stress is placed also on the effects of socio-economic implications on the development of music from the fall of the Roman Empire to the present day.
N.B. Mu 240 OR Art 201 is required of every student.
Mu 241-242  *Music Education (Elementary)*
Credit: four semester hours
Music in relation to growth needs of children; singing, rhythmic activities, listening, creative expression, music reading.

Mu 301, 302  *Applied Music: Piano, Instrument, Voice*
Credit: four semester hours
All Music majors must have a major emphasis in the area of applied music, and the third and fourth year students will take two lessons per week each semester. The development of a repertoire through the study of representative works of the great composers embracing the Classical, Romantic, and Contemporary periods, and preparation for the Senior recital will be embodied in these courses.

Mu 311-312  *Advanced Harmony*
Credit: four semester hours
Continuation of Mu 211-212. Practical application of the secondary sevenths, altered chords, and given melodies in relation to the style of Bach. In addition, the student will be introduced to twentieth century harmonic techniques. Prerequisite: Mu 211-212.

Mu 321, 322  *Instrumental Methods and Materials: Brass—Percussion*
Credit: two semester hours
The student will acquire a practical knowledge of the instruments of the brass and percussion families. The class will serve as a laboratory for the classes in Orchestration and in Conducting and Arranging.

Mu 340  *Music Literature: Instrumental and Vocal*
Credit: one semester hour
The significant music of the Classic, Romantic, and Contemporary periods. Designed, through lectures and laboratory experiences, to give the student the background necessary to the identification of the more significant music and its composers.

Mu 341-342  *Music Education (Secondary)*
Credit: four semester hours
Consideration of music in relation to growth needs of adolescents; materials and methods of developing performing organizations; music fundamentals; music appreciation.

Mu 400  *Musicology*
Credit: two semester hours
Comparative analysis of the research materials in music from the Sixteenth Century up through the Twentieth Century. The student will investigate various aspects of musical developments. A term project requiring intensive research is required of each student. (Upon sufficient demand).

Mu 401-402  *Applied Music*
Credit: four semester hours
Each major in the Department of Music is required to present a Senior recital; this course is designed to provide proper instruction relative to performing a recital. Two one-hour lessons per week.
Mu 411-412  *Eighteenth Century Counterpoint*  
Credit: four semester hours  
Practical application of counterpoint based on the works of J. S. Bach. Designed to give the student a workable knowledge of the contrapuntal techniques and the compositions of the Eighteenth Century. Prerequisites: Mu 211-212, 311-312.

Mu 420  *Form and Analysis*  
Credit: two semester hours  
Study of the forms as developed by the Classicists, using the piano Sonatas of Haydn, Mozart and Beethoven as the basis for observation. In the practical analysis of the content of these compositions, selections from the music of Schubert, Brahms and Debussy will be compared so that the student might observe the growth of techniques and ideas in musical composition. Prerequisites: Mu 211-212, 311-312.

Mu 421-422  *Orchestration*  
Credit: four semester hours  
Practical application of scoring for band, orchestra and orchestra-chorus. Particular emphasis is placed on the individual ability of the student. During the second semester, laboratory experiences will be provided. Prerequisites: Mu 211-212, 311-312.

Mu 430  *Conducting and Arranging*  
Credit: two semester hours  
Designed to acquaint the student with the techniques of conducting: use of the baton, score reading and transcriptions. Practical experience in conducting instrumental ensembles and choral groups. Prerequisites: Mu 211-212, 311-312.

Mu 431-432  *Keyboard Harmony*  
Credit: four semester hours  
Practical application of transposition, modulations, and harmonizations of chorals at the keyboard. Stress on the improvisation of choral melodies in transposed keys. Prerequisites: Mu 101, 102, 201, 202, 211-212, 311-312.

Mu 435-436  *Composition*  
Credit: four semester hours  
Designed to enable the student to develop his latent potentialities in original composition; study of the various styles. Prerequisites: Mu 211-212, 311-312, 321 and 322.  
(Upon sufficient demand).

DEPARTMENT OF PHILOSOPHY AND RELIGION

The aims of the Department of Philosophy and Religion are: first, to acquaint the student with the philosophical and religious heritage of the ages, and second, to help him formulate for himself a meaningful philosophy of life.

The Bachelor of Arts degree with a major in *Philosophy and Religion* is awarded students who choose this field of concentration. They must present, in addition to forty-five hours in General
Education and twelve hours in one foreign language, a minimum of thirty semester hours in this department: P.R. 103, 104, 301-302, 303, 304, 311-312, 411, 412 and 441-442 satisfy this requirement. Students should work out their program in consultation with the head of the department.

Courses:

P.R. 101 Biblical Literature Credit: two semester hours
Comprehensive survey of the language and literature of the Old Testament; designed to acquaint the student with the rich literary offerings of the Bible and to create an appreciation for and interest in Bible reading. Required of all Freshmen.

P.R. 102 Biblical Literature Credit: two semester hours
Comprehensive survey of the language and literature of the New Testament, with a continuation of the purpose of P.R. 101. Special emphasis on the Gospels and the Pauline letters. Required of all Freshmen.

P.R. 103 History of Philosophy Credit: two semester hours
Ancient and medieval periods.

P.R. 104 Modern Philosophy Credit: two semester hours
From the Renaissance to the present day, with some attention to American philosophy.

P.R. 201 Life and Teachings of Jesus Credit: two semester hours
Analysis of the life and teachings of Jesus with respect to historical perspective and relevance to contemporary life; designed especially for pre-ministerial students and those entering other phases of Christian service. (Upon sufficient demand).

P.R. 202 The Church School Credit: two semester hours
A study of both methods and materials in the administration of the church school; survey of the total educational mission of the local church. (Upon sufficient demand).

P.R. 301-302 Church History Credit: six semester hours
Survey of the history of the church from primitive days to the present. (Alternates with P.R. 311-312).

P.R. 303 Philosophy of Religion Credit: three semester hours
Philosophical consideration of fundamental religious problems: the existence and nature of God, evil, prayer, immortality. Prerequisite: P.R. 103, 104. (Alternates with P.R. 411).

P.R. 304 Psychology of Religion Credit: three semester hours
Study of human behavior described as religious. Prerequisite: Ed 202 or Ed 231. (Alternates with P.R. 412).
P.R. 311-312  Comparative Religions  Credit: six semester hours
A survey of the history, beliefs and social significance of the world's
major living religions. (Alternates with P.R. 301-302).

‡P.R. 411  Ethics  Credit: three semester hours
The principles of human conduct; the nature, validity and develop­
ment of ethical standards—the search for the good life; contempo­
rary moral issues and social policy. Attention to the develop­
ment of personal ethical values. (Alternates with P.R. 303).

‡P.R. 412  Logic  Credits three semester hours
Analysis of the process of correct thinking; the nature and struc­
ture of argument; the forms of valid reasoning; analysis and defini­
tion; fundamentals of scientific method; the organization or knowl­
edge; the discipline of clear and consistent thinking. (Alternates
with P.R. 304).

P.R. 403  The Church and Race Relations  Credit: two semester hours
(Upon sufficient demand).

P.R. 404  History of Methodism  Credit: two semester hours
(Upon sufficient demand).

P.R. 441-442  Seminar  Credit: two semester hours
Individual investigation of a special problem in philosophy or
religion.

DEPARTMENT OF SPEECH AND DRAMA
The aims of the Department of Speech and Drama are to
develop an appreciation for the drama as an art, and to train stu­
dents in the performance of the various arts and crafts of the
theatre in preparation for teaching or professional work in the
theatre.

Students majoring in this department are awarded the Bachelor
of Arts degree and must present, in addition to forty-five hours in
General Education and twelve hours in one foreign language, a
minimum of thirty semester hours in Speech and Drama, including
S.D. 201, 210, 222, 301-302, 305, 311, 312, 401, 411 and 412.
Students should work out a program of study in consultation with
the head of the department.*

Courses:
S.D. 201  Introduction to Drama and the Theatre  Credit: three semester hours
Survey of the various developments in the drama and theatre from

*Students who plan to teach see also page 99.
the Greeks to the present, emphasis on the non-literary aspects of the theatre.

