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1947

## Southern Missionary College Announcements 1947-1948

Southern Missionary College

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### Recommended Citation

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*George J. Nelson*



# SOUTHERN MISSIONARY COLLEGE

ANNOUNCEMENTS

1947-48

SDA  
LD  
5101  
.S367  
.A16  
1948

Collegedale, Tennessee

NOT TO BE TAKEN  
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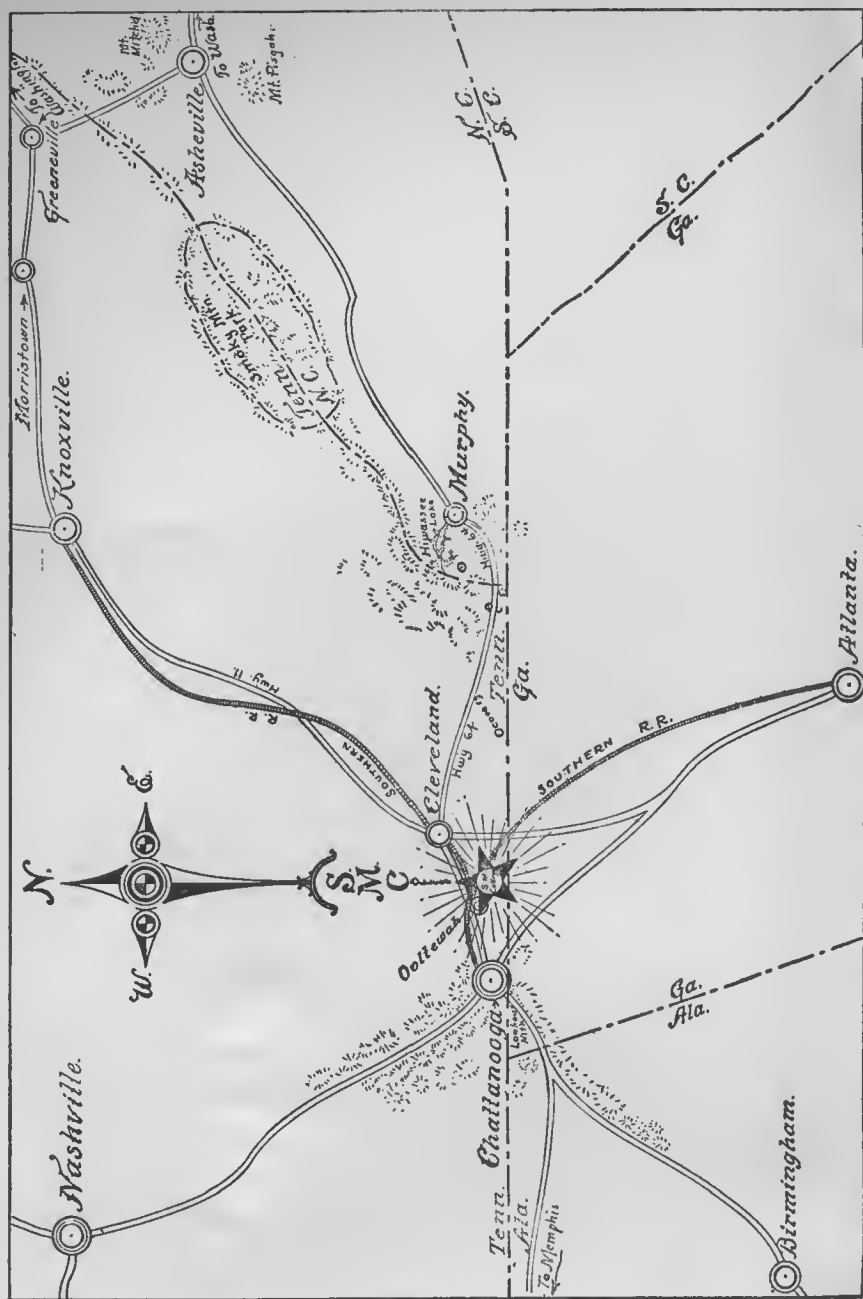
# **Southern Missionary College**

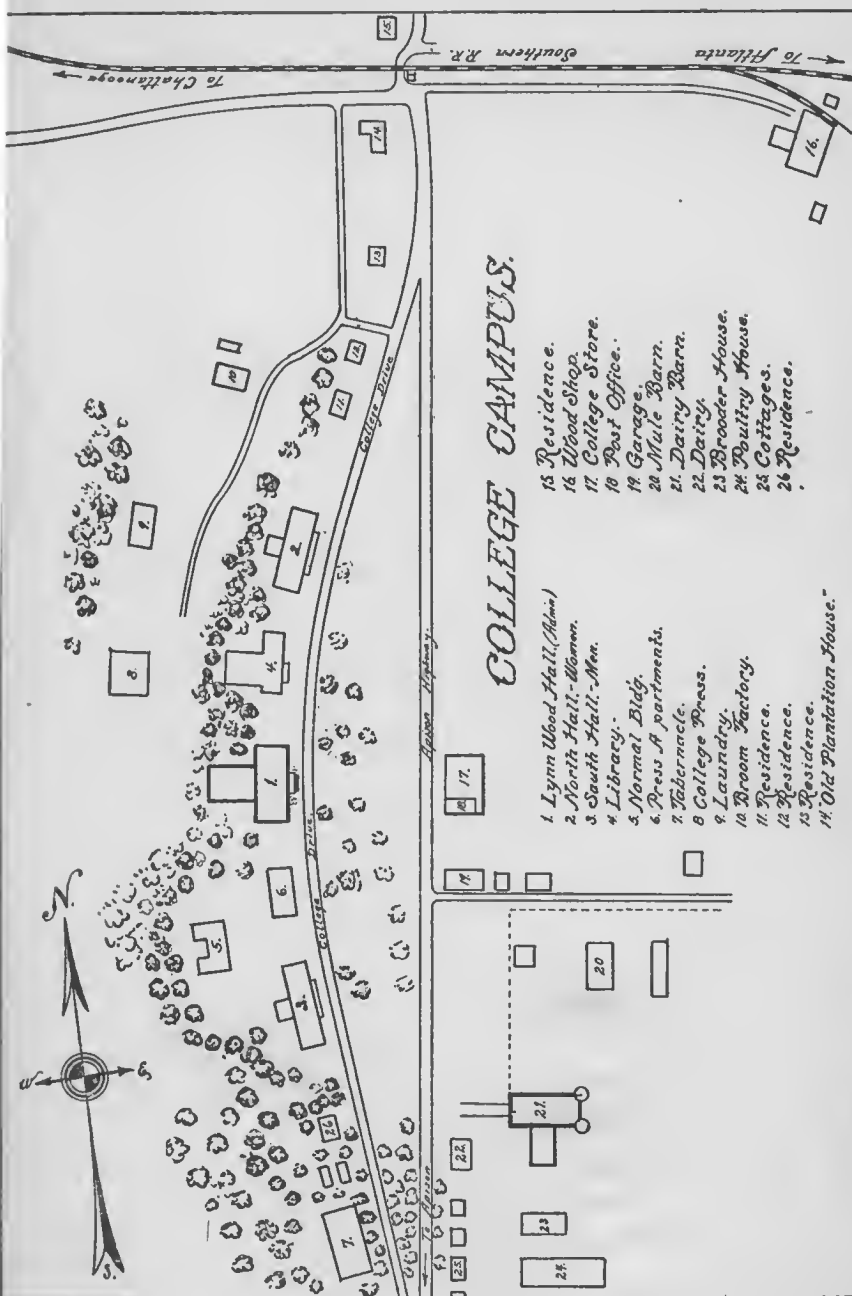
*(Formerly Southern Junior College)*

**ANNOUNCEMENTS 1947-48**

**COLLEGEDALE, TENNESSEE**

McKEE LIBRARY  
Southern Missionary College  
Collegedale, Tennessee 37315





# COLLEGE CAMPUS.

1. Lynn Wood Hall (Halls)
2. North Hall - Women.
3. South Hall - Men.
4. Library.
5. Normal Bldg.
6. Press & apartments.
7. Tabernacle.
8. College Press.
9. Laundry.
10. Broom Factory.
11. Residence.
12. Residence.
13. Residence.
14. "Old Plantation House."
15. Residence.
16. Wood Shop.
17. College Store.
18. Post Office.
19. Garage.
20. Mule Barn.
21. Dairy Barn.
22. Dairy.
23. Brooder House.
24. Poultry House.
25. Cottages.
26. Residence.

# Calendar 1947-48

1947	SEPTEMBER							1947
S	M	T	W	T	F	S		
	1	2	3	4	5	6		
7	8	9	10	11	12	13		
14	15	16	17	18	19	20		
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28	29	30						

1947	OCTOBER							1947
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1947	NOVEMBER							1947
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30								

1947	DECEMBER							1947
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1948	JANUARY							1948
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1948	FEBRUARY							1948
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29								

1948	MARCH							1948
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1948	APRIL							1948
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1948	MAY							1948
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30	31							

1948	JUNE							1948
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27	28	29	30					

SDA

LD

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.5367

.A16

1948

# Calendar of Events

1947-48

## SUMMER SESSION

Registration .....	Monday, June 16
Instruction Begins .....	Tuesday, June 17
Holiday .....	Friday, July 4
Final Examinations .....	Thursday and Friday, August 14, 15
Close of Summer Session .....	Friday, August 15

## FIRST SEMESTER

Convocation for New Students, 8:00 P. M. .... Sunday, September 14  
(For all freshmen and students transferring from other colleges)

Orientation, Tests, and Registration for *Both Semesters*, of all New Students, 8:00 A. M. .... Monday, September 15  
to 4:00 P. M. .... Wednesday, September 17

Registration for *Both Semesters*, of Returning Students,  
8:00 A. M. .... Tuesday, September 16  
to 4:00 P. M. .... Wednesday, September 17

Opening Convocation for All Students, 8:00 P. M. .... Wednesday, Sept. 17

Instruction Begins, 7:35 A. M. .... Thursday, September 18

First Vesper Service, 7:30 P. M. .... Friday, September 19

Faculty-Student Reception, 8:00 P. M. .... Saturday, September 20

Last Day to Enroll for First Semester without Payment of  
Late Registration Fee .... Sunday, September 21

Fall Week of Prayer .....

October 24 to November 1

Mid-semester Examinations .... Tuesday to Friday, November 11-14

Thanksgiving Day .....

November 27

Christmas Vacation, Close of Session .... Tuesday, December 23  
to 7:00 P. M. .... Sunday, January 4

First Semester Examinations .....Monday to Friday, January 19-23  
Close of First Semester .....Friday, January 23

## SECOND SEMESTER

Registration of Students entering Second Semester ....Monday, January 26  
Instruction Begins, 7:35 A. M. ....Tuesday, January 27  
Spring Week of Prayer .....February 27 to March 5  
Mid-semester Examinations .....Monday to Wednesday, March 22-24  
Spring Vacation, Close of Session .....Wednesday, March 24  
to 7:00 P. M. ....Monday, March 29  
Second Semester Examinations .....Monday to Thursday, May 24-27  
Senior Consecration Service .....Friday, May 28  
Baccalaureate Sermon, 11:00 A. M. ....Sabbath, May 29  
Commencement, 10:00 A. M. ....Sunday, May 30

## Board of Trustees

E. F. Hackman, <i>President</i> .....	Decatur, Ga.
Kenneth A. Wright, <i>Secretary</i> .....	Collegedale, Tenn.
Charles Fleming, Jr., <i>Treasurer</i> .....	Collegedale, Tenn.
H. J. Capman.....	Meridian, Miss.
I. M. Evans.....	Atlanta, Ga.
L. C. Evans.....	Orlando, Fla.
J. M. Howell.....	Orlando, Fla.
H. C. Klement .....	Decatur, Ga.
D. C. Ludington.....	Collegedale, Tenn.
William Sandborn.....	Fountain Head, Tenn.
F. O. Sanders.....	Charlotte, N. C.
H. E. Schneider.....	Decatur, Ga.
T. W. Steen.....	Madison College, Tenn.
W. E. Strickland.....	Nashville, Tenn.
B. F. Summerour.....	Norcross, Ga.

## Executive Committee

E. F. Hackman, <i>Chairman</i> .....	Decatur, Ga.
Kenneth A. Wright, <i>Secretary</i> .....	Collegedale, Tenn.
Charles Fleming, Jr. ....	Collegedale, Tenn.
I. M. Evans.....	Atlanta, Ga.
H. C. Klement.....	Decatur, Ga.
H. E. Schneider .....	Decatur, Ga.

## Regional Field Representatives

<i>Representative-at-large:</i> H. C. Klement.....	Decatur, Ga.
<i>For Alabama-Mississippi:</i> Wayne Foster.....	Meridian, Miss.
<i>For Florida:</i> H. M. Lodge.....	Orlando, Fla.
<i>For Georgia-Cumberland:</i> J. M. Ackerman.....	Atlanta, Ga.
<i>For Carolina:</i> L. W. Pettis.....	Charlotte, N. C.
<i>For Kentucky-Tennessee:</i> E. J. Barnes.....	Nashville, Tenn.

# The Faculty

## Administration

KENNETH A. WRIGHT, M.S.Ed. ....	President
LINTON G. SEVRENS, M.A. ....	Dean, Director of Summer Session
CHARLES FLEMING, JR., M.B.A. ....	Treasurer and Business Manager
STANLEY D. BROWN, M.A. ....	Librarian
RUBY E. LEA, A.B. ....	Registrar, Secretary of Faculty
HAROLD F. LEASE, A.B. ....	Dean of Men
ELIZA C. PARFITT, A.B. ....	Dean of Women
JAMES C. GAITENS, A.B. ....	Principal of Collegedale Academy
MILDRED E. OAKES, R.N., B.S. in Nursing ....	Director of Health Service
ELMYRA S. CONGER .....	Director of Cafeteria
OLIVIA B. DEAN, M.Ed. ....	Director of Elementary Teacher Training, Principal of Elementary School
R. G. BOWEN .....	Accountant
LANGDON ELMORE, A.B. ....	Cashier
CLARA BELLE CULVER, B.A., B.S. in L.S., .....	Assistant Librarian
J. G. GJORDING .....	Field Representative

## Instructional Staff

KENNETH A. WRIGHT, M. S. Ed., <i>President, College Problems</i> A. B., Emmanuel Missionary College M. S. Ed., Cornell University
LINTON G. SEVRENS, M.A., <i>Dean, Chemistry</i> A. B., Washington Missionary College M. A., Boston University
IRVA N. BAESSLER, A. B., <i>Elementary Supervisor, Grades Four to Six</i> A. B., Emmanuel Missionary College
EDGAR C. BANKS, B.Th., <i>Bible and Evangelism</i> B. Th., Emmanuel Missionary College
GERALD W. BOYNTON, M. A., <i>Industrial Arts</i> B. S., Madison College M. A., George Peabody College for Teachers
THERESA ROSE BRICKMAN, M. Com'l. Ed., <i>Secretarial Science</i> A. B., Union College M. Com'l. Ed., University of Oklahoma

- STANLEY D. BROWN, M. A., *Library Science*  
A. B., Washington Missionary College  
A. B. in L. S., University of North Carolina  
A. B., M. A., University of Maryland
- S. W. DAKE, A. B., *Business Administration*  
A. B., Pacific Union College
- GEORGE B. DEAN, A. B., *Biology and Chemistry*  
A. B., University of Wichita
- OLIVIA BRICKMAN DEAN, M. Ed., *Elementary Education*  
A. B., Union College  
M. Ed., University of Oklahoma
- MARY HOLDER DIETEL, M. A., *Modern Languages*  
A. B., Washington Missionary College  
M. A., University of Maryland
- DOROTHY V. EVANS, M. Mus., *Piano, Voice*  
A. B., Atlantic Union College  
M. Mus., University of Chattanooga
- PEARL HARTWELL GAITENS, A. B., *Secretarial Science*  
A. B., Union College
- \*ELAINE GIDDINGS, M. A., *English and Speech*  
A. B., Emmanuel Missionary College  
M. A., University of Southern California
- DORA L. GREVE, A. B., *Elementary Supervisor, Grades Seven and Eight*  
A. B., Emmanuel Missionary College
- RICHARD L. HAMMILL, M. A., *Bible and Biblical Languages*  
B. Th., Walla Walla College  
M. A., S. D. A. Theological Seminary
- BETTY KLOTZ HARTER, B. S., *Piano, Organ*  
B. S., Wittenberg College
- LOIS LUCILE HEISER, A. B., *Home Economics*  
A. B., Atlantic Union College
- FREDERICK B. JENSEN, Th. B., *Bible, Homiletics*  
Th. B., Walla Walla College
- MAUDE I. JONES, A. B., *English*  
A. B., Mississippi College for Women

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\* On leave 1947-48.

HULDRICH H. KUHLMAN, M. A., *Biology and Mathematics*

A. B., Emmanuel Missionary College

M. A., George Peabody College for Teachers

HAROLD F. LEASE, A. B., *Science and Mathematics*

A. B., Washington Missionary College

DON C. LUDINGTON, M. A., *English*

A. B., Emmanuel Missionary College

B. S., George Peabody College for Teachers

M. A., George Peabody College for Teachers

ROBERT E. LYNN, A. B., *Printing*

A. B., Union College

HAROLD A. MILLER, M. Mus., *Director of Music; Theory, Piano, Voice*

B. Mus., Otterbein College

M. Mus., Eastman School of Music, University of Rochester

GEORGE J. NELSON, M. S., *Physics and Mathematics*

B. S., Emmanuel Missionary College

M. S., University of Colorado

MILDRED E. OAKES, B. S. in Nursing, *Health and Prenursing*

R. N., Florida Sanitarium and Hospital

B. S. in Nursing, Emmanuel Missionary College

NELLIE J. SMITH, *Elementary Supervisor, Grades One to Three*

AMBROSE L. SUHRIE, Ph. D., *Resident Educational Consultant*

Ph. B., John B. Stetson University

M. A., University of Pennsylvania

Ph. D., University of Pennsylvania

Litt. D., Duquesne University

LL. D., John B. Stetson University

LEIF KR. TOBIASSEN, A. B., *Social Sciences*

A. B., Emmanuel Missionary College

JOSEPH A. TUCKER, M. S., *Agriculture, Secondary Education*

A. B., Union College

M. S., Iowa State College

CHARLES E. WITTSCHIEBE, M. A., *Bible*

B. R. E., Atlantic Union College

M. A., S. D. A. Theological Seminary

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INDUSTRIAL SUPERVISORS

R. E. Lynn.....	College Press
George R. Pearman.....	Maintenance
John B. Pierson.....	Farm and Dairy
J. A. Tucker.....	Fruit and Campus
Esther Holsten Williams .....	Laundry



# General Information

## History

Southern Missionary College, a Seventh-day Adventist institution, was founded in 1893 as Southern Training School, at Graysville, Tennessee. Twenty-three years later the school was moved to Collegedale, Tennessee; and there, in 1916, it was reopened as Southern Junior College. The exigencies of a rapidly expanding student body necessitated the transfer, in the spring of 1944, to senior college status, and the first four-year seniors were graduated from Southern Missionary College in 1946.

Southern Missionary College is incorporated under the laws of the State of Tennessee, the Board of Trustees assuming entire responsibility for the financial support and management of the institution.

## Objectives and Scope

Southern Missionary College offers facilities for a liberal education in literature, science, and the arts; for special training in diversified fields; and for preprofessional courses for those planning to enter schools of medicine, nursing, and dentistry. Programs may be planned leading to the degrees of Bachelor of Arts, Bachelor of Science in various curriculums, and Bachelor of Arts in Theology.

It is the conviction of the college that its resources should be used as efficiently as possible in preparing students to enter religious, professional, business, and vocational fields of endeavor. Students are inculcated with the ideals of veracious scholarship, honest labor, and, above all, with the ideals of moral rectitude, integrity, and nobility of character.

## Location

Southern Missionary College is located on a one-thousand-acre estate in a valley eighteen miles east of Chattanooga. The Southern Railway passes through the institutional estate.

The campus lies three miles from Ooltewah, junction point of the Atlanta and Knoxville divisions of the Southern Railway. Ooltewah is also on the Lee Highway No. 11, which connects Washington, D. C., and other cities in the East with Chattanooga and other southern points.

Daily bus service to Chattanooga and tri-weekly town trips by the college station wagon provide students with ample transportation facilities. The Chattanooga airport is located only a few miles from the college.

## Accreditation

The junior college years at Southern Missionary College are fully accredited by the Southern Association of Colleges and Secondary Schools, by the Tennessee State Department of Education, and by the Seventh-day Adventist Board of Regents. The college is a member of the American Association of Junior Colleges, the Southern Association of Private Schools, the Tennessee College Association, and the Mid-South Association of Private Schools.

## Summer Session

The college conducts a nine-week summer session. A normal scholastic load for the summer term is eight hours; nine hours is the maximum load.

The Summer Session Announcement of Southern Missionary College, containing detailed statements of the several courses and information of general interest to students, will be sent on application to the Director of the Summer Session.

## Special Information For Veterans Of World War II

If you are a holder of an honorable discharge from the military service of the United States, you are eligible for educational benefits—the extent depending quite largely on your term of service. Southern Missionary College is fully recognized as a training center for veterans. In general the rules for admission and continued registration of veterans are the same as for other students, except that veterans who have not finished high school may qualify for admission to certain curriculums by passing successfully the General Educational Development tests at the high school level.

Most veterans receive educational benefits under the Public Law 346, commonly known as the G. I. Bill of Rights. A veteran holding a medical discharge from the services is eligible only under Public Law 16; others have the option of receiving benefits under Public Law 346 or Public Law 16.

Veterans are advised to determine beforehand, if possible, which plan is a greater financial benefit to their individual cases.

