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Bethune-Cookman College Bulletin, 1963-1965

Bethune-Cookman University

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...is a class "A" college with full membership in the Southern Association of Colleges and Secondary Schools, the Highest Regional Accrediting Association; accredited by the Florida State Department of Education; the University Senate of the Methodist Church; member of the American Council on Education; the Association of Church-Related Institutions of Higher Education and the Association of American Colleges.

The provisions of this bulletin are not to be regarded as an irrevocable contract between the student and the College. The College reserves the right to change any provision or requirement at any time within the student's term of residence. The College further reserves the right to ask him to withdraw for cause at any time.

FOR INFORMATION ON:

admission, records, transcripts, application forms, grades, catalogs, *et cetera* write to the—Registrar, Bethune-Cookman College, Daytona Beach, Florida.
Bethune-Cookman College Bulletin

CATALOG ISSUE
for 1963-1964 with
ANNOUNCEMENTS
for 1964-1965

DAYTONA BEACH, FLORIDA
CALENDAR
School Year 1963-1964

1963

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COLLEGE CALENDAR

1963-1964
First Semester

1964-1965

1963
1964

Sept. 4-8 Faculty Pre-Planning Conference
Sept. 9-13

Sept. 7 Dormitories Open for Freshman and New Students
Sept. 12

Sept. 8-13 Freshman Week
Sept. 13-18

Sept. 12-13 Registration of Freshman and New Students
Sept. 17-18

Sept. 16-17 General Registration
Sept. 21-22

Sept. 18 Classes Begin; Late Registration Begins
Sept. 23

Sept. 28 Last Day for Registration and Change of Program
Oct. 3

Oct. 3 Founders' and Benefactors' Day
Oct. 3

Oct. 17-18 Removal of "Incompletes"
Oct. 19-20

Nov. 1 Last Day for Dropping courses without penalty
Nov. 1

Nov. 20-21 Mid-Semester Examinations
Nov. 23-24

Nov. 29 Thanksgiving Holidays Begin After Last Class
Nov. 25

Dec. 2 Classes Resume
Nov. 30

Dec. 7 Pre-Registration for Spring Semester
Dec. 5

Dec. 20 Christmas Holidays Begin After Last Class
Dec. 18

1964
1965

Jan. 6 Classes Resume at 8:00 A.M.
Jan. 4

Jan. 27-31 Semester Examinations
Jan. 26-28

Second Semester

Feb. 3-5 Registration
Feb. 1-3

Feb. 6 Classes Begin, Late Registration Begins
Feb. 4

Feb. 15 Last Day for Registration and Change of Program
Feb. 13

Mar. 19-20 Removal of "Incompletes"
Mar. 18-19

Mar. 21 Last Day for Filing for Graduation in May
Mar. 20
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<td>Spring Vacation Begins at the End of Last Class</td>
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<td>Apr. 6</td>
<td>Classes Resume at 8:00 A.M.</td>
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<td>May 2</td>
<td>Pre-Registration for Fall Semester</td>
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<td>May 2</td>
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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.

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DR. MARY MCLEOD BETHUNE
Founder — President Emeritus 1904-1955
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PERSONNEL

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Richard Vernon Moore, B.A., M.A., LL.D. .................. President
William A. McMillan, B.A., M.A., Ph.D. .................. Dean-Registrar
Paul L. Hyde, B.S., M.B.A. ............................... Business Manager
James E. Huger, B.A., M.A. .............................. Administrative Assistant to the President and Coordinator of Fund-Raising, and Public Relations
Rogers P. Fair, B.A., M.A. ................................. College Chaplain
Edward R. Rodriguez, B.A., M.A. ........................ Director, Student Personnel
Mr. James A. Hogan, B.S. ................................. Acting Dean of Men
Henrine Ward Banks ....................................... Dean of Women
Martha M. Berhel, B.B., B.L.S. ............................. Librarian
Bobbie P. Heath, B.S., R.N. ................................. College Nurse
Charles W. Francis, B.S. ................................. Director, Boarding Department
Carver A. Portlock, B.S. ................................. Executive Secretary of the National Alumni Association, Inc.

ASSISTANTS

Mary L. Anderson, B.S. .................................. Clerk-Receptionist, Alumni Office
Bessie F. Bailey ........................................ Administrative Secretary to the President
Vernella M. Berryman, B.A. ............................... Secretary to the Dean
Zachary N. Berryman, Jr. .................................. Transportation
Albert M. Bethune, B.S. .................................. Circulation Librarian
Herman Boykin, B.S. ................................... Superintendent of Building and Grounds
Ernest Cook, B.S. ....................................... Chief Accountant
Senorita Crawford, B.S. .................................... Secretary to the Development Fund
Barbara Day, B.S. ...................................... Secretary-Receptionist to the President
Thomas Dens, B.S........................................ Choir Director
Elizabeth Diggs ......................................... House Counselor
Clinton Evans, B.S....................................... Assistant to the Dietitian
Lulabell Evans ........................................... Secretary to Administrative Assistant to the President
Katherine Feemster, B.S. ............................... Secretary to the Business Manager
Thomas Ferrell, B.S...................................... Carpenter and General Maintenance
Angeline B. Floyd, B.S., B.S.L.S. .......................... Catalog Librarian
Doretha Fowler .......................................... Divisional Secretary
Robert L. Fribley, B.A. Assistant Cashier and Purchasing Agent
Charles E. Guess, B.S. Assistant Registrar
William Hayes Director of Transportation
Annies Holton Divisional Secretary
Ruth Lewis Freshman Counselor
James Mayo Supervisor of the Laundry
Margaret Neasman Assistant in Registrar's Office
James H. O'Neal, B.S. Bookkeeper
Sadie Sharp Supervisor, Kitchen
Wilmer C. Smith, B.S. Cashier
Quincy L. Tillman Assistant in Registrar's Office
Lillian Pickett Assistant Counselor
<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Degree Details</th>
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<tbody>
<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., Knoxville College; *New York University (1947)</td>
</tr>
<tr>
<td>William Asbury McMillan</td>
<td>Dean-Registrar</td>
<td>B.S., Johnson C. Smith University; M.A., Ph.D., University of Michigan; *University of Pennsylvania (1958)</td>
</tr>
<tr>
<td>Paul Elwood Ankrum</td>
<td>Assistant Professor of Music</td>
<td>B.M., M.M., Chicago Conservatory of Music; *Indiana University; Private Study; Vitaly Schnee, Walter Charmbury (1955)</td>
</tr>
<tr>
<td>Zoila Avalos</td>
<td>Associate Professor of Biology</td>
<td>N.T.D., Normal School for Teachers; Ph.D., Havana University School of Education; Ph.D., Havana University School of Sciences; *University of Oregon (1961)</td>
</tr>
<tr>
<td>Johnny McDonald Browne</td>
<td>Instructor of Biology</td>
<td>B.S., Bethune-Cookman College; *University of Miami</td>
</tr>
<tr>
<td>Beulah Beatrice Carr</td>
<td>Associate Professor of English</td>
<td>B.S., Alabama State College; M.A., Xavier University; Ph.D., North Carolina College (1959)</td>
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<tr>
<td>Maxine Carter</td>
<td>Instructor of Music</td>
<td>B.S., Wiley College; M.A., Illinois Wesleyan (1962)</td>
</tr>
<tr>
<td>Charles Cherry</td>
<td>Assistant Professor of Business</td>
<td>B.S., Morehouse College; M.A., Alabama State College; *University of Miami (1961)</td>
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<tr>
<td>Joseph Lawrence Connolly</td>
<td>Assistant Professor of Religion and Philosophy</td>
<td>A.B., Lombard College; A.M., Milton University; Th.B., Union Theological College; Ph.D., Milton University (1960)</td>
</tr>
<tr>
<td>Paul Milton Decker</td>
<td>Professor of Psychology and Director of Institutional Research</td>
<td>B.S., Bethune-Cookman College; M.A., Stetson University; Ed.D., Colorado State College of Education (1954)</td>
</tr>
</tbody>
</table>
Mary Leon Divers .......... Acting Chairman of the Division of Social Science
B.A., Knoxville College; M.S.W., Atlanta University;
*Ohio State University; Syracuse University (1949)

Pauline Dunkins .......... Assistant Professor of Physical Education
B.S., North Carolina College; M.S., North Carolina College (1959)

Rogers Pressley Fair .. Chaplain, Associate Professor of Religion and Philosophy
A.B., Clark College; M.A., Atlanta University; Gammon Theological Seminary (1946)

Walter James Floyd .. Associate Professor of Chemistry
B.S., Morehouse College; M.A., Atlanta University (1955)

Samuel Fridie .......... Assistant Professor of Education
B.S., South Carolina State College; M.S., New York University; *Rutgers University (1962)

Rabie Jaures Gainous, Jr ... Acting Chairman of the Division of Science and Mathematics
Diploma, Atlanta College of Mortuary Science; B.S., Bethune-Cookman College; M.Ed., Florida A&M University;
*New York University (1951)

James Modica George, Jr ... Assistant Professor of Music
B.A., Fisk University; M.M., Indiana University; *University of North Carolina (1958)

Emmanuel Gitlin .. Professor of History
B.A., Texas Christian University; B.D., Ph.D., Duke University; *John Hopkins University; University of Chicago;
Union Theological Seminary of New York (1961)

Howard Grimmett ... Instructor of Mathematics
B.S., Miles College; M.S., Atlanta University (1962)

Freeman Warren Hinson .. Associate Professor of Physical Education
A.B., Morehouse College; M.A., New York University;
*University of Miami (1957)

Emmy Verene Hunt .. Assistant Professor of Education
B.S., Hampton Institute; M.A., Teachers College, Columbia University; *Temple University; New York University (1939)

Lloyd Cyril Johnson .. Instructor of Physical Education and Assistant Coach
B.S., Bethune-Cookman College; M.S., Indiana University (1961)
David Lawaldyn Leaver, Jr.  Assistant Professor of Social Science
B.A., Morehouse College; M.A., Atlanta University; *New
York University (1939)

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

Shirley Burke Lee  Acting Chairman of the Division of
Education
B.S., Miner Teachers College; M.S., Indiana University;
*Indiana University; University of Florida (1952)

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

Rudolph Gonzales Matthews  Assistant Professor of
Physical Education
B.S., Morehouse College; M.S., Teachers College, Colum­
bia University (1946)

Jake Charles Miller  Assistant Professor of Social Science
B.S., Bethune-Cookman College; M.A., University of Illi­
nois (1959)

Jack F. McClairen  Instructor of Physical Education, and
Head Coach and Athletic Director
B.S., Bethune-Cookman College (1961)

Pedro Aurelio Oliver  Professor of Physics and Mathematics
B.S., Institute de Matanzas; M.S., Havana University; Ph.D.,
Havana University; *Fisk University (1961)

Launcelot Allen Pyke, II  Associate Professor of Music
B.P.S.M., Howard University; M.M., University of Michigan;
Ph.D., State University of Iowa (1955)

Alvin Andrew Reid  Associate Professor of Business
B.A., Morehouse College; M.B.A., New York University;
*Florida A&M University (1951)

Edward Rudolph Rodriguez  Associate Professor of Social
Science, Director of the Mary
McLeod Bethune Foundation
B.A., Morehouse College; M.A., Atlanta University
(1935)

Jesus Rodriguez  Associate Professor of Spanish
B.S., Institute de la Ensenansa; Ph.D., University of Ha­
vana (1961)

Evelyn Sharp  Professor of English
A.B., Florida A&M University; M.Ed., Atlanta University;
Ed.D., New York University (1962)
Ozora Renfroe Shell..........................Associate Professor of Education
A.B., Morris Brown College; M.Ed, Temple University;
*Indiana University; Florida A&M University (1961)

Marion Mae Speight...............Associate Professor of Modern Languages
B.A., LeMoyne College; M.A., Atlanta University; Certifi­
cate, Ecole Normale d’Institutrics, Port-au-Prince, Haiti;
*New York University; The College of St. Teresa (1942)

Thurman Willis Stanback..................Chairman of the Division of Humanities, Professor
Speech and Drama
B.A., Virginia Union University; M.A., Columbia University;
Ph.D., Cornell University (1949)

Josephine Wesley..................Assistant Professor of English
B.A., South Carolina State College; M.A., Boston Uni­
versity; *Columbia University (1949)

ON LEAVE

Ezekiel Leon Kennedy..................Assistant Professor of English
A.B., Morehouse College; M.A., Atlanta University; *New
York University, Columbia University (1958)

Florence Lovell Small..................Chairman, Division of Education, Professor of Education
B.A., M.A., Northwestern University; *New York Universi­
ty, Boston University (1934)
STATEMENT OF PURPOSE

Bethune-Cookman College aims to assist students:

to develop character;

to attain a Christian basis and philosophy of life;

to acquire scholarly habits of work and study;

to obtain a broad background in the Arts and Sciences;

to cultivate an appreciation for the cultural and spiritual qualities of life;

to understand and interpret constructively current social and economic problems;

to serve the community creatively in the social, economic and religious spheres;

to understand the nature of man and his relation to the physical, social and spiritual worlds.

to develop a sound body and mind; a well-balanced integrated personality.

To achieve these ends, Bethune-Cookman College strives to continue sound instructional and extra-curricular programs, to provide opportunities for students to develop initiative, self-expression, self confidence, critical thinking and an experience which will enrich leadership potentiality of all students.

THE CHRISTIAN MISSION OF BETHUNE-COOKMAN COLLEGE

A. To Provide Education with a Christian Emphasis

The business of education is being increasingly taken over by secular institutions, but there is a continued and important place for institutions consciously emphasizing Christian principles. This emphasis can come through such practices as setting of high standards for student conduct, emphasis on moral and religious qualities in selecting staff members, fostering of religious interests in student life, and giving religious matters an important place in curriculum and program.

B. To Provide Education with Quality

A Christian emphasis should not in any sense imply narrow sectarianism or lack of emphasis on intellectual and educational standards. Bethune-Cookman College should firmly maintain its reputation for high scholastic quality, based on Christian principles.
C. To Provide Education Free of Political Restrictions

The independent Christian college is free from dangers of political influence which are always possible for politically supported institutions, and is more free to set up selective standards for its student body than are institutions designed to serve the entire citizenship. As a result of such freedom, the independent Christian college can be a distinctive type of institution and also a welcome stimulus and protection to politically supported institutions.

D. To Provide Education Emphasizing the Individual Personality

Colleges in general are following the modern world trend toward bigness, complexity and impersonality. A great need will continue for the small liberal arts college, especially in Florida, like Bethune-Cookman College, dedicated to the development of the “whole man” and especially fitted to foster the development of Christian character and to give personal attention to the varying needs and capacities of each of its students.

E. To Act as a Service Institution to the Church

As a service institution, the Christian college will continue to be of great value to its supporting church through 1) helping prepare ministers, religious education directors, directors of music and other professional workers: 2) helping prepare more interested and effective laymen, and 3) providing such services as weekly fellowship teams to local churches, library loan facilities to ministers, and physical facilities for pastors, schools and assemblies.
ETHUNE-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 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; also, a strong program of liberal arts studies is being developed by the College.

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.
ETHUNE-COOKMAN COLLEGE is situated in Daytona Beach, Volusia County, Florida. The main line of the Florida East Coast Railroad passes about eight blocks from the main campus. The Florida Greyhound Bus station is approximately eight blocks from the Campus. Taxi-cab service is available from both areas.

The College is located near 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 invigorating 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, Marion Weeks Prayer Room and the Gertrude H. Heyn Memorial Chapel.

*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 Rhodes Memorial Library* houses a fine collection of books, periodicals, microfilms, filmstrips, records, tapes, and general information. The present collection contains over thirty 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 boy’s dormitory.

Other buildings are: Ranslow Hall, Whitney Cottage, Chapin Cottage, Mary McLeod Bethune Foundation, Trailsend, T. A. Adams Infirmary, the Laundry, Band Hall.

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.

**SPECIAL SERVICES**

BETHUNE-COOKMAN COLLEGE recognizes that education is concerned with the total development of individuals. Therefore, the College maintains programs designed to promote the emotional adjustment and social maturity of students as well as their intellectual growth. These programs include selective admissions, orientation, personal and academic counseling and guidance, co-curricular activities, corrective discipline, scholarships, part-time jobs, placement, and alumni relations.

**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 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.

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

The College maintains a Counseling and Guidance Service. The work of this service is planned, coordinated and directed by a special committee composed of members of the faculty who have had special training and experience in counseling and guidance. The Counseling and Guidance Program maintains a file of personal cumulative records. The records will show trends in student growth and development. The information on these records is relative to students' overall ability, special attitudes and interests, academic achievement, and emotional maturing. Such information is available to the student and faculty members who have valid reasons to use the same. Otherwise, the information is considered confidential.

FRESHMAN AND SOPHOMORE COUNSELING

Under the direction of the Counseling and Guidance Service each freshman and sophomore is assigned to a faculty advisor who counsels him during the first two years of his college life. The function of the advisor relates to all phases of the students' academic, social and personal life. The advisor gives counsel concerning the student's academic work, his enrollment in courses and the progress he makes in his program. Faculty advisors may also refer the student to the college physician, the college chaplain, the dean of men or women.

TESTING SERVICE

As one of its services to students the Counseling and Guidance Service offers an extensive testing program. On the basis of standardized tests of aptitude, achievement, interest, and personality, this service helps the student objectively to appraise his own capacities and interests.

All freshmen are required to take freshman placement tests to determine their mastery of basic reading, writing, mathematical, and grammar skills. The students' achievement in these tests determines their placement in the general education courses for freshmen and sophomores.

Freshman Orientation

Bethune-Cookman College recognizes that college study represents a new experience for the freshman student. As a means of helping the student make a good beginning toward an adjustment to his new experiences, the College sets aside at the commencement of the first semester a period for extensive orientation. During this period, the freshman student is made aware of the facilities
and services available in the College, and the College obtains additional information about the student. Counseling is an essential activity during this period of orientation. During this period also the freshman placement tests are given.

In addition to this period of intensive orientation two other freshman activities are maintained throughout the first year designed for the freshman student. They are a course in freshman Orientation and Guidance, and remedial programs for those students who show serious deficiencies in certain basic skills such as reading, writing, speech, et cetera.

The Orientation and Guidance program is designed to:

A. Help students understand good habits as they relate to: effective study, manners, personality, social behavior and character.

B. Help students understand themselves as related to: boy-girl relationship, sex problems, alcohol problems, smoking and narcotics, etc.

The class will meet twice per week each Tuesday at 11:00 a.m. for the formal phase of the course and 8:00 p.m. for the informal phase of the course. Twelve qualified instructors will spend two (2) fifty minute lecture periods each on a unit of Effective Study by Francis P. Robinson.

The informal phase of the program will be supervised and conducted by selected members of the faculty and personnel staff. The class shall be divided into small groups where informal discussion and questions will be conducted on forty-two major problems raised in the book EFFECTIVE LIVING by Lois Smith Murray.

THE COLLEGE HEALTH SERVICE

THE COLLEGE maintains a Health Service under the direction of a practicing physician and a nurse. The Health Service aims to direct the thinking and action of students toward more healthful living. The services include complete physical examinations, follow-up service to secure correction, remediable defects and an infirmary with a full-time nurse. Students who are confined to the infirmary for more than forty-eight hours are charged a special fee to cover the cost of expenses involved.

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 upon presentation of Activity Books; 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.

VETERANS

THE CURRICULUM of Bethune-Cookman College is approved for the education of Veterans. The Registrar 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, such as: periodicals, and most nationally known newspapers.

PLACEMENT SERVICE

BETHUNE-COOKMAN COLLEGE believes it has a responsibility to assist graduates to make satisfactory employment adjustments. The Placement Service is being developed primarily for this purpose. The service includes student employment, part-time and summer; the recommending of graduating seniors for employment; and the placement or reassignment of former graduates.

The Placement Service finds it impossible to guarantee work to all persons who need it and apply for it. However, every effort is made to assist individuals in finding suitable employment. The service maintains cordial relations with employers in the industrial, business and professional fields who are interested in college-trained young men and women.

STUDENT ORGANIZATIONS

ALL STUDENTS who seek membership in fraternities, sororities, clubs and other organized groups on the campus must meet the scholastic 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 interests 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) The Bethunia Staff

The Bethunia is the school’s publication reflecting community life and activities of the students.

Special service groups include: (a) Band and Orchestra, (b) Choir, (c) Tra-Co-Dram, (d) Dance Group.

b. Major Area Clubs

Major Area 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.

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) Sunday School, (6) Y.M.C.A., (7) 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.

Gamma Tau Chapter of Alpha Kappa Alpha Sorority

Delta Beta Chapter of Alpha Phi Alpha Fraternity

Delta Alpha Chapter of Delta Sigma Theta Sorority
Gamma Theta Chapter of Kappa Alpha Psi Fraternity
Omicron Epsilon Chapter of Omega Psi Phi Fraternity
Beta Upsilon Chapter of Phi Beta Sigma Fraternity
Beta Eta Chapter of Sigma Gamma Rho Sorority
Mu Beta Chapter of Zeta Phi Beta Sorority
Pan-Hellenic Council
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.