‡S.D. 210 Theatre Practice Credit: one semester hour
Application of principles to theatre craft (costume, make-up, staging, etc.). Practice in productions of the dramatic club.

‡S.D. 222 Oral Interpretation Credit: two semester hours
Study of prose, poetry and dramatic forms of literature for oral communication, including drill in voice and diction.

S.D. 232 Public Speaking Credit: three semester hours
The fundamentals of speech, with attention to voice and articulation; theory and practice in organizing and delivering various types of speeches. Required of all students.

S.D. 301-302 History of the Drama Credit: six semester hours
Comprehensive study of dramatic literature; examination of styles of dramaturgy and individual playwrights.

S.D. 305 Argumentation and Debate Credit: three semester hours
Principles of argumentation; analysis of issues and modes of proof; methods of refutation. (Alternates with S.D. 311).

S.D. 311 Acting Credit: three semester hours
Fundamentals of acting and study of characterization; practical performance of scenes from plays of various types. (Alternates with S.D. 305).

S.D. 312 Shakespeare Credit: three semester hours
Critical study of selected tragedies and comedies.

S.D. 321 Stagecraft Credit: three semester hours
Study of and practice in the technical aspects of theatrical production; construction of scenery; theories of stage design. Material fee: $5.00. (Alternates with S.D. 401).

S.D. 401 Play Direction Credit: three semester hours
Fundamentals of directing; mounting of scripts; study of movement and the handling of actors and space. (Alternates with S.D. 321).

S.D. 403 Playwriting Credit: three semester hours
Theory and technique of dramatic writing; practice in the writing of the one-act play.

S.D. 411 Phonetics Credit: two semester hours
Recognition and analysis of the production of sounds in English.

S.D. 412 Speech Correction Credit: three semester hours
Principles of speech correction in terms of cause and treatment of speech defects.
Other offerings of the Division:

Art:
(Not a major field)

*Art 103  Art Appreciation  Credit: one or two semester hours
General survey of art.*

Art 201  History of Art  Credit: two semester hours
An historical study and analysis of art in Western culture from
early to contemporary times.
N.B. Art 201 OR Mu 240 is required of every student.

Art 211 (Ed 211)  Basic Elementary Art  Credit: two semester hours
Basic principles of art in terms of media and techniques. Prerequi­
site to Art 311 (Ed 341).

Art 311 (Ed 341)  Public School Art I  Credit: two semester hours
Media, techniques and procedures for the teacher in the primary
and lower elementary grades. Elements of color theory, drawing,
perspective, lettering, seasonal construction problems. Prerequisite:
Art 211 (Ed 211).

Art 312 (Ed 342)  Public School Art II  Credit: two semester hours
Media, techniques and procedures for the teacher in the inter­
mediate grades. Simple craft problems: clay, paper maché, wood,
leather, box sculpture, graphic art techniques. Prerequisite: Art
311 (Ed 341).

Art 313  Advanced Crafts  Credit: three semester hours
Continuation of Art 312 (Ed 342), with special emphasis on
two or three selected crafts. Prerequisite: Art 312 (Ed 342).
Material fee: $3.00. (Alternates with Art 331).

Art 314  Design in Ceramics  Credit: three semester hours
Studies in three dimensional forms; casting in plaster. Problems
in various methods of making ceramic pieces, glazing and firing
hand made objects. Prerequisite: Art 313. Material fee: $3.00.
(Alternates with Art 332).

Art 321  Lettering I  Credit: two semester hours
Theory of design, a study of types, history and practical exercises
in hand lettering. (Upon sufficient demand).

Art 322  Lettering II  Credit: two semester hours
Problems in layout, types, and skill in rendering. (Upon sufficient
demand).
Art 331  *Composition*  
Credit: two semester hours  
Elementary problems in two and three dimensional design, with emphasis on compositional organization. Charcoal, ink, chalk and gouache are used in producing experiments. Material fee: $3.00. (Alternates with Art 313).

Art 332  *Composition*  
Credit: two semester hours  
Advanced problems in composition work, with emphasis on structure and experimentation; oil media is introduced. Material fee: $3.00. (Alternates with Art 314).

*Library Service:*

*(Not a major field)*

L.S. 301-302  *Organization and Administration of Libraries*  
Credit: six semester hours  
Planning, organization and equipment of library quarters, with emphasis on acquisition, preparation and circulation of materials and the keeping of records; use of libraries and the place and function of libraries in the school. Material fee: $9.00 per semester. (Alternates with L.S. 311 and L.S. 411, upon demand).

L.S. 311  *Cataloguing and Classification*  
Credit: three semester hours  

L.S. 401-402  *Books and Related Materials*  
Credit: six semester hours  
Printed and audio-visual materials. Selection of materials from the pre-primary through the ninth grade will be stressed the first semester; materials from the tenth grade through senior high school will be stressed the second semester. Use, care and criteria for selection of book and non-book materials. Material fee: $6.00 per semester.

L.S. 411  *Reference and Bibliography*  
Credit: three semester hours  
Consideration of the general book collection and of special tools useful in locating answers to questions most frequently asked in libraries; practice in the use of these tools and training in bibliographic methods. Material fee: $6.00. (Alternates with L.S. 302, upon demand).

NB. See also Ed 233, 310-Av 331 and 352.)
Modern Languages:
(Not a major field)

(Elementary and intermediate courses are offered in French, German and Spanish; advanced courses are offered in French and Spanish.

The elementary courses emphasize the essentials of grammar and spoken and written forms of the language. Stress is placed upon pronunciation; opportunities are given for simple conversation and reading in the language.

The intermediate courses are essentially review courses. Reading of short stories, essays and short plays is undertaken; special attention is given to composition, both oral and written.)

N.B. All candidates for the Bachelor of Arts degree must present twelve semester hours in one foreign language.

M.L. 101-102-Fr Elementary French Credit: six semester hours
M.L. 201-202-Fr Intermediate French Credit: six semester hours
M.L. 301-302-Fr Advanced French: Composition and Conversation Credit: six semester hours
Oral and written expression. Special attention to correct pronunciation, intonation, rhythm and development of vocabulary.
M.L. 401-402-Fr Advanced French: Readings in French Literature Credit: six semester hours
The important literature of France from the Middle Ages to the present is surveyed.
M.L. 111-112-Sp Elementary Spanish Credit: six semester hours
M.L. 211-212-Sp Intermediate Spanish Credit: six semester hours
M.L. 311-312-Sp Advanced Spanish: Composition and Conversation Credit: six semester hours
Oral and written expression. Special attention to development of vocabulary, pronunciation and rhythm.
M.L. 411-412-Sp Advanced Spanish: Readings in Spanish Literature Credit: six semester hours
First semester devoted to the study of the literature of Spain from the Middle Ages to the Twentieth Century. Second semester devoted to a study of the literature by modern Latin American authors.
M.L. 121-122-Gr Elementary German Credit: six semester hours
M.L. 221-222-Gr Intermediate German Credit: six semester hours
**II. DIVISION OF SCIENCE**

The objectives of the Division of Science are:

1) To prepare students for entrance into the studies of medicine, dentistry and pharmacy
2) To meet the needs of students planning to pursue advanced work in the specialized areas of biology, chemistry, and mathematics
3) To provide specialized training for students who are interested in teaching science and mathematics on the secondary level
4) To offer those science courses which are considered a part of the General Education program
5) To make available those special science courses required by other Divisions of the College.

The Division of Science offers programs of study in the subject-matter fields of biology, chemistry, and mathematics, leading to a divisional major in *Science*. A student may receive either the Bachelor of Arts or the Bachelor of Science degree in this Division. In either case the candidate must offer, in addition to forty-five hours in General Education, a minimum of thirty semester hours in biology, chemistry, or mathematics and a minimum of twenty semester hours distributed among the other programs of study in the Division. To qualify for the Bachelor of Arts degree, a student must present also twelve semester hours in one foreign language. Students majoring in *Science* plan their study course of study in consultation with their advisor.*

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**Courses:**

**BIOLOGY**

**Bi 101 Biological Science**  
Credit: three semester hours  
Orientation of the student to the biotic world, with emphasis on man. Material fee: $2.00. *Required of all students* (except majors in *Science* or *Physical Education and Health*, who may substitute Bi 103-104).