### PROCEDURE FOR OBTAINING BENEFITS

1. Get in touch with your local veterans service center, or with the state office of the Veterans Administration if possible. A personal interview is desirable but not essential. Obtain a copy of the proper form of application, Veterans Administration Form 1950.

2. Fill out the form for section A and be sure to accompany it with a certified copy of your discharge papers, and if you are married, a certified copy of the public record of your marriage. You can obtain this latter information from the office of the county clerk of the county in which you were married. County clerks are familiar with furnishing this information, and if you will specify the purpose of your request, you will receive the proper papers.

File this form with its accompanying documentary evidence with your proper state office several weeks, if possible, before you plan to come to the college.

3. If you are eligible, you will receive from the Veterans Administration your application 1950 returned with section B filled out. This section B on Form 1950 is called Certificate of Eligibility and Entitlement. This section gives us information that we will need at the time you come to enroll for your school work. Preserve this document carefully. It is an official authorization of the government to us to extend to you the benefits to which you, as a veteran, are entitled.

No student will be enrolled in the college without this document unless he has been so recently discharged from the service as to make it impractical for him to obtain it before coming to college.

4. Students who may be attending other schools under the G. I. Bill of Rights, or Public Law 16, and who wish to transfer to Southern Missionary College must obtain from the Veterans Administration operating in the location of the school where they are now in attendance, an amended certificate of eligibility. This amended certificate of eligibility must be presented to Southern Missionary College at the time of entrance. Of course, such students will have made prior application to this college for admission.

5. Veterans holding medical discharges, or others eligible under Public Law 16, will receive special documents in place of the regular certificate of eligibility. The same general procedure for obtaining benefits is used by all.

#### WHAT THE G. I. BILL OF RIGHTS PROVIDES

1. The Veterans Administration will pay direct to the school the charges for tuition, fees, required books and supplies.

The minimum number of college hours for which the veteran may draw full subsistence is twelve for a semester.

Fees include the following: registration, laboratory, music and others. Fees DO NOT include the advance deposit, as explained later, which must be made by the veteran at his own expense.

Books and supplies are paid for only if they are required of non-veterans taking the same courses. The Veterans Administration will not pay for reference books or "outside reading" books which are available at the library. It will pay for a Bible if the veteran does not have one, and if a Bible is required of non-veterans in the same course. It will pay for inexpensive notebooks, paper, ink, pencils, and other essentials.

2. The Veterans Administration will pay a living allotment each month to eligible veterans. The amount will depend on whether or not the veteran is single, or has dependents; and whether he is under Public Law 346 or under Public Law 16. The usual amount is \$65 each calendar month for a single veteran and \$90 each month for one with dependents.

This allotment is sufficient for the veteran to keep up current expenses under careful management. From this allotment he is expected to keep up to date his obligations to the school for board, room, laundry, and such other items as are not paid to the school direct from the Veterans Administration.

The veteran may supplement his living allotment by part time work if he wishes and if his school load permits. The average student is able to do about fifteen hours of remunerative work per week and still carry a full load of course work. Even this comparatively small amount of labor will count up quite rapidly in supplementing regular living allotments.

Veterans Administration regulations do not permit outside earnings of more than \$110 per month in addition to the regular allotment. It is improbable that any veteran can expect to earn even this amount and still carry a satisfactory load of school work.

3. Veterans in planning their school career should carefully consider the adequacy of the living allotment to meet all personal needs. Particularly is this true of those who plan a year around program, or of those who have dependents. In many cases, it might be advisable for veterans to consider carefully the wisdom of seeking occasionally remunerative employment over the summer months in order to replenish personal funds.

4. Veterans attending school under Public Law 16 are expected to attend all regular school sessions the year around, including the summer school, until their course is completed. As a rule, veterans under Public Law 16 do not have the freedom of choice or the freedom of interrupting school work for vacation periods as other veterans do. Public Law 16 in many cases is more generous with the veterans than is Public Law 346. Students should determine beforehand which law is of the greatest personal advantage to them.

### THE ADVANCE DEPOSIT

This is not a fee, and therefore, is not paid by the Veterans Administration. It is expected of all students who enter the school and is payable upon registration. Veterans should not expect the school to wait for this deposit until the living allotment starts, which will likely be the first week in November for those who enter in the fall term of 1947, and probably the first of July or the first of August for those who enter the summer term.

As has already been explained, the living allotment is adequate to keep up current expenses under careful management. The advance deposit is not a current expense and must be provided prior to the opening of the school term along with other necessities for entering college.

Like the advance deposit of all other students this one is "figured back" to the veteran's personal account at the close of the school term.

### CREDIT FOR IN-SERVICE TRAINING

Veterans who are contemplating a period of training under the provisions of the G.I. Bill of Rights should have sent to the college for consideration with their application for admission, their application for credit for educational achievement during military service.

Veterans of World War II no longer on active duty may apply for high school or college credit by writing directly to the Registrar of the college, and by inclosing with their letter a certified copy of W.D., A. G. O. Form 100, Separation Qualification Record; or Notice of Separation from the Naval Service, NavPers 553; or U.S.M.C. Report of Separation; or Notice of Separation from the U. S. Naval Service—Coast Guard, 553. In the case of Naval commissioned or warrant officers, the Officer's Qualification Record Jacket (NavPers 305), a certified copy thereof, or a statement from the Bureau of Naval Personnel covering the data desired should be submitted to the college.

The Army Form (A.G.O. Form 100, Separation Qualification Record,) indicated in the above paragraph has been in use only since the establishment of Army Separation Centers. Persons discharged before these centers were in operation will not have available A.G.O. Form 100 and few of them will have made arrangements to file a USAFI Form 47, Application for Credit for Educational Achievement During Military Service.

Army veterans separated from the service prior to the institution of the Army Separation Qualification Record (W. D., A. G. O. Form 100) may secure an official statement from the Army of their service training

and education, excluding courses administered by the United States Armed Forces Institute, by directing a request to the Adjutant General, Washington 25, D. C. Each request should contain the following information:

1. Full name (given name, middle initial, and surname).
2. Army Serial Number (enlisted, officer, or both where applicable)
3. Statement of desired information.
4. Names and locations of service schools attended, date entered, name of course(s), and any additional data which would assist the Adjutant General in preparing the desired statement.

### Governing Standards

Southern Missionary College is open to any high school or academy graduate who is qualified to pursue with profit the courses of study offered at the college. Veterans who have not finished high school may qualify for admission by passing successfully the General Educational Development tests at the high school level.

Of paramount importance, in the judgment of the college, is the religious phase of the student's education. Students applying for entrance to the college thereby pledge themselves to maintain the Christian standards of the institution, to attend all regularly scheduled religious services, and to give due respect to things spiritual.

Any student who does not maintain a satisfactory scholarship or industrial record, or who, in the judgment of the faculty or its duly authorized committees, is unresponsive or non-cooperative in his relation to the objectives of the college, may be dismissed without specific charges.

**MORAL CONDUCT.** Students must abstain from indecent or disorderly behavior, from profane or unbecoming language, from the use of tobacco and alcohol, from reading pernicious literature, from playing cards, from visiting pool rooms or gambling places, from attending the opera, the motion picture theater, dances, or any other entertainment not approved by the college.

**AUTOMOBILES.** Concerning the possession and use of motor vehicles, the college has adopted the policy that unmarried dormitory students may not bring to the campus or operate a motor vehicle.

**LEAVE OF ABSENCE.** Permission for ordinary leave of absence from the campus is to be obtained from the dean of men or the dean of women. The *Students' Handbook* should be consulted for information regarding week-end and other special leaves.

**MARRIAGES.** A student marrying during the school year is requested to withdraw. A clandestine marriage may disqualify an applicant for acceptance as a student, or may be cause for his dismissal if learned of after he has enrolled.

**ANNOUNCED REGULATIONS.** Any regulation adopted by the faculty and announced to the students will have the same force as those printed in the catalogue or in the *Students' Handbook*.

## Extracurricular Services and Activities

**COUNSELING AND GUIDANCE.** The counseling service of the college is designed to supplement the instructional program by providing opportunity for the guidance of every student. An endeavor is made to help each student adjust his entire program to his individual needs, capacities, and talents, so that it will contribute to his success in college and in after life.

**RESIDENCE.** All unmarried students who do not live with their parents, near relatives, or legal guardians, are expected to live in the residence halls on the campus. Exceptions may be made occasionally for reasons approved by the administrative officers of the college.

Information as to room furnishings to be supplied by the student is given in the *Students' Handbook*, which is mailed to each person who applies for admission, or is otherwise available upon request.

**HEALTH SERVICE.** The health service is under the direction of a resident registered nurse. It includes physical check-ups and examinations, clinical and infirmary service, isolation and protection in the case of infectious or contagious diseases, health education, and supervision of sanitation.

**RELIGIOUS LIFE AND CAMPUS ORGANIZATIONS.** The local church, the Sabbath school, the Missionary Volunteer society and its auxiliaries, the Gospel Workers' Seminar, the colporteur band, the mission study groups, and the prayer bands contribute to the devotional and prayer life of the student and afford opportunities for training in leadership, teaching, and church endeavors.

Scholastic and cultural organizations which meet the needs of different groups are the departmental clubs, various study groups, several music organizations, and the clubs in the school homes.

**PARTICIPATION IN EXTRACURRICULAR ACTIVITIES.** The extent to which students may participate in extracurricular activities is subject to regulation, in order to help them maintain satisfactory standards of scholarship.

CONVOCATION, THE LYCEUM, ATHLETICS. At various times during the school year distinguished speakers address the students at the chapel hour. A lyceum course of lectures, travelogues, and musical numbers, is sponsored by the college. Students of Southern Missionary College do not participate in intercollegiate athletics, but a program of recreational activities is maintained.

FINANCIAL AID. In the operation of the college, a large volume of employment is offered to students. Under the guidance of skilled supervisors, this work affords valuable training, and brings a college education within the reach of many who would otherwise find it impossible to attend school.

PUBLICATIONS. Under the direction of a sponsor appointed from the faculty, the students edit and publish biweekly *The Southern Accent*, which gives the news of the campus and vicinity. *Southern Memories*, the yearbook of the college, is published by a student staff under the supervision of a faculty adviser.

### The Preparatory School

Connected with the college is Collegedale Academy, a fully accredited preparatory school. While this school has a separate organization, it shares with the college the facilities of the latter. For information, write to the principal of Collegedale Academy.

# General Academic Regulations

## Admission

**APPLICATION PROCEDURE.** An applicant for admission will fill out and mail to the registrar an application blank from the Bulletin, or one furnished, upon request, by the college.

The room reservation fee of \$5.00 should accompany the application for admission. It will be credited to the first month's statement; or will be refunded if the applicant is not admitted, or if he decides not to enter and notifies the college not later than August 1, 1947.

Official credentials, which in every case include a complete record of all previous secondary school credits (and college credits, if any), should be sent to the registrar soon after the close of the school year. If the application for admission is not received at least two weeks before the opening of the school year, it may not be possible for the applicant to be notified of his status so he can enter on the opening date.

Transcripts of credit accepted toward admission become the property of the college and are kept on permanent file.

**FRESHMAN STANDING.** Graduates of accredited four-year secondary schools are admitted to freshman standing upon properly certified transcript of credits, but such students may have subject deficiencies to make up.

Graduates of unaccredited schools, whose official transcripts show sixteen acceptable units, may qualify for freshman standing by passing such entrance examinations as may be required.

Conditional freshman standing may be given to a person who has completed fourteen acceptable units. When possible, the remaining two units are to be earned during the first year of attendance at the college.

Veterans who have not been graduated from high school may qualify for admission to certain curriculums at Southern Missionary College by passing successfully the General Educational Development tests at high school level. For further information concerning admission of veterans, see the section, "Special Information for Veterans of World War II."

**ADVANCED STANDING.** Students who have attended other institutions of collegiate rank may be admitted to advanced standing on presentation of a transcript of credits, including those from secondary schools, and a certificate of honorable dismissal. Advanced standing is allowed only on work of "C" average; the credit is regarded as provisional at the time of the applicant's admission, and will not be recorded and re-issued on transcript until after the applicant has attended this college for one semester or the equivalent, and has earned during that time not less than twelve hours with a scholarship average of "C."

A maximum of seventy-two hours may be accepted from a junior college.

**ADMISSION AS A SPECIAL STUDENT.** A person over twenty-one years of age who has not completed secondary school may be admitted as a special student (not a candidate for a degree or a diploma), provided he secures the approval of the registrar and of the instructor whose course he wishes to take.

### Admission Requirements for the Several Curriculums

**LIBERAL ARTS.** For admission to the curriculum leading to a Bachelor of Arts degree the following units are required:

English .....	3
Foreign language (both units in same language).....	2
Mathematics (algebra and plane geometry recommended; commercial or other applied mathematics does not satisfy this requirement).....	2
Science (laboratory science, such as biology, physics, or chemistry) .....	1
Bible (one unit for each year of attendance in an academy, to a total of 3).....	1-3
History (one unit of history, or one-half unit of American history and one-half unit of civics).....	1
Vocational .....	1
Elective.....	Sufficient to make a total of 16 units.

**THEOLOGICAL CURRICULUM.** The same pattern of entrance units as for the Liberal Arts curriculum is required for this curriculum leading to the degree of Bachelor of Arts in Theology. See list above.

**BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION.** For information as to units required for admission to this curriculum, see list given under "Liberal Arts".

**BACHELOR OF SCIENCE IN ELEMENTARY EDUCATION.** A person who has finished secondary school is admitted without deficiencies to this curriculum if he has the following units:

English .....	3
Bible (one unit for each year of attendance in an academy, to the total of 3) .....	1-3

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Mathematics .....	1
Science .....	1
Social Studies .....	2
Vocational .....	1
Elective .....	Sufficient to make a total of 16 units

**BACHELOR OF SCIENCE IN HOME ECONOMICS.** For admission to this curriculum, completion of secondary school, but no specific pattern of units, is required. It is recommended that the student have credit for algebra and geometry among the units presented for admission.

**BACHELOR OF SCIENCE IN RELIGIOUS EDUCATION.** Completion of high school, but no specific pattern of units, is required for admission. It is recommended that as far as possible the applicant meet the requirements for admission to the liberal arts curriculum.

**BACHELOR OF SCIENCE IN SECRETARIAL SCIENCE.** For admission to this curriculum, completion of secondary school, but no specific pattern of units is required. It is recommended that as far as possible, the same units be presented as are specified for admission to the liberal arts curriculum.

**TWO-YEAR ELEMENTARY TEACHER TRAINING.** This curriculum comprises the first two years of the curriculum leading to a Bachelor of Science in Elementary Education. See above for information as to specified units for admission.

**INDUSTRIAL ARTS.** For admission to this curriculum no specific pattern of secondary school units is required; but if the student wishes to qualify later for a degree he must fulfill the requirements of the curriculum leading to the degree sought.

**TWO-YEAR SECRETARIAL.** This curriculum comprises the first two years of the curriculum leading to a Bachelor of Science in Secretarial Training. Completion of four years of secondary school is required for admission.

**PRE-PROFESSIONAL CURRICULUMS.** The following pattern, with graduation from an accredited secondary school and completion of the necessary college courses, satisfies the requirements for admission to many schools of medicine, dentistry, and nursing; but inasmuch as requirements for admission to professional schools differ, a student preparing for professional training should acquaint himself with the secondary and collegiate requirements for admission to the particular school he desires to enter, and plan both his secondary school and college program to meet these requirements.

English .....	3
Foreign language (both units in one language).....	2
Algebra .....	1
Geometry .....	1
History (one unit may be civics).....	2
Science (chemistry or physics required).....	2
Bible (one unit for each year of academy attendance).....	1-3
Vocational .....	1
Electives .....	3-1
Total .....	16

**DEFICIENCIES.** A student who has sufficient total acceptable units but lacks specific required units, may be admitted to college and may make up entrance deficiencies, except mathematics, by taking college work in these subjects. These hours apply as elective credit toward graduation, except that credit in foreign language and Bible applies toward the basic requirements in these fields. Arrangements for removing all entrance deficiencies should be made at the time of first registration.

When a college course is taken to remove an entrance deficiency, four hours are counted as the equivalent of one secondary school unit.

**MISCELLANEOUS.** One unit of credit in a modern foreign language is not accepted toward admission, unless the second unit is earned or the language continued in college.

### Registration

Registration for both semesters begins at 9:00 A. M. Monday, September 15. Care should be taken to secure a proper sequence of courses. It is important that students complete their registration during the days assigned for that purpose. See the section on expenses for information as to the fee for late registration.

Freshmen and others entering this college for the first time take the placement examinations given by the college at the time of registration.

Experience has demonstrated the fact that any student who enters school late places upon himself a serious handicap at the outset. This is particularly true in such courses as science, mathematics, and foreign language. Therefore, students who come more than two weeks late will not be enrolled for full course work, and may be denied admission to

certain courses because of the difficulty of making up the work. Absences incurred by late entrance count toward a student's class standing.

No grades will be recorded for a student who has not been properly registered for a course.

**CHANGES IN REGISTRATION.** After registration is completed, any change of program is made by means of a program voucher obtained from the registrar. This voucher is to be signed by the instructor in each course affected, and returned by the student to the registrar's office. The change in registration is not effective until the voucher has been signed and returned.

A student may change his program without charge, upon approval of his adviser, the registrar, and the teachers concerned, during the first week of each semester. A fee of two dollars will be charged for change of program after the first week.

Drop vouchers affecting registration for the current semester are not accepted after the beginning of semester examinations.

A course dropped without permission at any time will be recorded as a failure.

**SEMESTER HOUR.** A semester hour represents one fifty-minute lecture or recitation per week, or the equivalent, through a semester of eighteen weeks.

**STUDENT LOAD.** Sixteen semester hours constitute a normal full load for a semester. If a student is working to defray expenses, his course load will be adjusted accordingly. The minimum semester load of a student living in the dormitory is eight hours.

On recommendation of his adviser, and approval by the dean of his written application, a student of exceptional ability whose previous scholastic record has been above average may register for eighteen hours; but in no case may more than eighteen hours of residence work, or of residence and correspondence work, be carried during a semester.

**COURSE NUMBERS.** Odd numbers represent first semester courses; even numbers, second semester courses. Courses numbered below 100 are lower division courses, taken largely by freshmen and sophomores; those numbered 100 or above are upper division courses, open to juniors and seniors. In exceptional cases, sophomores may be admitted to certain upper division courses, usually for lower division credit. See "Admission of Sophomores to Upper Division Courses."

Courses marked with two numbers separated by a hyphen (e.g., 1-2) are year courses, the semesters to be taken in the order given. Credit for the first semester only will not apply toward meeting the requirements for a diploma from any curriculum.

Courses with numbers separated by a colon (e.g. 11:12) are year courses of which either semester may be taken first; but both semesters must be taken before the credit may apply toward graduation from any curriculum.

**ADMISSION OF SOPHOMORES TO UPPER DIVISION COURSES.** A sophomore may register for one or more upper division courses, for upper division credit, provided he has earned, with an average of "C" or above, fifty hours including basic freshman and sophomore courses already taken, and provided, also, that his current registration completes the fulfillment of lower division basic, major and minor requirements.

In exceptional cases, a sophomore may be admitted to certain upper division courses, for lower division credit.

A sophomore desiring admission to an upper division course makes application on a blank obtainable from the registrar's office.

**SPECIAL HOURS.** On permission of the committee on scholarship and academic standards, a senior may earn an additional hour in an upper division course completed or being carried in his major or minor field.

**AUDITING COURSES.** A student may audit a course only by permission of the registrar and the instructor concerned, and should register as an auditor at the time of other registration. No credit is given for a course audited. The tuition charge is one-half that for credit.

## Classification of Students

Students are classified by the registrar. The following schedule governs the classification of students:

**FRESHMAN.** Completion of a four-year high school course, except that a freshman may be admitted conditionally on the completion of fourteen acceptable units, the remaining two units to be taken during the freshman year.

**SOPHOMORE.** Thirty hours with a "C" average, the hours to include basic requirements completed, and the average to be computed separately on hours earned in Southern Missionary College.

**JUNIOR.** Sixty-two hours with a "C" average, the hours to include basic requirements completed, and the average computed separately on the hours earned in Southern Missionary College.

For membership in the junior class organization, all entrance deficiencies must have been removed and the junior year's work must have been carried satisfactorily to the time of admission to the class, and the remaining hours, in addition to current registration, to be completed for

a degree shall not be more than can be earned in one summer and the senior year.

**SENIOR.** Ninety-four hours of "C" average (this average separately from Southern Missionary College) at the beginning of the first semester, with current registration to satisfy all remaining requirements for a degree.

For membership in the senior class organization the senior year's work must have been carried satisfactorily to the time of admission to the class. If a course is taken by correspondence during the senior year, the transcript of credit and the report that the validation examination has been passed must be on file in the registrar's office before the student is eligible for membership in the senior class.

**ADULT SPECIAL.** A person at least twenty-one years of age who is not working toward the fulfillment of degree requirements. For further information, see "Adult Special" section under "Admission."

### Attendance Regulations

**CLASS ATTENDANCE.** Regular attendance at all classes is expected of every student. If a student is absent because of illness or emergency, he should file promptly in the office of the dean an excuse for the absence. For a dormitory student the excuse for absence occasioned by illness must be approved by the health service. To be acceptable an excuse must be filed in the dean's office within the time specified following the posting of the list of absences. Absences occasioned by late entrance, leave of absence from campus, trips to town, or visits of relatives or friends, are not excusable.

Three tardinesses count as one absence.

Class or laboratory work missed may be made up only by permission of the dean.

If a student is absent because of illness or other circumstances beyond his control from one or more class appointments adjacent to vacation, he may, at the discretion of the dean, be exempt from the double-point loss for such absence. He should make written application for exemption, stating his reasons fully.

