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*Southern
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ALOGUE, 1951 - 1952

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Earl F. Hackman Hall — Natural Sciences



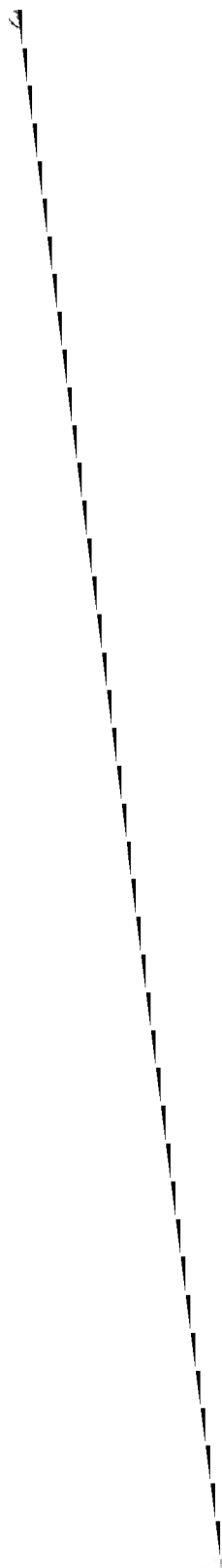
Tennessee River at Lookout Mountain



Scene on Lookout Mountain



Maudé Jones Hall — Ladies' Residence Hall



THE
S M C
ANNUAL BULLETIN

VOLUME I

JUNE, 1951

NUMBER 2



ANNOUNCEMENTS 1951-52

Volume 1

The "S.M.C." June 1951

No. 2

F. O. Rittenhouse, *Editor*

Published quarterly by Southern Missionary College, Collegedale, Tennessee. Application for entry as second class matter under act of August 24, 1912, pending.

COLLEGEDALE, TENNESSEE

McKEE LIBRARY

Southern Missionary College

Collegedale, Tennessee 37315



CALENDAR

1951	1952		1953
July	January	July	January
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5 6 7 1 2 3 4 5 1 2 3 4 5 1 2 3
8 9 10 11 12 13 14	6 7 8 9 10 11 12	6 7 8 9 10 11 12	4 5 8 7 8 9 10
15 16 17 18 19 20 21	13 14 15 16 17 18 19	13 14 15 16 17 18 19	11 12 13 14 15 16 17
22 23 24 25 26 27 28	20 21 22 23 24 25 26	20 21 22 23 24 25 26	18 19 20 21 22 23 24
29 30 31	27 28 29 30 31	27 28 29 30 31	25 26 27 28 29 30 31
August	February	August	February
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
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5 6 7 8 9 10 11	3 4 5 6 7 8 9	3 4 5 6 7 8 9	8 9 10 11 12 13 14
12 13 14 15 16 17 18	10 11 12 13 14 15 16	10 11 12 13 14 15 16	15 16 17 18 19 20 21
19 20 21 22 23 24 25	17 18 19 20 21 22 23	17 18 19 20 21 22 23	22 23 24 25 26 27 28
26 27 28 29 30 31	24 25 26 27 28 29	24 25 26 27 28 29 30 31
September	March	September	March
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2 3 4 5 6 7 8	2 3 4 5 6 7 8	7 8 9 10 11 12 13	8 9 10 11 12 13 14
9 10 11 12 13 14 15	9 10 11 12 13 14 15	14 15 16 17 18 19 20	15 16 17 18 19 20 21
16 17 18 19 20 21 22	16 17 18 19 20 21 22	21 22 23 24 25 26 27	22 23 24 25 26 27 28
23 24 25 26 27 28 29	23 24 25 26 27 28 29	28 29 30	29 30 31
30	30 31
October	April	October	April
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21 22 23 24 25 26 27	20 21 22 23 24 25 26	19 20 21 22 23 24 25	19 20 21 22 23 24 25
28 29 30 31	27 28 29 30	26 27 28 29 30 31	26 27 28 29 30
November	May	November	May
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
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4 5 6 7 8 9 10	4 5 6 7 8 9 10	2 3 4 5 6 7 8	3 4 5 6 7 8 9
11 12 13 14 15 16 17	11 12 13 14 15 16 17	9 10 11 12 13 14 15	10 11 12 13 14 15 16
18 19 20 21 22 23 24	18 19 20 21 22 23 24	16 17 18 19 20 21 22	17 18 19 20 21 22 23
25 26 27 28 29 30	25 26 27 28 29 30 31	23 24 25 26 27 28 29 30	24 25 26 27 28 29 30 31
December	June	December	June
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
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2 3 4 5 6 7 8	8 9 10 11 12 13 14	7 8 9 10 11 12 13	7 8 9 10 11 12 13
9 10 11 12 13 14 15	15 16 17 18 19 20 21	14 15 16 17 18 19 20	14 15 16 17 18 19 20
16 17 18 19 20 21 22	22 23 24 25 26 27 28	21 22 23 24 25 26 27	21 22 23 24 25 26 27
23 24 25 26 27 28 29	29 30	28 29 30 31	28 29 30
30 31