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

- Alpha Kappa Mu Honor Society
- Beta Kappa Chi Scientific Honor Society
- Pi Omega Pi National Business Honor Society
- Alpha Phi Omega National Service Fraternity

g. Social Clubs
- Cavaliers and Cavalettes
- Mummies and Zeniths

An average of "C" is required in order to participate in clubs and organizations. Honor Societies have their own regulations; however, to be pledged to a fraternity or sorority, a student must have a cumulative average of 2.5, 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 stu-
dent 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 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 possession of firearms and the use and possession of alcoholic beverages are strictly forbidden on the campus or by Bethune-Cookman College students when representing the College.

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.

**Living on Campus**

Bethune-Cookman College is essentially a residential college. All students are expected to secure residence on the campus. Exceptions to this policy are made for married students, residents of
Daytona Beach and vicinity where commuting is possible, students who live with parents or close relatives who reside in Daytona Beach, or limitation on campus housing.

All applicants who desire to live off campus must be recommended by the Personnel Department and approved by the Administration.

**Uniform Dress**

The College has, from its earlier days, required uniform dress for the students 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.

**WORK AID, SCHOLARSHIPS AND STUDENT LOAN FUND**

I. **Work-Aid:** The College offers a work-aid program to aid students in their financial needs. Only students who maintain at least a "C" average, demonstrate need, willingness and ability to contribute work of value to the College and good character will be given such opportunities. "Work-aid," except in a few areas, should not be counted on to yield an income greater than $150.00 per year. Requests for work-aid applications should be made to the Office of the Registrar, Bethune-Cookman College, Daytona Beach, Florida. Work-aid applications will be considered only after formal application for admission has been approved.

II. **Scholarships:** The President of the College has appointed a Scholarship and Loan Committee to administer and make recommendations for all scholarship awards, grants-in-aid and loans. Applications for all scholarships and loans should be made directly to the Scholarship and Loan Committee, unless otherwise stated in the description of the award. The Committee considers academic achievement, sound moral character, good citizenship, seriousness of purpose, proper attitude and need in making its recommendation for awards.

**SCHOLARSHIP OFFERING**

Bethune-Cookman College offers, on a competitive basis, sev-
eral scholarships ranging from $100 to $400 yearly and from $400 to $2,000 over a four year period to students of approved high schools. A college examination and/or The Cooperative Inter-collegiate Examination, or Collegiate Entrance Examination Board, and the high school record will be the criteria of evaluation. These scholarship awards are continuing only when a "B" average and high standards of conduct are maintained by the recipients.

III. Grants-in-Aid: The College offers a limited number of grants-in-aid awards to students on the basis of their ability in certain performance areas such as band and athletics. Applicants for grants-in-aid in these areas should apply directly to the director of the area.

No scholarship, grants-in-aid or loan application will be considered approved until the following conditions have been met.

1. Application for admission and credentials are received and approved by the Admissions Committee.
2. The Scholarship and Loan Committee notifies applicant of the grant and amount.
3. The applicant writes a letter of acceptance. In case of scholarship, he must enclose an acceptance fee of $25.00 within 15 days after the award has been made. This fee is non refundable, but may be applied to the student's expenses. This fee may also serve as the advanced payment fee.

Any scholarship, work aid, or grant-in-aid may be terminated by the College for bad conduct, poor scholarship or withdrawal on the part of the student. All scholarships and grant-in-aid awards are made on an annual basis. They are renewable only on approval of the Scholarship and Loan Committee.

SPECIAL SCHOLARSHIPS

A limited number of scholarships are awarded directly by donors for special students or categories of students. These scholarships are administered according to the specification of the Donor. See partial list below:

1. Bertha Cann Tuition Scholarship: For a worthy and needy entering freshman girl recommended by the President and approved by the Donor. This scholarship may be renewed by the recipient on the sophomore, junior and senior level, if the applicant's record proves worthy. Scholarships valued at $200.00 per year, payable at the rate of $100.00 each semester.

2. The Mrs. Joseph E. Cannon Scholarship Fund: 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 a good moral character, good scholarship and ability, good health, earnestness of purpose and be in need. Scholarship valued at $300.00 per year.

3. The Nellie B. and Bessie H. Garrison Scholarships: Two scholarships valued at $200.00 each are awarded annually by Misses Nellie B. and Bessie H. Garrison to two worthy and needy girls enrolled in the College with a full load and recommended for scholarship aid by the President. The students must have good moral character, good scholarship and earnestness of purpose.

4. The Edna and Freda Green Part-Tuition Scholarships: For worthy and needy girls 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 be in need. Scholarship valued at $200.00 per year, payable $100.00 each semester.

5. The William J. Hale Memorial Annual Scholarship: 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. The recipient is recommended by the President and approved by the Donor. Scholarship valued at $200.00 per year.

6. The Gertrude Hotchkiss Heyn Memorial Scholarships: Five scholarships, valued at $3,000.00 ($600.00 each to five worthy students, exemplifying the high ideals of the Founder of the Scholarships, the late Mrs. Gertrude Hotchkiss Heyn). The recipients are recommended by the President and approved by a representative of the Gertrude Hotchkiss Heyn Foundation.

7. House Bill No. 111: Provides for scholarships 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.

8. 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 committee 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.

9. **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 and the College Chaplain. A student who meets the requirements is eligible to receive this scholarship for four years.

   The Herbert J. Burgsthaler Ministerial Scholarship—$100.00 per year
   The Lee Nichols Ministerial Scholarship—$100.00 per year.

10. **The Stephen W. Steinecke Memorial Scholarship:** Sponsored by Mrs. Stephen W. Steinecke and Miss Dolores 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.

11. **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.

12. **National Methodist Scholarship:** This scholarship is awarded to Methodist students who have been Methodists for at least one year. Applicants may be Freshmen or upper-classmen, but must
have a grade of "B" or better. For detailed information and specific requirements, see or write the Methodist Scholarship officer. This scholarship is valued up to $500.00.

13. **Mary McLeod Bethune Memorial Scholarships**: These scholarships are made possible from a grant from the Eljabar Foundation, in memory of the late Founder President-Emeritus, Dr. Mary McLeod Bethune. Promising, worthy, needy students are eligible for these scholarships. Recipients are recommended by the President and approved by the Eljabar Foundation.

14. **The J. N. Crooms Memorial Scholarship**: Sponsored by Mrs. W. R. Crooms. This scholarship is awarded to a freshman student, who is a graduate of Crooms Academy, Sanford, Florida, and may be reallocated annually for four years to the student having been awarded said scholarship in his freshman year. The recipient must maintain an average of "C" or above and have commendable deportment. The scholarship is valued at $100.00 per year. Recipients are selected by the President and approved by the donor.

15. **The Jennie Hall Memorial Scholarship Fund**: The Jennie Hall Memorial Scholarships Fund was established by Mr. William B. Hall of Euclid Methodist Church, St. Petersburg, Florida, in the amount of $10,000.00, and is to be used as student-aid for three junior and senior students attending Bethune-Cookman College. The annual amount of each scholarship will be $350.00. The recipients of these scholarships are selected by the Scholarship Committee and students who are preparing themselves for the ministry or the missionary field are given preference. However, a passing grade must be made in order to maintain this scholarship.

16. **Trustees Scholarship**: Established by the Board of Trustees of Bethune-Cookman College. The Trustees Scholarship shall be a full-tuition scholarship in the amount of $300.00, payable $150.00 each semester. This scholarship shall be awarded to the student with the highest academic average for the previous school year, and all Bethune-Cookman College students shall be eligible for the Trustees Scholarship. The Scholarship shall be presented annually during Student Achievement Day.

17. **The Catherine Hughes Waddell Memorial Scholarship Award**: Established by the Board of Trustees of Bethune-Cookman College, honoring the late Mrs. Catherine Hughes Waddell. For a worthy, needy, promising student, with good moral character, good health, scholarship and earnestness of purpose. This student is to be recommended by the President and approved by the Board of Trustees. The scholarship is to be awarded annually and after careful evaluation of the student's progress, the student may be
recommended to receive the scholarship annually for not more than four years. A full-tuition scholarship in the amount of $300.00, payable $150.00 each semester.

**Loan Funds:** The College administers several loan funds that are available for worthy students. The conditions of the loans are circulated by the Scholarship and Loan Committee. Below is a partial list and present amount in these funds.

<table>
<thead>
<tr>
<th>Fund Name</th>
<th>Amount in Fund</th>
<th>Restrictions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The Gertrude Brown Memorial Fund</td>
<td>$500.00</td>
<td>Seniors Only</td>
</tr>
<tr>
<td>2. Bertha Cann Senior Scholarship</td>
<td>$100.00</td>
<td>Seniors Only</td>
</tr>
<tr>
<td>3. Pearl Cox Scholarship Fund</td>
<td>$130.00</td>
<td>Seniors Only</td>
</tr>
<tr>
<td>4. The Henry Jefferson Davis Memorial</td>
<td>$250.00</td>
<td>Juniors &amp; Seniors</td>
</tr>
<tr>
<td>5. The Delta Sigma Theta Loan Fund</td>
<td>$467.54</td>
<td>None</td>
</tr>
<tr>
<td>6. E. R. Scholarship Fund</td>
<td>$100.00</td>
<td>None</td>
</tr>
<tr>
<td>7. Charles W. Francis Scholarship</td>
<td>$50.00</td>
<td>None</td>
</tr>
<tr>
<td>8. Nannette Harlo Scholarship</td>
<td>$73.00</td>
<td>None</td>
</tr>
<tr>
<td>9. S. Harley Jones Memorial Scholarship</td>
<td>$10.00</td>
<td>Seniors Only</td>
</tr>
<tr>
<td>10. Revolving Loan Fund in Commemoration of Maggie and John Phillips</td>
<td>$1,000.00</td>
<td>Freshmen</td>
</tr>
<tr>
<td>11. Pickett and Hatcher Educational Fund</td>
<td>$800.00</td>
<td>None</td>
</tr>
<tr>
<td>12. The Rees Student Loan Fund</td>
<td>$100.00</td>
<td>None</td>
</tr>
<tr>
<td>13. Nellie B. Seibert Scholarship Fund</td>
<td>$50.00</td>
<td>None</td>
</tr>
<tr>
<td>14. E. B. Seward Scholarship Fund</td>
<td>$607.50</td>
<td>None</td>
</tr>
<tr>
<td>15. Vada Somerville Scholarship</td>
<td>$250.00</td>
<td>Freshmen</td>
</tr>
<tr>
<td>16. The Student Loan Fund of the Methodist Church</td>
<td>$300.00, $350.00, $400.00</td>
<td>None, Junior, Senior</td>
</tr>
<tr>
<td>17. Libby M. Whitney Memorial Scholarship Fund</td>
<td>$80.00</td>
<td>Juniors &amp; Seniors</td>
</tr>
<tr>
<td>No.</td>
<td>Fund Name</td>
<td>Amount</td>
</tr>
<tr>
<td>-----</td>
<td>-----------------------------------------------</td>
<td>------------</td>
</tr>
<tr>
<td>18</td>
<td>The Georgia McNeil Memorial Revolving Loan Fund</td>
<td>100.00</td>
</tr>
<tr>
<td>19</td>
<td>The Frances Proctor Taylor Revolving Loan Fund</td>
<td>200.00</td>
</tr>
<tr>
<td>20</td>
<td>The H. W. Hurt Revolving Loan Fund</td>
<td>900.00</td>
</tr>
<tr>
<td>21</td>
<td>Jennie Browne Lee Revolving Loan Fund</td>
<td>2,000.00</td>
</tr>
<tr>
<td>22</td>
<td>The Herbert E. Ives Science Award</td>
<td>650.00</td>
</tr>
<tr>
<td>23</td>
<td>The Edwin Osgood Grover Revolving Loan Fund</td>
<td>500.00</td>
</tr>
<tr>
<td>24</td>
<td>The G. L. Schaller Memorial Revolving Loan Fund</td>
<td>300.00</td>
</tr>
</tbody>
</table>

The College participates in the Federal Student Loan program under the National Defense Education Act of 1958. Students may borrow up to $1,000.00 per year (if funds are available) to a maximum of $5,000.00. The student is to begin payment on the loan one year after he completes his college work or terminates enrollment at the college at 3% interest. Recipients of the loan who plan to teach in the elementary or secondary school may have up to 50% of his loan cancelled. The rate of cancellation will be 10% of total loan for each year of teaching for the first five years. Application for these loans must be made with the Scholarship Loan Committee of the College.

Applicants must bear in mind that it is impossible for the Institution to provide aid for more than a limited number of students. UNDER NO CONDITION IS A STUDENT TO COME TO THE INSTITUTION EXPECTING TO RECEIVE A LOAN, SCHOLARSHIP OR WORK-AID WHO HAS NOT MADE FORMAL APPLICATION, AND WHO HAS NOT BEEN NOTIFIED THAT SUCH AID HAS BEEN GRANTED.

Prizes and Awards: A number of prizes and awards are made each year to students who possess excellent habits of character and show diligence, industry and superior performance in various areas of college life. Information on these prizes and awards are circularized by the Awards Committee.

The College administers several other loan funds for worthy students.

**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, cashier’s or certified 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 following estimate, exclusive of graduation fee and laboratory charges, will enable the student to form an idea of the yearly expenses.

**SCHEDULE OF TUITION AND FEES**

<table>
<thead>
<tr>
<th>Boarding Student</th>
<th>First Semester</th>
<th>Second Semester</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$165.00</td>
<td>$165.00</td>
<td>$330.00</td>
</tr>
<tr>
<td>*Annual Fees</td>
<td>87.00</td>
<td>5.00</td>
<td>92.00</td>
</tr>
<tr>
<td>Room, Board and Laundry</td>
<td>270.50</td>
<td>270.50</td>
<td>541.00</td>
</tr>
<tr>
<td>Sales Tax</td>
<td>4.84</td>
<td>4.84</td>
<td>9.68</td>
</tr>
<tr>
<td>Insurance</td>
<td>7.00</td>
<td></td>
<td>7.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$534.34</strong></td>
<td><strong>$445.34</strong></td>
<td><strong>$979.68</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Off Campus Student</th>
<th>First Semester</th>
<th>Second Semester</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$175.00</td>
<td>$175.00</td>
<td>$350.00</td>
</tr>
<tr>
<td>*Annual Fees</td>
<td>87.00</td>
<td>5.00</td>
<td>92.00</td>
</tr>
<tr>
<td>Insurance</td>
<td>7.00</td>
<td></td>
<td>7.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$269.00</strong></td>
<td><strong>$180.00</strong></td>
<td><strong>$449.00</strong></td>
</tr>
</tbody>
</table>

There will be a matriculation charge of $10.00 for all new students.
All expenses of a previous semester must be paid before a student is permitted to register for another semester.

All boarding and off-campus students are required to pay the following upon entrance:

<table>
<thead>
<tr>
<th></th>
<th>Boarding</th>
<th>Off-Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Semester</strong></td>
<td>$165.00</td>
<td>$175.00</td>
</tr>
<tr>
<td>Tuition</td>
<td></td>
<td></td>
</tr>
<tr>
<td>*Annual Fees</td>
<td>87.00</td>
<td>87.00</td>
</tr>
<tr>
<td>Room, Board and Laundry</td>
<td>135.25</td>
<td></td>
</tr>
<tr>
<td>(First Installment)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sales Tax</td>
<td>2.42</td>
<td></td>
</tr>
<tr>
<td>Insurance</td>
<td>7.00</td>
<td>7.00</td>
</tr>
<tr>
<td></td>
<td><strong>$396.67</strong></td>
<td><strong>$269.00</strong></td>
</tr>
</tbody>
</table>

(The above expenses do not include course fees).

*Annual fees include athletic, registration, library, student publications, cultural, health, student council, YMCA or YWCA, year-book and breakage fees.

New students (transfer and other) registering for the first time during the second semester will pay $54.00 for annual fees.

The late registration fee of ten dollars will apply to all students who do not complete their registration during the assigned period in any semester. (For just reason, and upon recommendation of the Dean of Instruction, this fee may be waived.)

Tuition per semester hour above 17 semester hours* $18.75
Application for admission (This fee covers the processing of credentials and correspondence and is not refundable.) $10.00
Fee per semester hour of credit for special students and students taking less than twelve semester hours $18.75
Registration fee for special students $5.00
Graduation Fee $20.00
Individual Instruction in Music (Per Semester) $30.00
Textbooks and supplies (approximate cost per semester) $40.00
Key deposit (refundable upon return of key and receipt) $1.00
Auditing Course $5.00
Locker Fee (Per Semester) $1.00
Laboratory Fees $3.00 to $15.00
Internship Program — supervision and service $60.00

*Except as indicated on the vertical curriculums (See General reg. no. 15)

**Material Fees:**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Education</td>
<td>2.00 to 5.00</td>
<td></td>
</tr>
<tr>
<td>Library Science</td>
<td>6.00 to 9.00</td>
<td></td>
</tr>
</tbody>
</table>
Physical Education ........................................ 2.00 to 5.00
Business Education ..................................... 5.00

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 exceptions: Room, board and laundry are payable in four equal installments of $137.67 (Florida State Sales Tax $2.42 included) The schedules for these payments for the school years 1963-65 are as follows:

<table>
<thead>
<tr>
<th></th>
<th>1963-64</th>
<th>1964-65</th>
</tr>
</thead>
<tbody>
<tr>
<td>September</td>
<td>12-17, 1963</td>
<td>September</td>
</tr>
<tr>
<td>November</td>
<td>11, 1963</td>
<td>November</td>
</tr>
<tr>
<td>January</td>
<td>20, 1964</td>
<td>January</td>
</tr>
<tr>
<td>March</td>
<td>20, 1964</td>
<td>March</td>
</tr>
</tbody>
</table>

The first and third payments may be paid at registration. The others are due at the times indicated. In any case where terms are made, a student will be dropped from school because of failure to meet the agreed payments and may be reinstated only after satisfactory payments have been made.

All students are expected to follow the above schedule for the payments 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.

The last opportunity for students to complete registration in the BUSINESS OFFICE will expire when the BUSINESS OFFICE closes on the last day for late registration.

Students who have not paid their bills before final examinations will not be admitted to the examinations.

Financial Arrangements

Information regarding financial arrangements should be secured from the BUSINESS OFFICE at least (60) days prior to registration. No arrangements will be made for installment payment of accounts during registration for any semester.

Room, Board and Laundry Adjustments

No deductions or adjustments will be made for any fraction of a week or for 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 per cent 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.

Withdrawals and Refunds

Students who officially 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.

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 desire 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 dormitory, 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 $270.50 per semester for room, board and laundry. Florida State Sales Tax is not included.

A signed certificate from a physician is required whenever a special diet is necessary. The college will provide it, if possible, at an additional charge to cover extra costs involved.

ADMISSION — GENERAL POLICY

Bethune-Cookman College is a church-related institution and
accepts students on the basis of their academic ability and performance, character, health, and promise of future usefulness. The admissions committee, therefore, gives careful consideration to evidence of desired character and personality traits as well as academic ability.

**REQUIREMENTS FOR ADMISSION**

**Freshman Class:**

All applicants must be graduates of an accredited secondary school or its equivalency as expressed through scores on the General Education Development Test. Applicants graduating from non-accredited high schools and applicants over twenty-one (21) years of age unable to obtain satisfactory graduation, otherwise, may present General Education Development test scores. Each applicant must present at least fifteen (15) units of school work distributed as follows: English—3; Mathematics—1; Social Studies—1; Natural Science—1; Electives—9; from the areas of Social Science, Natural Science, Mathematics, and Foreign Languages.

Each admission decision is made normally on the basis of the high school record from the ninth through the eleventh grades. Occasionally, the Admissions Committee will request an applicant's record through the first semester of the twelfth grade. All high school graduates and transfer applicants should send transcripts of all work taken in high school through grade twelve.

**MATRICULATION FEE**

A matriculation fee of $10.00 should accompany all personal application forms. This fee is not refundable and must be paid before the application can be considered by the Admissions Committee.

**ENTRANCE EXAMINATIONS**

Bethune-Cookman College requires all applicants for admission to present scores from one of the following tests listed in order of preference: Cooperative Intercollegiate Examination Program (Twenty-two East 54th Street, New York 22, New York); Scholastic Aptitude Test (Box 592, Princeton, New Jersey); The American College Test (Science Research Associates, Inc., 259 East Erie Street, Chicago 11, Illinois), or the Florida State Test (Florida State Department of Education).

Information concerning these Tests may be secured from the addresses indicated in parenthesis. Scores should be sent directly to the Registrar, Bethune-Cookman College, Daytona Beach, Florida.
REQUIREMENTS IN BRIEF

1. The College application form, including personal references.
2. Matriculation fee — $10.00.
3. Record of recent medical examination in duplicate on the College forms provided. Veterans may present a service examination and must supply a photostatic copy of honorable discharge.
4. Secondary School Record form and such standard test scores as are available. College transcripts for transfer students.
5. One of the following test scores reports: Cooperative Intercollegiate Examinations (C.I.E.P.); The Scholastic Aptitude Test of the College Entrance Examination Board; American College Test, Florida State Test.