**Bi 103-104 General Biology**  
Credit: eight semester hours  
Comprehensive study of biology, using laboratory materials. Recommended for students who select *Science* as their major field. Laboratory fee: $8.00 per semester.

*Students who plan to teach see also page 99.*
Bi 201 Invertebrate Zoology  Credit: four semester hours
The invertebrate group from the protoza through the prechordates. Prerequisite: Bi 101 or Bi 103-104. Laboratory fee: $8.00.

Bi 202 Botany  Credit: four semester hours
Introduction to the four major plant phyla, with special emphasis on the spermatophyte. Prerequisite: Bi 101 or Bi 103-104. Laboratory fee: $8.00. (Alternates with Bi 404).

Bi 301-302 Comparative Vertebrate Anatomy  Credit: eight semester hours
Evolution, homology and analogy of vertebrate structures. Prerequisite: Bi 101 or Bi 103-104. Laboratory fee: $10.00 per semester.

Bi 303 Genetics and Eugenics  Credit: four semester hours
Principles and mechanism of inheritance in plants, animals, and man; methods of improvement through selective breeding. Prerequisite: Bi 103-104. Laboratory fee: $10.00. (Alternates with Bi 401).

Bi 313 Human Physiology  Credit: four semester hours
The functions and interrelationships of the organs and systems of the body. Recommended for majors in Physical Education and Health. Prerequisite: Bi 103-104. Laboratory fee: $10.00.

Bi 401 Vertebrate Embryology  Credit: four semester hours
The complexities of development from gametogenesis through birth of the organism. Prerequisite: Bi 201. Laboratory fee: $10.00. (Alternates with Bi 303).

Bi 404 Histology and Microscopic Technique  Credit: four semester hours
Study and preparation of plant and animal tissues. Prerequisite: Bi 202. Laboratory fee: $10.00. (Alternates with Bi 202).

Bi 406 General Bacteriology  Credit: four semester hours
Distribution, classification, morphology, cultivation and pathology of bacteria. Prerequisite: Bi 201. Laboratory fee: $10.00. (Alternates with Bi 206). Upon sufficient demand.

Bi 441-442 Seminar  Credit: two semester hours
Reports on contemporary problems, current trends, recent discoveries and achievements. Required of all Seniors majoring in Science.

CHEMISTRY

Ch 101-102 General Chemistry  Credit: eight semester hours
Fundamental laws and theories of chemistry; properties of a num-
ber of common elements. Prerequisite to all advanced courses in chemistry. Laboratory fee: $9.00 per semester.

Ch 201 Qualitative Analysis Credit: four semester hours
Introduction to the theories and procedures of qualitative analysis; detection and separation of both acid and metallic radicals and ions. Prerequisite: Ch 101-102. Laboratory fee: $10.00. (Alternates with Ch 301).

Ch 202 Quantitative Analysis Credit: four semester hours
Continuation of Ch 201; a study of quantitative gravimetric and volumetric procedure. Prerequisite: Ch 201. Laboratory fee: $8.00. (Alternates with Ch 302).

Ch 301-302 Organic Chemistry Credit: eight semester hours
Introduction to the study of compounds: their properties, methods of preparation and type reactions. Prerequisite: Ch 101-102. Laboratory fee: $8.00. (Alternates with Ch 201, Ch 202).

Ch 401 Advanced Organic Chemistry Credit: four semester hours
Advanced study of the carbon compounds, with emphasis on the nuclei of the heterocyclic compounds and the alkaloids. Prerequisite: Ch 301-302. Laboratory fee: $8.00. (Upon sufficient demand).

Ch 402 Qualitative Organic Analysis Credit: four semester hours
Introduction to the theories and procedures of qualitative analysis; detection and preparation of organic derivatives. Prerequisite: Ch 401. Laboratory fee: $10.00. (Upon sufficient demand).

MATHEMATICS
Ma 101-102 College Mathematics Credit: six semester hours
Key topics in the field of arithmetic, algebra, trigonometry and geometry. Required of all Freshmen.

Ma 201 College Algebra Credit: three semester hours
Thorough review of the fundamental topics in algebra.

Ma 202 Plane Trigonometry Credit: three semester hours
The solution of right and oblique triangles by use of the trigonometric functions.

Ma. 301 Plane Analytical Geometry Credit: three semester hours
Algebraic methods of solving geometric problems; wide application of the use of cartesian coordinates.

Ma 302 Solid Analytical Geometry Credit: three semester hours
The theories of plane geometry applied to space.

Ma 311-312 Calculus I and II Credit: six semester hours
Elements of differential and integral calculus, without the usual separation of the two. (Upon sufficient demand).
Ma 321 *Elementary Statistics*  Credit: three semester hours  Designed to increase facility in solving problems associated with topics in education, commerce, economics, sociology and biology. (Upon sufficient demand).

Ma 401 *Calculus III*  Credit: three semester hours  A study of the development of the fundamentals of differentiation and integration. (Upon sufficient demand).

Ma 411 *Theory of Equations*  Credit: three semester hours  Cubic and quartic equations; elementary theorems on the roots of an equation, symmetric functions; solutions of numerical equations and theorems on determinants. (Upon sufficient demand).

Ma 441-442 *Seminar*  Credit: two semester hours  For Seniors only: a review of the field of mathematics; guidance in individual study.

**PHYSICS**

Ph 101 *General Physical Science*  Credit: three semester hours  Fundamental principles of chemistry, physics, meteorology, geology and astronomy. Material fee: $2.00. *Required of all students* (except majors in Science, who may substitute Ph 301-302).

‡Ph 201 *Household Physics*  Credit: two semester hours  Applied physics with reference to household life and commercial fields. Knowledge of college algebra and trigonometry desirable.

Ph 301-302 *Basic College Physics*  Credit: eight semester hours  Mechanics, heat, sound, light, electricity, magnetism and corpuscular physics. Knowledge of college algebra and trigonometry desirable. Laboratory fee: $8.00 per semester.

**III. DIVISION OF SOCIAL SCIENCE**

The objectives of the Division of Social Science are:

1) To give the student and understanding of his environment and its influence upon the individual

2) To develop his body and cultivate habits of healthful living for himself and his community

3) To help him acquire the skills and the knowledge essential to matters that have to do with the every-day experiences of the business world.

The Division of Social Science offers the following three major fields of study: *Commerce, Physical Education and Health,* and
Social Science. Students majoring in one of these departments may receive either the Bachelor of Arts degree or the Bachelor of Science degree, according to their course of study, planned in consultation with their major advisor. To qualify for the Bachelor of Arts degree, a student must present twelve semester hours in one foreign language.

DEPARTMENT OF COMMERCE

The aims of the Department of Commerce are: to prepare selected students to teach commercial subjects in the secondary school; to train students to become efficient secretarial and clerical workers; to prepare students for a career in business; and, to prepare students for further study in the field of commerce.

The Department of Commerce offers programs of study leading to the Bachelor of Arts degree and the Bachelor of Science degree, with a major in Commerce. Twelve semester hours in one foreign language are required of students qualifying for the Bachelor of Arts degree. In the case of either degree, the candidate must present, in addition to forty-five hours in General Education, a minimum of forty-eight hours in this area, including the following courses: CM 101-102, 200, 311-312, 121-122, 201-202, 203-204, 301-302, 321, 332, 441-442 and S.S. 311. The student should work out his program in consultation with the head of the department.*

Courses:

*Cm 100 Personal Use Typewriting Credit: one semester hour
Designed to teach non-commerce majors the art of touch typewriting and the efficient use of the typewriter as a writing tool. Three class periods per week. Fee: $5.00.

Cm 101-102 Principles of Business Credit: four semester hours
Introduces the student to the field of business: the function, organization, internal structure, operation and the relationship of business to our economy and to our government. Three meetings per week.

Cm 121-122 Elementary Typewriting Credit: Six semester hours
Development of keyboard technique and the operation of the typewriter. Emphasis on placement, correct usage of punctuation marks, typing of numbers and beginning letter writing. Four meetings per week. Fee: $5.00 per semester.