A student who permits his absences from any class or laboratory to exceed the number of semester hours in the course thereby forfeits his membership in that course and may be reinstated only on permission of the dean. A student will be notified by the dean when he has reached the limit, and notification will be sent to the teachers when the limit has been exceeded.

Teachers are requested to arrange for classes adjacent to a vacation as outlined under a,b,c, or to devise an equivalent procedure:

- a. The last class appointment preceding vacation: a quiz with double point value.
- b. The first class appointment following vacation: a lecture.
- c. Second class appointment following vacation: a double point value quiz on the lecture provided for under item b.

On approval of the instructor, a junior or a senior on the dean's list will not be held strictly to the attendance requirements of a course so long as he maintains his work in each course at a "B" level.

**CHAPEL ABSENCES.** Three unexcused absences from chapel without penalty are allowed in a semester. The fourth unexcused absence necessitates the payment in cash of a fine of \$1.00 which cancels only one absence, leaving three unexcused. The next unexcused absence brings the student's name to the government committee for consideration.

Three tardinesses to chapel are counted as one absence.

To be acceptable, an excuse for absence from chapel is to be filed in the dean's office within one week from the date of the absence.

Excuses for absences caused by illness are to be approved by the health service, but it is the student's responsibility in every instance to file his excuse at the dean's office.

## Correspondence and Extension Work

Southern Missionary College offers no extramural instruction; therefore all credits from this college must be earned in residence.

The maximum of correspondence and/or extension credit which may apply on a four-year curriculum, is twelve hours; proportionately less for shorter curriculums.

It is strongly urged that students plan their college course schedule so that it will not be necessary to take a course by correspondence during the senior year; but if correspondence credit is earned during the senior year, the transcript of credit and a report that the validation examination has been passed must be on file in the office of the registrar before the student is eligible for membership in the senior class.

Credit earned by correspondence after failure in the same course at Southern Missionary College will be accepted only if the entire course was taken by correspondence (not taken on a review basis).

In no case may more than eighteen hours of residence work and correspondence work be carried in a semester.

Within the limits outlined above, the acceptance of credit earned by correspondence is dependent on the following:

1. The student must pass the validation examination over the course, given by the college.
2. The grade earned by correspondence shall be at least a "C."
3. The credit must be applicable on the curriculum in which the student is enrolled.
4. The correspondence course must have been taken by permission of the college during a period of resident attendance, or followed by the earning in this college of twelve hours with a scholarship average of "C."

### Examinations

**COURSE EXAMINATIONS.** Examinations are given in all courses at the end of each semester. Students are expected to take examinations at the time scheduled, unless prevented by illness or other unavoidable circumstance.

**ENTRANCE EXAMINATIONS.** See "Freshman Standing" under "Admission."

**EXEMPTION EXAMINATION.** A student may be exempt by examination from a specific course requirement for graduation (such as within the basic group, or within or accompanying a major or a minor) provided he passes with a grade of at least "C" a comprehensive examination covering the particular course. The examination for exemption shall be prepared and administered under the direction of the committee on scholarship and academic standards. No hours of credit are given for an exemption examination. Fee, \$2.00.

**SPECIAL EXAMINATIONS.** Special examinations are given when justified by circumstances, such as sickness or necessary absence from the campus. A fee of one dollar is charged for each special examination. Instructors may give such examinations only upon evidence of properly signed receipts.

A re-examination is permitted only upon vote of the faculty.

**VALIDATION EXAMINATIONS.** A validation examination, given by the college, is required over a course taken by correspondence. A validation examination may be required to validate credits earned in residence in another institution. The fee for a validation examination is \$1.00.

## Grades and Reports

Reports of scholarship are issued to students and their parents at the mid-semester and at the close of the semester. Semester grades are permanently recorded by the college for future reference.

The following system of grading is used:

Grade	Grade Points per Semester Hour
A—Superior .....	3
B—Above average .....	2
C—Average .....	1
D—Below average .....	0
F—Failure .....	Minus 1
E—Warning for below passing scholarship; no grade higher than "D" in the course for the semester; becomes "F" if not removed within a year after date re-reported.	
I—Incomplete because of illness or other unavoidable delay; becomes "F" if not removed within a year after date reported.	
W—Withdrew passing	
Wf—Withdrew failing .....	Minus 1
Au—Audit	

Unless acceptable explanation, such as serious illness, can be given, a student whose work is reported unsatisfactory may be asked to withdraw from school.

A grade correctly reported to the registrar can be changed only upon repetition of the course.

When a course is repeated to raise a grade, it must be done before a more advanced course in the same field is completed.

Credit may not be earned in a course after a more advanced course in the same field has been taken.

No grades will be recorded for a course for which the individual concerned has not registered.

### Dean's List

This honor list, compiled each semester, is composed of the names of those juniors and seniors who carried twelve hours or more during the preceding semester and who for that semester earned a grade of "B" or above in each course carried.

A student on the dean's list may, at the discretion of the instructor, be excused from class attendance so long as his standing in each course is "B" or above.

### Honor Roll

An honor roll is compiled twice each semester. It contains the name of each student who for the period covered has carried a minimum of eight semester hours, has attained a "B" average, and has received no grade of "I," "E," "F," or "Wf."

# Graduation Standards

Southern Missionary College offers curriculums leading to degrees as follows: Bachelor of Arts, Bachelor of Arts in Theology, Bachelor of Science in Business Administration, in Elementary Education, in Home Economics, in Religious Education, and in Secretarial Science.

Junior college curriculums leading to diplomas are: Industrial arts, elementary teacher training, secretarial, premedical, predental, and pre-dietetics.

## General Requirements

A student may qualify for graduation by fulfilling all curriculum requirements for the degree or diploma sought and by meeting the standards of the college as to character. A student who discontinues attendance for two consecutive years must meet the requirements for graduation published in a catalogue current after his re-entrance.

A student who has received one bachelor's degree may receive a second bachelor's degree provided that all specified requirements for both degrees are fully met, and provided also that the curriculum offered for the second degree includes at least twenty-four semester hours earned in an additional year of residence and not counted for the first degree.

*The responsibility for meeting graduation requirements rests primarily upon the student. He should acquaint himself with the published requirements and plan his college course so as to fulfill these requirements.*

## Candidacy for Graduation

To be graduated at commencement a student must have completed all requirements for graduation. A student may become a candidate for graduation when he enters upon a semester during which it will be possible for him to complete all the requirements for graduation. Formal application for graduation should be made at the registrar's office during the first semester of the senior year.

All resident candidates for graduation must be members of the senior class.

## Honors Diploma

A college student of good character whose record at the time of graduation shows no grade below "C" and with a point rating of 2.5 or above, will be granted an "Honors" diploma.

## Graduation in Absentia

Each candidate for graduation must be present to receive his diploma, unless granted written permission by the president of the college to be

graduated *in absentia*. Request should be made early in the second semester of the senior year and permission will be granted only in cases of evident necessity.

Since the college has but one graduation exercise a year, at the close of the winter session, a student who completes at the close of the summer session the requirements for graduation will be graduated the following spring or may receive his diploma *in absentia* as of the close of the summer session.

DEGREE CURRICULUMS

Bachelor of Arts

GENERAL REQUIREMENTS

1. Admission to the liberal arts curriculum.
2. A minimum of 128 hours in courses applicable toward this degree.
3. The total hours for a degree shall include a major and a minor, or two majors, chosen from liberal arts fields and from different departments. For detailed information see "Major and Minor Requirements."
4. A minimum of forty hours of upper division credit.
5. An average of one grade point per hour on all credits applied toward graduation, the grade point average on residence and accepted credits being figured independently.
6. The senior year is to be spent in residence in this college, with the last twenty-four hours which apply on the senior year's work earned in residence during this time.

BASIC REQUIREMENTS

COLLEGE PROBLEMS ..... 1 hour  
Required in the freshman year.

ENGLISH ..... 10 hours  
Six hours must be in composition, which is to be taken in the freshman or the sophomore year. The remaining four hours must be in literature.

FOREIGN LANGUAGE ..... 6-14 hours

1. Six hours for one who continues the same foreign language in which two units have been earned in secondary school. To be taken in the freshman or the sophomore year.
2. Twelve hours in one language for one who has two units in one foreign language in secondary school and takes a different language in college. Should be taken in the freshman and sophomore years.
3. Fourteen hours in one language for one who has had no foreign language in secondary school, or has less than two units of credit in one foreign language. Should be taken in the freshman and sophomore years.
4. This requirement may be fulfilled by credit in Greek, Latin, or a modern foreign language.

**SOCIAL SCIENCE ..... 12 hours**

Six hours must be history, which is to be taken in the freshman or sophomore year; the remaining six hours may be chosen from courses in economics (Courses 51-52), geography, history, political science, sociology.

**BIBLE ..... 12-16 hours**

A student presenting three or more units of credit in Bible from the secondary school will take twelve hours; one presenting two units, fourteen hours; and one presenting one unit or less, sixteen hours. Courses to fulfill this requirement may be chosen from Bible 1, 2, 5, 6, 19, 20, 55, 56, 101, 102, 131, 132, 161, 162. Eight hours of this requirement should be taken in the freshman and sophomore years.

**SCIENCE-MATHEMATICS ..... 12 hours**

This may be selected from the fields of biology, chemistry, mathematics, and physics. Six hours must be selected from a science field. To be completed in the freshman and sophomore years.

**VOCATIONAL ..... 4 hours**

May be chosen from the courses in agriculture, industrial arts, secretarial science, physics (Courses 3-4), home economics (Courses 1-2, 11-12, 21-22), library science. Business Administration 1-2 may apply as vocational credit if not otherwise required in the curriculum.

## MAJOR AND MINOR REQUIREMENTS

**MAJOR REQUIREMENTS.** The student should choose a major field of specialization not later than the beginning of the second semester of the sophomore year. The major and the first minor shall be chosen from separate departments. Specific requirements for departmental majors are given immediately preceding the descriptions of courses in the various departments.

Approximately one-half the number of hours for a major shall be in upper division credit.

A minimum of six hours of upper division on the major (preferably the last six) shall be earned in this college.

An average of "C" is required; no course in which a student has received a grade of "D" may apply on a major.

Majors on a Bachelor of Arts degree may be earned in the following fields, the number of hours required for a major being specified in each instance:

	Hours
Bible (for non-theological students).....	30
Chemistry .....	30
English (exclusive of English 1:2) .....	26
Foreign Language (exclusive of the first-year course).....	26
History .....	30
Music .....	36

**MINOR REQUIREMENTS.** A student should choose his minor field not later than the beginning of the second semester of the sophomore year. The first minor may not be earned in the department chosen for the major.

Six hours of any minor shall be earned in the upper division. A minimum of three hours of upper division credit on the minor must be earned in this college.

The fields in which minors may be earned and number of hours for a minor are given below. See the section on "Description of Courses" for further information.

	Hours
Bible ..... Six hours in addition to the basic requirement.	
Biology .....	18
Business Administration .....	18
Chemistry .....	20
Education (second minor) .....	15
English (exclusive of English 1:2) .....	14
Foreign Language (exclusive of the first-year course) .....	12
History .....	20
Home Economics .....	15
Mathematics .....	18
Music .....	20
Physics .....	16
Political Science .....	20

### SUGGESTED LIBERAL ARTS CURRICULUM

The early completion of the basic courses affords the student greater opportunity:

1. To avoid difficulties in registration because of conflicts in schedule;
2. To specialize during the junior and senior years;
3. To choose electives during the junior and senior years;
4. To follow without loss of time sequences of courses involving prerequisites.

As early as possible the student should, in counsel with his major professor, plan the sequence of courses for his major so as to complete curriculum requirements in due time.

Freshman Year	Hours of Credit per Semester	
	1st	2nd
Composition and Rhetoric.....	3	3
Foreign Language .....	3-4	3-4
History .....	3	3
Bible .....	3	3
Science .....	3	3
College Problems .....	1	
Total .....	16	16

Sophomore Year	Hours	
	1st	2nd
Foreign Language .....	0-3	0-3
Bible .....	2	2
Science or Mathematics.....	3	3
Social Science (history, political science, economics, geography, sociology).....	3	3
Vocational .....	2	2
*Major, Minor, or Elective .....	6-3	6-3
Total .....	16	16

Junior and Senior Years		Hours
Literature (may be upper or lower division) .....		4
Bible .....		4-6
Major, Minor, and Electives .....		56-54
Total .....		64

### Bachelor of Arts in Theology

To qualify for the degree of Bachelor of Arts in Theology, a candidate must fulfill the following requirements:

#### GENERAL REQUIREMENTS

1. Admission to the theological curriculum, as outlined in the section on "Admission Requirements."

\* Suggested electives: Courses to remove college entrance deficiencies, course in education, and prerequisites for upper division courses.

2. The completion of 140 hours as outlined in the curriculum below, which provides for a major of thirty-six hours in Bible and a minor of twenty hours in history.

3. A minimum of six hours of upper division credit on the major (preferably the last six) and three on the minor shall be earned in this college. No course in which a grade of "D" had been received may apply on the major.

4. A minimum of forty-eight hours of upper division credit, of which twenty hours shall be in the major.

5. An average of one grade point per hour on all credits applied toward graduation, this average being computed separately on residence and accepted credits.

6. The senior year is to be spent in residence in this college, with the last twenty-four hours applying on this curriculum earned during this time.

### COURSE REQUIREMENTS

MAJOR (BIBLE) ..... 36 hours

Within the hours for a major credit for the following courses is required: Bible 19, 20, 55, 56, 101, 102, 115, 131, 132, 161, 162, 167-168, 184. Those who have not had Old Testament history in secondary school will take Bible 1 and 2 before taking an upper division course in Bible.

MINOR (HISTORY) ..... 20 hours

Included in the minor shall be credit for the following: Social Science 1, 2, 131, 151, 152.

HOMILETICS AND SPEECH ..... 20 hours

Required: Speech 5, 6; Homiletics 119, 120, 125, 126, 175, 176.

ENGLISH ..... 10 hours

Six hours in composition, four hours in literature.

FOREIGN LANGUAGE ..... 12-18 hours

Twelve hours in Greek for one who had two units in one foreign language in secondary school; fourteen hours in Greek, or twelve hours in Greek and six hours in Hebrew, for one who had less than two units in one foreign language.

MUSIC ..... 5 hours

Music 1, 16, and 115.

EDUCATION ..... 2 hours

Education 16 recommended.

SCIENCE ..... 6 hours

BUSINESS ADMINISTRATION ..... 6 hours

Business Administration 1 and 2a.

VOCATIONAL ..... 4 hours

HEALTH AND HYGIENE .....	2 hours
Health 51.	
ELECTIVES .....	11-17 hours
It is suggested that some of the electives be chosen from education courses.	
TOTAL HOURS .....	140

## THEOLOGICAL CURRICULUM

Freshman Year	Hours of Credit per Semester	
	1st	2nd
Bible .....	3	3
Composition and Rhetoric .....	3	3
College Problems .....	1	
Education (Education 16 recommended) .....		2
Beginning Greek .....	4	4
Science .....	3	3
Elective .....	2	1
Total .....	16	16

Sophomore Year	1st		2nd
Bible .....	3		3
Intermediate Greek .....	2		2
History of Civilization .....	3		3
Principles of Accounting .....	3		3
Fundamentals of Speech .....	2		2
Fundamentals of Music .....	2		
Vocational .....	2		2
Conducting .....			1
Total .....	17		16

Junior and Senior Years	Hours
Bible .....	24
History .....	14
Homiletics and Evangelism .....	16
Literature .....	4
Foreign Language .....	0-6
Evangelistic and Church Music .....	2
Health and Hygiene .....	2
Elective, upper division .....	13-7
Total .....	75

## Bachelor of Science in Business Administration

Admission requirements to this curriculum are itemized in the section, "Admission Requirements for the Several Curriculums."

For this curriculum, which leads to a Bachelor of Science in Business Administration, the requirements as to total hours, senior residence, minimum upper division, grade points, and residence credit and grade-point average on the major and the minor, are the same as for a Bachelor of Arts degree. For specific information concerning any one of these, refer to the particular item under "Graduation Standards."

Freshman Year	Hours of Credit per Semester	
	1st	2nd
Composition and Rhetoric .....	3	3
Bible .....	3	3
College Problems .....	1	
Economic Geography .....	3	
Business Law .....		3
Vocational .....	2	2
Beginning and Intermediate Typewriting .....	1	1
Science or Mathematics .....	3	3
Elective .....		1
Total .....	16	16

Sophomore Year	1st		2nd	
Bible .....	2		2	
Literature .....	2		2	
History .....	3		3	
Principles of Accounting .....	3		3	
Principles of Economics .....	2		2	
*Elective .....	4		4	
Total .....	16		16	

\* Suggested electives: General Psychology, Principles of Education, Speech.

Junior Year	Hours of Credit per Semester	
	1st	2nd
Bible .....	2-3	0-3
Applied Economics .....	3	
Advertising or Marketing .....		3
Intermediate Accounting .....	3	
Advanced Accounting or Money and Banking .....		3
*Minor and Electives .....	8-7	10-7
Total .....	16	16

Senior Year	1st		2nd
Auditing or Statistics .....			3
Advanced Economic Theory or Cost Accounting ....	2		
Business Management .....			2
Business Finance .....	3		
*Minor and Electives .....	10-9		10-9
Seminar (maximum, two hours) .....	1-2	or	1-2
Total .....	16		16

### Bachelor of Science in Elementary Education

The four-year curriculum in elementary education is designed to meet the needs of students desiring a college degree with particular preparation for teaching in the elementary field. It is recommended to those who are looking forward to supervisory work in elementary education.

**PREREQUISITE:** Fulfillment of admission requirements to this curriculum as specified under "Admission Requirements for the Several Curricula."

For this curriculum, which leads to a Bachelor of Science in Elementary Education, the requirements as to total hours, minimum upper division

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\* Suggested electives; Junior year, Office Management, Minor requirements; (if planning to teach) Principles of Secondary Education, Educational Psychology; Senior year, Minor requirements; (if planning to teach) Methods in Teaching, Supervised Teaching.

credit, senior residence, grade point average, and residence credit and grade point average on the major and the minor, are the same as for a Bachelor of Arts degree. For specific information see "Graduation Standards."

A student completing the first two years of this curriculum, with fulfillment of the admission, residence, and grade point requirements for graduation, will receive a diploma in elementary teacher training.

The curriculum for the first two years as outlined makes for the student a very heavy course program, and it is strongly urged that the work be distributed over a summer and two years.

### ELEMENTARY TEACHER CERTIFICATION

Students completing the first two years of the curriculum in elementary education are eligible to receive a three-year elementary certificate from the Southern Union Conference Department of Education, and a Tennessee permanent professional certificate.

Students finishing the four-year curriculum are eligible to receive a five-year elementary certificate from the Southern Union Conference Department of Education.

Freshman Year	Hours of Credit per semester	
	1st	2nd
Composition and Rhetoric .....	3	3
Geography .....	3	3
Technique of Teaching .....	2	
Principles of Education .....		2
General Psychology .....	2	
Child Psychology .....		2
Children's Reading and Literature .....	2	
Teaching of the Language Arts .....		2
School Health Problems .....	2	
Health Principles .....		2
Mathematics for Elementary Teachers .....		2
School Crafts .....	1	1
College Problems .....	1	
Physical Education .....	$\frac{1}{2}$	$\frac{1}{2}$
Total .....	$16\frac{1}{2}$	$17\frac{1}{2}$

Sophomore Year,	Hours of Credit per Semester	
	1st	2nd
American History .....	3	3
General Biology .....	3	3
*American Literature .....	2	2
*Fundamentals of Christian Faith .....	3	3
Nutrition .....	2	
School Music .....	2	
Music Appreciation for the Grades .....		2
Elementary School Art .....	1	1
†Directed Observation and Teaching .....	1	1
Games for Children .....	1½	1½
Total .....	17½	15½

Junior and Senior Years	Hours	
Bible .....	6-10	
†Directed Observation and Teaching .....	4	
Education (upper division) .....	16	
Literature .....	0-2	
Vocational .....	4	
Minor and Electives .....	31-25	
Total .....		61

### Bachelor of Science in Home Economics

Admission requirements to this curriculum are specified in the section "Admission Requirements for the Several Curriculums."

For graduation from this curriculum which leads to a Bachelor of Science in Home Economics, the student will fulfill the same requirements as to total hours, senior residence, minimum upper division, grade points, and residence credit and grade point average on the major and the minor, as for the Bachelor of Arts degree. For information concerning any one of these, refer to the particular item under "Graduation Standards."

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\* A student entering without academy credits in Old and New Testament History will take Bible Survey the first year and Fundamentals of Christian Faith the second year, thus necessitating attendance at one summer session.

\* Two hours of credit in Public Speaking may be substituted for two hours of American Literature.

† A student graduating from the two-year curriculum must take in Southern Missionary College the two hours of directed teaching in that curriculum; one graduating from the four-year curriculum shall take in the senior year at Southern Missionary College a minimum of two hours of directed teaching.

Freshman Year	Hours of Credit Per Semester	
	1st	2nd
Composition and Rhetoric .....	3	3
Bible .....	3	3
General Chemistry .....	4	4
College Problems .....	1	
Home Economics .....	3	3
Elective .....	2	3
Total .....	16	16

Sophomore Year	1st		2nd
Bible .....	2-3		2-3
History .....	3		3
Anatomy and Physiology or General Biology .....	3		3
Home Economics .....	3-5		3-5
Minor and Elective .....	5-2		5-2
Total .....	16		16

Junior and Senior Years		Hours
Bible .....		0-6
Literature .....		4
Social Science .....		6
Health and Hygiene .....		2
Home Economics (upper division 14 hours) .....		14-16
Minor and Elective .....		38-30
Total .....		64

### Bachelor of Science in Religious Education

This curriculum is intended to prepare young women for work as Bible instructors in connection with the evangelistic activities of the Seventh-day Adventist denomination.