Candidates Reply

All applicants (including financial aid applicants) for admission will pay a non-refundable advance fee of $25.00 by June 1, if admitted prior to that date. This fee will be applied to the student's account if matriculation takes place within 12 months from the beginning of the semester in which the student is scheduled to enroll. Applicants admitted after June 1 will be expected to pay this fee within 15 days after notification of acceptance. Any admitted applicant who wishes to pay the advance fee before the reply date is encouraged to do so. Those who fail to pay the advance fee as requested cannot be assured of having their admit card honored.

Notification

Applicants should write to the Registrar for application forms in the Fall of their Senior year and complete them not later than early Spring. Applicants will be notified of their acceptance by the Admissions Committee at the earliest possible moment following the receipt of all credentials.

Advanced Standing:

Each applicant for admission to advanced standing who is transferring from some other collegiate institution will be judged on his merits. The general practice, however, is to admit only those students whose work is at least equivalent to that required for graduation at Bethune-Cookman College, and who could continue work in that institution from which he seeks to transfer. An official
transcript with a statement of honorable dismissal should be sent directly to the Registrar from the school from which the applicant wishes to transfer, and from his high school. Credit will be given only for comparable work with an average of "C" or better.

No transfer student will be given a degree from Bethune-Cookman College with less than one year's residence work at the College. Of this minimum amount of work, the last thirty hours must be taken at the College. At least thirty per cent of the student's work in his major field must be completed at Bethune-Cookman College.

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. Applicants who desire admission as Veterans should present a "Certificate of Eligibility" with other admissions credentials. Veterans desiring information concerning the various Veterans Programs (P. L. 550 or 894) should consult their local Veterans Administration Offices.

P. L. 634 (War Orphan Educational Assistance Act of 1956) is available to those children whose father or step-father died in action or from a service connected disability. Such children are advised to consult their local Veterans Administration offices.

High School equivalency diplomas are acceptable in lieu of high school transcripts. A limited number of credits earned in the United States Armed Forces Institute in comparable courses are acceptable. Evaluations are made on Official Reports of Educational Achievement only.

**REGISTRATION**

REGISTRATION PROCEDURES are printed on the registration card. The official dates are listed on the Academic Calendar. A fee of $10.00 is charged for late registration. Any registered 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 up to fifteen semester hours of extension or correspondence credits done in this manner. Major area examinations covering such transferred credit may be required at Bethune-Cookman College.

**Summer Session:**

Bethune-Cookman College presently operates a Summer Session under the regular college program. A number of special workshops and a wide variety of regular College courses are 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.

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

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**GRADING SYSTEM**

A: Excellent, 4 grade points per semester hour; B: Good, 3 grade points per semester hour; C: Average, 2 grade points per semester hour; D: Poor, 1 grade point per semester hour; F: Failure, Minus one grade point per semester hour attempted; WF: Withdrew Failing; WP: Withdrew Passing.

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

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 that work in a particular course is incomplete. The grade is given only when for a valid reason, approved by the Division Chairman and the teacher involved, the student has been unable to satisfy the requirements of a given course by the time final reports are due.

When an incomplete grade is given, it may be changed to a permanent grade upon removal of its cause. Incompletes must be removed within the first semester in which a student re-registers or
within two semesters, exclusive of summer sessions, from the semester in which the incomplete is recorded, whichever comes first. Failure to remove cause for incomplete, as stated above, will result in an automatic change of the incomplete into a permanent grade which will be determined by the cause for which it was given.

The grade "F" means complete failure and carries no credit hours and a minus one grade points per credit hour attempted.

Though "D" is passing and carries 1 grade point per semester hour, a student must maintain a 2.0 or "C" average in order to be in good standing at the College. A student must have at least two times as many grade points as hours earned before being recommended for graduation.

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. Failure of the student to follow this procedure will result in an "F" for work taken and a charge for the full semester's work.

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.

INDEPENDENT STUDIES

In each major field of concentration there is provided an Independent Studies program intended to give the student an opportunity for a self-directed experience, an introduction to research, and practice in reporting the results of his investigation. Programs in an area which embraces more than one area may be arranged by the Dean of the College in consultation with the major advisors concerned.

1. The Independent Studies program shall be open to those juniors and/or seniors whose work in the field of concentration has averaged at least 3.25 and whose cumulative average for all work at the College is at least 3.00 at the end of the sophomore year.

2. An essential element of the work is a written report, giving the results of the student's investigations.

3. High quality is expected both in the Independent Study and in the report. The nature and quality of performance as evaluated by the major area concerned shall determine the grade and listing on the transcript.

4. The maximum number of hours a student may receive for Independent Study is twelve (12) semester hours — not
more than six (6) can be earned in one semester. The number 400 is assigned to this course in each area.

5. Each major area will determine whether these hours shall count toward satisfaction of requirements for the major, and the number of hours the student shall receive for the course. This must be explained in a conference with the student before the project begins.

6. A student desiring Independent Studies shall make formal application in Guidance to his major area advisor. (Forms may be secured from the advisor). A major area committee will review the application and the proposal. The committee shall consist of three to five members, and shall be appointed by the Division Chairman.

7. Though the student should have wide latitude in the selection of a topic and great freedom in his creative ability and ingenuity in developing the topic, it is expected that he is able to defend his topic and procedure to the satisfaction of the committee.

8. The committee or an individual from the committee shall make periodic reviews of students' progress as agreed upon by the group (student and committee). The committee as a whole will review the student's progress at least once before the final evaluation. If the student chose an interdisciplinary project, the committee shall be composed of members of both disciplines.

9. The final report of the project shall be made in triplicate and typed (double spaced) and submitted to the committee at least fifteen (15) days before grade reports are due. The grade, hours and nature of course (single title for transcript listing) shall be reported on grade sheets and class cards.

HONORS AND DEAN'S LIST

1. At the end of each semester the following rosters of students who have earned the stated averages while carrying a full load for that semester are prepared: Dean's list . . . Grade point average of 3.5 or above; Honor Roll . . . Grade point average of 3.25 through 3.49; Honorable Mention . . . Grade point average of 3.0 through 3.24.

2. Students are eligible for the following honors at graduation for excellence in scholarship; Cum laude . . . 3.0; Magna cum laude . . . 3.5; Summa cum laude . . . 3.7. Students receiving these honors must have done at least two continuous years of residence work at Bethune-Cookman College.
ACADEMIC PROBATION AND DISMISSAL FOR POOR SCHOLARSHIP

A student's quality point index is found by dividing the sum of his quality points by the sum of his credits. If his points equal his credits, his index will be 2.00, a level necessary for graduation.

Consequently, a student is classified as in good standing if his quality point index is 2.00 or better.

When the cumulative index falls below 2.0, the student will be placed on probation.

A student placed on probation will be permitted only a limited class load. He will remain on probation until he has raised his cumulative index to 2.00.

A student whose cumulative index falls below the following scale may be dismissed for poor scholarship.

1. After one semester if class and counseling reports indicate there is only slight chance the student will succeed in college.
2. After two semesters if his index is below 1.0.
3. After three semesters if his index is below 1.3.
4. After four semesters if his index is below 1.5.
5. After five semesters if his index is below 1.8.
6. After six semesters if his index is below 2.0.

A student whose index for any semester is below 1.0 may, at the discretion of the Academic Policy Committee be dismissed for poor scholarship.

Students dismissed for poor scholarship may, after a lapse of one complete semester, apply for re-admission. If their application is approved, they will be re-admitted on probation and must regain within one semester the index required by their semester level. Dismissed a second time, a student may not seek re-admission as a candidate for a degree at Bethune-Cookman College.

TRANSFER STUDENTS

The semester level requirement for transfer students will be based on the number of semesters represented by the transfer students' classification at Bethune-Cookman College.

The College reserves the right to dismiss or place on probation any student who gives evidence of not using with reasonable effort the talent and ability with which he has been blessed, or who persists in pursuing outside work or other activities to the neglect of his studies. Decisions in such cases shall be made by the Academic Policies Committee.
POLICY GOVERNING STUDENT LOAD AND PROBATION STATUS

As a general policy students must maintain a "C" average (2.0) or better to be eligible for carrying a normal class load and participation in extra-class activities. Students on academic probation may not participate in extra-class activities that infringe upon time needed for study. Their class load will be reduced to twelve (12) or fourteen (14) hours, pending the nature of the case. Though academic probation students may enroll in and participate in such programs as the college band, college choir, the college athletic program, etc., with or without credit they are prohibited from participating in any phase of the program that demands absences from regular academic classes. Violation of this policy may forfeit the credit sought in these areas, and subject the student to disciplinary action.

CLASS ATTENDANCE

Bethune-Cookman College uses methods of instructions which require regular attendance at classes. Two regulations govern absences: (1) A student missing classes to the detriment of his work will be warned by the instructor that further absences may result in a reduction of his grade; he will be reported to the counselor. (2) Ten per cent of class meetings is regarded as a maximum of absences for illness, emergencies, social activities, school business, etc. A student should not expect to obtain a maximum grade after many absences. Fewer absences than this may be allowed if the instructor invokes (1).

EXAMINATIONS

A NUMBER of tests are administered each year for the purpose of evaluation, placement, guidance and counseling and diagnosis. A final examination is held at the close of each semester of session. A report on the student's grade is to be in the Office of the Registrar within forty-eight hours after each examination.

The English Proficiency examination is required of all students. Students must begin qualifying for this requirement in the Sophomore year. No student will be eligible for graduation until he has satisfied the English Proficiency requirement.

Teachers are requested to give MID-TERM examinations for the student's benefit, and should give the students the results. All grades below "C" are to be reported to the Office of the Dean within forty-eight hours after the examination is given.

The National Teacher Examinations Program is required of all prospective teachers during the semester of their internship program. (The College is a center for the Law Admissions Test, Operation of controlled testing (Psychological Corporation), Graduate
Record Examination, Medical Admissions Test and cooperates with the State of Florida and the United States Armed Services in the administration of various qualifying testing programs.)

Bethune-Cookman College is a member of the Cooperative Intercollegiate Examinations Program and uses the test results as a basis for its scholarship program and admission purposes.

**ACADEMIC REGULATIONS**

Before making a final choice of courses, all students should consult the instructor in charge of their major field, and in the case of any doubt, the instructor in charge of a particular course as well. Electives should be chosen in accordance with the program of the major field and in keeping with the cultural interests of the student.

Attention should be given to the following regulations:

1. A minimum of 124 semester hours with a "C" average for all work undertaken at the college must be presented for a degree with grade points representing two times the number of hours earned at Bethune-Cookman College. Fifty hours must be of junior-senior rank, i.e., composed of courses numbered 300 to 400.

2. Any part of the general education program may be exempted by examination upon request from a student whose qualifications indicate possible success in the examinations.

3. Students over thirty years of age may be exempted from physical education activity courses upon approval of the Academic Dean.

4. Every student must present four hours in religion.

5. Students are expected to complete their degrees within six years of matriculation. Those failing to achieve graduation in this time may be required to satisfy the requirements of the current catalogue. A student whose academic career is interrupted by military service may complete the requirements for his degree under the catalogue of his first registration provided that he returns to the college one year after being discharged and has not changed his first declaration concerning major study.

6. A transfer student must earn at least 30% of his major field at Bethune-Cookman College.

7. A transfer student enters under the catalogue in vogue at the time of his first matriculation at the level of his classification.
8. No credit will be given for any course unless it is properly scheduled and recorded at the beginning of the semester.

9. If for any reason a student drops a course without obtaining the consent of the instructor and the Dean of the College, he will be marked "F" for that course.

10. A student who drops a course after November 1, of the 1st semester and March 15 of the second semester will receive "F" for the course except as otherwise specified in this section.

11. A student may be dropped from a course at any time upon recommendation of the instructor and with the consent of the Dean of the College.

12. If a student is compelled to withdraw or drop courses because of illness or conditions beyond his control, he will be marked withdrawn.

13. A student may not absent himself from a term examination without reasons approved by the Dean of the College.

14. An examination permit must be secured from the Business Office and presented to the teacher before the student will be permitted to take his final examinations.

15. The normal minimum load is 12 semester hours. The normal load in any one semester is 15 semester hours. The maximum load without extra fee is 17 hours. (Exception): Science, Physical Education, and Music majors will be permitted to carry 18 hours without extra fee when it appears in their vertical curriculum. A student with an average of 3.0 or better during the previous semester may carry up to 19 hours with approval of the Dean of the College. This privilege does not exempt the student from the extra fee.

16. Changes may be made in the selection of courses up to and including the last day of registration. Changes may be made only with the approval of the Dean of the College, Major Advisor, and the instructors concerned.

17. The qualitative standing of a student at Bethune-Cookman College is based on the work completed at Bethune-Cookman College only.

18. All courses taken at Bethune-Cookman College must be taken for the number of credit hours stated in the catalogue which is in vogue at the time the student takes the course.

19. Transfer student may not receive credit toward a degree at Bethune-Cookman College for work completed at another institution prior to ten years before entering Bethune-Cookman College.
20. Students engaging in a major sport may secure credit for physical education activities courses during the semester or period in which he is participating in the major sport.

Requirements for Major Studies

1. Students will confer with the major advisors or the divisional chairmen not later than their third semester of college.
2. The normal load expected for a qualifying major is twenty-four semester hours above the basic courses. (See major field listings).
3. At the discretion of the major advisor, a maximum of six semester hours of work taken in related fields may be credited toward the major.
4. Responsibility for filing credentials as a major field rests solely with the student.
5. A student may change his major only with the consent of the Dean of the College and the major areas concerned.
6. Student candidates may not be dropped by any department except for scholastic reasons.
7. Major advisors shall merely advise students regarding elective courses. The elective privileges of the student should not be abridged.

Classification

Students are enrolled as regular when they meet all entrance requirements and have been approved for a course of study leading to a degree; as a special if the course work is not to be counted toward the fulfillment of degree requirements. A full-time student is one who is carrying a minimum of twelve semester hours of college credit.

A student is classified as a freshman if he meets the entrance requirements; as a sophomore when his record shows 28 semester hours of college credit; as a junior when he has earned 58 semester hours; and as a senior when he has completed 92 semester hours of credit.

GRADUATION REQUIREMENTS

Before a student is graduated by Bethune-Cookman College he must comply with the following requirements:

1. Spend at least one full year of residence in study at Bethune-Cookman College. The entire last year of study must be pursued in residence at the college.
2. Complete satisfactorily a major in a field of study and at least 124 semester hours of work and twice as many grade
points as hours earned (a cumulative grade points average at Bethune-Cookman College of not less than "C" or 2.0).

3. File with the Registrar an application for the degree at least sixty days prior to the date he expects to receive the degree.

4. Demonstrate to the satisfaction of the College sound ethical character and high standards of conduct consistent with the policies of the college.

5. Assume full responsibility for completing all requirements for the degree sought and satisfying fully his financial obligations to the college.

Failure to comply with any one of the above specific requirements may result in holding up the issuing of the degree for a specified period, to be determined by the Academic Policies Committee of the College, or denying the candidate the opportunity to receive a degree from the college.

**ACADEMIC PROGRAM**

So that Bethune-Cookman College might attain its objectives, the curriculum has been designed to offer preparation for the following opportunities.


3. Opportunities for pre-professional training in the following areas: medicine, dentistry, nursing, pharmacy, law, ministry, social work and college teaching, and optometry.
DEGREES

Students who satisfactorily complete the four year program will receive the Bachelor of Arts degree in English, History, Modern Languages, Music, Religion and Philosophy, or Sociology—or the Bachelor of Science degree in Biology, Business, Chemistry, Elementary Education, Mathematics and/or Physical Education.

OFFERINGS

Division of Education, Shirley B. Lee, Acting Chairman

Elementary Education
* Professional Education
* Kindergarten
* Psychology and Special Education

Division of Humanities, Thurman W. Stanback, Chairman

* Art
  English
  Modern Languages
  Music
  Religion and Philosophy
* Speech

Division of Science and Mathematics, Rabie J. Gainous, Acting Chairman

Biology
Chemistry
Mathematics
* Physics

Division of Social Science, Mary L. Divers, Acting Chairman

Business Education
History
Physical Education
Sociology
Social Science

*Bethune-Cookman College does not offer a major in this area.

SYSTEM OF SYMBOLS AND COURSE NUMBERS

PREFIX LETTERS represent areas referred to in the curriculum. For example, Eng. 331 means English 331. Suffix letters refer to fields within an area. For example, Ed. 330e refers to a course in Education designed for elementary majors. Courses in General Education carry the prefix "G". For example, Math G 131 refers to a General Education course in Mathematics.

The first digit indicates the year in which the course is offered: Freshman, 1; Sophomore, 2; Junior, 3; Senior, 4.
The second digit indicates the number of semester hours credit in said course.

The third digit indicates the semester in which the course is offered. A zero as a third digit indicates that the course is offered both semesters. When the third digit is an even number, (2, 4, 6 and 8) it refers to the second semester. When it is an odd number (1, 3, 5, 7 and 9) it refers to a first semester course.

**GENERAL EDUCATION PROGRAM**

THE FACULTY and administration of Bethune-Cookman College have inaugurated a "General Education" program to provide students with an integrated, comprehensive background in the major areas of knowledge, in order to prepare them for self-mastery and effective citizenship in our modern complex society, above and beyond their field of specialization and professional activity.

Specifically the "General Education" program seeks to provide each of our students with those experiences that will aid in developing:

1. The ability to communicate clearly and effectively with others,
2. An understanding and mastery of important facts and principles of the main areas of human knowledge,
3. A basis for making sound and valid judgments.

The "General Education" program is required for graduation of all students entering Bethune-Cookman College.

**GENERAL EDUCATION PROGRAM BY DIVISIONS**

<table>
<thead>
<tr>
<th>Division</th>
<th>Course Details</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>EDUCATION</td>
<td>General Psychology—G130</td>
<td>3</td>
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<tr>
<td></td>
<td>Orientation and Guidance—G111 &amp; G112</td>
<td>2</td>
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<tr>
<td></td>
<td>Guidance Seminar For Seniors—GS410</td>
<td>1</td>
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<td></td>
<td><strong>Total</strong></td>
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</tr>
<tr>
<td>HUMANITIES</td>
<td>Intro. to Music—G220</td>
<td>2</td>
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<td></td>
<td>Intro. to Art—G220</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Eng—G131 &amp; G132—Communications</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>Eng—G231 &amp; G232—World Literature</td>
<td>6</td>
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<tr>
<td></td>
<td>ML—G131 - G132 - G231 - G232—Modern Language</td>
<td>12</td>
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<tr>
<td></td>
<td>Sp—G230—Fund. of Speech</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>RP—G121 &amp; G122—Biblical Lit.</td>
<td>4</td>
</tr>
</tbody>
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35
SCIENCE
Ma—G131 & G132—College Math. ............. 6
Sci—G130ph—Physical Science ............. 3
Bi—G130bi—Biological Science ............ 3

12

SOCIAL SCIENCE
SS—G131 & G132—Intro. To Soc. Sci. ........ 6
Hist—G330—American History ............. 3
PE—G111, G112—Activity
   G211, G212 .................................. 4

13

TOTAL ........................................... 66

Certain courses are waived for students in various major fields. See your major area advisor for details.

MAJOR FIELD OF CONCENTRATION

BY THE BEGINNING of the second semester of the sophomore year, each student, who has not done, so shall choose a major field of concentration in which he is expected to develop a high degree of proficiency. Application is to be made on a form furnished by the Registrar, which is to be signed by the Major Professor. A student must make at least a 2.3 average in his major field before he can be recommended for graduation.

Students should consult the major area concerned for specific requirements.

DIVISION OF EDUCATION

THE DIVISION OF EDUCATION provides, primarily, the experiences which train teachers for elementary and secondary school services. In addition it offers courses in Psychology, Testing and Audio-Visual Education, and coordinates for the College, services in Testing, Audio-Visual materials and Research.

Through the Division of Education, a student may pursue work toward a major in Elementary Education, leading to the Bachelor of Science degree. Students who prepare for high school teaching must meet the requirements in their several departments and in addition earn at least 24 hours of Education at the professional level.

The professional courses in education include psychological and sociological foundations of education with emphasis upon (1) human growth and development and (2) the role of the school in
an evolving society; special emphasis upon methods of teaching find practical application in the Internship experiences.

Certification to teach is not a right but a privilege to be granted only in terms of proved capacity, knowledge, abilities, interests, physical stamina, emotional poise, social adaptation, moral character and high ideals.