*Students who plan to teach see also page 99.
‡Cm 200 Business Mathematics Credit: three semester hours
Review of the basic principles of arithmetic and mathematics and application to business transactions. (May not be substituted for Ma 101-102 in the General Education requirements).

Cm 201-202 Advanced Typewriting Credit: six semester hours
Continuation of Cm 121-122. The scope of typing is broadened, speed and accuracy improved. Advanced letter writing, tabulation, manuscript work and other actual typing situations. Outside project required. Four meetings per week. Prerequisite: Cm 121-122. Fee: $5.00 per semester.

Cm 203-204 Gregg Elementary Shorthand Credit: six semester hours
Basic principles of shorthand and application to an extensive commercial vocabulary. Dictation of sixty words per minute by the end of the first semester, one hundred words per minute by the end of the second semester. Outside project required. Four meetings per week.

Cm 300 Methods and Materials in Business Credit: three semester hours
Detailed presentation of up-to-date methods and materials for teaching commercial subjects, including classroom techniques, supplementary materials, and teaching devices. Departmental requirement for all prospective commerce teachers. (May not be substituted for Ed 372).

Cm 301-302 Advanced Dictation and Transcription Credit: six semester hours
Continuation of Cm 203-204. Detailed review of Gregg shorthand simplified. Dictation begins at one hundred words per minute. Practice in advanced phrase-writing and the taking of difficult dictation. Training in the preparation of typed manuscripts. Outside project required. Four meetings per week. Prerequisite: Cm 203-204.

Cm 311-312 Principles of Accounting Credit: six semester hours
Various forms of business organization; sources of business assets and their uses; analyzing, classifying, and recording transactions; adjusting and closing books; preparation of financial statements.

Cm 321 Business English Credit: three semester hours
Review of correct English usage and its application to commercial terminology in the writing of business letters, reports, etc. (May not be substituted for Eng 101-102 in the General Education requirements).

Cm 323-324 Secretarial Training Credit: six semester hours
Designed to integrate typewriting, shorthand, transcription, Business
English, office machines, filing, and periphery skills essential to the secretary. During the second half of the course, the student is placed in actual office situations. Prerequisite: Cm 321.

Cm 332 Business Law Credit: three semester hours Practical knowledge of the law of contracts, agency, personal and real property, negotiable instruments, employer-employee relationships, etc.

Cm 341 Salesmanship Credit: three semester hours Successful selling, from the point of view of the salesman, the prospect, the customer, the company, and the product.

Cm 351 Principles of Insurance Credit: three semester hours Theory, practice and problems of risk bearing in business and private life. Fire, marine, life, property, casualty, and income contracts are studied, and the companies writing such contracts.

Cm 401 Money and Banking Credit: three semester hours The principles, functions and value of money. The institution of banking is studied in relation to our economy. (Upon sufficient demand).

Cm 405-406 Advanced Accounting Credit: six semester hours Evaluation and presentation of items which appear on balance sheets. Analysis and interpretation of accounting statements and reports for management purposes. Prerequisite: Cm 311-312. (Alternate years).

Cm 415 Office Management Credit: three semester hours Principles and problems in organizing and managing an office. Techniques of efficient office administration, and the operation of an office in relation to business. (Upon sufficient demand).

Cm 441-442 Seminar Credit: two semester hours Analysis of research materials in commerce. For graduating Seniors only.

Cm 444 Business Finance Credit: three semester hours Financial structure and problems involved in financing business enterprise. (Alternate years).

Cm 452 Principles of Advertising Credit: three semester hours Means of bringing goods and services for sale to the attention of the general public; creation of markets by advertising. (Upon sufficient demand).

Cm 462 Selling Insurance Credit: three semester hours Marketing of the services of insurance; consideration of the psychology of selling; the social value of insurance; professional ethics; debit management and conservation. Prerequisite: Cm 341, 351. (Upon sufficient demand).
Departmental Internship
Credit: six semester hours
Supervised practical experience in business.

DEPARTMENT OF PHYSICAL EDUCATION AND HEALTH

The aims of the Department of Physical Education and Health are: to provide all students with a sound background for a basic understanding of physical fitness, the positive aspects of health, and a wholesome use of leisure time; to develop in the prospective teacher and professional worker a professional attitude, a functional subject-matter foundation, and a knowledge of the basic skills and techniques of physical education; and, to provide curricular and extra-curricular experiences of a wholesome nature for all students and College personnel.

Students who choose this field of concentration, for a major in Physical Education and Health, become candidates for either the Bachelor of Arts or the Bachelor of Science degree; those desiring the Bachelor of Arts degree must present twelve semester hours in one foreign language. The student works his program out in consultation with the head of the department and must present, in addition to forty-five hours in General Education, a minimum of forty-two hours in Physical Education and Health: P.E. 111, 112, 121, 131, 212, 221, 231, 320, 321, 323, 324, 326, 328, 330, 331, 332, 334, 338, 410-R, 411 m or w, 412, 414, 430 and 440. Majors in this area must include in their program also Bi 103-104 and Bi 313 (Bi 103 being substituted for Bi 101 in the General Education program).

Courses:

P.E. 101, 102 (Men and Women) Physical Education Activity
Credit: one semester hour per semester
General orientation of physical education activities, stressing motor skills, physical fitness, rhythms, sports appreciation, and a variety of leisure-time activities. (Those students with physical disabilities are required to take the regular program, but are given aid in the selection of their activities.) Fees: P.E. 101, $4.00; P.E. 102, $3.50. Required of all Freshmen.

P.E. 111 Stunts and Tumbling
Credit: one semester hour
Two hours laboratory per week. Fee: $3.00.

*Students who plan to teach see also page 99.
P.E. 112  *Apparatus*  Credit: one semester hour
Two hours laboratory per week. Prerequisite: P.E. 111.

P.E. 121  *Foundations and Principles of Physical Education*  Credit: two semester hours
History and principles; introduction to the profession.

P.E. 131  *Individual and Dual Sports*  Credit: one semester hour
Tennis, badminton and golf. Two hours laboratory per week. Fee: $2.00.

P.E. 201, 202  *(Men and Women) Physical Education Activity*  Credit: one semester hour per semester
Continuation of P.E. 101, 102, but students are required to select different activities. Required of all Sophomores. Fees: P.E. 201, $2.50; 202, $2.00.

‡P.E. 201-H  *Personal Hygiene*  Credit: three semester hours
Application of the rules of personal hygiene; proper attitudes toward health services and healthful living.

P.E. 212  *Theory of Dance*  Credit: two semester hours
Lecture course on foundations of all phases of dance; lighting, theoretical aspects presented.

P.E. 221  *Square Dance*  Credit: one semester hour
Teaching and technique emphasized. Two hours laboratory per week.

P.E. 231  *Team and Group Sports*  Credit: one semester hour
Skill and technique practice teaching in team and group games. Two hours laboratory per week. Fee: $4.00.

P.E. 260-H  *Methods and Materials of Health Education*  Credit: two semester hours
Sources of materials and techniques for use in the field of health education.

P.E. 261-R  *Arts and Crafts*  Credit: three semester hours
Objectives and techniques, methods and materials in the area of recreation. (Upon sufficient demand).

P.E. 320 (Ed 361 e - 362 e)  *Teaching Physical Education in the Elementary School*  Credit: three semester hours
Methods of instruction, materials and program planning. Two hours lecture and two hours laboratory per week. Elementary Education majors may register for two semester hours credit, using the course designation Ed 361 e - 362 e.

P.E. 321  *Organization and Administration of Physical Education*  Credit: two semester hours
Administrative policies of physical education in schools; interscholastic and intramural athletics; program details
P.E. 323  *Special Activities*  Credit: one semester hour  Special activities of the school program: cheer and drill squads, special days, stage craft. One hour lecture and one hour laboratory per week.

P.E. 324  *Teaching Physical Education in the Junior and Senior High School*  Credit: three semester hours  Methods of instruction, materials and program planning. Two hours lecture and two hours laboratory per week.

P.E. 326  *Athletic Training*  Credit: two semester hours  Theory and practice in athletic training; practice in techniques of massage and taping. One hour lecture and two hours laboratory per week.

P.E. 328  *Tests and Measurements in Physical Education*  Credit: two semester hours  Survey and practice of special tests used in physical education. One hour lecture and two hours laboratory per week.