Information as to the requirements for admission to this curriculum is given in the section "Admission Requirements for the Several Curriculums."

For graduation the requirements as to total hours, senior residence, minimum upper division, grade points, and residence credit and grade point average on the major and the minor, are the same as for the Bachelor of Arts degree. For specific information concerning any one of these, refer to the particular item under "Graduation Standards."

Courses in the first three years will be offered in 1947-48.

Freshman Year	Hours of Credit Per Semester	
	1st	2nd
Composition and Rhetoric .....	3	3
Bible .....	3	3
Science .....	3	3
College Problems .....	1	
Foods and Cookery .....	3	3
General Psychology .....	2	
Principles of Education .....		2
Applied Music .....	1	1
Elective .....		1
Total .....	16	16
Sophomore Year	1st	2nd
Daniel and Revelation .....	3	3
History of Civilization .....	3	3
Fundamentals of Music .....	2	
Gift of Prophecy .....	2	
Denominational History .....		2
Fundamentals of Speech .....	2	2
Applied Music .....	1	1
Health Principles .....		2
Child Psychology .....		2
Elective .....	3	1
Total .....	16	16
Junior and Senior Years		Hours
Bible (upper division) .....		16
Literature .....		4
Church History .....		6
Home Economics .....		6
Social Science .....		4
Evangelism .....		10
Minor and Elective .....		18
Total .....		64

## Bachelor of Science in Secretarial Science

**PREREQUISITE:** For admission to this curriculum, completion of secondary school, but no specific pattern of units, is required. It is recommended that as far as possible, the same units be presented as are specified for admission to the liberal arts curriculum.

The first two years of this curriculum may constitute a terminal curriculum leading to a diploma.

For graduation from either the two-year or the four-year curriculum the same minimum residence and grade point average are required as for the liberal arts curriculum; and for the four-year curriculum, the minimum residence for the major and the minor, the scholarship requirement in the major, and the minimum upper division hours required, are the same as for a Bachelor of Arts degree.

Students following the four-year curriculum should take in the second year six hours of history, and take secretarial practice in the third year.

Those preparing to teach in secondary schools should take eighteen hours in education. The State of Tennessee requires, besides six hours of elective in education, the following courses for certification to teach high school secretarial subjects: educational psychology, three hours; principles of secondary education, three hours; methods in teaching commercial subjects and practice teaching, six hours.

Freshman Year	Hours of Credit per Semester	
	1st	2nd
Bible .....	3	3
Composition and Rhetoric .....	3	3
Beginning Shorthand .....	4	4
Beginning and Intermediate Typewriting .....	1	1
College Problems .....	1	
Filing .....		2
Science or Mathematics .....	3	3
Elective .....	1	
Total .....	16	16

Sophomore Year	Hours of Credit per Semester	
	1st	2nd
Bible .....	2	
Advanced Shorthand .....	3	3

Sophomore Year—*Continued*

Transcription .....	2	2
Principles of Accounting .....	3	3
Advanced Typewriting .....	1	1
Voice Transcription .....	1	
Principles of Economics .....	2	2
*Secretarial Practice .....	2	2
**Elective .....		3
Total .....	16	16

## Junior Year

	1st	2nd
Bible .....	2	2
Advanced Dictation .....	2	2
Advanced Transcription .....	2	2
History .....	3	3
Applied Economics .....	3	
Literature .....	2	2
**Minor and Electives .....	2	5
Total .....	16	16

## Senior Year

	1st	2nd
Office Management .....	2	
Advertising .....		3
Secretarial Problems .....	1-2	
Applied Secretarial Practice .....		3
**Minor and Electives .....	13-12	10
Total .....	16	16

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\*Students following the four-year curriculum should take six hours of history in the sophomore year instead of secretarial practice.

\*\*Suggested electives: Junior year, Principles of Secondary Education, Educational Psychology; Senior year, Methods of Teaching Shorthand, Methods of Teaching Typewriting, Methods of Teaching Bookkeeping, Supervised Teaching in Secondary School.

JUNIOR COLLEGE CURRICULUMS

Terminal and pre-professional curriculums are offered on the junior college level. Each curriculum, except prenursing, leads to a diploma; but since many of the courses in each curriculum are of professional or vocational nature, a student graduated from one of these curriculums usually has lower division basic requirements to make up if he transfers to the curriculum leading to a Bachelor of Arts degree and will need to spend more than the usual four years to qualify for this degree.

Entrance requirements for each curriculum are given immediately preceding the curriculum.

For graduation, the same requirements as to character, senior residence, and grade-point average, as for a Bachelor of Arts degree, apply to each of these curriculums.

ELEMENTARY TEACHER TRAINING

PREREQUISITE: Completion of high school, with a minimum of sixteen acceptable units including the following: English, three; Bible, one unit for each year of attendance in an academy, to a total of three; mathematics, one; science, one; social studies, two; vocational, one.

The first two years of the curriculum leading to a Bachelor of Science in Elementary Education constitute this curriculum. See pages 41 and 42 for information as to course and certification requirements.

INDUSTRIAL ARTS

PREREQUISITE: Completion of a four-year high school course, or satisfactory standing on entrance examinations.

Freshman Year	Hours of Credit per Semester	
	1st	2nd
Bible .....	3	3
Composition and Rhetoric .....	3	3
College Problems .....	1	
Instrumental Drawing .....	2	2
General Woodworking .....	2	2
Science .....	3	3
Elective .....	2	3
Total .....	16	16
Sophomore Year	1st	
	2nd	
Bible .....	2	2
Science or Mathematics .....	3	3
Industrial Arts .....	5	5
History .....	3	3
Elective (Social Science suggested) .....	3	3
Total .....	16	16

### SECRETARIAL TRAINING

**PREREQUISITE:** Completion of a four-year high school course. It is recommended that as far as possible the pattern of units be the same as for admission to the liberal arts curriculum.

For the outline of this curriculum which leads to a diploma, see the first two years of the curriculum leading to a Bachelor of Science in Secretarial Science.

### PREMEDICAL

A large number of medical colleges require three years of training for admission, but the College of Medical Evangelists occasionally accepts one who has less than three years of credits of high scholastic rank. Two years of the premedical training may be taken in Southern Missionary College, a diploma being granted to those who qualify.

A scholarship average of 1.5 in college science courses and non-science courses, figured separately, is required for admission to the College of Medical Evangelists.

**PREREQUISITE:** Graduation from secondary school. It is recommended that the entrance units include English, three units; foreign language, two units (both in the same language); algebra, one unit; plane geometry, one unit; history, one unit; and electives chosen from two or more of the preceding fields.

Students planning to enter the College of Medical Evangelists should fulfill high school requirements as outlined in the bulletin published by that college.

Freshman Year	Hours of Credit per Semester	
	1st	2nd
Composition and Rhetoric.....	3	3
Bible .....	3	3
College Problems .....	1	
*Foreign Language .....	3	3
General Chemistry .....	4	4
Algebra and Trigonometry .....	3	3
Total .....	17	16

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\*Premedical students who have had no foreign language in secondary school will take sixteen hours in one language, thus necessitating at least an additional summer of course work.

Sophomore Year	Hours of Credit per Semester	
	1st	2nd
Zoology .....	4	4
General Physics .....	4	4
Organic Chemistry .....	3	3
Bible .....	2	2
American Constitution and Government.....	2	
Elective .....	1	2
Total .....	16	15

### PREDENTAL

Class A dental colleges require for admission two years (sixty hours) of college work, including certain prescribed courses. Students planning to enter a particular college of dentistry should consult its bulletin, since admission requirements vary, and frequently credit for art, music, expression, commerce, and vocational courses, may not be included in the minimum for admission.

PREREQUISITE: Graduation from an accredited secondary school.

Freshman Year	Hours of Credit per Semester	
	1st	2nd
Composition and Rhetoric .....	3	3
Bible .....	3	3
General Chemistry .....	4	4
Algebra and Trigonometry .....	3	3
College Problems .....	1	
*Elective .....	2	3
Total .....	16	16
Sophomore Year	Hours of Credit per Semester	
	1st	2nd
Organic Chemistry .....	3	3
Bible .....	2	
General Physics .....	4	4
Zoology .....	4	4
*Elective .....	3	5
Total .....	16	16

\*Suggested electives: English, social science, mathematics, foreign language, science.

### PREDIETETICS

**PREREQUISITE:** Completion of a four-year course of sixteen units in standard secondary school, or the equivalent as evidenced by examination given by this college. The particular units required for admission to the School of Dietetics of the College of Medical Evangelists are: English, three units; foreign language (both units in one language) two units; history, one unit; algebra, one unit; geometry, one unit; biology, one unit; chemistry or physics, one unit; Bible, one to three units; vocational, one unit; electives, two to four units.

Freshman Year	Hours of Credit per Semester	
	1st	2nd
Composition and Rhetoric .....	3	3
Bible .....	3	3
General Chemistry .....	4	4
College Problems .....	1	
Foods and Cookery .....	3	3
General Psychology .....	2	
Sociology .....		3
<b>Total</b> .....	<b>16</b>	<b>16</b>
Sophomore Year	Hours of Credit per Semester	
	1st	2nd
Bible .....	2	2
Anatomy and Physiology .....	3	3
Principles of Economics .....	2	2
Education .....		4
American Constitution and Government .....	2	
Elective .....	7	5
<b>Total</b> .....	<b>16</b>	<b>16</b>

### PRENURSING

The following pattern, with high school graduation and completion of the college prenursing courses, satisfies admission requirements of many schools of nursing; but inasmuch as requirements for admission to professional schools differ, a student looking forward to nurses' training should acquaint herself with the requirements for admission to the particular school she desires to enter, and plan both the secondary and the college program to meet these requirements.

Admission requirements for many schools of nursing specify the following sixteen units and graduation from an accredited secondary school with a high "C" average:

	Units
English .....	3
Foreign Language (both units must be in the same language) .....	2
Mathematics (shall include one unit of algebra, and does not include commercial or other applied mathematics).....	2
History .....	1
Bible (one* unit for each year of attendance at a Seventh-day Adventist academy to the extent of three units; one unit for high school graduates).....	1-3
Science (one unit must be chemistry or physics).....	2
Sufficient electives to make a total of sixteen units.	

Beginning in 1950, many schools of nursing expect to require for admission one unit of physics from the secondary school.

Upon entrance, college prenursing students are given tests in arithmetic for nurses and reading comprehension and speed. Remedial work in arithmetic and reading will be required of all those who do not pass these tests with satisfactory standing.

The college prenursing work leads to a certificate instead of a diploma. It is strongly urged that these courses be taken in two semesters and a summer term, or in two years. Students may do some of this work by correspondence in order to restrict residence to one year, and it is urged that such correspondence credit be earned prior to attendance at Southern Missionary College.

	Hours of Credit	
	per semester	
	1st	2nd
Composition and Rhetoric .....	3	3
College Problems .....	1	
Gift of Prophecy .....	2	
Denominational History .....		2
Prenursing Chemistry .....	3	3
Anatomy and Physiology .....	3	3
Microbiology .....		4
Social Aspects of Nursing .....	2	1
Health Principles for Nurses .....	2	
Physical Education .....	1½	1½
Total .....	16½	16½

## Courses of Instruction

The courses of instruction offered by the college are grouped by departments, which are arranged alphabetically. The college reserves the right to withdraw temporarily any course for which there is not adequate enrollment. Starred courses probably will not be given, 1947-48.

**COURSE NUMBERS.** Courses numbered from 1 to 99 are lower division courses, taken mainly by freshmen and sophomores; those numbered 100 or above are upper division courses, open to juniors and seniors.

A sophomore may register for one or more upper division courses, for upper division credit, provided (1) he has earned, with an average of "C" or above, fifty hours including basic freshman and sophomore courses already taken, and (2) his current registration completes the fulfillment of lower division basic, major, and minor requirements. In exceptional cases, a sophomore who does not fulfill the above requirements may be admitted to an upper division course, for lower division credit.

A sophomore who desires admission to an upper division course makes application on a blank obtainable in the registrar's office.

Course numbers separated by a hyphen (e.g.1-2) represent year courses, the semesters to be taken in order given. Credit for the first semester only will not apply toward graduation from any curriculum.

Course numbers separated by a colon (e.g.11:12) are year courses, of which either semester may be taken first, but both semesters must be taken before the credit may apply toward graduation from any curriculum.

### Agriculture

Mr. Tucker✓

#### 1-2. *General Agriculture*

*Both semesters, four hours*

A survey of the various phases of plant production and animal husbandry. This course satisfies the vocational requirement for a degree. Laboratory as arranged.

#### 31. *Landscape Art*

*First semester, two hours*

Planning the development and beautification of home and school grounds. A study of plants, trees, shrubs, and flowers adapted to local surroundings; their selection, planting, and care. Two hours lecture and two hours laboratory per week. Fee, \$3.00.

#### 34. *Vegetable Gardening*

*Second semester, two hours*

Proper selection of the home garden site, its preparation and cultivation; methods of control of plant diseases and insect pests; instruction in the preparation of fresh vegetables and the preservation of foods. Two hours lecture and two hours laboratory per week. Fee, \$3.00.

## Biology

Mr. Kuhlman, Mr. Dean

The courses in this department are intended to give the student fundamental and accurate information as a basis for the development of a sound scientific philosophy and as preparation for professional training.

MINOR: Eighteen semester hours, including a minimum of six hours of upper division credit, three of which shall be earned in this college.

1. *General Biology* *First semester, three hours*

A study of biological principles and of the classification of the plant kingdom. Economic importance of the different types of plants is emphasized. Two hours lecture and three hours laboratory each week. Fee, \$6.00.

2. *General Biology* *Second semester, three hours*

Consideration of biological principles as related to animal life. Study of typical members of each phylum in the animal kingdom. Two hours lecture and three hours laboratory each week. Fee, \$6.00.

11. *Anatomy and Physiology* *First semester, three hours*

A study of the structural and functional relationships for correlation and co-ordination of internal activities of the human body. Three hours lecture, including demonstrations, each week.

12. *Anatomy and Physiology* *Second semester, three hours*

Further study of the structural and functional relationships for correlation and co-ordination of internal activities of the human body. Three hours lecture, including demonstrations, each week.

22. *Microbiology* *Second semester, four hours*

A study of micro-organisms; their relation to the production of diseases in man and their modes of transmission; methods used in specific prevention or treatment of disease. Three hours lecture and three hours laboratory each week. Fee, \$6.00.

45. *General Zoology* *First semester, four hours*

A study of the structure, physiology, habits, life history, and classification of typical invertebrates. Three hours lecture and four hours laboratory each week. Fee, \$6.00.

46. *General Zoology* *Second semester, four hours*

A study of the structure, physiology, habits, life history, and classification of typical vertebrates. Three hours lecture and four hours laboratory each week. Fee, \$6.00.

*\*48. Mammalian Anatomy**Second semester, two hours*

Prerequisite: Biology 45 and 46.

The cat is studied as a typical mammal, with some reference made to other animals. One-half hour lecture and five and one-half hours laboratory work each week. Fee, \$10.00.

*\*70. Nature**Second semester, two hours*

This course is planned for those who wish to become more intelligently informed concerning the nature materials found in their environment. The laboratory work consists of the study of birds, insects, flowers, and trees. One hour lecture and three hours laboratory per week. Fee, \$6.00.

*107. Parasitology**First semester, three hours*

Prerequisite: Biology 1 and 2, or 45 and 46.

A general survey of the more important parasites of man and domestic animals. The course consists of lectures, recitations, and reports. Laboratory work consists of practical recognition studies and certain clinical methods. Two hours lecture and three hours laboratory per week. Fee, \$6.00.

*110. Genetics**Second semester, three hours*

Prerequisite: Biology 1 and 2, or 45 and 46.

This course introduces the student to the most important laws of heredity and their application in the improvement of plants, animals, and human beings. Laboratory work is mainly with fruit flies. Two hours lecture and three hours laboratory per week. Fee, \$6.00.

## Business Administration and Secretarial Science

Mr. Dake, Miss Brickman, Mrs. Gaitens

The fundamental aims of this department are to assist students to understand and interpret aright the economic forces at work in human society, and to give a preparation for various types of employment in the field of business. The courses in secretarial training are designed to serve three classes of students: those who desire to become clerical workers or secretaries, those who expect to teach commercial subjects in secondary school, and those who desire the training for personal use and cultural background.

MAJOR: A major in business administration, which applies toward a Bachelor of Science in Business Administration, requires thirty-six hours. See "Major Requirements" for information as to upper division, scholarship, and residence credit.

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\*Probably not given 1947-48.

A major in secretarial science, which applies toward a Bachelor of Science in Secretarial Science, requires thirty-four hours exclusive of first-year shorthand and typewriting. See the curriculum outline and "Major Requirements" for information as to specific courses, upper division, and residence credit.

MINOR: A minor in business administration requires eighteen hours, including a minimum of six hours of upper division credit, three of which shall be earned in this college.

## BUSINESS ADMINISTRATION

### 1. *Principles of Accounting* *First semester, three hours*

Introduction to accounting; books of original entry; ledgers; trial balances; profit and loss statements. Two hours lecture, three hours laboratory, each week.

### 2. *Principles of Accounting* *Second semester, three hours*

Prerequisite: Business Administration 1.

Partnerships; corporations; business forms and papers; controlling accounts. Two hours lecture, three hours laboratory, each week.

### 2a. *Principles of Accounting* *Second semester, three hours*

Prerequisite: Business Administration 1.

A study of partnership and corporation theory without the corresponding laboratory work. Additional study of budgets, financial statement analysis, and denominational accounting, especially adapted to theology students.

### 11. *Economic Geography* *First semester, three hours*

A study of the world-wide distribution of economic goods. Manufacturing centers and the sources of raw materials will be considered in the light of their international economic importance.

### 46. *Business Law* *Second semester, three hours*

A survey of the principles of law governing business transactions. Some of the topics studied are contracts, agency, negotiable papers, partnerships, corporations, and sale of personal property.

### 51-52. *Principles of Economics* *Both semesters, four hours*

A survey course in the fundamentals of economics; the institutions, forces, and factors affecting production, exchange, and distribution of wealth in modern industrial countries.

105. *Intermediate Accounting**First semester, three hours*

Prerequisite: Business Administration 1 and 2.

Additional experience in the preparation of working papers; balance sheets, and profit and loss statement; problems of single entry; valuation of assets; depreciation; reserves and reserve funds; sinking funds; corporation problems and installment accounting.

120. *Advanced Accounting**Second semester, three hours*

Prerequisite: Business Administration 105.

A course in advanced theory of accounting. Advanced partnership and corporation problems; statement analysis; consignments; consolidated statements; statement of affairs, receivership and some principles of actuarial science.

\*127. *Cost Accounting**First semester, two hours*

Prerequisite: Business Administration 1 and 2.

General principles and importance of cost records; classification of cost; job order and process accounting; accounting for materials, labor and manufacturing expense; preparation of analytical statements.

\*130. *Marketing**Second semester, three hours*

Prerequisite: Business Administration 51-52 recommended; or junior standing.

A detailed study of exchange problems. The problems of distribution will be analyzed both from the viewpoint of the producer and consumer. The usual topics of assembling, grading, sorting, transporting, financing, and selling goods, and risk assumption will be given consideration.

\*140. *Advertising**Second semester, two or three hours*

Salesmanship principles as applied to advertising; analysis and preparation of various types of advertisement; scheduling of advertisements; principles of advertising campaign organization.

Attendance will be the same whether taken for two or three hours. The difference will be in laboratory material required.

\*151. *Applied Economics**First semester, three hours*

Prerequisite: Business Administration 51-52.

A study of the application of economic principles to the problems of economic life; analysis of present economic institutions leading to suggestions for a reconstruction program.

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\*Probably will not be given 1947-48.

\*166. *Money and Banking* *Second semester, three hours*

A study of the classical theories of money and its function as exchange media and a standard of value; banking technique and the stabilizing effect of banks in our national economy.

170. *Statistics* *Second semester, three hours*

Prerequisite: An understanding of algebra; college algebra recommended.

A study of the technique of the collection of data and of the proper arrangement of the data for analysis; actual experience in chart making, and in determining averages, dispersion variation, and trends; consideration of various applications of statistics to business.

\*176. *Auditing* *Second semester, three hours*

Prerequisite: Business Administration 120.

A summary course in accounting theory. Kinds of audits, and methods of conducting each kind; systems of accounts; preparation of working papers and reports.

181. *Advanced Economic Theory* *First semester, two hours*

Prerequisite: Business Administration 151.

A comparative analysis of the principal comprehensive plans of social organization, such as liberalism, fascism, etc.; consideration of the theories of the classical economists, the principles of economic planning for general welfare, and the principles of democracy.

184. *Business Management* *Second semester, two hours*

A survey course in the organization and management of a business enterprise. Study is given to the production and marketing of a product; the financing of a business; the control of a business through budgets; the analysis of accounting data.

191. *Business Finance* *First semester, three hours*

Business and public expenditures; revenues and credit; taxation principles and methods; proposed suggestions for reconstruction of finance policies.

195. *Seminar in Business Administration* *One or two hours*

Prerequisite: Open only to seniors majoring in business administration.

A comprehensive survey of the major field, with reports and discussions on special assigned problems. A thesis may be required.

The maximum credit of two hours may be earned in one semester, or may be divided equally between the two semesters.

\*Probably will not be given 1947-48.

## SECRETARIAL SCIENCE

9. *Beginning Shorthand**First semester, four hours*

Prerequisite: Secretarial Science 13 must be taken concurrently with this course unless the student has had the equivalent. Not counted toward a degree until the student has completed course 10.