A prospective teacher must qualify for that status by meeting the requirements in his proposed major as well as acquiring an all-college average above 2.0 or "C". RECOMMENDATION FOR TEACHER CERTIFICATION IS THE FUNCTION OF THE DIVISION OF EDUCATION. ALL CANDIDATES ARE REQUIRED TO MEET AND PASS SATISFACTORILY THE REQUIREMENTS OF THE DIVISION.

A student who plans to teach must declare his intention during the sophomore year and thus begin with the Division of Education, through the Director of Teacher Training a series of orientation and screening experiences which will lead to status in the Training program.

Through the Division of Education, also, in-service teachers may receive professional experiences for the improvement of teaching and extension of certificates.

CONCERNING MEETING CERTIFICATION REQUIREMENTS

I. GENERAL PREPARATION REQUIREMENTS

"A broad general background is considered essential in the preparation of teachers." To this end, a minimum of 62 semester hours in General Education is required of Elementary Education majors. (See General Education requirements).

Note: Elementary Education majors are exempt from Mus. G 220 and Art G 220.

II. PROFESSIONAL PREPARATION

(A minimum of 24 semester hours)

"Professional preparation includes courses designed to acquaint the prospective teacher with the instructional task."

1. FOUNDATIONS OF EDUCATION—6 semester hours
   Ed. 230 History and Philosophy of Education (3)
   Ed. P230 Educational Psychology (3)
   Psy 430a Adolescent Psychology* (3)
   Psy. 430c Child Psychology (Elementary Education majors only) (3)

2. THE TEACHER IN THE EDUCATION PROGRAM—
   6 semester hours
   (Kindergarten, Elementary, Junior High and Senior High).
Ed. 430 cu-e or cu-s Selection and Organization of Curriculum Experiences (3)
Ed. 430 e & s Principles and Problems of Teaching (3)
Ed. 330T Tests and Measurement (3)
The Teacher’s Role in the guidance function will be explored in Ed. 430.

3. SPECIAL METHODS—3 semester hours
   FOR ELEMENTARY: Ed. 330—Reading Methods—3 sem hours
   FOR SECONDARY: See the major area: All prospective teachers of Junior and Senior High will take special methods of teaching the subject matter in each area in which they expect certification.

4. PRACTICAL EXPERIENCE IN TEACHING
   The Internship Experience: Ed. 460—6 semester hours
   *Adolescent Psychology, though not required, is strongly recommended for secondary majors.

COURSE DESCRIPTIONS

Ed. 230 History and Philosophy of Education
Credit: 3 semester hours
A study of the broad social foundations upon which education rests; the role of the school in American culture; fundamental problems and issues of education in the contemporary world.

Ed. P230 Educational Psychology
Credit: 3 semester hours
Scientific study of the educational implications related to child and adolescent development, concepts and evaluation of individual differences, theories of learning, and mental health and adjustment.

Psych. 430a Adolescent Psychology
Credit: 3 semester hours
Study of mental life during the adolescent years, with emphasis on the influence of growth and cultural pressures on adolescent behavior including a survey of recent research dealing with adolescents.

Psych. 430c Child Psychology
Credit: 3 semester hours
Study of mental life during the years from birth to adolescence, with emphasis upon the influences of parent-child, school and community relationships; also physical, emotional, and intellectual development of the child as these effect behavior.

*Ed. 430cu e&s Curriculum: Selection and Organization
Credit: 3 semester hours
General methods of curriculum planning; considerations involve factors and principles of selecting and organizing cur-
riculum experiences on the elementary level (e) and the secondary levels. The single curriculum concept is employed so that majors at both levels understand the problems of the other.

PREREQUISITE. Psy G 230 and Ed. 230. Required of all prospective teachers.

Ed. 330 T Tests and Measurement Credit: 3 semester hours
Introduces students to theories and practice of test construction, and to administration, scoring, and interpretation of some common national tests. Introduces students to basic educational statistics related to testing.

*Ed. 430 Principles and Problems of Teaching
Credit: 3 semester hours
Significant principles that underlie practices in the school program. A study of the problems that come from administering the curriculum through the classroom.
REQUARED OF ALL INTERNS.

Ed. 330 Reading Methods Credit: 3 semester hours
The processes of developing reading skills on all levels from the elementary to adult; how to deal with reading difficulties and to promote interest in reading.
THIS COURSE IS SPECIAL METHODS FOR ALL ELEMENTARY MAJORS.

*Ed. 430 Special Methods of Teaching at the Secondary Level
(see major field requirements) Credit: 3 semester hours

*Ed. 460 Internship Credit: 6 semester hours
The prospective teacher is assigned to an actual school situation on the level at which he expects to teach. The field experience covers 9 weeks. Fee $60.00. (This includes the fee for the National Teachers Examination, which is required of all prospective teachers.)

MEETING CERTIFICATION FOR ELEMENTARY EDUCATION
Requires 27 semester hours in elementary education which must include credit in each of the seven areas listed below.

AREA 1. Materials for use with children—such as children's literature, audio-visual materials, and library materials.
Ed. 420 CHILDREN'S INSTRUCTIONAL MATERIALS (2)
Elective: Ed. 330 AV: Audio-Visual Education
BASIC AUDIO-VISUAL EDUCATION (3)

*To be taken in Internship block only.
AREA II. Nature study or science for the elementary school.
   Ed. 320c M & M SCIENCE (2)

AREA III. Social studies for the elementary school which may include introductory geography, conservation, and courses dealing with the child's social and economic environment.
   Ed. 320d M & M SOCIAL STUDIES (2)
   Geo. 330 HUMAN GEOGRAPHY (3)

AREA IV. Health education and physical education for the elementary school.
   Ed. 220 HEALTH EDUCATION AND NUTRITION (2)
   Ed. 320b M & M HEALTH EDUCATION (2)
   Ed. 330 PE M & M PHYSICAL EDUCATION (3)

AREA V. Art education for the elementary school.
   Ed. A220 Basic Elementary Art (2)
   Ed. A 323 PUBLIC SCHOOL ART I (2)
      giving instruction for the primary level
   Ed. A 324 PUBLIC SCHOOL ART II (2)
      giving instruction for the intermediate level

AREA VI. Music education for the elementary school
   Ed. M. 335 PUBLIC SCHOOL MUSIC I (3)
      giving orientation to public school music and instruction for the primary level
   Ed. M. 336 PUBLIC SCHOOL MUSIC II (3)
      giving instruction for the intermediate level

AREA VII. Arithmetic for the elementary school
   Ed. 320a M & M ARITHMETIC (2)

OTHERS REQUIRED:

PROFESSIONAL ORIENTATION. Ed. 112—1 semester hour

PROFESSIONAL SENIOR STUDIES IN ELEMENTARY SEMINAR
   Ed. 420S—2 semester hours

ELEMENTARY EDUCATION

<table>
<thead>
<tr>
<th></th>
<th>First Semester</th>
<th>Second Semester</th>
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<tbody>
<tr>
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### Senior Year

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Total Number of Professional Hours: 24
Total Number of Special Field Education Hours: 33
Total Number of General Education Hours: 62

### Course Descriptions

**Ed. G111-112 Orientation**
Credit: 2 semester hours
Acquaints student with college traditions, policies, organization, aims, objectives. Discussions are held on study, manners, personality and character, problems of alcohol, sex, smoking and narcotics. Attention is given to vocational and occupational opportunities and requirements. REQUIRED OF ALL FRESHMEN.

**Ed. A220 Basic Elementary Art**
Credit: 2 semester hours
Basic principles of art in terms of media and techniques. Prerequisite to Ed. A323 and A324.

**Ed. 232 Remedial Reading**
Credit: 3 semester hours
Explores techniques and activities which will help the teacher deal with reading disabilities and improve the reader's ability to read. Elective for prospective teachers: offered also for prospective librarians.

**Ed. 220 Health Education and Nutrition**
Credit: 2 semester hours
Learning health facts and developing curriculum experiences in health and nutrition for elementary school children.
Ed. 330AV  Basic Audio-visual Education  Credit: 3 semester hours
Communication and curriculum enrichment through the 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. M335  Public School Music I  Credit: 3 semester hours
Methods of music instruction for the Primary level. The prospective teacher learns to stimulate free and creative expression through music so that children enjoy participation in a variety of music expressions.

Ed. M336  Public School Music II  Credit: 3 semester hours
Continuation of the exploration of music experiences with elementary children at the Intermediate level to involve more intricate performances in creative group activities. Prerequisite: Ed. 335.

Ed. 329AV  Preparation of Instructional Materials  Credit: 2 semester hours
Involves the prospective teacher in a study of techniques of preparing teacher-made instructional materials, including posters, signs, charts, slides, transparencies, flat pictures, and filmstrips. Techniques of mounting, lettering, coloring. Concepts of visualization.
PREREQUISITE: Ed. 330AV  Materials fee $2.00

Ed. 437  Methods of Teaching Slow Learning Children  Credits: 3 semester hours
Concern for the slow learning children in the average classroom with regards to the recognition of the problems and deficiencies involved. Ways to help the slow pupil through proper selection and organization of learning experiences.

Ed. A323  Public School Art I  Credit: 2 semester hours
Media, techniques and procedures for the teacher in the primary grades. Elements of color theory, drawing, perspective, lettering, seasonal constructional problems.

Ed. A324  Public School Art II  Credit: 2 semester hours
Media, techniques and procedures for the teacher in the intermediate grades. Simple craft problems: clay, papier-mache, wood, leather, box sculpture, graphic art techniques.

Ed. 320  a, b, c, d.  Methods and Materials Workshop  Credit: 2 semester hours each
Providing materials and selecting methods for effective learning on the elementary school level, with concern for the correlation and integration of subject matter as it relates to the total experiences of children. Classroom experiences include the observation and demonstration of teaching.
The Workshop involves the following areas:
320a—Methods and Materials of Arithmetic
320b—Methods and Materials of Health Education
320c—Methods and Materials of Science
320d—Methods and Materials of Social Studies

A student may carry only two areas at a time, totaling 4 semester hours in workshop each semester.

Methods and Materials of Physical Education (See Ed. 330 P.E.) may be taken either semester. (See P.E. 330 page )

Ed. 420 Children’s Instructional Materials
Credit: 2 semester hours
Selecting, planning and organizing instructional materials and literature for children.

Ed. 423 Principles of Special Childhood Education
Credit: 2 semester hours
The prospective teacher and the teacher in service study the special problems of children and the use of individuation.

Ed. 435 Methods and Materials for Exceptional Children
Credit: 3 semester hours
Identification of exceptional children who deviate either positively or negatively from the normal. Providing a study of ways and means to work with these children, particularly with those that may be kept in the average classroom.

Ed. 420S Elementary Education Seminar
Credit: 2 semester hours
Designed to help the Senior student give a comprehensive and critical survey of his major field. A simple research study is required. By permission of instructor only.

WORKSHOPS

The workshop technique is used during summer courses to promote successful studies in areas related to the teaching profession and to involve the in-service teacher in the study of new trends and developments in the areas of his interest.

The method proposes to help a group of mature minds to think, work and plan together toward the realization of suggested plans of action through individual and group interests.

Ed. W431-432 Kindergarten Workshop
Credit: 3 semester hours each
A study of the methods and procedures of the Kindergarten as a part of the public school system or as an independent unit. Involves laboratory observation and practice with 4 and 5 year olds. Planning of curriculum, selection of materials and the study of techniques and methods appropriate to modern kindergarten trends constitute important parts of both theory and practice in the Workshop. Admission to the course must be applied for through conference with the Instructor.
EDUCATION WORKSHOP

The following courses may be offered during Summer Sessions.

IN MEASUREMENT:

Ed. 430T—Tests and Measurement, Seminar including the Construction of Teacher-made Tests
Ed. 430S—Standardized Tests and other Measuring Instruments
Ed. 430I—Individual Tests
Ed. 430R—Educational Research.

IN GUIDANCE AND COUNSELING:

Ed. 439AD—Administration of Guidance Services
Ed. 439T—Tools and Techniques of Guidance
Ed. 439V—Vocational Guidance and Occupational Information
Ed. 439C—Counseling Procedures

IN PSYCHOLOGY:

Psy. 430M—Mental Hygiene
Psy. 430Ab—Abnormal Psychology
Psy. 430C—Child Psychology
Psy. 430A—Adolescent Psychology

The above courses also meet the requirements for Guidance Counselor, since they fulfill the 15 hours required for certification in this area at the undergraduate level. The applicant for Guidance Counselor would need to add to these, 3 semester hours in Economics or Sociology—perhaps, Marriage and Family (See Soc. 430) or Consumer Economics (See Soc. 432).

MEASUREMENT WORKSHOP:

Ed. 430T Measurement Seminar Credit: 3 semester hours
Introduces the student to educational statistics; teaches how to construct a teacher-made test, and reviews various types of standardized tests.

Ed. 430S Standardized Tests and Other Measuring Instruments Credit: 3 semester hours
Shows how to use tests in analysis of the individual (including educational and administrative interpretation of mental tests, behavior rating scales, achievement tests and interest inventory scales).

Ed. 430I Individual Tests Credit: 3 semester hours
Binet, Wechsler Bellevue, and other individual tests.

Ed. 430R Educational Research Credit: 3 semester hours
Qualified students spend a minimum of 50 clock hours on a problem. Two copies of a well-written paper must be filed.
before credit is given, one with the Instructor and one with the Chairman of the Division.

GUIDANCE AND COUNSELING WORKSHOP:

Ed. 439AD Administration of Guidance Services
Credit: 3 semester hours
Principles, philosophy, and organization and administration of guidance services and in service training in guidance areas.

Ed. 439T Tools and Techniques of Guidance
Credit: 3 semester hours
Teaches student to use guidance tools and techniques of Guidance, including school records, measurement, interview, case study, group guidance, placement and follow-up, and use of referral resources.

Ed. 439V Vocational Guidance and Occupational Information
Credit: 3 semester hours
Measurement of aptitudes and prediction of efficiency in various occupations and curriculums, and experience in reviewing and evaluating occupational information, and its sources.

Ed. 439C Counseling Procedures
Credit: 3 semester hours
Intensive study of the use of interview for all guidance purposes, Laboratory practice in counseling under supervision of staff members.

PSYCHOLOGY WORKSHOP:

Psy. 430M Mental Hygiene and Emotional Adjustment
Credit: 3 semester hours
Designed to give an understanding of problems and principles of mental hygiene with special reference to preventive measures.

Psy. 430Ab Abnormal Psychology
Credit: 3 semester hours
Etiology and symptoms of mental conflicts and maladjustment; clinical techniques.

Psy. 430C Child Psychology
(See "Child Psychology" page 65)

Psy. 430A Adolescent Psychology
(See "Adolescent Psychology" page 65)

Ed. 438AS Workshop In Administration and Supervision
Credit: 3 semester hours
Basic principles underlying the organization and administration of the schools; provisions for special studies covering the responsibilities of school administrators, instructional and professional leaders. Emphasis upon the democratic process as applied to the functions of administration and supervision in the improvement of teaching. Reference to the elementary and secondary schools.
Ed. 439AS  Workshop In Administration and Supervision
Credit: 3 semester hours
Continuation of 438AS.

Ed. W460r  Individual Reading Studies in Education
Credit: 6 semester hours
This course offers directed reading in special problem areas of education toward professional improvement and in meeting special certification requirements. Entrance into the course is upon special permission of the Instructor.

Ed. W330  Methods and Problems in Teaching
Credit: 3 semester hours
This workshop involves special studies in problems of Instruction at both the elementary and secondary levels. Special methods in dealing with subject matter and curriculum design are given special attention.

Ed. HEP 330w  Health Project in Teacher Education
Credit: 3 semester hours
This course is offered in cooperation with the Florida State Department of Health and the Florida State Department of Education. It requires part-time orientation studies on the campus and part-time in the selected county health department. It may be taken for either credit or non-credit. It is open to school administrators, supervisors, school health coordinators, teachers having special responsibility for the health program and nurses working in schools.

Ed. 430ac  Reading Clinic
Credit: 3 semester hours
A Laboratory Approach to the techniques of teaching Reading with emphasis on working with children upon special Reading problems. The course is open to teachers in service and students who have completed Ed. 330. Offered during the Summer School Session.

Psy. G130  General Psychology
Credit: 3 semester hours
A comprehensive survey of the field of psychology, with special reference to experimental evidence. Also each student has the opportunity to scientifically scrutinize some of the reasons behind his own behavior. This course is a prerequisite for all subsequent courses in psychology.

Ed. 220s  Techniques and Guidance in Scout Leadership
Credit: 2 semester hours
A study of the history and development of scouting in America; guidance and counseling techniques in the field; techniques of developing and administering the programs of cubbing, scouting and exploring. Students taking the course must identify themselves with a Scout Pack, Troop or Post in the City in order to get practical experience in methods and techniques of scout-
ing. Open to students who show interest in Scout Leadership. 2 hours. (Prospective teachers and P.E. majors are urged to elect this course).

**Ed. 220L Techniques of Leadership in School Activities**

Credit: 2 semester hours

This course is designed to help prospective teachers and teachers-in-service to learn ways of organizing and directing co-curricular activities as they are related to the needs and interests of individual students as well as exploring through activities the facts and theories learned in certain related courses. Leadership in the following activities will be explored: Hi Y; New Farmers of America; New Homemakers of America; Y Teens; and similar experience groups.

**Ed. 400 Independent Study**

Credit: 3-6 semester hours

Open to qualified Juniors and Seniors in Elementary Education (for further information see page .......)

**Ed. 430J The Junior High School**

Credit: 3 semesters hours

Analyzes and evaluates significant curriculum practices, suggests new lines of development.

**GS 410 Guidance Seminar for Seniors**

Credit: 1 semester hour

The course is designed to acquaint the graduating seniors with major issues facing them as prospective graduates, and some possible ways of understanding and dealing with these issues. Required.

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**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 in him 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.

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

The Division of Humanities offers programs of study leading to the Bachelor of Arts Degree in the areas of English, Music, Religion and Philosophy, and Modern Languages.

**ART**

**Art 324** Art Appreciation  
Credit: 2 semester hours  
General survey of art.

**Art 220** Introduction to Art  
Credit: 2 semester hours  
An historical study and analysis of art in Western Culture from early to contemporary times.

**Art 430** Advanced Crafts  
Credit: 3 semester hours  
Continuation of Ed. A 324, with special emphasis on two or three selected crafts. Prerequisites: Ed. A324 (alternates with Art 431).

**Art 321** Lettering I  
Credit: 2 semester hours  
Theory of design, a study of types, history and practical exercises in hand lettering. (upon sufficient demand).

**Art 322** Lettering II  
Credit: 2 semester hours  
Problems in layout, types, and skill in rendering. (upon sufficient demand).

**Ed. A323-A324** Public School Art (See Education)

**Ed. A220** Basic Art (See Education)

**ENGLISH**

**Freshman Year**

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ENGLISH AND SPEECH

The area of English and Speech endeavors to develop skill in the art of communication so that the student may become proficient in his ability to think clearly, to develop personal and social maturity, and to express himself adequately; the department further endeavors to help the student to appreciate and understand good books.

During the first two years in English, emphasis is placed upon the language arts; furthermore, readings in the freshman and sophomore years are designed to acquaint the student with significant literary works and to help him to become one who reads intelligently, not only for information but for enjoyment.

*A major in English consists of 30 semester hours beyond the Freshman year. A minor in the area consists of 18 semester hours beyond the Freshman year. Students majoring in English may find it feasible to minor in Speech, Spanish, or French. In addition to the General Education program of 12 hours (See page 54) the following courses are required for a major in English: Eng. 331, 332; 335-336; 433; 435; 330; Sp 333-334; Sp 331.
Students who want to certify in Speech and English or Spanish and English should consult with their major advisors. Students who do not plan to teach may elect other courses instead of Education courses.

Eng. G131-G132 Communication Credit: 6 semester hours
(Required of all students). Emphasis upon improvement in grammar, composition, reading and oral expression of ideas.

Eng. G231-G232 World Literature Credit: 6 semester hours
(Required of all students). A study of literature from ancient times to T. S. Eliot, and its influence upon mankind.

Eng. 331-332 English Literature Credit: 6 semester hours
A study of English literature from Beowulf through the Age of Shakespeare, and from the era of Neo-Classicism to the Twentieth Century.

Eng. 330 Advanced Composition Credit: 3 semester hours
Continuation of Eng. G131-G132. This course is designed to aid the student in developing an excellent writing style.

Eng. 335-336 American Literature Credit: 6 semester hours

Shakespeare Sp. 333-334 Credit: 6 semester hours
(See Speech)

Eng. 431 The Novel Credit: 3 semester hours
The history and development of the novel. Emphasis is placed on writings from Fielding to Melville.

Eng. 433 Contemporary Literature Credit: 3 semester hours
American and English poetry, prose and drama. Emphasis will be placed on writings from Shaw to Ernest Hemingway.

Eng. 435 Literary Criticism Credit: 3 semester hours
A study of literary evaluation from Plato to Harry Levin.