P.E. 330  *Departmental Internship I*  Credit: one semester hour  Majors assist with required activity program. Two hours laboratory per week.

P.E. 331  *Modern Dance*  Credit: one semester hour  Modern dance technique. Special costume required. Two hours laboratory per week.

P.E. 332  *Advanced Modern Dance*  Credit: one semester hour  Dance composition. Two hours laboratory per week.

P.E. 334  *Folk and Tap Dance*  Credit: one semester hour  Folk forms materials for school and recreation programs. Two hours laboratory per week.

P.E. 337-H  *Safety Education*  Credit: two semester hours  Safety in the home, school and community. Suggestions as to methods and materials for safety education programs.

P.E. 338  *Kinesiology*  Credit: three semester hours  Anatomical study of bodily movement as related to physical activities. Two hours lecture and two hours laboratory per week. Prerequisite: Bi 313.

P.E. 340-H  *Community Hygiene*  Credit: two semester hours  Environmental factors and their relationship to the health of the individual and the group.

P.E. 350  *Modern Dance Group*  Credit: one semester hour  Advanced techniques and dance composition. Production and staging of recitals. (Upon sufficient demand).
P.E. 351-H School Health Program Credit: two semester hours
Curriculum content, healthful school living, health services, health
counseling, school-community relationships, procedures, evaluation,
organization and administration, as they relate to planning and
conducting an effective health education program.

P.E. 370-R Field Work in Recreation Credit: one semester hour
Recreational practice in the local community. Two hours laboratory
per week. Must be taken at the same time as P.E. 410-R.

P.E. 410-R Playground and Community Recreation Credit: three semester hours
History, theory and organization of community recreation.

P.E. 411 m Coaching I (men) Credit: three semester hours
Theory and strategy of coaching football and basketball. Two
hours lecture per week and two hours laboratory per week.

P.E. 411 w Coaching I (Women) Credit: three semester hours
Theory and strategy of coaching soccer, speedball and basketball.
Two hours lecture and two hours laboratory per week.

P.E. 412 Coaching II (Men and Women) Credit: three semester hours
Two hours lecture and two hours laboratory per week.

P.E. 414 Adapted and Corrective Physical Education Credit: two semester hours
Selection and adaptation of activities for corrective procedures;
methods of examining and determining individual needs; formal
and informal programs.

P.E. 416-H First Aid Credit: two semester hours
Techniques of first aid to the injured in home, school and com­
munity; safety measures and accident prevention. Meets require­
ments for American Red Cross certificate.

P.E. 424-R Theory and Practice in Outdoor Education Credit: three semester hours
Various aspects of recreation and camping; laboratory experiences
in the organization of camps, community centers, playgrounds;
health and safety aspects and leadership activities in outdoor
education.

P.E. 430 Departmental Internship II Credit: one semester hour
Majors assist with required activity program. Taken after comple­
tion of Ed 401 s.

P.E. 434-R Youth Agencies Credit: three semester hours
Nature and purpose of Boy Scouts, Girl Scouts. Campfire Girls,
4-H Clubs, Boys' Clubs, YMCA; method of organization; mem­
bership; activities and extent of program; national office, fees and
publication; practical experiences in a number of community phases of agency programs. (Upon sufficient demand).

P.E. 440 Seminar Credit: one semester hour
Discussions and analysis of the current problems in physical education and related fields.

P.E. 450-H Driver Education Credit: three semester hours
Basic knowledge of automobile operation; practice teaching in driving; information essential to pass written and road tests. For prospective teachers of driver education in high schools. Prerequisite: valid Florida driver’s license. (Upon sufficient demand).

DEPARTMENT OF SOCIAL SCIENCE

The Department of Social Science aims to explore man’s social, political and economic life — both past and present, and, as a result, to enable the student to recognize and evaluate the various aspects of his culture.

Students majoring in this department may pursue a course of study leading to the Bachelor of Arts degree or one leading to the Bachelor of Science degree. In either case, a student must present, in addition to forty-five hours in General Education, a minimum of forty semester hours to comprise the Social Science major: S.S. 201-202, 210 or 211, 213, 220, 301-302, 311, 315, 316, 371, 402 and 441-442. The student should work out his program in consultation with the head of the department.* Candidates for the Bachelor of Arts degree must complete twelve semester hours in one foreign language.

Courses:

S.S. 101-102 American Institutions Credit: six semester hours
A study of American social and cultural institutions. Required of all Freshmen.

S.S. 201-202 Introduction to Sociology Credit: six semester hours
Analysis of human relations; culture, personality, group behavior, social interaction; social change; social problems.

S.S. 210 World Geography Credit: three semester hours
Land formations, climates, soils, vegetation, wild life and natural resources in relation to the peoples of the world. Elementary Education majors may register for two semester hours credit. (Alternates with S.S. 211).

*Students who plan to teach see also page 99.
S.S. 211  **Human Geography**  Credit: three semester hours
The relation of geographical conditions to human activities. *Elementary Education* majors may register for two semester hours credit. (Alternates with S.S. 210).

S.S. 213  **American National Government**  Credit: three semester hours
A consideration of 'government by the people' as alive and dynamic; designed to promote better citizenship through understanding and appreciation of the American system.

S.S. 220  **Marriage and the Family**  Credit: three semester hours
Past and present marriage and family life; customs of various economic classes and ethnic groups. Emphasis upon the need for family cooperation and proper mate selection.

S.S. 301-302  **United States History**  Credit: six semester hours
The American nation from colonial beginnings to the present.

S.S. 311  **Principles of Economics**  Credit: three semester hours
The fundamentals of economics.

S.S. 312  **Applied Economics**  Credit: three semester hours
A study of economic problems. Prerequisite: S.S. 311. (Alternates with S.S. 314).

S.S. 314  **Consumer Economics**  Credit: three semester hours
An investigation of consumer practices calculated to promote human welfare. Prerequisite: S.S. 311. (Alternates with S.S. 312).

S.S. 315  **Social Psychology**  Credit: three semester hours
Interrelations of the individual and the group; culture and personality; dynamics of social behavior; public opinion, propaganda, and social movements. (Alternates with S.S. 411).

S.S. 316  **Introduction to Social Work**  Credit: three semester hours
A survey of the fields of social work, with emphasis on qualifications, employment opportunities and general principles and techniques relative to each field. (Alternates with S.S. 412).

S.S. 331  **State Government**  Credit: three semester hours
Florida's government: its structure and function, comparison with other state governments and the national government; consideration of county and municipal government. (Alternates with S.S. 421).

S.S. 332  **American Political Parties**  Credit: two semester hours
Nature and function of party machinery. (Alternates with S.S. 422).

S.S. 351-352  **European History**  Credit: six semester hours
Political, social, religious, economic and cultural development of Europe; European influences in world history. (Alternates with S.S. 401, S.S. 402).
S.S. 371 Introduction to Anthropology  
Credit: three semester hours  
Preliterate peoples and their culture; biological and cultural development; race; levels of culture. Prerequisite: S.S. 315. (Alternates with S.S. 420).

S.S. 401 Latin American History  
Credit: two semester hours  
Political, social and economic development of the peoples of Latin America. Prerequisite: S.S. 201-202. (Alternates with S.S. 351).

S.S. 402 Negro in American Life  
Credit: three semester hours  
Past and contemporary Negro life in America. Prerequisite: S.S. 371. (Alternates with S.S. 352).

S.S. 411 Criminology  
Credit: three semester hours  

S.S. 412 Juvenile Delinquency  
Credit: three semester hours  
The social nature of juvenile delinquency; methods of treatment and prevention. Prerequisite: S.S. 410. (Alternates with S.S. 316).

S.S. 420 Resource Use Education  
Credit: two semester hours  
Designed to acquaint students with the careless or unknowing destruction of resources and what is being done locally and nationally to preserve both natural and human resources. (Alternates with S.S. 371).

S.S. 421 Comparative Government  
Credit: three semester hours  
Comparisons and contracts among leading European, Asiatic and African systems. (Alternates with S.S. 331).

S.S. 422 International Relations  
Credit: two semester hours  
Basic aspects of modern diplomacy, international organization, and the historical background of international relations. (Alternates with S.S. 332).