Fundamental principles of Gregg Shorthand. Four class hours per week.

10. *Intermediate Shorthand**Second semester, four hours*

Prerequisite: Secretarial Science 9, or equivalent to one year in high school. Secretarial Science 14 must be taken concurrently with this course unless the student has had the equivalent.

Development of rapid writing and reading habits. Speed 70 to 90 words a minute. Four class hours per week.

13. *Beginning Typewriting**First semester, one hour*

Mastery of the keyboard and the technique of touch typing. Not counted toward a degree until the student has completed course 14. Speed 25 to 35 words a minute, or other satisfactory attainment. Four class hours per week. Fee, \$5.00.

14. *Intermediate Typewriting**Second semester, one hour*

Prerequisite: Secretarial Science 13, one year in high school typewriting, or equivalent.

Further development in speed and accuracy, with emphasis on the practical application of typewriting and the care of the machine. Speed requirements 40 to 50 words a minute, or other satisfactory attainment. Four class periods per week. Fee, \$5.00.

31. *Voice Transcription**First semester, one hour*

Prerequisite: Secretarial Science 14 or equivalent, permission.

A course in the operation of voice writing equipment with emphasis on mailable transcriptions. Three class hours per week. Fee, \$3.00.

40. *Filing**Second semester, two hours*

Forty-period Library Bureau course in filing. The course includes theoretical instruction and practice. Fee, \$2.50.

55. *Advanced Shorthand**First semester, three hours*

Prerequisite: "C" standing in Secretarial Science 10 and 14; simultaneous registration, Secretarial Science 57.

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\*Probably will not be given 1947-48.

Rapid writing and reading of Gregg Shorthand. Speed 90 to 100 words a minute. Three class periods per week.

56. *Advanced Shorthand* .. *Second semester, three hours*

Prerequisite: Secretarial Science 55 or equivalent; simultaneous registration, Secretarial Science 58.

Rapid dictation of letters and general material. A study of special denominational forms and a large volume of practice work. Speed from 100 to 120 words per minute. Three class hours per week.

57. *Transcription* *First semester, two hours*

Prerequisite: Secretarial Science 14; simultaneous registration, Secretarial Science 55.

A course in rapid transcription from shorthand notes including the proficient use of punctuation, spelling and capitalization. Transcription speed requirement 25 to 30 words a minute. Two class hours per week. Fee, \$2.50.

58. *Transcription* *Second semester, two hours*

Prerequisite: Secretarial Science 57; simultaneous registration, Secretarial Science 56.

Transcription speed 30 to 40 words per minute. Two class hours per week. Fee, \$2.50.

61. *Advanced Typewriting* *First semester, one hour*

Prerequisite: Secretarial Science 14, or two years of high school typewriting.

Emphasis upon increasing speed and accuracy, special letter writing problems, tabulation, manuscript writing, office forms and stencil cutting. Three class hours per week. Fee, \$5.00.

62. *Advanced Typewriting* *Second semester, one hour*

Prerequisite: Secretarial Science 61.

Special attention given to practice in preparing typewritten outlines, reports, theses, and bibliographies in accordance with acceptable standards of form and appearance. Also further training to increase speed and accuracy. Three class hours per week. Fee, \$5.00.

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\*Probably will not be given 1947-48.

**71. Secretarial Practice***First semester, two hours*

Prerequisite: Twelve hours of Secretarial Science, permission.

A study of office procedure, business ethics, telephone technique, office callers, and making appointments. Development of skill in the use of office machines and equipment. One class hour and three hours of laboratory per week. Fee, \$3.00.

**72. Secretarial Practice***Second semester, two hours*

Prerequisite: Secretarial Science 71.

Further development of skill in use of office machines and equipment not used in course 71. A study of preparing reports and manuscripts, statistical tables, and graphs, reporting and preparing minutes of meetings, preparation of itineraries, and of how to apply for a job. One class period and three hours of laboratory per week. Fee, \$3.00.

**109-110. Advanced Dictation***Both semesters, four hours*

Prerequisite: Twelve hours of Secretarial Science (including courses 55 and 56, or equivalent). Must be concurrently enrolled in Secretarial Science 127-128.

**127-128. Advanced Transcription***Both semesters, two hours*

Prerequisite: Twelve hours of Secretarial Science (including courses 57 and 58, or equivalent). Must be concurrently enrolled in Secretarial Science 109-110.

**\*141. Office Management***First semester, two hours*

Prerequisite: A major or minor in Secretarial Science.

Problems involved in planning and directing the functions of business, professional, and denominational offices; executive duties and responsibilities of the office manager, private secretary, and supervising stenographer; selection and training of office workers; selection and care of office equipment and supplies; office plans and specifications; routine procedures, such as reporting conferences, interviewing callers, and handling of the office mail.

**\*174. Applied Secretarial Practice***Second semester, three hours*

Prerequisite: For secretarial science majors and prospective teachers of business.

This course is based on an activity program which provides practical experience in representative types of office situations. Particular attention

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\*Probably will not be given 1947-48.

is given to sources of information on business subjects; preparation of manuscripts, briefs, and reports; relation of the private secretary to the employer; job analyses; improvement of transcription; setting up office files; and supervision of correspondence. Ninety hours of actual office experience are required.

*\*181. Secretarial Problems*

*First semester, one or two hours*

Prerequisite: Open only to seniors majoring in secretarial science.

## Chemistry

Mr. Nelson, Mr. Sevrens

It is intended in this department to give students a practical and a cultural knowledge of this field of science, and to provide for the needs of those planning to become chemists or to enter professional training in medicine, dentistry, nursing, and related fields.

MAJOR: Thirty hours are required for a major, including a minimum of six hours of upper division earned in this college. See "Major Requirements" for additional information.

A student majoring in chemistry shall minor in mathematics. A minor in physics is recommended.

MINOR: A minor in chemistry requires twenty hours, including at least six hours of upper division credit, three of which shall be earned in this college.

*1-2. General Chemistry*

*Both semesters, eight hours*

An introduction to the elements and their principal compounds; the fundamental laws and accepted theories of chemistry. Three hours lecture, three hours laboratory. Fee, \$6.00.

*7-8. Prenursing Chemistry*

*Both semesters, six hours*

Prerequisite: High school chemistry is highly desirable.

A survey course designed to familiarize the student with the basic principles of chemistry. Attention is given particularly to solutions, chemistry of nutrition, digestion, and metabolism. Especially designed for prenursing students. Two hours lecture, three hours laboratory. Fee, \$6.00.

*33. Qualitative Analysis*

*First semester, three hours*

Prerequisite: Chemistry 1-2.

A study of methods for the separation and identification of inorganic ions; analysis of several unknowns. One hour lecture, six hours laboratory per week. Fee, \$6.00.

\*Probably will not be given 1947-48.

53-54. *Organic Chemistry**Both semesters, six hours*

Prerequisite: Chemistry 1-2.

A survey of the aliphatic and aromatic compounds of carbon. The laboratory includes typical organic syntheses. Two hours lecture, three hours laboratory. Fee, \$6.00.

102. *Quantitative Analysis**Second semester, three hours*

Prerequisite: Chemistry 1-2.

This course includes the study of typical volumetric and gravimetric methods, quantitative determinations of acidity, alkalinity and percentage composition of a variety of unknowns. One hour lecture, six hours laboratory. Fee, \$6.00.

\*121. *Organic Qualitative Analysis**First semester, three hours*

Prerequisite: Chemistry 53-54.

Application of the classification reactions and specific properties of organic compounds in the identification of a number of substances. One hour lecture, six hours laboratory, per week. Fee \$6.00.

\*122. *Organic Preparations**Second semester, three hours*

Prerequisite: Chemistry 53-54.

The course is designed to develop skill in the synthesis of representative compounds. One hours lecture, six hours laboratory, per week. Fee, \$6.00.

\*144. *Laboratory Glass Blowing**Second semester, one hour*

Training is given in the manipulation of glass for the fabrication of laboratory apparatus. Three hours laboratory per week. Fee, \$6.00.

151-152. *Physical Chemistry**Both semesters, six hours*

Prerequisite: Chemistry 102, Physics 1-2, Mathematics 1 and 2; calculus advised.

A study of the facts, laws, theories, and problems relating to gases, liquids, solids, solutions, equilibrium, thermo-chemistry electro-chemistry, and atomic structure. Two hours lecture and three hours laboratory. Fee, \$6.00.

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\*Probably will not be given 1947-48.

Education

Mrs. Dean, Mr. Suhrie, Mr. Tucker

The purpose of this department is to aid in the training of teachers for elementary and secondary schools and to provide a general understanding of educational work for those who plan to enter lines of service other than teaching. Opportunity is provided for directed teaching in the elementary and secondary schools with the regular instructors as supervisory teachers.

MAJOR: A major in elementary education, which applies toward a degree in this field, requires the completion of the courses specified in the "Bachelor of Science in Education" curriculum.

MINOR: A minor in education, requiring fifteen hours. applies as a second minor for a Bachelor of Arts degree. It shall include six hours of upper division credit, three of which must be earned in this college.

CERTIFICATION. Students interested in preparing to teach in secondary school should select a major and a minor in liberal arts fields, and should include in their electives sufficient courses in education to meet requirements for secondary certification. For a five-year secondary certificate issued by the General Conference Department of Education fifteen hours of credit in education are required, chosen from the following list:

	Hours
Principles of Education .....	2
Educational Psychology .....	3
General Secondary Methods .....	3
Methods in Major Field.....	2
Secondary Practice Teaching (is required).....	3
Educational Measurements .....	2
History of Education .....	3
Psychology of Adolescence .....	2
Secondary School Administration.....	3

Since state requirements for certification vary, it is advised that the student ascertain the number of hours and particular courses in education necessary for certification in the state of his teaching choice.

A graduate from the two-year elementary teacher training curriculum is eligible to receive a denominational three-year elementary certificate and a Tennessee permanent professional certificate.

A student finishing the four-year curriculum is eligible to receive a five-year elementary certificate from the Southern Union Conference Department of Education.

1. *General Psychology**First semester, two hours*

An introduction to the study of the problems of human behavior, and of the mental processes and their development. The aim of the course is to acquaint the student with the fundamental laws on which the educative process is based, and to open to him the possibility of scientific education.

4. *Child Psychology**Second semester, two hours*

A study of child life; methods of child study; outstanding types of differences observed in child development; development of interests; factors influencing normal personality development of children.

7. *Teaching of Bible in the Grades**First semester, two hours*

A study of subject matter and methods to be used in the teaching of Bible to children in the elementary grades.

9. *Children's Reading and Literature**First semester, two hours*

It is the purpose of this course to give the student a survey of the field of children's literature, and to provide him with ample opportunity to observe the teaching of reading and literature in the elementary school.

10. *Teaching of the Language Arts**Second semester, two hours*

Methods and materials used in the teaching of reading, spelling, handwriting, and language usage in the elementary school.

15. *Technique of Teaching**First semester, two hours*

A course designed to give the prospective teacher a working knowledge of the principles and procedures of teaching in an elementary school. Opportunity is given for observation in the training school.

16. *Principles of Education**Second semester, two hours*

A study of the fundamental principles of education as set forth in the books, "Education," "Counsels to Parents and Teachers," and "Fundamentals of Christian Education."

17:18. *School Crafts**Both semesters, two hours*

Laboratory practice in handicrafts. Some of the crafts considered are: simple wood novelties, burnt wood etchings, glorified glass pictures, plastic plaques, brass or copper craft, weaving, textile painting, and related crafts suitable for use in the elementary grades. Three hours laboratory per week. Fee, \$2.50 each semester.

20. *Mathematics for Elementary Teachers**Second semester, two hours*

Thorough review of the fundamental processes of arithmetic; development of a mature understanding of arithmetic.

**23. School Health Problems***First semester, two hours*

A study of health problems in the school and the community. Emphasis on material and methods for health instruction in the elementary school.

**31:32. Elementary School Art***Both semesters, two hours*

A course designed to aid the teacher in presenting art instruction in the grades. Topics: freehand drawing, crayola work, clay modeling, water coloring, finger painting, perspective, design, picture study. Fee, \$2.00 each semester.

**35. School Music***First semester, two hours*

A course designed to prepare teachers to give instruction in music in the elementary school. Topics considered: the child voice, rote songs, sight-singing.

**36. Music Appreciation for the Grades***Second semester, two hours*

A study of various types of forms of music as a means of increasing the student's enjoyment and knowledge of music. Many selections from the great composers will be heard and analyzed.

**40. Directed Observation and Teaching***One or two hours*

Prerequisite: At least one course in elementary methods.

Observation of lessons taught by the supervisors, teaching of classes in the training school; study and measurement of children as individuals and in groups; conferences with the supervisors of directed teaching and with the director of elementary teacher training. Fee, \$1.00.

**71. History of Education***First semester, two hours*

A study of the chief educational ideals of mankind in relation to social and historical conditions, with emphasis on modern educational development.

**107. Tests and Measurements***First semester, two hours*

Methods of preparing, administering, and interpreting tests.

**112. Educational Psychology***Second semester, three hours*

Prerequisite: Education 1 recommended.

A study of psychology, with applications to the problems of teaching. Consideration of such topics as motivation, learning transfer, individual differences, and the measurement of achievement.

**116. Psychology of Adolescence***Second semester, two hours*

Prerequisite: Education 1.

A study of adolescent behavior, leading to facility in understanding and teaching secondary school pupils. Principles and methods in educational, vocational, and general guidance of the adolescent.

120. *Teaching of the Social Studies* *Second semester, two hours*

This course will be based upon the textbooks and "units" used in the elementary school. There will be demonstrations and observation to accompany the study of the best methods of teaching geography, history, and civics.

\*126. *Trends in Contemporary Education* *Second semester, two hours*

A course designed to give the student an understanding and appreciation of present-day education.

✓133. *Principles of Secondary Education* *First semester, two hours*

Prerequisite: Education 1.

The development, scope, and function of secondary education.

✓141. *General Secondary Methods* *First semester, three hours*

Fundamentals of the theory and technique of teaching. Some of the topics studied are learning activities, nature and meaning of teaching, proper physical conditions of the classroom, group control, directing study, lesson planning, and types of teaching procedure.

143. *Methods of Teaching Secondary English* *First semester, two hours*

The content of courses, aims, and methods of teaching composition and literature. Open only to students majoring or minoring in English.

145. *Methods of Teaching Modern Foreign Language*

*First semester, two hours*

Prerequisite: A major or a minor in a modern foreign language.

Discussion of methods; observation of foreign language teaching in the secondary school.

146. *Methods of Teaching Bible* *Second semester, two hours*

Prerequisite: A major or a minor in Bible.

Objectives and methods of teaching Bible in the secondary school.

147. *Methods of Teaching Bookkeeping* *First semester, two hours*

Prerequisite: Business Administration 1-2.

Methods of teaching bookkeeping in the secondary school.

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\*Probably will not be given 1947-48.

149. *Methods of Teaching Shorthand* *First semester, two hours*

Prerequisite: Secretarial Science 9 and 10.

A study of methods and problems of teaching Gregg shorthand in secondary schools.

151. *Methods of Teaching Typewriting* *First semester, two hours*

Prerequisite: Secretarial Science 62.

Methods of teaching typewriting in the secondary school.

153. *Methods of Teaching Music* *First semester, two hours*

Prerequisite: A major in music, or permission of the instructor.

Methods and principles of teaching music. Required of students majoring in music.

155. *Supervised Teaching in Music* *First semester, two hours*

Prerequisite: Simultaneous registration for Education 153, and a major in music or permission of the instructor.

Application, under supervision, of the methods and principles of teaching music. This course is required of students majoring in music.

158. *Methods of Teaching the Social Sciences*

*Second semester, two hours*

Prerequisite: Education 112 and 141. Open only to students majoring or minoring in history or political science.

An intensive study of the principles and techniques in the teaching of social sciences in the modern secondary school.

165. *Supervised Teaching in the Secondary School*

*Either semester, two or three hours*

Prerequisite: Satisfactory scholarship; Education 141 and methods in the subject to be taught (these courses may be taken concurrently with supervised teaching).

Observation, participation in class activities, preparation of lesson plans, and teaching under supervision.

\*171-172. *Directed Observation and Teaching*

*Both semesters, four hours*

Prerequisite: Education 15 and at least two courses in elementary methods.

The student teacher observes, participates in class activities, assists pupils privately, makes lesson plans, corrects papers, assists in extracurriculum activities, and engages in teaching under supervision. The minimum amount of actual teaching for four hours of credit is ninety clock hours.

\*Probably will not be given 1947-48.

- \*175. *Co-operative Supervision* *First semester, three hours*

A study of the general supervision of elementary schools.

- \*177. *Curriculum Problems* *First semester, three hours*

✓ A study of the foundation principles of curriculum construction, with practical work in building curricula in the elementary or the secondary field.

- \*178. *Curriculum Workshop* *Second semester, three hours*

The purpose of this course is to provide facilities, materials, and guidance for groups and individuals working on problems in curriculum improvement.

- ✓ 182. *Secondary School Administration* *Second semester, three hours*

Prerequisite: Education 133.

A course which presupposes some acquaintance with problems of administration and supervision. An intensive study of the more important problems in constructive organization of secondary education and the improvement of instruction.

- ✓ 186. *Philosophy of Education* *Second semester, three hours*

Principles, concepts, and problems of education, ancient and modern; consideration of the influence of social and historical conditions on education.

### English

Miss Giddings†, Miss Jones, Mr. Ludington ✓

The aim of the English department is to develop in the student ease, confidence, and competence in the art of effective communication; to foster discernment of and appreciation for the best in books and people; and to stimulate the desire for personal growth, intellectual and spiritual.

MAJOR: A major in English requires twenty-six hours in addition to English 1:2, and shall include English 11, 12, 41, 42, 111 or 122, and two hours in a speech course. Two additional hours of speech credit may apply on a major.

MINOR: A minor in English requires fourteen hours above English 1:2, and shall include English 11, 12, 41, and 42.

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†Absent on leave 1947-48.

\*Probably will not be given 1947-48.

## COMPOSITION AND LITERATURE

1:2. *Composition and Rhetoric* *Both semesters, six hours*

An introduction to the use of the library, dictionary study—with particular emphasis on vocabulary enlargement, the technique of the research paper, and a comprehensive survey of the principles of clear, accurate, and unlabored communication, both written and oral.

11. *English Literature before 1800* *First semester, two hours*12. *English Literature after 1800* *Second semester, two hours*41. *American Literature before 1850* *First semester, two hours*42. *American Literature after 1850* *Second semester, two hours*53. *Journalism* *First semester, two hours*

The theory and practice of writing up straight news, interviews, speeches, weather stories, publicity, and features in modern journalistic style. Reporting for *The Southern Accent* is encouraged.

54. *Journalism* *Second semester, two hours*

Prerequisite: English 53, or high school journalism.

Headline techniques, editing, make-up, and proof-reading.

111. *Advanced Journalism* *First semester, two hours*

Entrance by permission of instructor.

Practical experience in writing for denominational magazines, in handling church and school publicity in local newspapers, and in editorial work on *The Southern Accent*. Work must be accepted by at least two publications in addition to *The Southern Accent*.

122. *Creative Writing* *Second semester, two hours*

Practice in writing the short story, light verse, and simple dramatization, according to individual aptitudes. Writing for publication encouraged.

131. *Elizabethan Literature* *First semester, two hours*

A study of selected masterpieces of the period.

134. *Milton and His Age* *Second semester, two hours*

The philosophy and ideals of the period as reflected by its major writers.

137. *The Romantic Movement* *First semester, three hours*

The major authors of the early nineteenth century in England.

138. *The Victorian Period* *Second semester, three hours*  
Study of the writings of Tennyson and Browning, and of the political and social trends as reflected in the works of lesser writers.
141. *Masters in American Literature* *First semester, three hours*  
Study of the outstanding authors; oral reports and a research paper.
144. *Southern Life* *Second semester, three hours*  
The culture, ideals, and actual life of the South as reflected by its many writers.
161. *Biblical Literature* *First semester, two hours*  
A study of the Bible with emphasis on its literary aspects including drama, lyric poetry, Biblical history, and epic.
162. *Biblical Literature* *Second semester, two hours*  
A continuation of the study of the various literary types with stress on oratory, wisdom literature, prophecy, and rhapsody.  
In both semesters, careful attention will be given to form as related to interpretation.

### SPEECH

5. *Fundamentals of Speech* *First semester, two hours*  
Practice in group discussion, voice training, and oral reading, with study of the physical and physiological bases of speech.
6. *Fundamentals of Speech* *Second semester, two hours*  
Phonetics, practice in reading and speaking audibly, conversationally, and effectively.
115. *The Short Speech* *First semester, two hours*  
Prerequisite: Speech 5 and 6, or permission of the instructor.  
Practice in the construction and delivery of short speeches for special occasions.
116. *Persuasive Speech* *Second semester, two hours*  
Prerequisite: Speech 5 and 6, or permission of the instructor.  
Study and practice in the art of persuasion through ethical, emotional, and logical appeal.
145. *Oral Interpretation* *First semester, two hours*  
Practice in reading effectively selected passages for lecture and sermon help—Scripture, masterpieces of literature in poetry and anecdote, and great orations.
146. *Discussion Procedures* *Second semester, two hours*  
The principles and practice of group discussion, forum and committee procedures, and denominational policy according to the Seventh-day Adventist church manual.

## Foreign Languages

Mrs. Dietel, Mr. Hammill

The objectives of this department are: (1) the meeting of an ever-increasing demand for trained workers in foreign service by acquainting the student with the mechanics of a language; by laying a firm foundation for fluency and accuracy in reading, writing, understanding, and speaking a foreign language; and by introducing the student to the life, literature, ideals, customs, and culture of a foreign land; and (2) the establishing of a practical and cultural background for travel and research, as well as for a better understanding of the English language and of one's own environment.