Eng. 432 Functional Grammar Credit: 3 semester hours
This course is designed for students who plan to teach grammar and composition. Emphasis is placed upon modern English syntax. (Offered upon demand)

Eng. 437 The Romantic Era Credit: 3 semester hours
A study of English romantic poets and their poetry from 1798 through 1832. (Offered upon demand)

Eng. 438 The Victorian Era Credit: 3 semester hours
A study of Victorian English poets and their poetry, beginning with the end of the Romantic era. Emphasis is placed on the emerging patterns of life as influenced by science, philosophy, social and economic developments reflected in the literature of this period. (Offered upon demand)
Eng. 436 Chaucer  Credit: 3 semester hours
A study of the life, works and times of Chaucer. (Offered upon demand)

Eng. 430M The Teaching of English  Credit: 3 semester hours
A study emphasizing integration of the language arts, and techniques for teaching English in the secondary school. (Prospective teachers only) Four year schedule.

SPEECH

For a minor in speech, the following sixteen hours are suggested, in addition to Sp 230: Sp 222; 332; 331; 421; 432; 431.

Sp 230 Fundamentals of Speech  Credit: 3 semester hours
The fundamentals of speech, with attention to voice and articulation; theory and practice in organization and delivering of speeches of various types.

Sp 222 Oral Interpretation  Credit: 2 semester hours
Study of prose, poetry, and dramatic forms of literature for oral communication including drill in voice and diction.

Sp 331 History of the Drama  Credit: 3 semester hours
Comprehensive study of dramatic literature; examination of styles dramaturgy and individual playwrights.

Sp 332 Argumentation and Debate  Credit: 3 semester hours
Principles of argumentation; analysis of issues and modes of proof; methods of refutation.

Sp 333-334 Shakespeare  Credit: 6 semester hours
Critical study of selected tragedies and comedies.

Sp 421 Phonetics  Credit: 2 semester hours
Recognition and analysis of the formation and production of sounds of English.

Sp 431 Play Direction  Credit: 3 semester hours
Fundamentals of directing; mounting scripts; study of movement and handling of actors in space.

Sp 432 Speech Correction  Credit: 3 semester hours
Principles of speech correction in terms of cause and treatment of speech defects.

CATALOGUE — MUSIC

The aim of the area 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 area of Music offers a program leading to the Bachelor of Arts Degree with a major in Music Education and Music. Students
majoring in this department must present a minimum of fifty-six hours in General Education and six hours in foreign language, beyond the General Education program, plus a minimum of forty-two semester hours in Music.

**EACH MAJOR IS EXPECTED TO PARTICIPATE IN AT LEAST ONE ENSEMBLE DURING HIS MATRICULATION AT THE COLLEGE. Students are required to have two applied performing media, a minor and a major, and students are required to perform in a formal recital in the major applied performing medium as a partial fulfillment of the requirements for graduation.**

The following courses are required for a major in Music: Mu 111a-112a; 111b-112b; Mu 110; Mu 211a-212a; 211b-212b; 223-224; 311-312; 223-224; 321-322; 325-326; 320; 420a; 420b; 425; 427; 411-412.

**COURSE DESCRIPTIONS**

(N. B. Individual instruction in a Major Applied Music carries a fee of $30.00 1 hour credit per semester. Minor Applied Music will be taught on a class basis without individual instruction.)

Mu 111a-112a (Major) Applied Music: Piano, Instrument, 111b-112b (Minor) Voice

Mu 211a-212b (Major) 211b-212b (Minor) Credit: 4 semester hours

Each Music major must have a major and a minor emphasis in an applied music area. Students who enroll without sufficient proficiency on the piano will be expected to minor in piano. 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. It is expected that the student will acquire further proficiency on his major instrument while participating in an ensemble during his first two years of matriculation.

Mu 110 Ensemble (Choir or Band) Credit: 1 semester hour

Active participation in either the College Choir or the College Symphony AND Marching Bands. Enrollment is with the permission of the instructor except in the case of music majors. The course may be repeated for credit any semester.

Mu 223-224 Theory of Music I and II Credit: 4 semester hours

The Theory of Music, with emphasis on the development of oral and visual recognition of all musical elements. Through the classification of root movements as it controls the style of four voice composition, the development of a practical vocabulary of trials and seventh chords will be involved. Three lectures a week and two laboratory periods a week. In the laboratory periods interval recognition, melodic and rhythmic sight sing-
Mu 320 Analytical Methods (Form) Credit: 2 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 along with those of Stravinsky, Bartok, and other twentieth century composers will be compared so that the student might observe the growth of techniques and ideas in musical composition. Prerequisites: Mu 223-224.

Mu 311-312 Applied Music: Piano, Instrument, Voice Credit: 2 semester hours
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 322 Music History II Credit: 2 semester hours
A historical survey of the development of music during the classical period through the 20th Century. A discussion of musical literature with recordings and performances of some of the representative work of these periods. Term paper required.

Mu 321 Music History I Credit: 2 semester hours
A historical survey of the development of Music from Antiquity through the Baroque Period (1750 A.D.) Term paper required.

Mu 323-324 Theory III & IV. Credit: 4 semester hours
Continuation of Mu 223-224. Practical application of the secondary sevenths, altered chords, and given melodies in relation to the style of Bach. Included will be forms as developed by the classicists and Keyboard harmony. Three lectures a week and two laboratory periods a week. Prerequisites: Mu 223-224.

Mu 325-326 Eighteenth Century Counterpoint Credit: 4 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 223-224.

Ed. Mu 335-336 Public School Music I and II (See Education)

Mu 411-412 Applied Music (Recital) Credit: 2 semester hours
Each major in the Department of Music is required to perform in a Senior recital; this course is designed to provide proper instruction relative to performing a recital.

Mu 420a Orchestration Credit: 2 semester hours
Practical application of scoring for band, orchestra and orchestra-chorus; acquaints the student with the techniques of
conducting, score reading and transcriptions. Laboratory experiences will be provided in methods and materials in strings, woodwinds, brass and percussion families.

Mu 420b Conducting and Arranging Credit: 2 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 223-224; 323-324.

Mu 425 Music Education (Elementary) Credit: 3 semester hours
Music in relation to growth needs of children; singing, rhythmic activities, listening, creative expression, music reading. Also methods and materials to be used in the elementary school situation will be studied.

Mu 427 Music Education (Secondary) Credit: 3 semester hours
Consideration of music in relation to growth needs of adolescents; materials and methods of developing performing organizations; music fundamentals; music appreciation. Students will visit actual classroom situations and work with the inservice teachers.

Mu 430 Special Methods Credit: 3 semester hours
Designed to acquaint the Music major with the special problems and solutions involved in the teaching of Music in the Elementary and High School. The place of the Music program in the integrated school program will be particularly stressed. (Prospective teachers, only, and must take it in the Internship Block).

BACHELOR OF ARTS DEGREE IN MUSIC EDUCATION

Freshman Year

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Sophomore Year

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<tr>
<th>First Semester</th>
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<tr>
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<tr>
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<td>RP G122 Bib. Literature</td>
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<td>Ed 230p Ed. Psychology</td>
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THE AREA OF MODERN LANGUAGES

The Area of Modern Languages aims to develop among its students the ability to read, write and speak a foreign language as fluently and as accurately as possible within a given period of study. It also seeks to develop within the student an interest in the culture and civilization of the country whose language he is studying, with the hope that he will acquire an appreciation for the contributions of this country to Western civilization.

The general education program requires that all sophomores take at least 12 semester hours of a language. Students who are majors in the Division of Humanities must take at least 12 semester hours in one language, prior to graduation.

A major in either French or Spanish consists of at least 18 hours beyond the first year course (ML G 231-232). A minor in another language may be obtained by adding 12 semester hours above the first year course in the other language. Those desiring to teach must take a course in Special Methods of Teaching as well as courses listed as required for professional preparation.

Course Descriptions

FRENCH

ML G 131-132 Elementary French

Fundamentals of French grammar, with emphasis on oral and written French. Correct pronunciation is stressed. Reading from simple texts. Required of majors. May be selected by Sophomores to complete language requirements.
ML 231-232 Intermediate French  Credit: 6 semester hours
Review of principles of French Grammar, emphasis on reading and introduction to the culture and civilization of France through selected readings.

ML 333-334 Composition and Conversation  Credit: 6 semester hours
Advanced course stressing the finer points of style. Offered to enable student to develop some proficiency in spoken and written language.

ML 335-336 Survey of French Literature  Credit: 6 semester hours
Study of Representative French Authors from Medieval period to present day.

ML 430 Methods of Teaching Foreign Languages  Credit: 3 semester hours
A course in methods of teaching languages in the high school.

THE AREA OF MODERN LANGUAGES

Major in Spanish with
Minor in French

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<th>First Semester</th>
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<td>ML G132 Elem. Spanish</td>
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<td>Ma G131 College Math.</td>
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<td>Sci G130bi Biological Science</td>
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Sophomore Year

| Eng G231 World Literature | Eng G232 World Literature |
| ML G231 Inter. Spanish | ML G232 Inter. Spanish |
| SP G230 Fund. of Speech | Psy G130 General Psychology |
| Art G220 Intro. to Art | Mu G220 Intro. to Music |
| ML G231 Elem. French | ML G232 Elem. French |

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Junior Year

| RP 321 Bib. Lit. | RP 322 Bib. Lit. |
| PE G211 Activity | PE G212 Activity |
| Hist G330 American History | Ed 430 Tests and Measur. |
| ML 333 Spanish Composition and Conversation | ML 335 Spanish Composition and Conversation |
| ML 335 Representative Spanish Authors | ML 336 Representative Spanish Authors |
| ML G231 Inter. French | ML G232 Inter. French |
| Electives | Electives |

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**SPANISH**

**Course Descriptions**

**ML 131-132 Elementary Spanish**  
Credit: 6 semester hours  
Fundamentals of Spanish grammar, with emphasis on oral and written Spanish. Correct pronunciation is stressed. Reading from simple texts. Required of all majors. May be selected by sophomores to complete language requirement.

**ML 231-232 Intermediate Spanish**  
Credit: 6 semester hours  
Review of principles of Spanish Grammar, emphasis on reading and introduction to the culture and civilization of Spanish speaking countries through selected readings.

**ML 333-334 Composition and Conversation**  
Credit: 6 semester hours  
Advanced course stressing the finer points of style. Offered to enable student to develop some proficiency in spoken and written language.

**ML 335-336 Representative Spanish Authors**  
Credit: 6 semester hours  
Study of the literature of important writers of Spain and Spanish American countries.

**ML 430 Methods of Teaching Foreign Languages**  
Credit: 3 semester hours  
A course in methods of teaching foreign languages in high school.

**THE AREA OF MODERN LANGUAGES**

**Major in French with Minor in Spanish**

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<td>Elem. German</td>
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<td>Electives</td>
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<td>Total Credits</td>
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#### GERMAN

**ML G 231-232 Elementary German**

Credit: 6 semester hours

Fundamentals of German grammar, with emphasis on oral and written German. Correction pronunciation is stressed. Reading from simple texts. May be selected by sophomores to complete language requirement.

**ML 331-332 Intermediate German**

Credit: 6 semester hours

Review of the principles of German grammar, emphasis on reading and introduction to the culture and civilization of the country through selected readings.

#### RUSSIAN

**MG R 231-232 Elementary Russian**

Credit: 6 semester hours

Fundamentals of Russian grammar, with emphasis on oral and written Russian. Correct pronunciation is stressed. Reading from simple texts. May not be selected by sophomores to complete language requirement.
The aims of the Area of Religion and Philosophy are, first, to acquaint the student with the philosophical and religious heritage of the ages; second to help him formulate for himself a meaningful philosophy of life.

The Bachelor of Arts degree with a major in religion and philosophy is awarded students who choose this field of concentration. They must present, in addition to the minimum required hours in General Education and twelve hours in one foreign language, a minimum of twenty-six semester hours in this department. P. R. 237, 238, 231-232, 333, 334, 431, 432 and 411-412 satisfy this requirement. Students should work out their program in consultation with the Area Advisor.

### RELIGION AND PHILOSOPHY

#### Freshman Year

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<tr>
<th>First Semester</th>
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#### Sophomore Year

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#### Junior Year

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### Senior Year

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<td>RP 223</td>
<td>Life and Teachings of Jesus</td>
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<td>Eng 431</td>
<td>The Novel</td>
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<td>Soc 334</td>
<td>Criminology</td>
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<td>Ethics</td>
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#### Course Descriptions

**R.P. G121 Biblical Literature**  
Credit: 2 semester hours  
Comprehensive survey of the literature and concepts of the Old Testament; designed to acquaint the student with the rich literary materials of the Bible and to create an appreciation for, and interest in, Bible reading. Required of all Freshmen.

**R.P. G122 Biblical Literature**  
Credit: 2 semester hours  
Comprehensive survey of the language and literature of the New Testament, with a continuation of the purposes of RP G121. Special emphasis on the Gospels of the Pauline letters. Required of all Freshmen.

**R.P. 237 History of Ancient and Medieval Philosophy**  
Credit: 3 Semester hours  
A study of philosophy from its inception in Greece through the thirteenth century of the Christian era. Philosophy is related to its social and cultural origins and its role as a factor in the intellectual climate of any age is delineated.

**R.P. 238 History of Modern Philosophy**  
Credit: 3 semester hours  
A study of the development of philosophy from the early Renaissance to the twentieth century. Stress is placed upon Continental Rationalism and British Empiricism. Some attention given to American philosophy.

**R.P. 223 Life and Teachings of Jesus**  
Credit: 2 semester hours  
Analysis of the life and ministry of Jesus with respect to historical conditions and relevance to contemporary life; designed especially for pre-ministerial students and those entering other aspects of church vocations. (Upon sufficient demand).

**R.P. 231-232 Church History**  
Credit: 6 semester hours  
Survey of the history of the Christian Church from apostolic times to the present. Particular attention is given to the Latin and Greek Fathers, the Protestant Reformation and the Ecumenical Movement.

**R.P. G320 Introduction to Philosophy**  
Credit: 2 semester hours  
Introduces the student to the basic and enduring questions of philosophy. Fundamental attention is given to theories of reality, knowledge, the cosmos and the good life.
R.P. 333 Philosophy of Religion  Credit: 3 semester hours
Philosophical consideration of fundamental religious problems: the existence and nature of God, evil, freedom, prayer and immortality. Questions pertaining to Church and State relationships are also discussed.

R.P. 334 Religions of Mankind  Credit: 3 semester hours
A study of the history, beliefs and social significance of the world's major living religions. Includes inquiry into Judaism, Hinduism, Buddhism, Confucianism and the Religion of Islam.

R.P. 431 Ethics  Credit: 3 semester hours
The principles of moral conduct: the nature, validity and development of ethical standards and systems; the search for the good life; contemporary moral issues and social policy. Much attention given to Christian ethical ideals.

R.P. 432 Logic  Credit: 3 semester hours
Analysis of the process of correct thinking; the nature and structure of argument; the forms of valid reasoning; analysis and definition; fundamentals of scientific method; the organization of knowledge; the discipline of clear and consistent thinking.

R.P. 434 History of Methodism  Credit: 2 semester hours
Survey of the rise of Methodism in the evangelical movement of the eighteenth century; the expansion of Methodism in frontier America; the church policy and social creed of Methodism. (Upon sufficient demand.)

R.P. 411-412 Seminar  Credit: 2 semester hours
Individual investigation of a special problem in philosophy of religion.

Library Service
(Not a major field)

L.S. 331-332 Organization and Administration of Libraries  Credit: 6 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: $6.00 per semester. (Alternates with L.S. 335 and L.S. 433, upon demand.)

L.S. 335 Cataloguing and Classification  Credit: 3 semester hours
L.S. 431-432 Books and Related Materials
Credit: 6 semester hours
Printed and audio-visual materials. Selection of materials from the pre-primary through the ninth grades 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. 433 Reference and Bibliography Credit: 3 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. 331, upon demand.) Courses offered only during the Summer Session.

DIVISION OF NATURAL SCIENCES AND MATHEMATICS

The objectives of the Division of Natural Sciences and Mathematics
1. To provide specialized training for students who are interested in teaching biology, chemistry, mathematics, and the broad field of science.
2. To prepare students for entrance into the studies of medicine, dentistry, pharmacy and engineering.
3. To meet the needs of students planning to pursue advanced study in the specialized areas of biology, chemistry, laboratory technology, and mathematics.
4. To offer those science courses which are considered a part of the General Education Program.

The Division of Natural Sciences and Mathematics offers courses leading to the Bachelor of Science degree in Biology, Chemistry, Mathematics, and Engineering (in cooperation with Tuskegee Institute).

The following courses are required of all Science and Mathematics Majors:

- Biology 145
- Chemistry 151-152
- Mathematics 133-136
- Physics 341-342

The General Education science and mathematics courses may be waived when other courses in these subjects are required for the major. Biology, Chemistry, and Mathematics majors must substitute Bi 145, General Zoology I for Biology G130 and may substitute Ma 133 College Algebra and Ma 136 Plane Trigonometry for
Mathematics G131-132 College Mathematics. All Science and Mathematics Majors must elect French or German to satisfy the Foreign Language Requirement.

BIOLOGY

The requirements for a major in biology are: a minimum of twenty-eight (28) semester hours in biology including Bi 145, 146, 231, 232, 345, 346, 435; and eight (8) semester hours in organic chemistry. A biology minor is required to complete Bi 145, 146, 231, 232, 345, and 435. (Bi 430 may not be presented toward requirements of a major or minor in biology.)

Freshman Year

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<th>First Semester</th>
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Freshman Year (Continued)

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Sophomore Year (Continued)

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Junior Year (Continued)

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<tr>
<td>Art G220 Intro. to Art</td>
<td>Bi 346 Vert. Embryology</td>
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Senior Year

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
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<tbody>
<tr>
<td>Bi 435</td>
<td>Genetics</td>
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<tr>
<td>*Ed 330T</td>
<td>Test &amp; Meas.</td>
<td>3</td>
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<tr>
<td>Hist G330</td>
<td>American History</td>
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<tr>
<td>Sp G230</td>
<td>Fund. of Speech</td>
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<tr>
<td>Elective (in Biology)</td>
<td>3 or 4</td>
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<tr>
<td>Mu G220</td>
<td>Music</td>
<td>2</td>
</tr>
</tbody>
</table>

* Required of all prospective teachers

Course Descriptions

Bi G130  Biology  Credit: 3 semester hours
First and second semester. Three one-hour lecture periods. A course designed for non-Science students. A study of the basic principles of biology, emphasizing scientific methods and economic and cultural applications.

Bi 145  General Zoology I  Credit: 4 semester hours
First semester. Two one-hour lecture periods and two two-hour laboratory periods. Laboratory fee: $10.00. An introduction to the principles of biology with special reference to structure, body functions, natural history, classification, and evolution of the invertebrate animals.

Bi 146  General Zoology II  Credit: 4 semester hours
Second semester. Two one-hour lecture periods and two two-hour laboratory periods. Laboratory fee: $10.00. Prerequisite: Bi 145. An introduction to vertebrate zoology. Structure body function, natural history classification, and evolution of the vertebrate animals.

Bi 231  Botany I  Credit: 3 semester hours
First semester. Two two-hour lecture and laboratory periods per week. Laboratory fee: $10.00. Prerequisite: Bi 145. A study of non-vascular plants, with emphasis on the structure, reproduction, and phylogenetic relationships.

Bi 232  Botany II  Credit: 3 semester hours
Second semester. Two two-hour lecture and laboratory periods per week, outdoors on field trips when possible. Attendance on scheduled longer trips may be substituted for an appropriate number of regular sessions. Laboratory fee: $10.00. Prerequisite: Bi 145. A study of vascular plants, with emphasis on the structure, development, reproduction, distribution, environmental relationships, phylogenetic relationships, and classification. It includes identification of the common local vascular plants.

Bi 334  Human Anatomy and Physiology  Credit: 3 semester hours
Second semester. Three one-hour lecture periods. Prerequisite: Bi 145-146. A course dealing with the complete and detailed structure of the animal systems and their functional interre'a-
tionships. Each system is treated as a unit, then as a coordinate and integrating part of the entire body.

**Course Descriptions**

**Bi 335 General Ecology**  
Credit: 3 semester hours  
First semester. Living communities in action. Study of the relationship of animals to each other and to their environment. Prerequisite: Bi 145-146.

**Bi 345 Comparative Vertebrate Anatomy**  
Credit: 4 semester hours  
First semester. Two one-hour lecture periods. Prerequisite: Bi 146. Two two-hour laboratory periods. Laboratory fee: $10.00. A comparison of the structure and evolution of organ systems in the different vertebrate groups. Representative forms are studied in the laboratory.

**Bi 346 Vertebrate Embryology**  
Credit: 4 semester hours  
Second semester. Two one-hour lecture periods and two two-hour laboratory periods. Laboratory fee: $10.00. Prerequisite: Bi 146. A study of development of the vertebrate body from the maturation of the germ cell through the appearance of the organ system. Laboratory studies of the frog, chick, and the pig-embryos.