S.S. 441-442 Seminar  
Credit: two semester hours  
Designed to survey and integrate social science philosophically; research papers.

IV. DIVISION OF EDUCATION

The objectives of the Division of Education are:
1) To give the prospective teacher a foundation for engaging in the educative process as a form of life service through an understanding of children and youth and the societal influences that affect their living
2) To assist students majoring in other areas in becoming
acquainted with the interrelated responsibilities of the school program

3) To offer opportunities for professional improvement to in-service teachers and to the public schools through workshops, field service, consultations and the cooperative activities of the program of Internship.

The Division of Education offers a program of study leading to the Bachelor of Science degree with a major in Elementary Education. The Division provides also for students in the other instructional areas who are planning to teach on the secondary level the professional courses in education essential to certification in the State of Florida. In addition, courses in audio-visual education and in homemaking are offered, and services in individual and group testing are provided.

Requirements for the major in Elementary Education:

For the Bachelor of Science degree in Elementary Education a candidate must satisfy the following minimum requirements:

a) forty-five hours in General Education (see page 69)

b) twenty-one hours of professional preparation:
   Ed 201 Social Foundations of Education 3
   Ed 202 Psychological Foundations of Education 3
   Ed 301 e Curriculum: Selection and Organization 3
   Ed 302 e General Methods of Administering the Curriculum 3
   Ed 331 Reading Methods 3
   Ed 401 e Internship 6

c) forty hours for the major in Elementary Education:
   Ed 211 Basic Elementary Art 2
   Ed 221 Clothing: Care and Renovation 2
   Ed 222 Nutrition and Lunchroom Management 2
   Ed 262 Health Education 2
   Ed 303 Tests and Measurements 3
   Ed 321 Public School Music I 3
   Ed 322 Public School Music II 3
   Ed 341 Public School Art I 2
   Ed 342 Public School Art II 2
   Ed 352 Children's Instructional Materials 2
   Ed 361 a,b,c,d Methods and Materials Workshop 4
   Ed 362 a,b,c,d Methods and Materials Workshop 4
   Ed 361 e - 362 e Methods and Materials of Physical Education 2
   Ed 403 Role of the Teacher in the Guidance Function 3
   Ed 441-442 Seminar 2
   and S.S. 210 (or S.S. 211) World (Human) Geography 2
d) sufficient additional courses elected from the offerings of the Division of Education and/or other areas, with the approval of the student's advisor, to meet the College requirement of 124 semester hours for graduation.

The above program for a major in Elementary Education will satisfy the current requirements for certification in this field in the State of Florida, without further examination.

*Certification to teach at the secondary level.*

Students who desire to teach at the secondary level must major in the subject-matter fields of their respective choice. For certification by the State of Florida at the secondary level, these students must satisfy the following minimum requirements:

- a) forty-five hours in General Education (see page 69)
- b) the courses essential to certification in a given subject-matter field (students should consult their major advisor so that this requirement will be satisfied in connection with the departmental requirements of a given field)
- c) twenty-one hours of professional preparation; all students who desire to teach on the secondary level should plan early to include in their program of study the following courses offered by the Division of Education:
  
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ed 201</td>
<td>Social Foundations of Education</td>
<td>3</td>
</tr>
<tr>
<td>Ed 202</td>
<td>Psychological Foundations of Education</td>
<td>3</td>
</tr>
<tr>
<td>Ed 301</td>
<td>Curriculum: Selection and Organization</td>
<td>3</td>
</tr>
<tr>
<td>Ed 302</td>
<td>General Methods of Administering the Curriculum</td>
<td>3</td>
</tr>
<tr>
<td>Ed 372</td>
<td>Special Methods in the Teaching of Secondary School Subjects</td>
<td>3</td>
</tr>
<tr>
<td>Ed 401 s</td>
<td>Internship</td>
<td>6</td>
</tr>
</tbody>
</table>

- d) remaining requirements of the College for graduation: other courses required in the major field; elective courses to meet the total number of hours necessary for graduation,—including, in the case of the candidate for the Bachelor of Arts degree, twelve semester hours in one foreign language.

The courses listed under (c) above satisfy the current Florida certification requirements of a minimum of twenty hours of professional preparation. It is important that students planning to
include these courses in their program consult early with their major advisor and with an advisor in the Division of Education, inasmuch as these offerings must be elected with regard for the sequences and prerequisites in the Division of Education.

Students who plan to become certified to teach on more than one level or in more than one area should confer early with their major advisor and with the Chairman of the Division of Education.

**Internship:**

All prospective teachers are required to participate in supervised teaching activities in a public school for nine weeks during their Senior year (Ed 401 e or s). Preparatory and evaluative post-internship sessions are a part of the course.

Application for Internship must be made to the Division of Education during the first week of March of the Junior year. Along with personal data forms, the prospective intern submits three copies of his philosophy of teaching and life, and a small photograph.

The prospective intern submits a plan during the spring of the Junior year for participation when possible, in the pre-planning sessions of a real school situation in the fall.

Ed 401 e or s, Internship, is the last of the group of above-listed professional preparation courses to be taken by the prospective teacher; the other courses in this group are prerequisite to it as the field experience and practicum for the theoretical studies.

The intern does not engage in any class activities while assigned to the field. During the semester of his Internship, the student elects from a limited number of courses especially scheduled for nine-week periods by the Division of Education and certain other areas: these courses are completed either before the intern goes to the field or during the nine weeks after his field experience.

Before a prospective intern may be released for field experience, he must have a cumulative average of at least 1.0; he must have satisfied the course requirements of his major field of study; and, he must be in good standing at Bethune-Cookman College. Students must procure written confirmation of clearance and recommendation from their major advisor and the various administrative offices before leaving for the field experience.

All arrangements for the assignment of students to public schools are made through the office of the Division of Education in cooperation with the public school authorities. The College re-
serves the right to recall a student from the field or in consultation with public school authorities, to modify arrangements made for his internship. The intern is a Bethune-Cookman College student and remains subject to the authority of the College administration.

A fee of $50.00 is charged in connection with Ed 401 e or s (see description, "Courses", page 105), for services and supervision provided by the College in connection with internship.

Other offerings of the Division:

The following elective courses in education are offered by the Division: Ed 101, 101-Hm, 203-Hm, 204-Hm, 231, 233, 260, 261, 310-Av, 311-Hm, 323-Av, 382, 403, 407, e or s, 408 e or s, 409 e or s, 410 e or s, 411, 413. Students majoring in other areas should consult with their major advisor and an advisor from the Division of Education when choosing education electives.

During both the regular and the summer sessions, the Division of Education offers to in-service teachers courses for professional improvement and extension of their certificates: Ed 303, 310-Av, 311-Hm, 323-Av, 333, 382, 403, 407 e or s, 408 e or s, 409 e or s, 410 e or s, 411, 413 and 423-Hm.

Courses:

Ed 101 Basic Understanding for Teaching Credit: two semester hours
Orientation to the profession of teaching, with emphasis upon the requirements of character and personality in the individual; opportunities in the teaching profession.
(Alternate years)

Ed 101-Hm Homemaking Credit: one semester hour
Etiquette; family relationships; planning and managing a home.

Ed 201 Social Foundations of Education Credit: three semester hours
The broad social foundation upon which education rests; the school as a key social institution and its role in American culture; fundamental problems of education in the contemporary world.
Not prerequisite to Ed 202. With Ed 202, prerequisites to Ed 301 e or s.
Required of all prospective teachers.

Ed 202 Psychological Foundations of Education Credit: three semester hours
Psychological principles which govern educational processes; factors involved in adjustment and learning; patterns of development in human growth and behavior.
May be taken before Ed 201. With 201, prerequisite to Ed 301 e or s. Required of all prospective teachers.

**Ed 203-Hm  Family Problems in Foods**

Credit: three semester hours

Current problems in foods as they relate to cost, preparation and nutritive value. (Upon sufficient demand).

**Ed 204-Hm  Family Problems in Clothing**

Credit: three semester hours

Selecting and planning clothes for the various members of the family, with emphasis on children. Laboratory required. (Upon sufficient demand).