**MAJOR:** A major is offered in Spanish, the requirement for a major being twenty-six hours above the beginning course or its equivalent. Fourteen hours of the major shall be in upper division credit, including six hours of upper division credit earned in this college.

**MINOR:** Minors are offered in French, in German, and in Spanish. A minor requires twelve hours in one language above the first-year course; it includes six hours of upper division credit, three of which must be earned in this college.

### SPANISH

#### 1-2. *Beginning Spanish*

*Both semesters, eight hours*

A foundation course in grammar, pronunciation, and reading designed to develop the ability to read and understand easy Spanish prose. Not open to one who has had two years of Spanish in secondary school.

#### 3-4. *Intermediate Spanish*

*Both semesters, six hours*

Prerequisite: Spanish 1-2 or two years of Spanish in secondary school.

Advanced grammar; intensive and extensive reading of moderately difficult Spanish texts; oral and written exercises.

#### 7-8. *Spanish Conversation*

*Both semesters, four hours*

Prerequisite: Spanish 1-2 or equivalent.

A course designed to develop ease and skill in speaking and understanding simple idiomatic Spanish. May be taken after, or concurrently with, Spanish 3-4. Additional credit in this course may be earned by participation in an organized tour of Mexico with well defined scholastic requirements, this tour to be offered in the summer of 1948 and in every second summer thereafter if world conditions permit. Six weeks, two semester hours.

101-102. *Survey of Spanish Literature* *Both semesters, six hours*

Prerequisite: Spanish 3-4.

An outline course in the history and development of Spanish literature; reading of representative works; collateral reading and reports.

\*105-106 *Survey of Spanish-American Literature* *Both semesters, six hours*

Prerequisite, Spanish 3-4.

An outline course in the history and development of Spanish-American literature; reading of representative works; collateral reading and reports.

\*111-112. *Advanced Spanish Conversation and Composition* *Both semesters, four hours*

Prerequisite: Spanish 3-4 and 7-8, or special permission based on scholarship.

A course designed to prepare students for work in Spanish countries or for language teaching.

\*115-116. *The Golden Age of Spanish Literature* *Both semesters, four hours*

Prerequisite: Spanish 101-102.

A study of the classical period of Spanish literature, with appropriate readings and assigned topics.

119. *Spanish Civilization* *First semester, two hours*

Prerequisite: Spanish 3-4.

The geography, history, and life of Spain. Readings, research papers, lectures.

120. *Spanish-American Civilization* *Second semester, two hours*

Prerequisite: Spanish 3-4.

The geography, history, and life of Spanish-American countries. Lectures, readings, research papers.

## FRENCH

11-12. *Beginning French* *Both semesters, eight hours*

A foundation course in grammar, pronunciation, and reading designed to develop the ability to read and understand easy French prose. Not open to one who has had two years of French in secondary school.

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\*Probably will not be given 1947-48.

13-14. *Intermediate French* *Both semesters, six hours*

Prerequisite: French 11-12 or two years of French in secondary school.

Advanced grammar; intensive and extensive reading of moderately difficult French texts; oral and written exercises.

17-18. *French Conversation and Composition* *Both semesters, four hours*

Prerequisite: French 13-14.

Development of skill in speaking, understanding, and writing simple, idiomatic French.

\*131-132. *Survey of French Literature* *Both semesters, six hours*

Prerequisite: French 13-14.

The history and development of French literature; reading of representative works; collateral reading and reports.

\*135. *French Phonetics and Diction* *First semester, two hours*

Prerequisite: French 13-14.

Study of the international phonetic alphabet; reducing French selections to phonetic symbols; drill in oral reading and memory work for mastery of French diction.

\*136. *French Civilization* *Second semester, two hours*

Prerequisite: French 13-14.

Geography, history, and life of France. Lectures, research papers, reading of selected literary works and periodicals.

## GERMAN

21-22. *Beginning German* *Both semesters, eight hours*

A foundation course in grammar, pronunciation, and reading designed to develop the ability to read and understand easy German prose. Not open to one who has had two years of German in secondary school.

23-24. *Intermediate German* *Both semesters, six hours*

Prerequisite: German 21-22 or two years of German in secondary school.

Advanced grammar; intensive and extensive reading of moderately difficult prose and poetry; oral and written exercises.

27-28. *German Conversation* *Both semesters, four hours*

Prerequisite: German 23-24.

Development of skill in speaking, understanding, and writing simple, idiomatic German.

\*Probably will not be given 1947-48.

- \*141-142. *Survey of German Literature* Both semesters, six hours

Prerequisite: German 23-24.

History and development of German literature; reading of representative works; collateral reading and reports.

- \*146. *German Civilization* Second semester, two hours

Prerequisite: German 23-24.

Geography, history, and life of Germany. Readings, research papers, lectures.

### GREEK AND HEBREW

- 43-44. *Beginning New Testament Greek* Both semesters, eight hours

Study of elementary New Testament Greek grammar; vocabulary building; extensive exercises in translation; reading of portions of the Gospel of John. Davis' "Beginners' Grammar of the Greek New Testament," is the basic text.

- 45-46. *Intermediate New Testament Greek* Both semesters, four hours

Prerequisite: Greek 43-44.

Thorough review of grammar and vocabulary; translation of I John and of selected chapters of the Gospel of John, the Revelation, Luke, and the Acts; parsing; study of problems of textual criticism; acquaintance with the works of G. Adolph Deissman, A. T. Robertson, and others.

- \*57. *Greek Etymology* First semester, one hour

A useful course to science students and all those who wish to increase rapidly their vocabulary and understand seemingly difficult or technical words through learning Greek roots.

- \*58. *Latin Etymology* Second semester, one hour

A study of the Latin roots of many English words, as a basis for understanding a technical vocabulary.

151. *Greek Exegesis* First semester, two hours

Prerequisite: Greek 45-46.

An introduction to the wealth of expository material available to the minister of the gospel through the use of Greek in the study of the Bible. An exegetical study of certain New Testament epistles.

152. *Greek Exegesis* Second semester, two hours

Prerequisite: Greek 45-46.

Exegetical study of the New Testament epistles not studied in Greek 151.

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\*Probably will not be given 1947-48.

131-132. *Beginning Hebrew**Both semesters, six hours*

Prerequisite: Two years of Greek.

The essentials of Hebrew grammar, vocabulary building, and reading; written assignments; drills in pronunciation, translation, and use of a concordance.

**Health Education**

Mrs. Oakes

1. *Health Principles for Nurses**First semester, two hours*

Fundamental laws and principles of health and personal hygiene; the application of these principles in the daily living habits. This course is especially designed for the prenursing student. Credit is not allowed for this course if Health 4 is taken for credit.

4. *Health Principles**Second semester, two hours*

This course is designed for the general college student. Fundamental principles of personal and community health; the application of these principles in daily living habits. Credit is not allowed for this course if Health 1 is taken for credit.

5:6. *Physical Education**One-half hour per semester;  
Maximum credit, two hours*

Fundamental principles governing the development and maintenance of a good physique; correction of certain anatomical defects prevalent among young people; wholesome recreation. Fee, \$3.00.

31. *Social Aspects of Nursing**First semester, two hours*

This course is intended to acquaint the student with the social responsibilities of the nursing profession. It includes history of nursing and consideration of contemporary movements in the nursing profession.

32. *Social Aspects of Nursing**Second semester, one hour*

A study of the basic concepts of sociology as related to the nursing profession and to the community as a whole.

43-44. *Games for Children**Both semesters, one hour*

Open only to students enrolled in the elementary teacher training curriculum. Opportunity to assist in the organization and leadership of physical education activities and play periods in the elementary school. Certain periods will be devoted to discussion.

61. *Health and Hygiene**First semester, two hours*

The principles of healthful living; practical instruction in hydrotherapy and simple treatments in the care of the sick. One hour lecture, two hours laboratory, per week. Fee, \$1.00.

## Home Economics

Miss Heiser

The courses in this department are designed to give cultural and practical knowledge of the essentials of successful homemaking.

**MAJOR:** A major in home economics, which applies toward a Bachelor of Science in home economics, requires thirty hours; fourteen hours of upper division credit are required, of which a minimum of six hours must be earned in this college. The major shall include the following courses: Home Economics 1-2, 21-22, 42, and 132.

A student majoring in home economics is required to take Chemistry 1-2 and six hours of biological science; it is strongly recommended that she take Chemistry 53-54.

**MINOR:** A minor in home economics requires fifteen hours, including six hours of upper division credit. Three hours of the upper division credit shall be earned in this college.

### 1-2. *Foods and Cookery*

*Both semesters, six hours*

A study of food selection, preparation, and service, with emphasis on the selection of a healthful diet. Laboratory practice in the basic principles of cookery. Two hours lecture, three hours laboratory, per week. Fee, \$6.00 each semester.

### 11-12. *Practical Cookery*

*Both semesters, four hours*

A course designed for young men, to acquaint them with the principles of cooking and meal planning, and with the fundamentals of healthful diet. One hour lecture, three hours laboratory per week. Fee, \$6.00 each semester.

### 21-22. *Clothing*

*Both semesters, six hours*

A course in the selection and construction of clothing; fundamental principles of garment construction; color design, psychology of dress. Two hours lecture, three hours laboratory, per week. Fee, \$2.50 each semester.

### 41. *Household Economics*

*First semester, two hours*

A course dealing with the problems of the consumer in relation to present economic conditions, and the relationship of the buyer to the problems of production, distribution, and consumption.

### 42. *Interior Decoration*

*Second semester, two hours*

Study and application of the principles governing the selection and arrangement of furniture, textiles, pictures, and other home furnishings.

61. *Nutrition**First semester, two hours*

A basic course in nutrition to recognize and give limited instruction and supervision to a balanced diet in the home, in school cafeterias, and in lunch boxes; methods for promoting adequate nutrition practices in the home and among school children; sanitation and food handling.

101-102. *Advanced Cookery**Both semesters, six hours*

Prerequisite: Home Economics 1-2.

Problems in advanced foods, menu planning, calculating costs, marketing, experimental cookery, preparing and serving meals for all occasions. Two hours lecture, three hours laboratory, per week. Fee, \$6.00 each semester.

\*121-122. *Dress Design and Construction**Both semesters, six hours*

Prerequisite: Clothing 21-22.

Pattern designing; special problems in fitting; construction of woolen garments. Further creative experience in costume design and construction of dresses. Two hours lecture, three hours laboratory, per week. Fee \$2.50 each semester.

132. *Child Care and Development**Second semester, two hours*

Physical, mental, and social development of the child, with emphasis on problems of dealing with children and training in child guidance.

### Industrial Arts

Mr. Boynton, Mr. Lynn

The purpose of the courses in industrial arts is to provide opportunity for students to learn at least one trade. A two-year curriculum leading to a diploma is offered.

1-2. *Instrumental Drawing**Both semesters, four hours*

Designed to give fundamental training in the use of instruments, and in the selection of equipment and drawing materials; training in the various processes; orthographic projection, revolutions, surface development, lettering, shading and dimensioning. Fee, \$6.00 each semester.

11-12. *General Woodworking**Both semesters, four hours*

The study of hand and machine tool processes, with opportunity for working out class projects in the laboratory. The use and care of tools, selection of projects, shop sketching, finishing, selection of hardware, and methods of displaying finished products. One hour lecture and two hours laboratory each week. Fee, \$6.00 each semester.

\*Probably will not be given 1947-48.

33. *Household Mechanics**First semester, two hours*

Instruction and laboratory experience in the installation and repair of various types of equipment for the home. Practical training in household maintenance skills, such as repairing plastered walls, cutting and setting glass, repairing screen doors, installing rim locks, repairing mortise locks, attaching drawer knobs and pulls. One hour lecture, two hours laboratory, each week. Fee, \$4.00.

34. *Household Mechanics**Second semester, two hours*

Instruction and experience in the repair and upkeep of household equipment. The student is taught to fit tool handles, reseal chairs, refinish furniture, clean and finish floors, read meters, fit and lay linoleum, solder, wire a socket and plug, adjust a lawn mower, and to do other household maintenance jobs. One hour lecture, two hours laboratory, each week. Fee, \$4.00.

51-52. *Auto Mechanics**Both semesters, four hours*

A general course in the fundamental principles of gas engines and of automobile repairs. One hour lecture, three hours laboratory, each week. Fee, \$6.00 each semester.

61-62. *Survey of Printing**Both semesters, four hours*

The elements of printing, including history, type composition, type faces, layout, proofreading, publication make-up, platen presswork. Advanced work given to students who have had previous experience in printing. One hour lecture, three hours laboratory per week. Fee, \$3.00 each semester.

73-74. *Advanced Woodworking**Both semesters, two hours*

Prerequisite: Industrial Arts 11-12, or a course in hand tool operations.

The study and use of machine tools; machine processes, and mill work.

77-78. *Architectural Drawing**Both semesters, four hours*

Prerequisite: Industrial Arts 1-2, or a beginning course in Mechanical Drawing.

A survey of the field in its various phases, and the acquisition of a working knowledge of technique, symbols, materials, perspective and structural drawing, plan reading, tracing and blue-printing. Fee, \$6.00 each semester.

91-92. *Industrial Arts Projects**Both semesters, two hours*

A study of particular problems in the industrial arts field. A term paper is required.

## Library Science

Mr. Brown ✓

### 21-22. *Introductory Library Science*

*Both semesters, two hours*

Adapted to acquaint the student with the resources of libraries and the efficient use of them, and to serve as an exploratory training for those contemplating future service as librarians. The major emphasis is placed on methods in research, reference work, bibliography, and book selection, but some elementary instruction is given in all the essential library routines, such as classification, cataloguing, and circulation procedures. Lectures, discussion, and laboratory work in the college library.

### 91-92. *Library Administration*

*Both semesters, four hours*

Prerequisite: Introductory Library Science 21-22, or the two may be taken simultaneously.

Designed to give training in library management, with school libraries especially in view, and to impart a practical knowledge of how to organize and administer a library, how to select, acquire, and catalog books, and how to relate the library to the needs of the pupil.

## Mathematics

Mr. Nelson, Mr. Kuhlman, Mr. Lease

The objectives of this department are to acquaint the student with the meaning, scope, methods, and content of mathematics, and to show some of the relationships and contributions of this science to modern civilization and culture.

MINOR: Eighteen hours are required for a minor in mathematics. See "Minor Requirements" for additional information.

### 1. *College Algebra*

*First semester, three hours*

Prerequisite: One year of high school algebra.

The algebraic number system, including complex numbers; variations; rational functions of first, second, and higher degrees with geometrical interpretations; derivatives; maximum and minimum; theory of equations; partial fractions; linear systems and determinants; permutations combinations, probability; conic sections; theory of exponents; exponentials; applications to physics.

### 2. *Plane Trigonometry*

*Second semester, three hours*

Prerequisite: Plane Geometry.

Trigonometric functions; solution of right and of oblique triangles by natural functions and by logarithms; graphic and analytic treatment of trigonometric functions; inverse and exponential functions; trigonometric identities and equations; applications to surveying, astronomy, mechanics, and navigation.

3-4. *Analytical Geometry**Both semesters, four to six hours*

Prerequisite: Mathematics 1.

Rectangular, oblique, and polar coordinates; the relation between a curve and its equation; the algebra of a pair of variables, and the geometry of a moving point; straight lines; conic sections and certain other curves; lines, planes, and surfaces of revolution. Given on demand.

105. *Differential Calculus**First semester, four hours*

Prerequisite: Mathematics 3-

Infinitesimals; variation; differentiation of algebraic and transcendental functions; interpretation of the successive derivatives with applications to physics; differentials; partial derivatives. Given on demand.

106. *Integral Calculus**Second semester, four hours*

Prerequisite: Mathematics 105.

Integration of algebraic and transcendental functions; summation; geometrical and physical interpretation; series; successive integration; simple differential equations. Given on demand.

109. *Advanced Algebra**First semester, three hours*

Prerequisite: Mathematics 1 and 2.

Discussion of advanced algebraical topics, including permutations and combinations, theory of equations, inequalities, mathematical induction, determinants, infinite series.

\*110. *Differential Equations**Second semester, three hours*

Prerequisite: Mathematics 105, 106.

The ordinary differential equations and their applications.

## Music

Mr. Miller, Miss Evans, Mrs. Harter

The aim of this department is to provide for the student an emotional outlet and a means of self expression through forms of beauty; to prepare him for living a fuller life individually, socially, or professionally.

MAJOR. A major in music requires thirty-six hours distributed as follows: sixteen hours in theory; four hours in history of music; sixteen hours in one field of applied music. See "Piano Major Requirements" and "Voice Major Requirements" for further information.

Students majoring in music are required to participate in ensemble music activities during at least two years. Education 153 and 154 are required.

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\*Probably will not be given 1947-48.

If voice, organ, or violin is chosen as the applied music field for a major, the student must demonstrate sufficient pianistic ability to meet the entrance requirements outlined for the piano course.

MINOR. A minor in music consists of twenty hours, including eight hours in one field of applied music. A minimum of six hours of the minor must be in upper division courses, three of which shall be earned in this college.

ELECTIVES IN MUSIC: Electives in music on any curriculum may not exceed ten hours, six of which may be in either theoretical or applied music; the applied music credit may include two hours of credit for participation in group music.

A maximum of two hours for participation in music organizations may apply toward graduation from the various college curriculums. See "Applied Music" for additional information.

## THEORY, HISTORY, AND APPRECIATION

### 1 *Fundamentals of Music* . . . . . *First semester, two hours*

Music notation; scale, interval, and chord construction; music terms; practical application of the above in sight-singing drill.

### 16. *Conducting* . . . . . *Second semester, one hour*

Study and application of the principles of song leadership adapted to evangelistic and church music.

### 33-34. *Appreciation of Music* . . . . . *Both semesters, two hours*

A listening course in directed hearing. A survey of the development of music, with emphasis upon an understanding and appreciation of the beauties of music in its various forms. This course is particularly adapted to the college student who wishes to be able to listen to music intelligently.

### \*45-46. *Beginning Harmony* . . . . . *Both semesters, six hours*

Prerequisite: At least one year of piano.

Intervals, scales, triads, cadences, harmonizing melodies, etc.

### 115. *Evangelistic and Church Music* . . . . . *First semester, two hours*

Discussion of appropriate church music and the better forms of evangelistic music. A study of hymns, specials, and appeal songs.

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\*Probably will not be given 1947-48.

116 *Advanced Conducting* *Second semester, one hour*

Technique with and without baton, organizing choirs, testing voices, blending and balancing parts, etc.

141-142. *History of Music* *Both semesters, four hours*

A study of the development of music to present-day composition, with an examination of the influence of different composers on its growth.

145-146. *Advanced Harmony* *Both semesters, six hours*

Prerequisite: Music 45-46.

Dominant sevenths, larger chord formations, harmonizing chorales, modulations, some original work.

171. *Counterpoint* *First semester, two hours*

Prerequisite: Music 45-46 and 145-146.

The art of writing two or more melodies which, when combined, agree with each other. Reharmonization of Bach chorales and writing of two and three part inventions.

172. *Composition* *Second semester, two hours*

Prerequisite: Music 45-46 and 145-146. Music 171 advised.

Melody construction, simple accompaniments, originals in the smaller forms.

## APPLIED MUSIC

**APPLIED MUSIC CREDIT.** For instruction in piano, voice, violin, organ, or other instrument, one hour of credit will be allowed for one lesson a week with five hours practice weekly for one semester; two hours of credit for two lessons each week with ten hours practice weekly for one semester. Applications for credit may be reviewed by the music committee. Semester examinations will be given on material covered.

Participation in student recitals, public and studio, will be considered a part of the regular work.

A maximum of two hours of credit in music organizations may apply toward graduation; with the exception of credit for *The Chapel Singers*, not more than one hour may be applied from any one year.

The following piano and voice requirements are not to be construed as outlines of a course of study, but merely indicate the comparative degrees of advancement to be attained at the various stages of the course. These requirements correspond largely to those given in the approved curricula of the National Association of Schools of Music.

## PIANO MAJOR REQUIREMENTS (MINIMUM)

A. REQUIREMENTS FOR ENTRANCE: To enter the college curriculum for a major in piano the student should be grounded in correct touch and reliable technique. He should play all major and minor scales correctly in moderate tempo, also broken chords in octave position in all keys, and should have acquired systematic methods of practice.

He should have studied some of the standard etudes, such as Czerny, Opus 299, Book I; Heller, Opus 46 and 47 (according to the individual needs of the pupil); Bach, Little Preludes, and compositions corresponding in difficulty to Haydn, Sonata No. 11, G major No. 20 (Schirmer); Mozart, Sonata C major No. 3 (Schirmer); Beethoven, Sonata Opus 49, No. 1. He should be able to read at sight most of the hymns in the Church Hymnal.

B. END OF FIRST YEAR: At the close of the first year the student should be able to play all major, minor, and chromatic scales, to the extent of two octaves, four notes to an eighty-four metronome beat; arpeggios to the extent of two octaves, four notes to a sixty metronome beat; further work in Czerny, Opus 299. He should have studied compositions as difficult as the following: Bach, Arioso, several two-part inventions; Bach, K.E.P., Solfeggio in C minor; Beethoven, Minuet in E flat; Krause, Sonatas Opus 1, Nos. 2 and 3; also other compositions of approximately the same difficulty by standard composers. Regular assignments in sight reading will be made.