**Bi 430 Special Methods**  
Credit: 3 semester hours  
A course in special methods of teaching Biology in the high school.

**Bi 435 Genetics**  
Credit: 3 semester hours  
First semester. Two one-hour lecture periods and one two-hour laboratory period. Laboratory fee: $10.00. Prerequisite: Bi 145. A study of the basic principle of heredity and variation and their applications to plants, animals and man. The vinegar fly (Drosophila) is used in a series of experiments in the laboratory.

**Bi 438-439 Independent Study**  
Credit: 6 semester hours  
Individual senior studies in a subject in which the student is particularly interested. Conferences, and field, laboratory and library studies. Advanced studies in bacteriology, invertebrate zoology, anatomy, systematic botany, genetics, embryology, and biological literature are some of the topics for choice. Prerequisite: Major status in biology and consent of the head of the department. Laboratory fee: $10.00.

**Bi 445 General Bacteriology**  
Credit: 4 semester hours  
First semester. Two one-hour lecture periods and two two-hour laboratory periods. Laboratory fee: $10.00. Prerequisite: Bi 145 and Ch 151-152. Distribution, classification, morphology, cultivation and pathology of bacteria.

**Bi 446 Animal Physiology**  
Credit: 4 semester hours  
Study of feeding, digestion, metabolism, respiration, circulation, water and salt balance, excretion and coordination...
among the major animal groups. Prerequisite: Bi 145-146, Ch 341-342. Second semester. Two hours lecture and four hours laboratory per week. Laboratory fee: $10.00.

CHEMISTRY

The requirements for a major in chemistry are: a minimum of thirty semester hours in chemistry, including Ch 151, 152, 231, 232, 341, 342, 431; Ma 133, 136, 251, 252. A chemistry minor is required to complete twenty semester hours in chemistry. All majors and minors are required to attend regularly the chemistry seminar during their senior year. Beginning September 1, 1963, all chemistry majors are expected to pass A.C.S. tests in several areas.

**Freshman Year**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
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<tbody>
<tr>
<td>Eng G131</td>
<td>Eng G132</td>
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<tr>
<td>SS G131</td>
<td>SS G132</td>
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<tr>
<td>Ma 133</td>
<td>Ma 136</td>
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<tr>
<td>Ed G111</td>
<td>Ed G112</td>
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<tr>
<td>Ch 151</td>
<td>Ch 152</td>
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<td>ML G131</td>
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**Sophomore Year**

<table>
<thead>
<tr>
<th>Eng G211 Activity</th>
<th>PE G211 Activity</th>
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<tbody>
<tr>
<td>Hist G330 American History</td>
<td>Ma 252 Calculus &amp; Ana.</td>
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<tr>
<td>Eng 231 World Lit.</td>
<td>PE G112 Activity</td>
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<tr>
<td>ML G231 Inter. German</td>
<td>ML 232 Inter. German</td>
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<tr>
<td>Ch 231 Quan. Analysis</td>
<td>Ed G230 Hist. &amp; Phil. of Ed.</td>
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<tr>
<td>PE G211 Activity</td>
<td>Ch 232 Quant. Analysis</td>
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**Junior Year**

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<tr>
<th>PE G211 Activity</th>
<th>RP G121 Biblical Lit.</th>
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<tr>
<td>RP G121 Biblical Lit.</td>
<td>Art G220 Intro. to Art</td>
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<tr>
<td>Art G220 Intro. to Art</td>
<td>Ph 341 College Physics</td>
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<tr>
<td>Ph 341 College Physics</td>
<td>Ch 341 Organic Chemistry</td>
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<td>Ch 341 Organic Chemistry</td>
<td>Psy G130 General Psy.</td>
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<td>Psy G130 General Psy.</td>
<td>Mu G220 Music</td>
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**Senior Year**

<table>
<thead>
<tr>
<th>Bi 145 General Zoology</th>
<th>*Ed 460 Internship</th>
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</thead>
<tbody>
<tr>
<td>Ch 431 Phy. Chemistry</td>
<td>*Ed 430 cu-s Curriculum</td>
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<tr>
<td>**Ph 431 Earth Science</td>
<td>Gs 410 Senior Seminar</td>
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<tr>
<td>Elective (in Chemistry)</td>
<td>*Ch 430 Special Methods</td>
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<td>Ch 401 Chemical Seminar</td>
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</tbody>
</table>

*Required of all prospective teachers

**Required of prospective General Science teachers.

Ch 432 Physical Chemistry not required of prospective teachers
Course Descriptions

Ch 151 Inorganic Chemistry (3-2-2)  Credit: 5 semester hours
Fundamental laws and theories of chemistry; properties of a number of common elements. The laboratory is designed to demonstrate a few of the fundamental principles of chemistry. Prerequisite to all advanced courses in chemistry. Laboratory fee: $10.00.

Ch 152 Qualitative Inorganic Analysis (3-2-2)  Credit: 5 semester hours
A continuation of Ch 151 and an introduction to the theories and procedures of qualitative analysis; detection and separation of both acid and metallic radicals and ions; and a comparison of other methods of analysis. Prerequisite: Ch 151. Laboratory fee: $10.00.

Ch 231-232 Quantitative Analysis (2-2-2)  Credit: 6 semester hours
A study of quantitative gravimetric and volumetric procedures with special attention given to a mathematical and physical consideration of the determination of acids, bases, salts and ores. A survey of the theories and literature and the application of instrumental analysis of quantitative analysis. Prerequisite: Ch 152. Laboratory fee: $10.00.

Ch 341-342 Organic Chemistry (2-2-2)  Credit: 8 semester hours
An integrated consideration and an introduction to the study of organic compounds, their properties, methods of preparations and type reactions. Prerequisite: Ch 152. Laboratory fee: $10.00.

Ch 431-432 Physical Chemistry (2-0-4)  Credit: 6 semester hours
A study of the properties of gases, liquids and solids; chemical thermodynamics, theories of solutions, colloides, chemical equilibria and phase diagrams. Prerequisites: Ch 232; Ma 251, 252, Ph 342. Laboratory fee: $10.00.

Ch 433 Qualitative Organic Analysis (2-0-4)  Credit: 3 semester hours
An introduction to the theories and procedures of qualitative analysis, detection and preparation of organic derivatives. Prerequisite: Ch 342. Laboratory fee: $10.00.

Ch 434 Biochemistry (2-0-4)  Credit: 3 semester hours
A survey of the chemistry related to the common biological processes. Prerequisite: Ch 342.

Ch 401 Chemical Seminar (1-0-0)  Credit: None
A weekly seminar on the new trends in chemistry and a survey of the literature and problems. Not more than one absence is permitted per semester. Required of all majors and minors in chemistry. Prerequisite: 20 semester hours in chemistry.
Ch 430 Special Methods (3-0-0) Credit: 3 semester hours
A course in the teaching of chemistry in high school and the
problems and procedures related to it. Prerequisite: 24 semes-
ter hours in chemistry; 16 semester hours in mathematics; 8
semester hours in physics.

ENGINEERING
(The Three-Two Plan)

A program of study is offered under cooperative arrangements
between Bethune-Cookman College and Tuskegee Institute under
which students are enabled to pursue combined liberal arts and
engineering curriculums.

The "three-two plan" provides that a student attends Bethune-
Cookman College for the first three years taking a program that
has been carefully designed to include most of the necessary Mathe-
matics, Science and other pre-engineering subjects as well as a
broad general education program, and then attend Tuskegee Insti-
tute for two years for the completion of specialization courses in
engineering. If his work is completed satisfactorily, he receives the
Bachelor of Arts degree from Bethune-Cookman College at the end
of his fourth college year and at the end of his fifth year the
Bachelor of Science degree in Electrical or Mechanical Engineering
from Tuskegee Institute.

Engineering students may be exempted from certain general
education courses, and the residence requirement which states: "The
entire last year of study must be pursued in residence at the col-
lege," is waived provided the fourth college year is spent in resi-
dence at Tuskegee Institute.

Because of the rigorous nature of the engineering curriculum
only superior students will be admitted to the program and above
average grades must be secured and maintained. In some cases
a summer course sometime during the five-year period may be
needed to complete all requirements for the engineering degree.

A student following the 3-2 Engineering Program in cooperation
with Tuskegee Institute may waive 6 hours in mathematics (Ma 331
and Ma 433) after completing one successful year in study at Tus-
kegee provided he has credit in E 331 and E 332.

Freshman Year

<table>
<thead>
<tr>
<th>Course</th>
<th>First Semester</th>
<th>Second Semester</th>
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<tbody>
<tr>
<td>Eng 4131</td>
<td>Communications</td>
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<tr>
<td>ML 4131</td>
<td>Modern Lang.</td>
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<td>Ma 133</td>
<td>College Algebra</td>
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<tr>
<td>Ch 151</td>
<td>Inorganic Chem.</td>
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<tr>
<td>SS 4131</td>
<td>Intro. to Soc. Sci.</td>
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<tr>
<td>Ed 4111</td>
<td>Orientation &amp; Guid.</td>
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| Total | 18 | Total | 18 |
### Sophomore Year

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Semester Hours</th>
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<tbody>
<tr>
<td>Ma 233</td>
<td>Modern College Algebra</td>
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<tr>
<td>Ma 251</td>
<td>Calculus &amp; Analytic Geom.</td>
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<td>Ph 341</td>
<td>College Physics</td>
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<tr>
<td>E 221</td>
<td>Engineering Drawing</td>
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<tr>
<td>ML G231</td>
<td>Modern Lang.</td>
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### Junior Year

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Semester Hours</th>
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</thead>
<tbody>
<tr>
<td>Ma 333</td>
<td>Calculus &amp; Analytic Geom.</td>
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<tr>
<td>E 331</td>
<td>Applied Mechanics</td>
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<tr>
<td>Eng G231</td>
<td>World Lit.</td>
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<tr>
<td>Bi G145</td>
<td>Zoology I</td>
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<tr>
<td>RP G121</td>
<td>Biblical Lit.</td>
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<td>PE G211</td>
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<td><strong>Total</strong></td>
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</tbody>
</table>

### Course Descriptions

**E 221 Engineering Drawing**  
**Credit: 2 semester hours**  
Development of vocabulary and acquisition of ability to communicate in the language of engineering drawing, specifically including emphasis upon the use of instruments, lettering and orthographic projection. Laboratory fee: $10.00. Laboratory: 6 hours.

**E 222 Engineering Drawing**  
**Credit: 2 semester hours**  
Continuation of 221—Basic principles of descriptive geometry. Practical engineering applications. Prerequisite: E 221. Laboratory hours: 6. Laboratory fee: $10.00.

**E 331 Applied Mechanics**  
**Credit: 3 semester hours**  
Statics—Resolution of force systems, moments, equilibrium, frame structures, friction, flexible-cables, centroids and second moments. Prerequisite: Ph 341 and Ma 252.

**E 332 Applied Mechanics**  
**Credit: 3 semester hours**  

**MATHEMATICS**

The requirements for a major in mathematics are: a minimum of thirty (30) semester hours in mathematics beyond Ma 133 and Ma 136, including Ma 233, 251, 252, 353, 334, and 336. A mathematics minor is required to complete Ma 133, 136, 251, 252, 233, 353. (Ma 430 may not be presented toward requirements of a major or minor in mathematics.)
**BETHUNE-COOKMAN COLLEGE**

### Freshman Year

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
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<tbody>
<tr>
<td><strong>Eng G131</strong></td>
<td><strong>Eng G132</strong></td>
</tr>
<tr>
<td>Communications</td>
<td>Communications</td>
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<tr>
<td><strong>ML G131</strong></td>
<td><strong>ML G132</strong></td>
</tr>
<tr>
<td><strong>Ma 133</strong></td>
<td><strong>Ma 136</strong></td>
</tr>
<tr>
<td>College Algebra</td>
<td>Plane Trigonometry</td>
</tr>
<tr>
<td><strong>Ch 151</strong></td>
<td><strong>Ch 152</strong></td>
</tr>
<tr>
<td><strong>SS G131</strong></td>
<td><strong>SS G132</strong></td>
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<td><strong>Ed G111</strong></td>
<td><strong>Ed G112</strong></td>
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<tr>
<td>Orientation</td>
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### Sophomore Year

<table>
<thead>
<tr>
<th>Elective in Mathematics</th>
<th><strong>Ma 251</strong> Calculus &amp; Analytic Geometry</th>
<th><strong>Ma 252</strong> Calculus &amp; Analytic Geometry</th>
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<tbody>
<tr>
<td><strong>Ma 251</strong> Calculus &amp; Analytic Geometry</td>
<td><strong>Ma 252</strong> Calculus &amp; Analytic Geometry</td>
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</tr>
<tr>
<td><strong>Eng G231</strong> World Lit.</td>
<td><strong>Eng G232</strong> World Literature</td>
<td></td>
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<tr>
<td><strong>Art G220</strong> Intro. to Art</td>
<td><strong>Mu G220</strong> Intro. to Music</td>
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<tr>
<td><strong>PE G111</strong> Activity</td>
<td><strong>PE G112</strong> Activity</td>
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### Junior Year

<table>
<thead>
<tr>
<th><strong>Ma 353</strong> Calculus &amp; Analytic Geometry</th>
<th><strong>Ma 334</strong> Theory of Equations</th>
<th><strong>Ma 336</strong> Differential Equations</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ph 341</strong> College Physics</td>
<td><strong>Ph 342</strong> College Physics</td>
<td><strong>Ph 342</strong> College Physics</td>
</tr>
<tr>
<td><strong>Psy G130</strong> General Psychology</td>
<td><strong>Psy G122</strong> Biblical Literature</td>
<td><strong>Psy G122</strong> Biblical Literature</td>
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<tr>
<td><strong>Sp G230</strong> Fund. of Speech</td>
<td><strong>RP G212</strong> Activity</td>
<td><strong>RP G212</strong> Activity</td>
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<td><strong>RP G121</strong> Biblical Literature</td>
<td><strong>PE G211</strong> Activity</td>
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### Senior Year

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<thead>
<tr>
<th><strong>Ma 433</strong> Prob. and Statistics</th>
<th><strong>Ma 436</strong> Finite Mathematics</th>
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</thead>
<tbody>
<tr>
<td><strong>Hist G330</strong> American History</td>
<td><strong>Hist G330</strong> American History</td>
</tr>
<tr>
<td><strong>Bi 145</strong> General Zoology I</td>
<td><strong>Bi 145</strong> General Zoology I</td>
</tr>
<tr>
<td><strong>ELECTIVE (Mathematics)</strong></td>
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* Required of all prospective teachers

### Course Descriptions

**Ma G131-132 College Mathematics**

*Credit: 3 semester hours each*

Key topics in the field of arithmetic, algebra, trigonometry, and informal geometry. Required of all freshmen except Science and Mathematics majors, exception of which must be approved by the major advisor.

**Ma 133 College Algebra**

*Credit: 3 semester hours*

Thorough review of the fundamental topics in algebra including functions, variations, interest and annuities, logarithms, progressions and probability. The course undertakes to provide a firm and coherent basis for further study of Mathematics and Science.
Ma 136  Plane Trigonometry  Credit: 3 semester hours
Solution of the right and oblique triangles by the use of trigono-
nometric functions, identities, vectors and complex numbers.
Prerequisite: Ma 133 or equivalent.

Ma 251  Calculus and Analytic Geometry  Credit: 5 semester hours
Plane analytic geometry and functions of one variable. Dif-
ferentiation of algebraic functions and applications. Appli-
cations to the definite and indefinite integral and tran-
cental functions. Prerequisite: Ma 136.

MA 252  Calculus Analytic Geometry  Credit: 5 semester hours
A continuation of Ma 251. Integration by standard forms and
special methods. Plane and Solid Analytic geometry of sec-
tions of a cone, space coordinates and vectors. Partial Differ-
entiation and multiple integrals. Prerequisite: Ma 251.

Ma 331  College Geometry  Credit: 3 semester hours
Plane Euclidean geometry with emphasis on synthetic proofs
for prospective high school teachers. Survey of solid and non-
Euclidean Geometry. Prerequisite: Ma 136.

Ma 233  Modern College Algebra  Credit: 3 semester hours
A continuation of Ma 133 on a more sophisticated level. Sys-
tems of natural, rational, irrational, real and complex numbers.
Relations and functions, sets, partial fractions, matrices, series
and inequalities. Prerequisite: Ma 133.

Ma 336  Differential Equations  Credit: 3 semester hours
Ordinary and partial differential equations of the first and
higher degree and order. The existence of solutions, the La-
place transform and applications to geometry, physics, and
mechanics. Prerequisite: Ma 353.

Ma 353  Calculus and Analytic Geometry  Credit: 5 semester hours
A continuation of Ma 252 with further work in Solid Geometry
and vectors, polar coordinates, hyperbolic functions. Partial
differentiation and multiple integrals in continued, series, com-
plex numbers and an introduction to Differential Equations.
Prerequisite: Ma 252.

Ma 433  Probability and Statistics  Credit: 3 semester hours
An introductory study of the contemporary concepts of proba-
bility and statistics. Applications to the analysis of sample
data, permutations, combinations, probability, binomial and
normal distributions, regression and correlations, Chi-Square
distribution. Prerequisite: Ma 251.

Ma 334  Theory of Equations  Credit: 3 semester hours
A study of the cubic and quartic equations, elementary theo-
rems on the roots of an equation, symmetric functions, solu-
tions of numerical equations and theorems on determinants.
Prerequisite: Ma 252.
Ma 436  Finite Mathematics  Credit: 3 semester hours
Designed to acquaint the student with the basic concepts of
contemporary mathematics. Mathematical logic, sets, partitions, linear programming and theory of games. Prerequisite:
Ma 233 & 433.

Ma 430  Special Methods  Credit: 3 semester hours
A course in the special methods of teaching mathematics in
the high school.

PHYSICS

Course Descriptions

Ph G130  General Physical Science or Physical Science  Credit: 3 semester hours
A non-laboratory course involving the study of the physical
world. Designed to give a reasonable understanding of the
physical factors that influence civilization, as contributed by
the field of physics, chemistry, astronomy and geology.

Ph 341  Basic College Physics  Credit: 4 semester hours
Mechanics, sound, and heat, with correlated laboratory ex­
periments. Prerequisite: Ma 133 and Ma 136. Laboratory
fee: $10.00

Ph 342  Basic College Physics  Credit: 4 semester hours
Magnetism, electricity, light, and modern physics, with cor­
related laboratory experiments. Prerequisites: Ph 341. La­
bratory fee: $10.00.

Ph 431  Earth Science  Credit: 3 semester hours
A well-balanced integrated survey of all the fundamental
aspects of the earth, including meteorology, geology and
astronomy.

DIVISION OF SOCIAL SCIENCE

The objectives of the Division of Social Science are:

(1) To give the student an understanding of his social en­
vironment and of 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 the everyday experiences of the business world.

The Division of Social Science offers work in three areas of
study: Social Science, Physical Education, and Commerce. The area
of Social Science offers a major in History and Sociology, leading
to the degree of Bachelor of Arts, and also offers minors in History
and Sociology. Students majoring in Physical Education and in Com­
merce receive the Bachelor of Science degree.
AREA OF COMMERCE

Includes Business Education and Business Administration Curricula

The aims of the field of Commerce are to prepare selected students to teach commercial subjects in the secondary schools; to train students to become efficient secretarial and clerical workers; to prepare students with a broad background for managerial, promotional, or other executive careers in business; and to prepare students for further study in the fields of Business Education and/or Business Administration.

A student may major in Business Education and minor in Business Administration, or in some other related field; or he may major in Business Administration and minor in Business Education. Each student should consult his major area advisor about the program which meets his interests and needs.

Business Education. This curriculum specifically trains toward competencies required of clerks, secretaries, and teachers of business subjects in secondary schools. Prospective teachers must take additional professional education courses. Students selecting this program are required to complete, as a minimum, the courses as outlined on page — of this catalog. As a culminating experience, prospective graduates must show proficiency in performing the major secretarial tasks of a modern business office.

Business Administration. This curriculum specifically attempts to prepare students for dynamic leadership as organizers, promoters, and managers of corporations, partnerships, and individually-owned enterprises. Moral and ethical aspects are stressed along with the logical, psychological, and the sociological aspects so definitely necessary in the solving of many of the vital problems of American business. The impact of technological advancement, and programmed (automated) instruction will be given effect to as institutional and industrially connected resources permit.

Students selecting the Business Administration major are required to complete, as a minimum, the courses within the business curriculum as outlined on page 105 of this catalog.

BUSINESS EDUCATION

Course Descriptions

BE-134 Introduction to Business Credit: 3 semester hours

This course is an introductory course to the field of business — a background of information designed to familiarize the student with the function and structure of business enterprises within our economy and under our plan of governmental control.
BE-221  Typewriting I  Credit: 2 semester hours
This course is designed to develop keyboard technique, with emphasis on speed, accuracy, and form. Simple tabulation is included.