**Ed 211 (Art 211)  Basic Elementary Art**

Credit: two semester hours

Basic principles of art in terms of media and techniques. Prerequisite to Ed 341 (Art 311)

**Ed 221  Clothing: Care and Renovation**

Credit: two semester hours

Study and practical experience with the problem of helping children conserve, repair and renovate clothing.

**Ed 222  Nutrition and Lunchroom Management**

Credit: two semester hours

Relationship of nutrition to pupil growth and development, with emphasis on pupil adjustment, welfare, and ability to learn; history and organization of the school lunch program, and integration of it into learning situation of the elementary school.

**Ed 231  General Psychology**

Credit: three semester hours

Study of human behavior, involving special considerations of growth, learning, intelligence, memory, thinking, emotions and other factors. (Alternate years)

**Ed 233  Remedial Reading**

Credit: two semester hours

Designed to provide a program of reading for the student which will increase comprehension and speed through recognition of reading difficulties; aid in devising a remedial program to be used by the student who anticipates teaching.

**Ed 260  Child Psychology**

Credit: two semester hours

Study of the physical, social, emotional and intellectual growth and development of the child, involving understandings of infancy and childhood. (Alternate years)

**Ed 261  Adolescent Psychology**

Credit: two semester hours

Study of the physical, social, emotional and intellectual growth and
development of the pupil, involving understandings of pre-adolescent, adolescent and later adolescent maturation.
(Alternate years)

**Ed 262 Health Education**  
Credit: two semester hours  
Developing curriculum experiences in health for elementary school children; stress on healthful school living, health services, and health instruction.  
Prerequisite to Ed 361b

**Ed 301e, 301s Curriculum: Selection and Organization**  
Credit: three semester hours  
General methods of curriculum planning; considerations involve factors and principles of selecting and organizing curriculum experiences: e, on the elementary level, and s, on the secondary level.  
Prerequisites: Ed 201-202  
Required of all prospective teachers

**Ed 302e, 302s General Methods of Administering the Curriculum**  
Credit: three semester hours  
Techniques, procedures and devices for promoting the curriculum in the interest of growth through learning. Significant practices concerned with administering the curriculum through the classroom.  
(e, elementary; s, secondary level)  
Prerequisites: Ed 301e or Ed 301s  
Required of all prospective teachers

**Ed 303 Tests and Measurements**  
Credit: three semester hours  
Basic principles of testing; selection and construction of instruments to measure learning. Elements of statistics; administering and scoring tests; interpreting test data.  
Prerequisite: Ed 202

**Ed 310-Av Basic Audio-Visual Education**  
Credit: three semester hours  
Communication and curriculum enrichment through proper use of audio-visual materials and equipment. Designed for prospective teachers, youth and adult group leaders, supervisors and directors of audio-visual programs.  
Ed 302e or Ed 302s desirable previous experience

**Ed 311-Hm Child Care and Development**  
Credit: three semester hours  
Physical development of the pre-school child, and the problems involved in his care and training; attention to meeting the needs of pre-school children through a well-planned curriculum.

**Ed 321 Public School Music**  
Credit: three semester hours  
Methods of music instruction for the elementary school. The prospective teacher learns to stimulate free and creative expression
through music so that children enjoy participation in a variety of music expressions.

**Ed 322 Public School Music II**  
Credit: three semester hours  
Continuation of the exploration of music experiences with elementary children to involve more intricate performances in creative group activities.

**Ed 323-Av Preparation of Instructional Materials**  
Credit: three semester hours  
Prerequisite: Ed 310

**Ed 331 Reading Methods**  
Credit: three semester hours  
The processes of developing reading skills on all levels from elementary to adult; how to deal with reading difficulties and promote interest in reading.

**Ed 333 Methods of Teaching the Slow Learner**  
Credit: two semester hours  
Problems in the selection of curriculum experiences for slow learners at the elementary and secondary levels, and how to select, plan and organize these experiences to meet the needs of such children. Concern is with the consideration of slow learning children in the average classroom—not as set aside in special classes.

**Ed 341 (Art 311) Public School Art I**  
Credit: two semester hours  
Media, techniques and procedures for the teacher in the primary and lower elementary grades. Elements of color theory, drawing, perspective, lettering, seasonal constructional problems.  
Prerequisite: Ed 211 (Art 211)

**Ed 342 (Art 312) Public School Art II**  
Credit: two semester hours  
Media, techniques and procedures for the teacher in the intermediate grades. Simple craft problems: clay, paper maché, wood, leather, box sculpture, graphic art techniques.  
Prerequisite: Ed 341 (Art 311)

**Ed 352 Children's Instructional Materials**  
Credit: two semester hours  
Selecting, planning and organizing instructional materials and literature for children.

**Ed 361 a, b, c, d Methods and Materials Workshop**  
Credit: four semester hours  
Providing materials and selecting methods for effective learning on
the elementary level, with concern for the correlation and integration of subject-matter as it relates to the total experiences of children.

361 a - Methods and Materials of Arithmetic
361 b - Methods and Materials of Health Education
361 c - Methods and Materials of Science
361 d - Methods and Materials of Social Science

Ed 362 a, b, c, d  *Methods and Materials Workshop*  
Credit: four semester hours  
Continuation of Ed 361 a,b,c,d, with added experiences of observation and demonstration teaching.  
Prerequisite: Ed 361 a,b,c,d

Ed 361 e - 362 e (P.E. 320)  *Methods and Materials of Physical Education*  
Credit: two semester hours  
Methods of instruction, materials and program planning of physical education in the elementary school.

Ed 372  *Special Methods in the Teaching of Secondary School Subjects*  
Credit: three semester hours  
Understanding of aims, selection of materials and methods in teaching subject-matter, and guiding the learning experiences of youth at the secondary level. Planned in cooperation with the professors in the major fields. Prerequisites: Ed 201, 202. May be taken along with Ed 302e or Ed 302s, but not before. Required of all prospective teachers at the secondary level.

Ed 382  *The Junior High School*  
Credit: two semester hours  
Methods and materials for the curriculum experiences for children between the basic elementary years and the senior high school. Prerequisite: Ed 302e or Ed 302s.

Ed 401 e, 401 s  *Internship*  
Credit: six semester hours  
The student is assigned to an actual school situation on the level at which he expects to teach. (See "Internship" page 100, for detailed statement). Fee: $50.00.

Ed 403  *Role of the Teacher in the Guidance Function*  
Credit: three semester hours  
Facts, concepts, principles and practices; tools and techniques; the part played by the teacher in the planning and administration of guidance programs.

Ed. 407 e, 408 e  *Administration of the Elementary School*  
Credit: three or six semester hours  
Basic principles underlying the organization and administration of the elementary school. Purpose and scope of elementary education, curriculum, general features of organization, grouping, provision for exceptional pupils, personnel and adjustment services, protection and promotion of children's health, school plant, and school-
community relationships. Ed 407 e is prerequisite to Ed 408 e. (Alternate years).

Ed 407 s, 408 s  Administration of the Secondary School
Credit: three or six semester hours
Basic principles underlying the organization and administration of the secondary school. Exploration of such topics as: administration of American education, problems of prospective teachers, instructional responsibilities, activities related to instruction and professional relationships. Ed 407 s is prerequisite to Ed 408 s. (Alternate years).

Ed 409 e, 410 e  Supervision of the Elementary School
Credit: three or six semester hours
Interpretation of the meaning of supervision and how it is implemented at the level of the elementary school and throughout the supervisory structure in the school system; the relation of supervision to instruction; professional codes of ethics. Ed 409 e is prerequisite to Ed 410 e. (Alternate years).

Ed 409 s, 410 s  Supervision of the Secondary School
Credit: three or six semester hours
The meaning of supervision for the secondary school level; implementation and improvement of instruction through efficient supervision. Ed 409 s is prerequisite to Ed 410 s. (Alternate years).

Ed 411  Principles of Special Childhood Education
Credit: two semester hours
The application of educational and psychological principles to the teaching of children who present special individual differences. (Upon sufficient demand).

Ed 413  Methods and Materials for Exceptional Children
Credit: two semester hours
Ways and means for teachers to work with children who deviate positively or negatively from the normal. Understanding and teaching the exceptional child in the average classroom. (Upon sufficient demand).