C. END OF SECOND YEAR: At the end of the second year the student should have acquired a technique sufficient to play scales and arpeggios in moderately rapid tempo, about four notes to a ninety-two metronome beat; to play scales in parallel and contrary motion, four notes to a seventy-two metronome beat. He should have acquired some octave technique, and should have studied compositions as difficult as the following: Bach, other two-part inventions, and at least two preludes and fugues from "Eighteen Preludes and Fugues," edited by Buonamici (Schirmer); Beethoven, Adagio Sostenuto, from Opus 27, No. 2, and Andante from Opus 28; Haydn, Sonata in C major, No. 2 (Cotta ed.); Mozart, Fantasia in D minor; Mendelssohn, Songs Without Words, such as "Confidence," "Venetian Gondola Song" No. 1 and 2, and "Hope"; Schubert, Impromptu, Opus 142, No. 2; Grieg, "Butterfly," Opus 43, No. 1, and "Notturmo," Opus 54, No. 4; Chopin, Mazurkas, Opus 7, No. 2; Opus 33, No. 4; Preludes, Opus 28, Nos. 1, 10, and 21; also other selections of equal grade by this composer.

The student should be able to play compositions by modern composers, of comparable difficulty to the above selections, and should demonstrate his ability to read at sight simple accompaniments and compositions of medium grade.

**D. END OF THIRD YEAR:** At the end of the third year the student must have acquired a firmer grasp of those qualities which make for musicianship. He should be able to play all major and minor scales to the extent of four octaves, four notes to a metronome beat of one hundred eight, and arpeggios to the extent of four octaves, four notes to an eighty-eight metronome beat. He should have studied such pieces as Bach, other of the "Eighteen Preludes and Fugues" edited by Buonamici (Schirmer); Mozart, sonatas, or movements from sonatas, such as Sonata in G major, No. 2, or F major, No. 6 (Cotta ed.); Beethoven, appropriate movements from sonatas; Schubert, Impromptus, Opus 90, Nos. 2 and 3; Moment Musicales, Opus 94, Nos. 2 and 6; Chopin, mazurkas, waltzes, nocturnes, of appropriate grade. He should have had further exercise in sight-reading and accompanying by assisting in school functions.

**E. END OF FOURTH YEAR:** At the end of the fourth year the student must have acquired the principles of tone production and greater velocity, and their application to scales, arpeggios, chords, octaves, and double notes. His list of studied pieces should include such works as Bach, still others of the "Eighteen Preludes and Fugues" edited by Buonamici (Schirmer) and several from "Well Tempered Clavichord"; Beethoven, sonatas, or movements from sonatas, such as Opus 2, No. 1; Opus 14, Nos. 1 and 2; Opus 10, No. 1; Haydn, Sonata in E flat, No 3 (Schirmer); Sonata in D major; Mozart, Sonata No. 6, F major (Cotta ed.), or No. 16, A major (Schirmer); Mendelssohn, Songs Without Words, such as "Spring Song," "Hunting Song," and others; Liszt, "Liebestraum," and transcriptions such as "On Wings of Song" and "Du Bist die Ruh"; Schubert, Impromptu in B flat; Chopin, Polonaise C sharp minor, Valse E minor, Nocturne, Opus 9, No. 2; Nocturne F minor, Opus 55, No. 1; Nocturne B major, Opus 31, No. 1; Schumann, Nocturne F major, Fantasiestuecke, "Bird as a Prophet"; some compositions of corresponding difficulty by modern composers.

The student should have acquired the ability to play at sight, accompaniments of moderate difficulty and to provide acceptable piano support for congregational and evangelistic singing.

#### VOICE MAJOR REQUIREMENTS (MINIMUM)

**A. ENTRANCE REQUIREMENTS:** To enter the four-year curriculum for a major in voice, the student should be able to sing on pitch with correct phrasing and musical intelligence standard songs in good English (the simpler classics are recommended.) He should demonstrate a knowledge of the rudiments of music and his ability to read a simple song at sight. Some knowledge of the piano will be necessary, as approved by the instructor.

**B. FOR COMPLETION OF FOUR YEAR CURRICULUM.** The student should have acquired a knowledge of breath support, of the principles of enunciation and pronunciation as applied to singing, and of the essentials

of interpretation. He should demonstrate his ability to sing major, minor, and chromatic scales, arpeggios, contrasting exercises for agility and sustaining tone, and the classic vocal embellishments. He should demonstrate a knowledge of recitative, and the ability to sing several of the less exacting arias from oratorio and several standard songs from memory. He should also have acquired a knowledge of one language in addition to English.

*Organ* *One or two hours per semester*

Prerequisite: Pianistic ability, as approved by the instructor.

Individual instruction. Since only one instrument is available, the number of students who can be accepted for organ lessons is limited.

*Piano* *One or two hours per semester*

Individual instruction.

*Voice* *One or two hours per semester*

Individual instruction.

*Voice Class and Church Music* *Both semesters, two hours*

Adapted to beginners, emphasizing the underlying principles of singing. A class for men and one for women will be made available.

*String and Wind Instruments* *One hour each semester*

Individual instruction.

*Orchestra* *One-half hour per semester*

Placement upon audition.

*Band* *One-half hour per semester*

Placement upon audition.

*Instrumental Ensembles* *One-half hour each semester*

Type of organization and personnel dependent upon available performers.

*Men's Glee Club* *One-half hour each semester*

Membership upon satisfactory audition.

*Women's Chorus* *One-half hour each semester*

Membership upon audition.

*The Chapel Singers* *One hour each semester*

Membership by individual audition. This organization constitutes the church choir, gives a Christmas and a spring concert, does occasional radio broadcasting, and goes on tour to churches away from Collegedale.

*Oratorio Chorus* *Second semester, one-half hour*

Presentation of an oratorio near the close of the semester by a mixed chorus of selected voices. Open to all who can qualify by voice test.

## Physics

Mr. Nelson, Mr. Lease

The courses in this department are intended to present physics as a typical science, and to acquaint students with its relation to other sciences and with some of its applications to the fields of research, engineering, radio communication, medicine, and dentistry.

MINOR: A minor in physics requires sixteen hours exclusive of Courses 3-4 and 15-16. See "Minor Requirements" for additional information.

### 1-2. *General Physics*

*Both semesters, eight hours*

Prerequisite: Mathematics 2. High school physics is advised.

An advanced study of the mechanics of solids, liquids, and gases; properties of matter and its internal forces; wave motion and sound; heat; magnetism; electrostatics; current electricity; alternating current theory; communication; radioactivity; light. Three hours lecture, four hours laboratory per week. Fee, 6.00 each semester.

### 3-4. *Principles of Radio Communication*

*Both semesters, six hours*

Prerequisite: High school physics.

Fundamental electrical principles; alternating currents and high frequency; vacuum tube theory and design; fundamental vacuum tube circuits; radio receiver theory and design; transmitter theory and design; test instruments; fundamentals of cathode ray television; wave fundamentals and radiation; industrial and medical uses of vacuum tubes; relay applications. This course is not applicable on a minor in physics. Fee, \$10.00 each semester.

### \*15-16 *Elementary Photography*

*Both semesters, four hours*

The study of the camera, lenses, negatives, positives, with applications to still picture and motion picture photography in half-tone and color. Not applicable on a minor in physics. One hour lecture, three hours laboratory per week. Fee, \$6.00 each semester.

### 51-52 *Introductory Astronomy*

*Both semesters, six hours*

Prerequisite: Plane geometry; trigonometry and high school physics advised.

A descriptive course comprising a study of general topics, but with special emphasis on acquiring an understanding of the solar system. Two hours lecture and three hours laboratory per week. Fee, \$3.00 each semester.

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\*Probably will not be given 1947-48.

**\*105 Analytical Mechanics***First semester, four hours*

Prerequisite: Mathematics 105 and 106 advised.

The principles of statics and dynamics are given from a mathematical viewpoint. Three hours lecture, three hours laboratory per week. Fee, \$6.00.

**\*122 Electricity and Magnetism***Second semester, four hours*

Prerequisite: Physics 1-2, Mathematics 1 and 2. Mathematics 105 and 106 advised.

Principles of magnetism, direct current and alternating current electricity, with applications of the principles studied. Three hours lecture, three hours laboratory per week. Fee, \$6.00.

### Social Sciences

The objectives of the department of social sciences are to aid in the application of divine ideals to all human relationships; to foster an appreciation of true social and political culture, locally, nationally, and internationally; to develop an intelligent understanding of the relationship between history and Biblical prophecy; and to prepare teachers in the field.

The purpose of the social studies is to lead the student into an understanding of complex modern society and of how the providence of God has influenced its history, so as to enable him effectively to make an individual contribution toward preparing himself and mankind for the kingdom of God.

Those looking toward teaching social sciences in the secondary school should acquaint themselves with the requirements for the certification of teachers and plan their course program so as to fulfill these requirements.

**MAJOR:** A major in history requires thirty hours. It shall include Social Science 1, 2, 13, 14, and 184, and may include six hours of upper division political science credit. Fifteen hours of the major must be in upper division courses.

Credit in Principles of Research (see page 94) is required of those majoring in history.

**MINORS:** For a minor in history twenty hours are required, including Social Science 1, 2, 13, and 14. Six hours of the minor, which shall be chosen from the upper division, may include three hours of upper division political science credit.

A minor in political science requires twenty hours, including Social Science 15 and 20. Of the six hours upper division credit required in the minor, three hours may be in upper division history.

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\*Probably will not be given 1947-48.

## History

1. *Ancient and Medieval Civilization* *First semester, three hours*

A general study of the various factors influencing the development of human civilization from creation to the beginning of modern times.

- ✓ 2. *Modern Civilization* *Second semester, three hours*

A general study of the factors responsible for modern civilization, stressing its religious, social, political, cultural, and economic aspects.

13. *American History, 1492-1865* *First semester, three hours*

A study of the economic, social, literary, and spiritual forces that influenced the formation of the character of the American people and shaped their political institutions and activities.

14. *American History, 1865-1947* *Second semester, three hours*

✓ Reconstruction; political parties; social and economic trends; World War I and its aftermath; the New Deal; World War II.

- \*111. *History of the Renaissance* *First semester, two hours*

Prerequisite: History 1 and 2, or equivalent.

An analysis of the movements that carried civilization forward from medieval times into the modern era, preparatory to the great Reformation and the revolutions of later times.

112. *History of the Reformation* *Second semester, two hours*

Prerequisite: History 1 and 2, or equivalent.

An intensive study of the causes and the course of the great Protestant revolt against the Catholic church, and the Counter Reformation.

115. *The Revolutionary Era* *First semester, three hours*

Prerequisite: History 2, or equivalent.

An analysis of the religious, social, political, cultural, and economic movements during the revolutionary period 1789-1815.

116. *Nineteenth Century Europe* *Second semester, three hours*

Prerequisite: History 2, or equivalent.

Political and social developments in Europe 1815-1918, in their world setting, are studied in the light of Biblical prophecy. Cultural, economic, and religious aspects are critically analyzed.

131. *History of Antiquity* *First semester, three hours*

Prerequisite: History 1, or equivalent.

A study of the ancient nations, Babylonia, Assyria, Egypt, Persia, and Israel, to provide the historical background for an intelligent understanding of the Old Testament.

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\*Probably will not be given 1947-48.

\*132. *History of the Classical World* *Second semester, two hours*

Prerequisite: History 1, or equivalent.

A consideration of Greek culture, of Alexander's Hellenistic empire, of Roman institutions, and of the impact of Christianity upon the ancient world.

\*145. *History of Latin America* *First semester, three hours*

Prerequisite: History 1 and 2, or 13 and 14, or equivalent.

A survey of the colonial period; an intensive study of the rise of the various Latin-American nations, and of their world relationships and present problems.

151. *Ancient and Medieval Christianity* *First semester, three hours*

Prerequisite: History 1, or equivalent.

A survey of movements in the Christian church from apostolic days to the modern era. Doctrines and personalities are analyzed in the light of Biblical teachings.

152. *Modern Christianity* *Second semester, three hours*

Prerequisite: History 2, or equivalent.

A study of the reformatory movements in various countries and the development of the modern religious situation. Special attention given to present-day problems.

154. *History of Religion in America* *Second semester, two hours*

Prerequisite: History 2 and 152.

A survey of American religious movements and their interrelationships with social, cultural, and political forces. Special attention given to recent developments toward federation, the expansion of Catholicism, and problems of religious freedom.

184. *Seminar in History* *Second semester, one hour*

Prerequisite: Principles of Research (See page 94). Open only to majors in history.

Problems of historical research, materials, and methods.

### Sociology and Political Science

15. *American Constitution and Government* *First semester, two hours*

Colonial charters; the making, ratification, and further development of our federal constitution.

\*Probably will not be given 1947-48.

17. *College Problems**First semester, one hour*

Principles of learning, social standards, vocational guidance, adjustment to a college environment. Required of first-year college students.

\*20. *Sociology**Second semester, three hours*

A study of such important aspects of American society as the family, races, religious groups, industry, and education.

127. *Problems of World Politics**First semester, three hours*

Prerequisite: History 1 and 2, or 13 and 14, or equivalent.

An intensive study of world politics 1918-1948, analyzing the forces that determined recent world conditions in the religious, political, economic, cultural, and social fields. Special study will be given to the formation and progress of the United Nations.

140. *United States Foreign Relations**Second semester, three hours*

Prerequisite: History 1 and 2, or 13 and 14, or equivalent.

A detailed study of the foreign policies of the United States which have guided our international relations during particular periods of our history.

\*162. *Contemporary International Relations* *Second semester, three hours*

Prerequisite: History 1 and 2, or 13 and 14, or equivalent.

A critical analysis of the chief factors influencing present-day affairs, with emphasis on the ideological and religious backgrounds to current events. Special study will be given to international problems, to religious freedom and missions advance.

## Geography

41. *Principles of Geography**First semester, three hours*

A beginning course in geography giving attention to maps, land forms, soil and mineral resources, weather and climate and climatic regions. Special emphasis on the physiographic regions and man's adjustment to them.

42. *Geography of a Continent**Second semester, three hours*

A survey course on one of the continents as a whole followed by an analysis of the geographic aspects of each of its countries. Approximately one third of the time will be spent on general geographic principles and world geography in their relation to the particular continent under study.

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\*Probably will not be given 1947-48.

## Bible, Homiletics, and Evangelism

Mr. Jensen, Mr. Banks, Mr. Hammill, Mr. Wittschiebe

It is the purpose of the department of Bible, homiletics, and evangelism to assist the student in understanding the value of religion in human experience; to inculcate a deep appreciation of the place of the Bible in discovering the true philosophy of life; to apply the teachings of Jesus to present-day problems; and to provide training for candidates for the ministry and for Bible teaching.

**MAJOR IN BIBLE FOR THEOLOGICAL STUDENTS:** This major consists of thirty-six hours of credit in Bible, exclusive of Course 1 and 2. Courses in homiletics and evangelism do not apply on this major. Twenty hours of the major must be upper division. See the theological curriculum for additional information. Related courses are required, as shown in the theological curriculum in the section on "Degree Curriculums."

Students entering the theological curriculum should be those who believe that God has called them to devote their lives to Christian service as ministers, evangelists, or Bible teachers, and their character, health, and scholarship should justify their admission and continuance as theological students.

Registrants in the theological and Bible instructors' curriculums are expected to give priority to the requirements and interests of this department through the seminar, clubs, and other activities sponsored by the department.

**MAJOR IN BIBLE FOR NON-THEOLOGICAL STUDENTS:** This consists of thirty hours of credit in Bible, including Bible 184. Courses in homiletics and evangelism do not apply on this major.

Credit for Principles of Research is required of those majoring in Bible.

**MINOR:** A minor in Bible requires six hours in addition to the basic requirement in Bible; it does not include credit in homiletics and evangelism.

### Bible

#### 1. Bible Survey

*First semester, three hours*

Not open to one who has had Old Testament History in secondary school.

A comprehensive study of the Bible, including the history, messages, and prophecies. Special study is given to the Messianic predictions running like a silver thread throughout the Old Testament and reaching fulfillment in the New Testament.

#### 2. Bible Survey

*Second semester, three hours*

Not open to one who has had New Testament History in secondary school.

Emphasis is placed upon Christ as the fulfillment of Old Testament prophecy.

5. *Gift of Prophecy**First semester, two hours*

A study of the scriptural background of the Spirit of Prophecy, its earliest revelations, its relation to the Hebrew race and to the rise and progress of the early Christian church. A survey of the manifestations of the Spirit of prophecy in the remnant church, and its relationship to the progress and development of the Third Angel's Message.

6. *Denominational History**Second semester, two hours*

A survey of the rise and progress of the institutions and missions of the Seventh-day Adventist church, with emphasis on the guiding influence of the Spirit of prophecy.

19. *Fundamentals of Christian Faith**First semester, three hours*

A systematic and comprehensive study of the doctrines of the Christian religion.

20. *Fundamentals of Christian Faith**Second semester, three hours*

A study of the Christian doctrines not considered in Course 19.

55. *Daniel**First semester, three hours*

The history of the Jewish church in its relationship to the prophecies of the book of Daniel. Special emphasis is given to the prophecies of world empires and to the Messianic prophecies which reach their ultimate fulfillment in the second advent.

56. *Revelation**Second semester, three hours*

A study of the New Testament church in its world mission as depicted in the book of Revelation.

101. *New Testament Epistles**First semester, three hours*

An exegetical study of the epistles of the New Testament, with attention to their authorship, historical background, purpose, and doctrinal teachings.

102. *New Testament Epistles**Second semester, three hours*

An exegetical study of Paul's prison epistles, dealing with the problem and nature of sin and the doctrine of faith as a means of salvation.

\*115. *Manuscripts of the Bible**First semester, two hours*

A study of the religious writings of Israel and of their development into the canon of the Old and New Testaments; consideration of manuscripts, versions, and revisions.

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\*Probably will not be given 1947-48.

*\*118. Philosophy of Religion* *Second semester, two hours*

Examination of the philosophical evidences of the authenticity and credibility of the Christian faith.

*131. Major Prophets* *First semester, three hours*

A study of the major prophets, emphasizing the relation of their messages to Israel and Judah and to the present age.

*132. Minor prophets* *Second semester, three hours*

A study of the twelve minor prophets, in which special attention is given to the background of the messages and their importance to the world today.

*161. Teachings of Jesus* *First semester, two hours*

A study of the life and teachings of Jesus, touching the vital points of faith and their practical application to the experience of the student.

*162. Teachings of Jesus* *Second semester, two hours*

A study of the life and teachings of Jesus as presented in the Gospels not studied in Course 161.

*167-168. Gift of Prophecy Seminar* *Both semesters, four hours*

A study of the operation of the prophetic gift; independent investigation of certain doctrinal teachings.

*184. Biblical Topics* *Second semester, one hour*

Prerequisite: Principles of Research.

Research in connection with particular teachings of the Bible. Outlines, reports, and term paper are required. This course is required of senior theological students.

### Homiletics and Evangelism

*\*80. Survey of Missions* *Second semester, two hours*

A study of the growth of the missionary activity of the Christian church from its beginning in the time of Christ to its present world-wide status. The problems, methods, and policies of mission work, and experiences of foreign mission life, are considered.

*89-90. Principles of Personal Evangelism* *Both semesters, four hours*

Theory and practice in the development and presentation of Bible studies, with emphasis on soul-winning through individual contact.

\*Probably will not be given 1947-48.

111. *Church Organization* *First semester, two hours*

A study of the organization of the Seventh-day Adventist church.

119. *Sermon Preparation and Delivery* *First semester, two hours*

Prerequisite: Bible 19 and 20.

A study of the preparation and delivery of sermons. Sermon outlines and practice preaching are required.

120. *Sermon Preparation and Delivery* *Second semester, two hours*

Prerequisite: Bible 19 and 20.

Further study of the preparation of sermons, with practice in preaching under supervision.

125-126. *Evangelism* *Both semesters, four hours*

Prerequisite: Bible 19 and 20; Homiletics 119 and 120.

Laboratory field experience. The student is given opportunity, in co-operation with a local church, to conduct a series of evangelistic services requiring personal visiting, the giving of Bible studies, and preaching.

127-128. *Methods of Religious Instruction* *Both semesters, four hours*

Prerequisite: Evangelism 89-90.

Development and presentation of Bible studies; the use of visual aids; the relation of the Bible instructor to the church organization and the public evangelistic work of the conference.

\*141. *World Religions* *First semester, two hours*

A study of the founders, historical setting, basic teachings and rituals, of existing religions; emphasis upon the needs of the non-Christian world.

175. *Pastoral Methods* *First semester, three hours*

This course is a consideration of the pastoral work of the minister. Among the topics studied are the pastoral sermon, and the pastor's relationship to the Sabbath school, the Missionary Volunteer society, and the several church departments.

176. *Pastoral Methods* *Second semester, three hours*

The pastor as a counselor; the duties of a pastor in connection with special occasions, such as the communion service, a funeral, a marriage ceremony; the relationship of such services to the entire church program.

### Non-departmental

183. *Principles of Research* *First semester, one hour*

A study of the principles governing the selection of topics, the gathering and organization of materials, and the writing of a thesis.

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\*Probably will not be given 1947-48.

## Expenses

Each student entering college, after having met the full financial and labor requirement, has actually covered only a part of the full cost of his instruction and maintenance. The operating deficit is covered by gifts, subsidies, and funds from other sources. The educational opportunity afforded each student in Southern Missionary College represents a large investment in buildings and equipment, averaging more than two thousand dollars for each student enrolled.

### Room Deposit

Dormitory rooms may be reserved by mailing a \$5.00 room deposit to the Secretary of Admissions at the college between May 1 and September 1. This deposit will appear as a credit on the first statement of the first semester.

In case the student's application is not accepted, or if notice of non-attendance is given the college by August 1, the room deposit will be refunded at once by check.