BE-222  Typewriting II  Credit: 2 semester hours
Pre-requisite is Typewriting I or the equivalent. This course stresses greater speed and accuracy than that of Typewriting I. Projects in complex tabulation, manuscripts, and letter styling will be covered. Good English usage is emphasized.

BE-330a-330b  Principles of Economics I and II  Credit: 6 semester hours
This course includes the study of the nature, structure, and function of the American Economy. Special attention will be given to National income concepts, the fundamental principles underlying production, exchange, and distribution of goods and services; and to the role of the price system in directing economic activity. Both macro- and micro-economics will be emphasized in the first and second semesters respectively.

BE-331  Shorthand I  Credit: 3 semester hours
Designed to develop an understanding of the basic theory of Gregg Shorthand as revised in 1963.

BE-332  Shorthand II  Credit: 3 semester hours
Continues and reviews basic theory, but greater emphasis is placed on writing shorthand from dictation, and transcribing these "shorthand takes" into mailable form.

BE-333  Principles of Accounting I  Credit: 3 semester hours
Provides basic training in accounting and business practices; deals with business papers and records; recording of basic transactions; preparation of financial statements, and reports.

BE-334  Principles of Accounting II  Credit: 3 semester hours
Continues the study of various forms of business organization, sources of business assets and their uses; analysis, classification, and recording of transactions; adjusting and closing of books; and the preparation of financial statements.

BE-335  Business English and Communication  Credit: 3 semester hours
This course embraces a study of the effective use of the correct principles and techniques of English appropriate to the writing of good business letters, minutes of meetings, and business reports, with emphasis given to form, style, tone, content, and psychology in achieving desired action. Everyday type of business writing, including verbal communication within and outside the office, is included.

BE-336  Business Law  Credit: 3 semester hours
This course is an introduction to the basic principles of law that are applicable to contracts, agency, bailments, sales,
negotiable instruments, employer-employee relations, business organizations and property.

**BE-423  Typewriting III**  
Credit: 2 semester hours  
Prerequisites are Typewriting I, and Typewriting II, or the equivalent. The course will be centered around a high-level of typewriting production. Special attention will be given to production of programs, term papers, statistical and financial reports, stencils and master sheets. Representative quality and quantity of work will be required.

**BE-431  Shorthand III-Dictation and Transcription**  
Credit: 3 semester hours  
Begins with a very rapid review of the entire theory of Gregg Shorthand. Proficiency in dictation and transcription beyond the general office requirements will be emphasized. The effective applications of related learnings will be considered to be of greatest importance.

**BE-433  Filing, and General Office Practice**  
*(A culminating experience)*  
Credit: 3 semester hours  
In this course the student will be required to demonstrate successfully on-the-job proficiency. Practice in first-rate offices will be required by schedule. In general, this course includes: (1) the fundamentals of modern filing systems and procedures; (2) artistic preparation of stencils and master sheets; (3) ability to operate modern adding, calculating, duplicating, and dictating equipment in an efficient manner; and (4) demonstration of ability to take office dictation, and transcribe it into mailable form. Receptionist and telephone duties are included.

**BE-438meths.  Special Methods: Teaching Business Subjects**  
Credit: 3 semester hours  
This course involves a study of modern techniques and methods of teaching business subjects at the secondary level. As typewriting may now be found offered below the secondary level in some schools, consideration of modified methods where necessary, will be given within the course. The course will be taken in conjunction with the education block, just before the student leaves for his field experience in practice teaching.

**BUSINESS EDUCATION CURRICULUM**

**Freshman Year**

<table>
<thead>
<tr>
<th>First Semester</th>
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<tbody>
<tr>
<td>Eng G131 Communication</td>
<td>Eng G132 Communication</td>
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<td>Ma G132 College Mathematics</td>
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<tr>
<td>Sci G130p Physical Science</td>
<td>Bi G130b Biological Science</td>
</tr>
<tr>
<td>Soc G131 Introduct. to Sociology</td>
<td>COM BE134 Introd. to Business</td>
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<tr>
<td>G111 Orientation</td>
<td>RP G112 Logic</td>
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Sophomore Year

Eng G231 World Literature 3  Eng G232 World Literature 3
ML G231 Modern Language 3  ML G232 Modern Language 3
Sp G230 Fundamentals of Speech 3  Psy G130 General Psychology 3
Art G220 Introduction to Art 2  MU G220 Introduction to Music 2
PE G211 Physical Educ. Activity 1  PE G212 Physical Educ. Activity 1
ED 230 Introduction to Educ. 3  ED 230p Education Psychology 3
COM BE221 Typewriting I 2  COM BE222 Typewriting II 2

Junior Year

RP G321 Biblical Literature 2  RP G322 Biblical Literature 2
Hist G330 American History 3  Ed 430t Tests & Measurements 3
COM BE330a Principles of Econ. I 3  COM BE330b Principles of Econ. II 3
COM BE331 Shorthand I 3  COM BE332 Shorthand II 3
COM BE333 Prin. of Acc’t’g I 3  COM BE334 Prin. of Acc’t’g II 3
COM BE335 Business English 3  COM BE336 Business Law 3

Senior Year

GS410 Guidance Seminar 1  COM BE438 Special Methods 3
COM BE423 Typewriting III 2  ED  Educ. Block, and Internship progr.) 14
COM BE431 Shorthand III 3  COM BE434 Filing and Of. Pract. 3
COM BE433 Special Methods 3  Electives 8

BUSINESS ADMINISTRATION

COURSE DESCRIPTIONS

BA134 Introduction to Business Credit: 3 semester hours (SEE BE134)

BA232 Business Mathematics
This course is designed to provide technical procedures reflect­ed in most modern business practices. Covers fundamental problems involved in interest costs, buying and selling, payroll operations, corporation ownership interest and long-term bor­row­ing. Use of machine calculators will be stressed.

BA233 Business Organization and Management Credit: 2 semester hours
The nature and structure of business enterprises with emphasis on problems of organization and problems involved in man­agement.

BA234 Personnel Management
An analysis of the day to day personnel problems of operat­ing management; policy decisions involving selection, remu­neration, work load, training, discipline and similar areas.

BA330 Principles of Economics I Credit: 3 semester hours (SEE BE330a)
BA331 Principles of Economics II  Credit: 3 semester hours
(SEE BE330b)

BA332 Principles of Insurance
A study of measurable risks as found in personal, business,
and social activities. Methods of offsetting or minimizing these
risks through the media of fire, bond, life, marine, or casualty
insurance. The laws of numbers, probability, and mortality
\[tables\] will be examined and discussed.

BA333 Accounting I  Credit: 3 semester hours
(SEE BE333)

BA334 Accounting II  Credit: 3 semester hours
(SEE BE334)

BA335 Intermediate Accounting  Credit: 3 semester hours
Fundamental accounting principles are more fully developed.
Critical analysis of financial statements are made. Valuation
of assets, partnership, and corporation accounting is empha-
sized.

BA336 Business Law  Credit: 3 semester hours
(SEE BE336)

BA337 Principles of Marketing
A study of modern marketing practices, market structures, and
marketing institutions. Some aspects of advertising and other
specialized modern sales practices are included.

BA338 Salesmanship  Credit: 3 semester hours
An introduction to selling. Emphasis is placed on the basic
principles underlying the sales processes and their application
to the problems of salesmen. Discusses the salesmen, the pros-
tect, the customer, the company, and the product.

BA440 Corporate Finance  Credit: 3 semester hours
Emphasis is placed on the corporate system, simple forms of
business organization, the principles and problems of corpor-
te finance, organization; reorganization; control; functions
of management, and required investments.

BA438 Money and Banking  Credit: 3 semester hours
A study of money and banking, credit instruments, banking
situations, the Federal Reserve System and its functions, and
some international banking transactions and implications
thereof.

BA435 Labor Problems  Credit: 3 semester hours
Emphasis is placed on the public issues of labor, the develop-
ment and effect of policies and the institutions where policy
is made. Analysis is also made of labor problems and the de-
velopment and practice of unions. The scope of collective bar-
gaining and the effect of collective bargaining upon labor
and management.

BA432 Management of New Enterprises  Credit: 3 semester hours
The art and technique during the embryonic stage of a small
business. Various accounting aids, financial plans, market sur-
veys and managerial talents are examined to show how they
BETHUNE-COOKMAN COLLEGE

contribute to the successful launching of a small new business enterprise.

BA442. Office Internship Credit: 1 semester hour
Each student who will not teach must do two hours per week of internship, for one semester, in some modern business office (such as that of an insurance company, a college or university, a bank, or building and loan association).

**BUSINESS ADMINISTRATION PROGRAM**

**Freshman Year**

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<td>College Math.</td>
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<td>SS G131</td>
<td>Intro. to Sociology</td>
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<td>Modern Language</td>
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<td>Prin. of Economics I</td>
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**Senior Year**

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<tr>
<td>GS 410</td>
<td>Guidance Seminar for Seniors</td>
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<td>Money &amp; Banking</td>
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**AREA OF PHYSICAL EDUCATION**

The aims of the area of Physical Education are: to provide all students with a sound foundation 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 recreation worker a professional attitude, a functional subject-matter foundation, and a knowledge of 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, become candidates for the Bachelor of Science Degree. The student plans the proper sequence of required and elective courses in consultation with his Major Advisor and must present, in addition to the college general education requirements for all students, a minimum of thirty-one semester hours of required major courses within the field of Physical Education. To satisfy the departmental requirements for graduation and simultaneously to qualify for Florida Physical Education Teacher Certification, majors must successfully complete the following courses in this area of study: P. E. 110, 116, 217, 221, 222, 321, 322, 331, 330, 333, 336, 334, 421, 433. Majors in this area must include in their program a full year of General Zoology, Bi 145-146, and also the course in Human Anatomy and Physiology, Bi 334. Majors in Physical Education are not required to take the general education physical education activity courses.

A Minor in Health Education consists of a minimum of 12 semester hours in Physical Education, including P. E. 223, 225, 335, 423, 430.

A Minor in Health and Driver's Education consists of a minimum of 15 semester hours in Physical Education, including P. E. 223, 225, 335, 423, 430, 432.

A Minor in Biology for Physical Education majors consists of a minimum of 17 semester hours in Biology and 3 semester hours in Physical Education, including Bi 145, 146, 231, 334, 445, and PE 133.

Course Descriptions

P.E. 111-112 (Men and Women) Physical Education Activity
Credit: 1 semester hour per semester
General orientation to physical education activities, stressing motor skills, physical fitness, rhythmics, sports appreciation and a variety of leisure time activities. The program of activities will be adapted to meet the needs of students with physical disabilities. Required of all Freshman students not planning to major in Physical Education. Physical Education majors will substitute major activity courses.

P.E. 110 Foundations of Tennis
Credit: 1 semester hour
Coaching theory and game strategy stressed. Students are required to provide their own tennis rackets. Two laboratory hours per week.
P.E. 116 Individual and Dual Sports Credit: 1 semester hour
Tennis, badminton, golf, bowling, table tennis, archery, shuffleboard, and other sports of an individual and dual nature. Teaching techniques, basic principles, terminology, equipment, history, practice and rules stressed. Two laboratory hours per week.

P.E. 211-212 (Men and Women) Physical Education Activity Credit: 1 semester hour per semester
Continuation of P.E. 111-112; different activities are selected. Required of all Sophomore students except Physical Education majors, who will substitute major activity courses.

P.E. 217 Team and Group Sports Credit: 1 semester hour
Analysis of skills, coaching techniques, organization, terminology, equipment, history, practice and progressions in team and group sports. Two laboratory hours per week.

P.E. 221 Rhythmics Credit: 2 semester hours
The development of a sense of rhythm is emphasized in this course. Students are taught basic rhythms to acquire techniques and methods for teaching rhythms and dance. Rhythms and dance are presented in order of their difficulty and include folk and square dancing. Two laboratory hours per week.

P.E. 222 Stunts, Tumbling and Apparatus Credit: 2 semester hours
Tumbling, simple stunts, exercises on apparatus (horse, still and flying rings, parallel bars, trampoline), marching tactics, self-testing activities in track and field, calisthenic drill. Three laboratory hours per week.

P.E. 223 Personal Hygiene Credit: 2 semester hours
Application of standards for personal hygiene; proper attitudes toward health services and healthful living.

P.E. 225 Community Hygiene Credit: 2 semester hours
Special consideration is given to the place of the teacher in the community health education program. Variations of and need for the program; media and methods employed; the place of existing agencies in the total program.

P.E. 312 Departmental Internship Credit: 1 semester hour
Actual teaching experience for majors in the physical education program. Two hours laboratory teaching per week under faculty supervision.

P.E. 321 Coaching of Football and Basketball Credit: 2 semester hours
The theory and methods of coaching football and basketball, including development of performance skills. Two laboratory hours per week.

P.E. 322 Coaching of Baseball and Track Credit: 2 semester hours
The theory and methods of coaching baseball and track, in-
cluding development of performance skills. Two laboratory hours per week.

PE. 330 Teaching Physical Education in the Elementary School
Credit: 3 semester hours
Methods of instruction, materials, theory and practice of activities, teaching techniques and program planning. Consideration is given to the physical, psychological and social characteristics of children at each elementary school age level, and their application to physical education.

PE. 331 Foundations and Principles of Physical Education
Credit: 3 semester hours
This course is concerned with the understanding and interpretation of the principles of the modern physical education program. Contributions of historical programs related to the development of the present-day program are studied and evaluated.

PE. 333 Organization and Administration of Physical Education
Credit: 3 semester hours
Organization and administration of the physical education program discussed from the viewpoint of the teacher as a member of a modern profession. Includes philosophy, methodology, policies, procedures in relation to the required, intramural, adapted and interscholastic areas of the total program.

PE. 334 Teaching Physical Education in the Secondary School
Credit: 3 semester hours
Methods of instruction, materials, teaching techniques and program planning. Consideration is given to the physical, psychological and social characteristics of adolescents at each age level through the secondary school period, and their application to physical education.

PE. 335 Organization and Administration of School Health Education
Credit: 3 semester hours
Sources of materials and techniques for use in the field of health education. Curriculum content, healthful school living, health services, counseling, procedures, evaluation, organization, administration, school-community relationships as they relate to an effective health education program.

PE. 336 Playground and Community Recreation
Credit: 3 semester hours
Comprehensive study of the scope of community recreation, organization, administration, playground and community center operation, leadership techniques, types of programs and activities, special related problems.

PE. 421 Adapted and Corrective Physical Education
Credit: 2 semester hours
Study of the conditions which require the physical education program to be adapted to meet the special needs of excep-
Tional and handicapped students, including an analysis of normal and faulty body mechanics. Prerequisites include biology, anatomy and physiology.

P.E. 423 First Aid  
Credit: 2 semester hours  
Techniques of first aid to the injured in home, school and community; safety measures and accident prevention. Special attention is given to physical education first aid policies and procedures. Meets requirements for American Red Cross certificate.

P.E. 421 Sports Officiating, Equipment and Facilities  
Credit: 2 semester hours  
A course designed to present techniques and practice in officiating a variety of sport activities. A thorough study of equipment purchase policies, athletic budget considerations, facility maintenance and care is included.

P.E. 430 Safety Education  
Credit: 3 semester hours  
A comprehensive study in the various areas of general safety education in the total school program, home and community. Emphasis is placed on physical education safety measures at all levels of instruction. Methods, materials and safety education program planning.

P.E. 432 Driver Education  
Credit: 3 semester hours  
Basic knowledge of automobile operation; practice teaching in driving; information essential to pass written and oral tests, road tests. For prospective teachers of driver education in high schools.

P.E. 433 Kinesiology  
Credit: 3 semester hours  
An anatomical and mechanical analysis of functional posture, muscle attachments, lines of pull, nerve innervation. A kinesthetic analysis of various sport activities included. Prerequisites: biology or zoology, adapted physical education, anatomy and physiology.

Major in Physical Education  
With Certification in Health

Freshman Year

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<td>Foundations of Tennis</td>
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# BETHUNE-COOKMAN COLLEGE

## Sophomore Year

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## Senior Year

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## Major in Physical Education

With Certification in Biology

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| Credits: 18 |

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Senior Year

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Total: 16

AREA OF SOCIAL SCIENCE

The area of Social Science has the following purposes: (1) to give basic courses for all students in college; (2) to provide a basis for teaching History, Sociology and the broad field of the Social Studies in the public schools; (3) to provide a comprehensive background for those who plan to do graduate work preparatory to Law, Social work, research, public service or college teaching. The area offers a major in History and a major in Sociology and minors in the fields of History, Sociology and pre-Law.

A major in History consists of 24 semester hours beyond the freshman year, including History 231-232; History 331-332; SS311-312; 6 hours of electives in History and at least 3 hours from each of the following areas: Political Science, Economics and Geography.

A minor in History consists of a minimum of 18 semester hours in History, including History 231, 232, 331 and 332, plus 6 hours of electives.
Students who major in History as a preparation for Law should take the following courses in addition to meeting the requirements for a major in History: BA 433, BA 434, BA 435, Pol 335, Pol 337, Pol 438 and Soc 331.

Students majoring in Sociology are required to take 24 semester hours beyond the freshman year including Soc 231, Soc 232, Soc 234, SS 311-312, Soc 330, Soc 331, Soc 333, Soc 334. In addition, at least 3 hours from the following areas will be required: Political Science, Economics and Geography.


Students who major in History and Sociology as a preparation for secondary school teaching must take in addition to the required major program, one additional course in each of the fields of Geography and Political Science, and the courses in the Division of Education required for teacher certification.

All majors should consult with the major area advisor about the program which will best meet their interests and needs.

HISTORY

Description of Courses

Hist. 231-2 World History Credit: 6 semester hours
A survey of the development of the great cultures of the past and present.

Hist. 330 American History Credit: 6 semester hours
A survey of the historical developments which shaped the culture of the United States of America.

Hist. 331 The United States to 1865 Credit: 3 semester hours
A study of the political, economic and social factors in the growth of the United States from the age of Discovery through the Civil War.

Hist. 332 The United States History Since 1865 Credit: 3 semester hours
An examination of the major developments in the United States of America since the Civil War. Prerequisite: History 331.

Hist. 333 Ancient History Credit: 3 semester hours
A survey of the history and literature of the ancient world from the earliest civilizations to the decline of the Roman Empire.

Hist. 335 Modern European History Credit: 3 semester hours
An examination of selected political, economic and cultural developments in the twentieth century Europe.
Hist. 336 History of Political and Economic Thought  
Credit: 3 semester hours  
A study of social, political, economic and religious movements which have been instrumental in bringing about social change.

Hist. 432 Latin-American History  
Credit: 3 semester hours  
An account of the major factors in the history of Latin America from the period of European colonization to the present.

Hist. 434 History of India and the Far East  
Credit: 3 semester hours  
A study of the cultures of the Middle and Far East, notably China and Japan, from ancient times, with special attention to the impact of Western Civilization upon these nations.

Hist. 435 History of Russia  
Credit: 3 semester hours  
An examination of the political, economic, religious, social, and intellectual forces in Russian history which have shaped the nation's development.

Hist. 436 Contemporary Africa  
Credit: 3 semester hours  
A study of the recent economic, social and political development of the emergent countries of Africa.

HISTORY

Freshman Year

First Semester  
Soc 131 Intro. to Sociology  3  
Eng G131 Communications  3  
Ma G131 College Mathematics  3  
Sci G130 Physical Science  3  
ML G131 Modern Language  3  
Ed G111 Orientation  1  
PE G111 Activity  1

Second Semester  
Soc 132 Social Psychology  3  
Eng G132 Communications  3  
Ma G132 College Mathematics  3  
Bi G130 Biological Science  3  
ML G132 Modern Language  3  
PE G112 Activity  1  
G112 Logic  1

Total: 17

Sophomore Year

Hist 231 World History  3  
Eng G231 World Literature  3  
ML G231 Modern Language  3  
Sp G230 Fundamentals of Speech  3  
PE G211 Activity  1  
Geo 330 Human Geography  3

Hist 232 World History  3  
Eng G232 World Literature  3  
ML G232 Modern Language  3  
Psy G130 General Psychology  3  
PE G212 Activity  1  
Soc 232 Anthropology  3

Total: 16

Junior Year

Art G220 Intro. to Art  2  
RP G121 Biblical Literature  2  
SS 311 Social Science Seminar  1  
Hist 331 U. S. History  3  
*Ed 230 Hist. and Phil. of Edu.  3  
Elective in Sociology  3  
Electives  3

Mu G220 Intro. to Music  2  
RP G122 Biblical Literature  2  
SS 312 Social Science Seminar  1  
Hist 332 U. S. History  3  
Elective in History  3  
Elective in Economics  3  
Elective  3

Total: 17
SOCIOLOGY

Description of Courses

Soc. 131 Introduction to Sociology  Credit: 3 semester hours
An analysis of the basic problems of human living, in terms of
the social practices and institutions which man develops in
order to solve them.

Soc. 132 Social Psychology  Credit: 3 semester hours
A study of the way in which the inner life of human beings
shapes, and is shaped, by the social institutions in which they
live.