Ed 423-Hm  Family Finance Workshop
Credit: three semester hours
An advanced seminar study of the scope and meaning of family finance; agencies which facilitate planning; improvement of family relationships through the implementation of management skills and better business in the family; principles of consumer effectiveness. (Upon sufficient demand).

Ed 441-442  Seminar
Credit: two semester hours
Individual exploration of special problems in elementary education.
# SUMMARY OF ENROLLMENT

SPRING — 1957

## REGULAR SESSION

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## WEEKEND SESSION

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## ENROLLMENT BY STATES AND FOREIGN COUNTRIES:

- Alabama ........................................... 4
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- California ..................................... 1
- Cuba ............................................. 2
- Florida .......................................... 638
- Georgia ......................................... 22
- Maryland ........................................ 1
- Mississippi ..................................... 2
- New York ........................................ 1
- Ohio ............................................. 1
- Pennsylvania ................................... 3
- South Carolina .................................. 4
- Texas ............................................ 3

**TOTAL ............................................. 683**

107.
### Enrollment by Florida Counties:

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**Total** 638
DEGREES CONFERRED
May 28, 1956

* With Distinction
** With Greater Distinction
*** With Greatest Distinction

BACHELOR OF ARTS

Art
Leroy Robert Williams

Philosophy and Religion
Robert Sir Habersham**

Speech and Drama
Rosalyn Ann Moore* James Walworth Sawyer

BACHELOR OF SCIENCE

Music Education
Dorothy Geraldine Knowles Julia Francina Robinson
Mary Frances Lucas Cora Lee Scott

Elementary Education
Nellie Mae Barr Bobbie Marglee Harper
Mamie Lee Bell Alice Marilyn Harrell
Rebia Reddick Berry Delceda Elaine Harris
Bettye Lou Black Freddie Mae Harris
John L. Broome Delores Yvonne Hayes*
Betty Jo Brown Mary Elizabeth Hence
Myrtle Arcenia Burrell* Jacqueline Anna Henderson*
Helen J. Cameron Mildred Elizabeth Hepburn
Martha Ann Carter Emma Grace Hill*
Mattye Lee Cherry Mildred Christine Hines**
Annie Doris Christian Annie Ruth Jackson**
Ollye Eichelberger Collins Helen Wright Jackson*
Geneva Hines Davis Elnora H. James
Mildred Je'Hazel DuPont Rosa Lee Jefferson
Lecy Mae V. Edwards Elizabeth Redocia Johnson
Margaret Elaine Flagg* Frances Bonita Johnson
Ruth Franklin Nancy Jones
Ruthie Mae Frierson Gwendolyn Elizabeth Julius
Ruby Maxine Fuller Ethelena King
Sandy Gassett Armstead Dewees Lewis
Dorene Gill Dorothy Lee Lowery
Imogene Berylal Griffin Annie Marie McGill*
Annie Virginia Hamilton La Frances McKever

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Jesselyn Joretha McLeod
Florence M. Mackey
Lora Mae Maddox
Gussie G. Manning
Bernice Elaine Marshall
Floria Mae Melton
Ernestine Evangeline Miller
Elizabeth Nettles
Johnnie Mae Perry
Jessie Bell Phillips
Joan Wanda Raiford
Willie Agnes Riggins
Loretta Constance Sanders
Carrie Mae Lee Scott
Jacqueline Gloria Shelby
Eunyta Christine J. Simmons
Irma Jean Sledge
Marie Deloris Smith

Bertha Mae Spraulding
Maureen Lanora Stafford*
Clara Elizabeth Tolliver
William Henry Turner
Dorothy Meyers Warthaw*
Johnny Lee Welch
Naomi Jannette White
John Andrew Wilkerson
Hazel James Williams
Louise Williams
Mozella L. Williams
Ruth Williams
Dorothy Lee Wilson
Essie Hilton Wilson
Annie Mae Wooten
Bernard Earl Wooten
Ocie Loretta Young

Home Economics
Dora Lee Goodman
Helen Nivins
Carolyn Mormon Taylor
Anna Belle Walker

Mathematics
Margaret Vernelle Bradley
Vivian Elizabeth Byrd
Michael Gladden
Romanger Lavelle Jackson
James Leroy Jones*

Dorothy Geneva Maultsby*
Jeannette Melton
Annie Lee Mongeon***
Inez Elizabeth Moore*
Walter Eugene Oden

Science
Sam Washington Betsey
Katie Belle Betts
William Cleve Brewington*
Lawrence B. Bryant
Arthur Charles Eulin
Carol Louise Jenkins
Alfonso Jones

Elsa Leonora Ingraham Keys
William Alva Moore
Harry Thomas Morris
Zerelda Ruth Pittman**
Edgar Atheling Robinson*
Rosa Lee Senior
Bennie Thompkins*

Commerce
Carrie Hamilton Alexander
Ruth Bailey
Carl Lorenza Bostick
James Buchanan Boyer*
Gloria Rosecleer Collins-Jones
Everett Earl Crim*
Dagoberto Casanova Fernandez
Alice Loraine McFarland

John Cornelious Pittman
Mark H. Ray
Ernestine S. Roberts*
Naomi Nedean Rogers*
Sara Faye Summons
Irene Thomas
Lois Theola Young
<table>
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<tr>
<th>Department</th>
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| **Physical Education** | Eva O'Neal Armstrong  
  Allena Arnold  
  Bettye Virginia Bethune  
  Willie DeWitt East  
  Matthew Douglas Hill |
|                     | Rosa Williams Johnson  
  Wycliffe Martin  
  Edgar Pete Mills  
  James Lee Monroe  
  Glynell Bertram Presley* |
| **Social Science**   | Lucille Joyce Beckom  
  Rosa L. Blye*  
  Steve Bogan  
  Kermit Lamont Cambridge  
  Charles Henry Dent  
  Evon Derlean DuBose |
|                     | Bertha Consuella Freeman  
  Walter Lee Harvey  
  Mildred Manning  
  Walter Eugene Pearcey, Jr.  
  Pearl Eva Watts  
  Betty Jean Johnson Williams |
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APPLICATION FOR ADMISSION
BETHUNE - COOKMAN COLLEGE

DATE

(Mr.)
(Mrs.)

NAME (Miss)  (Last)  (First)  (Middle)

HOME ADDRESS  (Number and Street)

(City)    (State)

I hereby make application for admission to Bethune-Cookman College for the term
beginning Fall  Second Semester  Summer , 19 , under the terms, conditions
and regulations set forth in the current Catalog or as subsequently amended.

DATE OF BIRTH  (Month)  (Day)  (Year)  (Place)

HEIGHT    WEIGHT    VETERAN?    SINGLE?

RELIGIOUS DENOMINATION    MEMBER?

HIGH SCHOOL ATTENDED

(NAME)  (Date of Graduation)

NAME OF PRINCIPAL

OTHER SCHOOLS OR COLLEGES ATTENDED: (Beyond High School)

19 to 19
19 to 19
19 to 19

No applicant will be considered for admission until the following credentials are re­ceived in the Office of the Registrar:
1. Application for Admission with $25.00 deposit
2. High School and/or College transcript
3. Health statement from physician
4. Letter of recommendation
5. Small picture
6. Certificate of Eligibility (for veterans)

No prospective student should present himself for registration without a Card of
Admission, which constitutes formal notice of acceptance of the applicant by the
College.

Housing accommodations are available on the campus. A room reservation deposit
of $10.00 should accompany this application for admission.

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Directions for Correspondence

Specific inquiries should be addressed as follows:

1. Admission, records, transcripts, application forms, grades, catalogs — THE REGISTRAR

2. Personal problems, health, general welfare, emergency messages for students, requests for students to come home—DEAN OF MEN, DEAN OF WOMEN

3. Student aid, expenses, refunds, loans, veterans’ program — BUSINESS MANAGER

4. Educational policies, courses of study, scholarships, Week-End Session, Summer School — DEAN OF THE COLLEGE.

5. General policies, aims and objectives of the College, administrative matters — THE PRESIDENT

BETHUNE-COOKMAN COLLEGE
DAYTONA BEACH, FLORIDA