### Advance Deposit and Matriculation Fee

	Dormitory	Non-boarding	Community
Advance Deposit .....	\$50.00	\$35.00	\$25.00
Matriculation Fee .....	12.00	12.00	12.00

ADVANCE DEPOSITS ARE EXPECTED OF ALL STUDENTS INCLUDING VETERANS WHO ARE ATTENDING THE SCHOOL UNDER THE G. I. BILL OF RIGHTS.

The advance deposit is charged only once during the year, and is payable on or before the date of registration. It will be credited on the final statement of the school year, or at the time of withdrawal.

The matriculation fee includes the fees for library, lyceum, school paper, and year book, and is charged each semester. It is not refundable, except in case of withdrawal within the first two weeks of the semester, in which case one-half will be refunded.

For a married couple, each enrolled for eight hours or more of school work, the regular advance deposit and matriculation fee will be required from each. For a combined total of fifteen semester hours or less, the charge will be the same as for one person.

Students registering for music only are not required to pay any advance deposit or fees, except as specified under "Music."

# FINANCIAL PLANS SUMMARIZED—BOARDING STUDENTS

## COLLEGE

1947-48

*Plan	Sem. Hours Labor		Monthly		Semester		Year — 36 Weeks	
	Hours	Per Week	**Cash	Labor	Total	Cash	Labor	Total
I	16	6	\$62.10	\$10.40	\$72.50	\$271.80	\$43.20	\$315.00
II	16	16	44.90	27.60	72.50	199.80	115.20	315.00
III	12	26	27.70	44.80	72.50	127.80	187.20	315.00
IV	8	36	.10	62.40	62.50	15.80	259.20	275.00
							31.60	518.40
								550.00

\* Each of these plans requires a \$50 entrance deposit which is held to apply on the last month's expenses. These plans cover only the fixed charges. They do not include fees (excepting matriculation fee), as these vary from \$27 to \$77 per year, according to the course of study. Books may be obtained at the College Store for cash. All music charges and rentals are extra and are not included in the above plans.

\*\* The amounts given in these columns are approximate. The amount to be paid is that called for by the period statements. This varies somewhat according to charges for board and other expenses, and the credits for labor performed. Since all first semester fees will be charged on the September 30 statement, the tuition for the first semester will be divided into four equal payments, beginning with the October statement.

\*\*\* All figures in these columns are based upon the average expenses and labor credits for men.

A minimum of six hours labor per week is recommended of all boarding students. The figures shown as "Hours of Labor per Week" are the maximum allowed. Students below average in scholarship will be required to work less than the figures shown under plans III and IV.

### College Tuition Charges

1 Semester Hour .....	\$10.00
2 Semester Hours .....	20.00
3 Semester Hours .....	30.00
4 Semester Hours .....	40.00
5 Semester Hours .....	50.00
6 Semester Hours .....	60.00
7 Semester Hours .....	70.00
8 Semester Hours .....	80.00
9 Semester Hours .....	90.00
10 Semester Hours .....	100.00
11 Semester Hours .....	110.00
12-16 Semester Hours .....	120.00

(16 semester hours are considered full school work).

More than 16 semester hours, per semester hour ..... 5.00

These charges are made in four equal installments for each semester, monthly, beginning with the statement for October.

It is assumed to be the earnest purpose of each student to secure an education, and since even those working their entire way have time for as much as one-half of a full class load, each student is urged to carry at least that much school work. Under ordinary circumstances, a student will not be registered for less than eight semester hours.

Private work is discouraged, and no credit will be given for it unless satisfactory arrangements have been made in advance with the registrar. The charge for private work is the same as for regular tuition, plus tutoring fee.

Tuition charges terminate only upon presentation of a drop voucher obtained at the registrar's office. A proportionate charge will be computed as of the end of the week in which the drop voucher is obtained.

Students entering late will be charged tuition from the beginning of the semester, unless they have been attending school elsewhere to the time of their enrollment and no make-up work is necessary. One week will be allowed at the beginning of each semester for a change of program without charge. The regular charge is \$2.00. A late registration fee is charged a student who registers later than the registration week.

### Music Tuition and Rentals

The charge for any private music instruction is \$24.00 per semester, or \$48.00 for the year, for one lesson per week. This charge is made in eight installments of \$6.00 each, in the same manner as the regular tuition. All students who wish to take music must enroll for it at the registrar's office. There are no refunds for specified vacation periods or lessons missed because of the student's absence.

Students who enroll late, or who withdraw before the end of the semester, are charged at the rate of \$1.60 per week up to a maximum of \$24.00 for one lesson a week. Withdrawal is made by means of a drop voucher obtained at the registrar's office.

### Music Fees

	Per Semester
Band, choir, chorus, and orchestra .....	\$2.50
Piano rental for piano students, one hour per day .....	6.00
two hours per day .....	10.00
Piano rental for voice students, one hour per day .....	4.00
two hours per day .....	7.00
Pipe organ rental, one hour per day .....	7.00
Instrument rental (band and orchestra) .....	5.00

### Semester Fees—College

<b>AGRICULTURE</b>		<b>Organic Qualitative</b>	
Farm Home Improvement	3.00	Analysis .....	6.00
Vegetable Gardening .....	3.00	Qualitative Analysis .....	6.00
<b>BIOLOGY</b>		Quantitative Analysis .....	
Biology, General .....	6.00	<b>EDUCATION</b>	
Genetics .....	6.00	Directed Observation and	
Mammalian Anatomy .....	10.00	Teaching .....	1.00
Microbiology .....	6.00	Elementary School Art .....	2.00
Nature .....	6.00	School Crafts .....	2.50
Parasitology .....	6.00	<b>HEALTH EDUCATION</b>	
Zoology .....	6.00	Physical Education .....	3.00
<b>CHEMISTRY</b>		Health and Hygiene .....	1.00
General Chemistry .....	6.00	<b>HOME ECONOMICS</b>	
Laboratory Glass Blowing	6.00	Advanced Cookery .....	6.00
Physical Chemistry .....	6.00	Clothing .....	2.50
Prenursing Chemistry .....	6.00	Dress Design and	
Organic Chemistry .....	6.00	Construction .....	2.50
Organic Preparations .....	6.00		

Foods and Cookery .....	6.00	Electricity and Magnetism	6.00
Practical Cookery .....	6.00	Elementary Photography ....	6.00
INDUSTRIAL ARTS		General Physics .....	6.00
Architectural Drawing .....	6.00	Principles of Radio	
Auto Mechanics .....	6.00	Communication .....	10.00
General Woodworking ....	6.00	SECRETARIAL SCIENCE	
Household Mechanics .....	4.00	Filing .....	2.50
Instrumental Drawing .....	6.00	Secretarial Practice .....	4.00
Printing .....	3.00	Typing, 13, 14, 61, or 62	6.00
PHYSICS		Typing, 57, 58, 127, or 128	3.00
Analytical Mechanics .....	6.00	Voice Transcription .....	3.00
Astronomy .....	3.00		

### Board Charges

The cafeteria plan of boarding is used, which allows the student the privilege of choosing his food and paying only for what he selects. The minimum monthly charge for dormitory students is \$17.00. This covers a full calendar month. The average costs run higher than these figures, totaling around \$195.00 per year for women and \$230.00 for men.

No allowance is made for absence from the campus except for specified vacations of one week or more, and in cases of emergency. Three meals a day are served. Students living in the school homes are expected to take their meals in the dining room.

### Dormitory Rent, Laundry, and Medical Service

A room charge of \$16.50 per calendar month is made to each student residing in a school home. This charge provides for steam heat, light up to 150 watts, medical service (as specified below), and laundry not exceeding \$2.00. On this basis, two students occupy one room. If three occupy one room, the charge is reduced to \$14.50 per month. The rate for rooms in the new additions to the dormitories, with private bath, is \$18.50 for each student. No refund is made because of absence from the campus either for regular vacation periods or for other reasons. If the laundry charge exceeds \$2.00 per month, the excess will be added.

### Medical Service

The medical care includes dispensary service and general nursing care not exceeding two weeks. An extra charge of 10 cents per tray is made each time tray service is required. There will also be an extra charge for calls by a physician, special nursing care, and for calls by the school nurse to students living outside the school home.

All prospective students should have their eyes tested by a competent oculist, and have any necessary dental work cared for before entering school.

## Tithe and Church Expense

Southern Missionary College encourages the payment of tithe and church expense by its student workers. In order to facilitate this practice, arrangements are made for students to have charged to their accounts ten per cent of their school earnings for tithe, and one per cent for church expense. These funds are then transferred by the college to the treasurer of the Colledale S. D. A. Church.

## Fund For Personal Expenses

Students should be provided with sufficient funds, in addition to money for school expenses, to cover cost of books, clothing, and all personal items. They may open deposit accounts at the business office, subject to withdrawal in person only, and these funds are available at any time, as long as there is a credit remaining of what the student has deposited. These deposit accounts are entirely separate from the regular students' expense accounts.

Purchases from the college store or from other departments on the campus are made only by cash. At the beginning of each semester, a student may purchase from the business office a store voucher which may be used at the store for the purchase of books and school supplies only.

## Payment of Accounts

Statements will be issued to students on the last day of each calendar month, covering the month's expenses and credits. To make this possible, the books will have to be closed a few days earlier to give time for preparing the statements; board charges and labor and cash credits after that closing will appear on the following month's statement.

To encourage prompt payment, a cash discount of two per cent will be allowed on the balance due the school for the current month's expenses less labor credits, if paid within the discount period of fifteen days from date of statement.

The college board has made the costs as low as is consistent with educational efficiency. The school, therefore, must expect prompt payment of all accounts. Failure in this respect may terminate a student's connection with the school.

Transcripts of credits and diplomas are issued only when students' accounts are paid in full.

Post dated checks are not acceptable.

## Student Labor Regulations

Believing in the inspired words that "systematic labor should constitute a part of the education of youth,"<sup>1</sup> Southern Missionary College has made provision that every student enrolled may have the privilege of organizing his educational program on the "work-study" plan. "Jesus the carpenter, and Paul the tent-maker, . . . with the toil of the craftsman linked the highest ministry, human and divine."<sup>2</sup> The college not only provides a work-study program, but strongly recommends it to each student enrolled.

Inasmuch as the student's labor constitutes a part of his education, participation in the work program is graded, and a report issued to him. This grade is based upon the following:

Interest	Integrity	Initiative
Leadership	Dependability	Compatability
Punctuality	Cooperation	Efficiency

A record of vocational experience and efficiency is also kept, by semesters, for each student in which is listed the type of work in which he has engaged and his degree of efficiency. This information will be available for potential employers.

The college will assign students to departments where work is available and cannot shift students from one department to another merely upon request. It should be understood that once a student is assigned to work in a given department, he will remain there for the entire school year except in rare cases where changes are recommended by the school nurse, or are made at the discretion of the college.

Should a student find it necessary to be absent from work, he must immediately make arrangements with his work superintendent. In cases of illness, he will also inform the health service. For tardiness, or failure to report to work without making prior satisfactory arrangements, a student is liable to suspension from work and class programs.

## Scholarships

**COLPORTEUR SCHOLARSHIPS.** For the encouragement of colporteurs, the college, together with the local conference, book and Bible house, and publishing house, offers a very liberal scholarship bonus.

No additional regular cash discounts are allowed in cases where a colporteur scholarship bonus is granted.

1 Ellen G. White, *Fundamentals of Christian Education*, p. 44, Nashville, Tennessee, Southern Publishing Association, 1923.

2 Ellen G. White, *Education*, p. 217, Mountain View, California, Pacific Press Publishing Association, 1903.

In order to qualify for this scholarship, a man needs to spend in the colporteur work a minimum of 400 hours; a woman, 350 hours. Through the benefits of a colporteur scholarship, it is possible for a college student to meet the cash requirement of Plan I by selling only \$882.00 worth of subscription books.

Cash earnings (50% of sales shown above) .....	\$441.00
Scholarship bonus .....	189.00
Total cash requirement .....	<u>\$630.00</u>

This covers the following items of school expense for students residing in the dormitory:

Matriculation, 2 semesters .....	\$24.00
Tuition, full work .....	240.00
Room, laundry, medical service, etc. ....	136.00
Board, average for men .....	230.00
	<u>\$630.00</u>

If the earnings are less than required for a full scholarship, the bonus will be proportionately smaller.

Any extra expenses not provided for in the scholarship may be covered by labor or cash from other sources.

**TUITION SCHOLARSHIPS.** Each year the college, in conjunction with the several local conferences of the Southern Union Conference, awards eleven \$50 cash scholarships to be applied on tuition: \$25 at the end of the first semester and \$25 at the end of the second. The candidates are chosen as follows: The faculty of each designated school nominates its candidate; the name, if approved by the school board, is recommended to the educational board of the local conference, for final approval. The selection of nominees is based on character, scholarship, personality, and promise of future leadership. The names of the nominees are announced at the time of commencement at the college. The following schools are eligible to participate in this plan:

Asheville Agricultural School  
 Atlanta Academy  
 Collegedale Academy  
 Forest Lake Academy (2)  
 Highland Academy  
 Pewee Valley Academy  
 Pine Forest Academy  
 Pisgah Institute

**PROSPECTIVE TEACHERS' SCHOLARSHIPS.** The Southern Union Conference Executive Committee has adopted the following recommendation which became effective in the fall of 1943:

Voted: that we recommend to each local conference the setting up of three \$100.00 scholarships annually to help provide for the first year normal work of prospective church school teachers who have completed their secondary education, the beneficiaries to be selected by each local conference educational committee, and that they be required to teach at least two consecutive years following graduation in the conference granting such scholarship. In the event that the beneficiary does not fulfill his part of the agreement, the scholarship will become a debt payable to the conference immediately.

In addition to the above, we recommend the continuation of scholarships by the conferences to the sum of \$100.00 instead of \$50.00 as formerly, to Southern Missionary College, for students from each conference who are completing the second semester of the final year of the Teacher Training Course, and who otherwise are not financially able to complete the year's work, upon the following conditions:

1. Are recommended by the President and the Director of Teacher Training of Southern Missionary College.
2. Are recommended by the Educational Committee of the local conference and approved by the conference committee.
3. Are pledged to give two consecutive years of teaching service in their own conference.

It is understood that in the case of any beneficiary receiving both scholarships, the teaching service required will be only a total of two years.

### Educational Fund

Many young people are deprived of the privilege of attending college because of a lack of necessary means. To aid these, an earnest effort has been made to obtain donations for the establishment of an educational fund, from which students worthy of help may borrow money for a reasonable length of time. Faithfulness in refunding these loans will make it possible for the same money to assist many students in school. There have been some gifts, and they have been used to help several young men and women complete their work in this college. But the needs of worthy students have been greater than the funds on hand; consequently it has been impossible in many instances to render the desired assistance. It has therefore been decided to direct the attention of patrons and friends of the school to these facts and to invite them to give such means as they may desire to devote to this purpose. The college will be glad to correspond with any who think favorably of this plan, and will continue to use the gifts so that the wishes of the donors may be fulfilled and the best results obtained.

"In each conference a fund should be raised to lend to worthy poor students who desire to give themselves to the missionary work; and in some cases they should receive donations. When the Battle Creek College was first started, there was a fund placed in the Review and Herald office for the benefit of those who wished to obtain an education, but had not the means. This was used by several students until they could get a good start; then from their earnings they would replace what they had drawn, so that others might be benefited by the fund. The youth should have it plainly set before them that they must work their own way as far as possible and thus partly defray their expenses. That which costs little will be appreciated little. But that which costs a price somewhere near its real value will be estimated accordingly."—*Testimonies*, Vol. 6, pages 213, 214.

## COLLEGE ENROLLMENT 1946-47

Liberal Arts	Men	Women	Total
Seniors .....	14	3	17
Juniors .....	24	6	30
Sophomores .....	26	41	67
Freshmen .....	142	99	241
Pre-professional			
Sophomores .....	11	3	14
Freshman .....	80	20	100
Specials and Unclassified .....	6	28	34
Total for year .....	303	200	503

## Geographical Distribution of College Enrollment

1946-47

Alabama .....	24	Ohio .....	11
Arkansas .....	6	Oklahoma .....	4
California .....	4	Pennsylvania .....	4
Colorado .....	2	South Carolina .....	16
Delaware .....	1	South Dakota .....	1
District of Columbia .....	1	Tennessee .....	147
Florida .....	87	Texas .....	6
Georgia .....	23	Virginia .....	13
Illinois .....	12	Wisconsin .....	1
Indiana .....	10	West Virginia .....	7
Kentucky .....	13	Bahamas .....	1
Louisiana .....	5	Cuba .....	2
Maryland .....	7	French Morocco .....	1
Massachusetts .....	3	Haiti .....	1
Michigan .....	12	India .....	1
Minnesota .....	2	Norway .....	1
Mississippi .....	18	Puerto Rico .....	5
Missouri .....	2	Sweden .....	1
New Jersey .....	1		
New York .....	3		
North Carolina .....	44	Total .....	503

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Bachelor of Science in Secretarial Science .....	45	History of the College .....	13
Discounts .....	100	Home Economics Courses .....	76
Drop Vouchers .....	25	Honor Roll .....	31
Education Courses .....	63	Honors, Graduation with .....	32
Educational Fund .....	103	Hour, Semester .....	25
Elementary Teacher Training .....	47	Industrial Arts Courses .....	77
Employment .....	101	Industrial Arts Curriculum .....	47
English Courses .....	68	Industrial Supervisors .....	11
Entrance Deficiencies .....	24	Instructional Staff .....	8
Entrance Deposit .....	95	Junior College Credit .....	22
Examinations		Junior College Curriculums .....	47
Course .....	29	Junior, Defined .....	26
Entrance .....	29	Late Entrance .....	24
Exemption .....	29	Laundry Charges .....	99
Special .....	29	Library Science .....	79
Validation .....	29	Location .....	13
Executive Committee .....	7	Lower Division Courses, Defined .....	52
Expenses .....	95	Lyceum .....	20
Extension Work .....	28	Major Requirements .....	34
Extracurricular Activities .....	19	Marriages .....	19
Faculty .....	8-10	Mathematics Courses .....	79
Farm .....	13	Matriculation Fee .....	95
Fees .....	98	Medical Service .....	99
Financial Aid .....	103	Minor Requirements .....	35
Financial Plans .....	96	Music, Applied .....	82
Foreign Language		Music Charges .....	98
Courses .....	71	Music Courses .....	80
One Unit .....	24	Objectives .....	13
Requirement .....	33	Officers of Administration .....	8
French Courses .....	72	Physics Courses .....	86
Freshman, Defined .....	26	Orientation Course .....	90
General Information .....	13	Personal Expense .....	100
Geographical Distribution .....	105	Political Science Courses .....	89
Geography Courses .....	90	Predental Curriculum .....	49
German Courses .....	73	Predietetics Curriculum .....	50
Governing Standards .....	18	Premedical Curriculum .....	48
Grade Points .....	30	Prenursing Curriculum .....	50
Grades .....	30	Printing Course .....	83
Graduation in Absentia .....	32	Private Work .....	97
Graduation Requirements .....	32	Psychology Courses .....	64, 65
Greek Courses .....	74	Publications .....	20
Health Courses .....	75	Regional Field Representatives .....	7
Health Service .....	19	Registration .....	24
		Regulations, Announced .....	19
		Religious Services .....	19

Repetition of Course .....	30	Speech Courses .....	70
Residence .....	19	Student Load .....	25
Room Rent .....	99	Summer Session .....	14
Room Reservation .....	95	Theological Curriculum .....	38
Scholarships .....	101-103	Tithe .....	100
Secretarial Science Courses ....	58	Transportation .....	13
Secretarial Science Curriculum .....	45, 48	Tuition .....	97
Semester Fees .....	98	Upper Division Courses	
Semester Hour .....	25	Admission to .....	26
Senior, Defined .....	27	Definition of .....	52
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Sociology Courses .....	89	Veterans, Admission of .....	14, 21
Sophomore, Defined .....	26	Vocational Courses (See Agri-	
Spanish Courses .....	71	culture and Industrial Arts	
Special Hours .....	26	Courses)	
Special Student .....	22	Vocational Requirement .....	34



Lynn Wood Hall, housing administrative offices, classrooms, laboratories and chapel. A. G. Daniells Memorial Library visible on the right.



The A Cappella Choir furnishes inspirational music for religious services.



The A. G. Daniells Memorial Library  
provides the proper atmosphere for  
study.



A partial view of Maude Jones Hall,  
which houses the young women of the  
college, and the cafeteria.



The Men's Dormitory on the left with  
the Press Apartments behind the trees  
on the right.



Nathan Walla \$7.50 / hr. except.

Union 5.00 & 6.00 / sem.

Pace 7.50 / hr

The American flag flying in the breeze  
makes a beautiful and inspiring picture  
on the campus.

	Lecture	Lab
Pre Nursing Chem	2	1
org chem	2	1
College algebra	3	
Analytic Geometry	2 or 3	
Radiat.	2	1

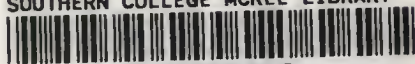
**For Reference**

**Not to be taken**

**from this library**

Calculus = Granville Smith Longley - 1934  
 Analytic Geometry - Wilson & Tracy 1937 alt 2d  
 Pre-nursing - Same - Lab Manual & text.  
 Biddle - Chem of Health & Disease.  
 Qual. Anal.: Engelder et al 37'  
 Quant. Anal.

SOUTHERN COLLEGE MCKEE LIBRARY



TMS084300

Radio. - Radio Handbook 1947 Ed.  
 American Radio Relay League

Physics text & manual same as formerly

NOT TO BE TAKEN

Organic

FROM LIBRARY

Text - Warrheins - Textbook of Organic Chemistry,  
 abridged Ed. (1945) Blakiston.  
 Lab. Adams & Johnson

Physical. Helman & Daniels. 8th Ed Niley.  
 143