Soc. 231 The Family  Credit: 3 semester hours
The biological, psychological and sociological bases of human
family life. Special attention is given to the particular prob­
lems of family living in our culture.

Soc. 232 Anthropology  Credit: 3 semester hours
Preliterate peoples and their culture; biological and cultural
development; race; levels of culture.

Soc. 234 Criminology  Credit: 3 semester hours
Sociological aspects of crime: causes, treatment of criminals,
methods of prevention.

Soc. 330 Social Research  Credit: 3 semester hours
An examination of basic principles involved in designing re­
search in the Social Sciences: sources and evaluation of con­
temporary and historical data; use and evaluation of simple
statistics; structuring of questionnaires and interviews; elements
of projective techniques.

Soc. 331-2 Introduction to Social Work  Credit: 3 or 6 semester hours
A survey of the fields of social work, with emphasis upon quali­
fications, employment opportunities and general principles and
techniques relative to each field.

Soc. 333 Urban Sociology  Credit: 3 semester hours
A study of the social aspects of modern urban life.

Soc. 334 Intergroup Relations  Credit: 3 semester hours
A study of the factors underlying cooperation and conflict
among racial, ethnic, religious, economic and other groups in
the American culture.
**Sociology**

**Freshman Year**

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**Sophomore Year**

| Eng G231       | Eng G232        |
| World Literature| World Literature|
| ML G231        | ML G232         |
| Modern Language | Modern Language |
| Sp G230        | Mu G220         |
| Fundamentals of Speech | Intro. to Music |
| Art G220       | PE G212         |
| Intro. to Art  | Activity        |
| PE G211 Activity | Psy G130        |
| Geo 330        | Soc 232         |
| Human Geography| Anthropology    |
| Elective       | Elective        |
| 17             | 17              |

**Junior Year**

| RP G121       | RP G122        |
| Biblical Literature | Biblical Literature |
| Hist G330     | Soc 333        |
| American History| The Family     |
| Soc 331       | Soc 334        |
| Intro. to Soc. Work | Criminology   |
| Ed 230        | SS 312         |
| Hist. and Phil. of Edu. | Social Science Seminar |
| Soc 333 Urban Sociology | Educational Psychology |
| SS 311 Social Science Seminar | Electives 3 |
| Elective       | 17             |
| 17             | 17              |

**Senior Year**

| Soc 431 Social Research | Electives 17 |
| Soc 433 Intergroup Relations | 3 |
| Soc 435 Juvenile Delinquency | 3 |
| Electives 8            | 17            |

*Required for prospective teachers

**Economics**

(See Business, History and Political Science)

| Ec. 330a-330b Principles of Eco. I & II | Credit: 6 semester hours |
| Ec. 437 Consumer Economics | Credit: 3 semester hours |
Ec. 434 Money & Banking Credit: 3 semester hours
Ec. 438 Marketing Credit: 3 semester hours
Ec. 435 Labor Problems Credit: 3 semester hours
Ec. 336 Hist. of Pol. & Eco. Thought Credit: 3 semester hours
Ec. 440 Corporate Finance Credit: 3 semester hours

POLITICAL SCIENCE

Description of Courses

Pol. 235 American National and State Government Credit: 3 semester hours
A study of governmental processes and organization on national, state and local levels. The course is further designed to promote better citizenship through understanding and appreciation of American political system.

Pol. 337 Labor Problems and Laws Credit: 3 semester hours
Same as BA 435.

Pol. 335 Constitution Credit: 3 semester hours
A study of the Constitution of the United States; its development and growth through judicial interpretations.

Pol. 339 Contemporary Political Systems Credit: 3 semester hours
An examination of the major political systems now competing for the allegiance of men: capitalist democracy; the mixed economy or "middle way"; Russian and Chinese Communism; Fascism. This course meets state certification requirements in Americanism vs Communism. It acquaints the student with the basic materials essential for the teaching of Americanism vs Communism in the public schools.

Pol. 436 History of Political Thought Credit: 3 semester hours
A study of the origin and development of political thought from the period of Plato to the present.

Pol. 438 International Relations Credit: 3 semester hours
A study of the historical background and present nature of diplomatic relations and international organization.

GEOGRAPHY

Geo. 330 Human Geography Credit: 3 semester hours
The relationship of climate, soil, terrain, location, and other geographical factors to human activities and to the development of social institutions.

Geo. 332 Resource-Use Education Credit: 3 semester hours
Designed to acquaint students with the careless and unknowing destruction of resources and what is being done locally and nationally to preserve both natural and human resources.
Course Description

GENERAL

SS 311-312 Seminar in Social Science Research and Writing
Credit: 2 hours
Required of all the Social Science (under the old catalogue) and History majors. In consultation with the interests of the class, either group research projects, or individual projects, are carried out. An examination of the writings of the best social scientists, including historians, constitutes the formal part of the course.

SS G131-132 Introduction to Social Science
Credit: 6 semester hours
A scientific approach to the study of man in society, with special attention to the fundamental problems of human social organization, and the ways in which they are met in American culture.

SS 430 Special Methods in Teaching Social Studies
Credit: 3 semester hours
An analysis of specialized techniques and methods effective in the teaching of the respective social studies areas on the secondary level.

SS 431S-432S Human Relations Workshop
Credit: 3 or 6 semester hours
A workshop on techniques of leadership for the resolution of inter-group tensions. The workshop will examine problems growing out of the historic relationships between religious, nationality, racial, and economic groups. The course is designed for inter-racial, inter-cultural, and inter-religious groups. Offered only during the summer. Three to six weeks.

1962

BACHELOR OF ARTS DEGREE

MAJOR IN ENGLISH
Annie Coleman Bailey
Iola Rebecca Daniels
Bobbie Jean Griffin*
Bettye Lou Maynard
Queene Esther Millidge*
Doris Juanita White*
Brenda Costella Bryant Wilson
Frances Ruth Whitfield

MAJOR IN MUSIC
Cecelia Sheffield Dunn
Evelyn Jacqueline Ivey*
Jacquelyn Bradshaw Rountree

MAJOR IN RELIGION & PHILOSOPHY
Rufus Adkins
Jimmie Bobby Keel**
MAJOR IN SOCIAL SCIENCE

Gloria Hortence Bonaparte**
Leroy Brown
Minerva Brown
Edward Carson
Ronald Victor Crosslin*
Jearleon Dixon
Marion Nathaniel Freeman, II*
Jacob Ukunoritsemofe Gordon*
Wardell Herring
Assefa Fre-Hiwet**
Virginia Lee Jackson
Bennette Johnson
Tyrone Leroy Presley
Mary Arneta Smart
Carlos Manuel Suarez, Jr.
Johnnie Lee Thomas
Janet Beverley Washington
Lorine Johnson Webb
Jo Anne Webber
William Austin Wynn, Jr.

BACHELOR OF SCIENCE DEGREE

MAJOR IN BIOLOGY

Betty Jean Anderson*
Omera Alexzine Baylor
Mae Lois Brewton
Johnny McDonald Browne*
Edward Roland Carwise*
Alphonso Dandy, II
Frederick Reese Hinson

MAJOR IN MATHEMATICS

Climmie Lee Boyer, Jr.*
Daniel Evans
Freeman Warren Hinson, Jr.
Arnold Richard Johnson

MAJOR IN MATHEMATICS & CHEMISTRY

John Henry Dickerson, Jr.

MAJOR IN BUSINESS EDUCATION

Johnnie Mae Anderson
Adelle Georgiana Davis
Eddie Lois Farmer
Earlean Glenn
Edna Lou Jones
Essie Mae Keith*
Juanita Lee
Geraldine Lewis
Ted Nichols*
Eva Mae Pollard*
Mamie Lyvern Sykes
Jean Elizabeth Watson

MAJOR IN BUSINESS ADMINISTRATION

Bennie George Cowser*
James Olu Lawson*
Harold Henry Lee

MAJOR IN ELEMENTARY EDUCATION

Joyce Leona Aldrich
Beady Thompson Baisden
Cecelia Ann Barrett
Vermille Tanner Boone
Mary McCloud Britt
Benjamin Franklin Broxton
Anita Faye Calloway
Wilmer Wallace Carter
Juanita Jones Clayton
Arletha Cogdell Cohen
Jean Claudette Colbert
Della Mae Coleman
Geraldine Marie Cunningham
Alfreda Cross
Tom Cruse, Jr.
Helen Delores Davis
Marian Joyce Dewese
Nathaniel David Dixon
Alma Louise Fields
Bertha Ellis Gaskin
Alma McDuffie Gorden
Fannie Mae Guyton
Lovie Lamb Heggs
Ernestine Olivia Hill
Oretha Bell Holder
Betty Jean Holmes*
Ilah Jane Horton*
Christine Yvonne Hudnell
Joyce Oleather Jackson
Thomas Lake, Jr.
Eva Richardson Lawton
Alice Berriem Lewis
Hilda Ernestine Long*
Geneva Lane Loper*
Eunice Joan McLeod
Harry Bernard Manker

Henry James Mason
Ronald Douglas Mayhew
Maxine Ruth Mitchell
June Allegra Moncur
Annie Ruth Morrow
Maud Pauline Newbold*
Rita Pertina Patterson
Charles Rawls, Jr.
Beverly Ann Rice
Margaret Roberta Robinson
Jeraline Bryant Sapp
Ruth Byrd Shaw
Willie James Stanley
Doretha Lillian Stevens
Willie Alvin Styles
Kenneth Leroy Taylor
Harthula Mae Teemer
Helen Ruth Thompson
Constance Estella Turnquist
Judith Ann Whitehead
Harold Robert Williams
John Henry Williams
Donald Richard Wilson
Herbert Benjamin Wimberly
Nancy Denson Wooten

MAJOR IN PHYSICAL EDUCATION

Aaron Claude Bethel, Jr.
Roosevelt Bonner
Rachel Berriem Bryan
Dorothy Yvette Carr*
Juanita Joyner Coffey
Aurora Yvonne Cooper
King Wesley Davis
Walter Henry Fields

Tommy Lee Holtz
James Humphrey
Charles Dennis McCoy
Bobby Ray Nelson
Henry Roland Raiford
Elmira Delores Rawls
Charles Elsworth Smith
Eunice Altamese Watson

**Magna Cum Laude  *Cum Laude
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Dowdell, Barbara N. (4) ............................................... West Palm Beach, Florida
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Fletcher, John W. (3) Daytona Beach, Florida
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Herring, Mary L. (1) Jacksonville, Florida
Hester, Pearlie G. (3) Sanford, Florida
Hightower, Audrey L. (4) Seminole, Florida
Hill, Plemon, Jr. (4) Deland, Florida
Hill, Shirley A. (1) Lakeland, Florida
Hill, Thelma D. (4) Lake Wales, Florida
Hilton, Raoule P. (5) Jacksonville, Florida
Hinson, David C. (1) Deland, Florida
Hobbs, Delphine (2) Lakeland, Florida
Holdman, James (2) Delray Beach, Florida
Holland, Loretta M. (2) Tampa, Florida
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Holloman, Samson (5) Sanford, Florida
Holmes, Elijah (3) Pontiac, Michigan
Holmes, Lorene (2) Memphis, Tennessee
Holt, Lucius J. (4) Ocala, Florida
Holtz, Reva M. (3) Hastings, Florida
Hooker, Laura J. (1) Reidsville, North Carolina
Horne, Minnie M. (4) West Palm Beach, Florida
Horton, Mary N. (4) Miami, Florida
Howell, Joyce L. (1) Jasper, Florida
Howell, Poncett (4) Ocala, Florida
Hubbard, Arthur, III (5) Madison, Florida
Hudley, Rita L. (5) Sumter, South Carolina
Huggings, Beulah M. (3) Brooksville, Florida
Hughes, Willie J. (1) Moore Haven, Florida
Hunter, Ann (3) Atlanta, Georgia
Hunter, Betty J. (1) Ft. Lauderdale, Florida
Hunter, Maxie E. (2) Lake Alfred, Florida
Isaac, Alfreda M. (2) Gainesville, Florida
Isaac, Lonnie R. (1) Jacksonville, Florida
Jackson, Barbara A. (3) Gainesville, Florida
Jackson, Ernestine A. (2) Riviera Beach, Florida
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Jackson, John R. (1) Jacksonville, Florida
Jackson, Lester B. (2) Gainesville, Florida
James, Edward L. (2) Alachua, Florida
James, Homer, Jr. (2) Lake City, Florida
James, Isach D. (4) Alachua, Florida
James, Lottie E. (1) Perry, Florida
Jamison, Charlene M. (5) Ocala, Florida
Jarvis, Newton (Sp) Daytona Beach, Florida
Jenkins, Dannye L. (2) Crystal River, Florida
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Jenkins, LaVern (1) .................................................. Holly Hill, South Carolina
Jenkins, P. James (5) ............................................... West Palm Beach, Florida
Jenkins, Roger S., Jr. (1) ..................................... Jenkinsville, South Carolina
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Jerrido, Betty Y. (4) ................................................. Clearwater, Florida
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Johnson, Arthur D. (11) ........................................... Bryant, Florida
Johnson, Calvin D. (3) ............................................. Philadelphia, Pennsylvania
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Jones, Adam P. (3) .................................................. Panama City, Florida
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Randall, Maxine L. (3) ........................ Miami, Florida
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Rhodes, Constance D. (2) ..................... Augusta, Georgia
Richburg, Zollie (3) .......................... Cincinnati, Ohio
Riley, Johnnie M. (5) ........................ Cocoa, Florida
Rivers, Brenda G. (2) ........................ Gainesville, Florida
Roach, Celestine O. (2) ........................ Dade City, Florida
Roberts, Dewey A. (1) ........................ Gainesville, Florida
Robinson, Barbara A. (1) ........................ DeLand, Florida
Robinson, George A. (5) ..................... Tampa, Florida
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Robinson, Juanita A. (3) ........................ Williston, Florida
Robinson, Shirley J. (3) ........................ Ft. Meade, Florida
Robinson, Thomas J. (3) ........................ Bunnell, Florida
Rochelle, Ida M. (4) .......................... Riviera Beach, Florida
Rosier, Ethelyn R. (4) New Smyrna, Florida
Ross, Wanda Leen (1) Ft. Pierce, Florida
Rowe, Janie (1) Chattanooga, Tennessee
Royal, Carolyn J. (2) Daytona Beach, Florida
Russell, David A. (3) Ft. Lauderdale, Florida
Sanchez, Patricia A. (5) Clearwater, Florida
Sanders, Patrick (2) Ft. Lauderdale, Pennsylvania
Scott, Sorena (3) Boca Grande, Florida
Seymour, Earnest J. (2) Lake City, Florida
Shamplln, Vera M. (3) Panama City, Florida
Sheffield, Earnest F. (1) Jacksonville, Florida
Shepard, Emmett (4) Daytona Beach, Florida
Shepard, James F. (1) Daytona Beach, Florida
Shepard, Johnette C. (3) Jacksonville, Florida
Sheppard, Barbara J. (2) Winter Haven, Florida
Shingles, Sara E. (3) West Palm Beach, Florida
Simmons, Barbara P. (3) Jacksonville, Florida
Simmons, Carolyn E. (2) Wildwood, Florida
Simmons, Jerry B. (2) Bartow, Florida
Sims, Lillie B. (5) Gainesville, Florida
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Smith, Lawrence J. (1) Quincy, Florida
Smith, McKevo L. (2) Miami, Florida
Smith, Minnie D. (3) Bartow, Florida
Smith, Norma C. (3) Tampa, Florida
Smith, Rosilyn (1) Chattanooga, Tennessee
Snell, Johnny B. (3) Penny Farms, Florida
Snyder, Dorothy C. (3) Miami, Florida
Spann, Lillie J. (2) Clearwater, Florida
Speed, Yvonne D. (4) Lakeland, Florida
Spencer, Christine (4) Daytona Beach, Florida
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Warren, Mae Edith (1) Gainesville, Florida
Washington, Delores (3) Daytona Beach, Florida
Washington, Emmett H. (4) Jacksonville, Florida
Waters, Margaret A. (4) Reddick, Florida
Watley, Norma J. (3) Shreveport, Louisiana
Watson, Glendie J. (1) Lumber City, Georgia
Weathers, Rose M. (5) Warrington, Florida
White, Constance V. (2) Daytona Beach, Florida
White, Daniel R. I. (3) Gainesville, Florida
White, Herman D. (5) Eatonville, Florida
White, Joan A. (1) Daytona Beach, Florida
White, Thomas A. (3) West Palm Beach, Florida
Whitehead, Tracy D. (1) Jacksonville, Florida
Wiley, Miretha C. (2) Jensen Beach, Florida
Wilkins, John W. (2) Pittsburgh, Pennsylvania
Williams, Alberta M. (4) St. Petersburg, Florida
Williams, Bettye A. (1) Ft. Lauderdale, Florida
Williams, Bettye J. (4) Pompano Beach, Florida
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Wilson, Charles L. (3) Philadelphia, Pennsylvania
Wilson, Esther N. (3) Sneads, Florida
Wilson, Naomi A. (2) Daytona Beach, Florida
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Young, Cynthia A. (2) ........................................ Miami, Florida
Young, David (1) ............................................... Hahira, Georgia
Young, Henry (1) ............................................. Miami, Florida
Young, Irene A. (1) ........................................... Deerfield Beach, Florida
Ziegler, Queenie B. (2) ...................................... Goulds, Florida
Zimmerman, Earseleene (3) .................................. High Springs, Florida

WEEKEND STUDENTS
1962-63

Fair, Agnes M. ............................................... Daytona Beach, Florida
Foster, Louise B. ............................................. Sanford, Florida
Jackson, Dorothy ............................................. Gainesville, Florida
Kagler, Walter M. ............................................ Lakeland, Florida
Knight, Edna H. ............................................... Sanford, Florida
Pickett, Lena S. ............................................... Lakeland, Florida
Smith, Florence W. .......................................... Gainesville, Florida
Thomas, Arthur P. ............................................. Titusville, Florida
Wallace, Willa D. ............................................. Tampa, Florida
Wilson, Irene W. ............................................... Lakeland, Florida

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Division of Education

Winn, Nina M. ................................................. 3.57
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Robinson, Juanita .......................................... 3.10
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Taylor, Theresa ............................................. 3.06
Winn, Ulysses ............................................... 3.03
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- Hendrix, Wilton 3.59
- Beck, Barbara 3.45
- Gillis, James 3.35
- Chunn, Andree V. 3.34
- Williams, Robert 3.32
- Royal, Carolyn 3.26
- Brown, Billie 3.25
- Wilson, Roosevelt 3.18
- White, Daniel R. 3.15
- Gibson, George 3.13
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- Walker, Della 3.06
- Brown, Joyce C. 3.03

### Division of Science

- King, Freddie L. 3.60
- Cohens, Yvonne 3.52
- Turner, Margaree 3.50
- Filmore, Freddie 3.44
- Stafford, Shirley 3.52
- George, Sandra 3.29
- Blocker, Lonnie 3.24
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- McMahon, Mary 3.15
- Lawal, Mohammed 3.09
- Williams, Joe 3.06
- Larkins, Eddie 3.06
- Dix, Mamie L. 3.03
- Adams, Timothy 3.00
- Best, Mildred 3.00
- Evans, Lorene 3.00

### Division of Social Science

- Robinson, Shirley 3.90
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- Bartley, James 3.65
- Christopher, Margaret 3.44
- Dixon, Cherrie 3.44
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- Generette, Ann 3.13
- Goodman, Gwendolyn 3.10
- Jackson, George 3.10
- Andrews, Glenn 3.09
- Hightower, Audrey 3.06
- Jerrido, Delores 3.03
- Williams, Alberta 3.00
- Tomlin, Vinnie R. 3.00

### GEOGRAPHICAL DISTRIBUTION OF STUDENTS

**First Semester — 1962-63**

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**TOTAL STUDENT ENROLLMENT:** 720
ENROLLMENT OF COLLEGE STUDENTS
First Semester — 1962-63

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**ENROLLMENT SUMMARY:**

- Total Male Students: 273
- Total Female Students: 447
- **TOTAL STUDENTS:** 720
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KEY TO BUILDINGS

1. WHITE HALL
2. FAITH HALL
3. SCIENCE HALL
4. MOORE GYMNASIUM
5. HARRISON RHODES MEMORIAL LIBRARY
6. BAND HALL
7. COOKMAN HALL
8. FLORA B. CURTIS HALL
9. MEIGS HALL
10. COLLEGE CABIN
11. T. A. ADAMS INFIRARY
12. ANNEX
13. McLEOD HALL ANEX
14. RANSLOW LOBBY
15. THE BETHUNE FOUNDATION
16. RESIDENCE
17. LAUNDRY
18. WHITNEY COTTAGE
19. ATHLETIC FIELD
20. JONES MEMORIAL TENNIS COURTS
21. ATHLETIC BUILDING
22. COLLEGE MANOR
23. TRAVERSE (PRES. HOME)
24. GARAGE