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1952

CALENDAR OF EVENTS

1951-52

SUMMER SESSION

RegistrationMonday, June 25
Instruction BeginsTuesday, June 26
HolidayWednesday, July 4
Final Examinations Wednesday and Thursday, August 22, 23
Commencement, 8:00 P. M.Thursday, August 23
Close of Summer SessionFriday, August 24

FIRST SEMESTER

Opening Chapel Program, All New Students,
8:00 P. M.Wednesday, September 12
Tests and Orientation, All New Students,
8:00 A. M.Thursday, September 13
to 12:00 Noon,Friday, September 14
Registration for First Semester, Freshmen (A-E),
2:00 to 4:00 P. M.Friday, September 14
Registration for First Semester, Freshmen (F-Z),
9:00 A. M. to 4:00 P. M.Sunday, September 16
President's Convocation, All College Students,
8:00 P. M.Sunday, September 16
Registration for First Semester, All Returned Students,
8:00 A. M.Monday, September 17
to 12:00 NoonTuesday, September 18
Dean's Convocation, All Students,
8:00 P. M.Tuesday, September 18
Instruction Begins, 7:35 A. M.Wednesday, September 19
First Vesper Service, 7:30 P. M.Friday, September 21
Faculty-Student Reception, 8:00 P. M.Saturday, September 22
Fall Week of PrayerOctober 5 to 13
Mid-Semester Examinations, Monday to Friday ..November 12 to 16

Thanksgiving Recess, 12:00 NoonWednesday, November 21
to 7:35 A. M.Monday, November 26

Christmas Vacation, 12:00 NoonThursday, December 20
to 7:35 A. M.Thursday, January 3

First Semester Examinations .. Tuesday to Thursday, January 22 to 24

Close of First SemesterFriday, January 25

SECOND SEMESTER

Registration for Second Semester,
All StudentsSunday and Monday, January 27, 28

Instruction BeginsTuesday, January 29

Spring Week of PrayerFebruary 29 to March 8

Mid-Semester Examinations Monday to Wednesday, March 17 to 19

Spring Recess, 12:00 NoonWednesday, April 9
to 7:35 A. M.Tuesday, April 15

College DaysSunday and Monday, April 20, 21

Second Semester Examinations ..Tuesday to Thursday, May 27 to 29

Senior Consecration Service, 8:00 P. M.Friday, May 30

Baccalaureate Sermon, 11:00 A. M.Sabbath, May 31

Commencement, 10:00 A. M.Sunday, June 1

BOARD OF TRUSTEES

V. G. Anderson, <i>President</i>	Decatur, Georgia
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W. E. Strickland	Nashville, Tennessee
B. F. Summerour	Norcross, Georgia

EXECUTIVE COMMITTEE

V. G. Anderson, <i>Chairman</i>
Kenneth A. Wright, <i>Secretary</i>
Charles Fleming, Jr.
H. S. Hanson
G. R. Nash
H. E. Schneider

FINANCE COMMITTEE

Charles Fleming, Jr., <i>Chairman</i>
G. T. Gott, <i>Secretary</i>
Kenneth A. Wright
F. O. Rittenhouse
R. G. Bowen

REGIONAL FIELD REPRESENTATIVES

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For Florida: K. D. Johnson	Orlando, Florida
For Georgia-Cumberland: Ward Scriven	Atlanta, Georgia
For Carolina: Wayne Foster	Charlotte, North Carolina
For Kentucky-Tennessee: T. A. Mohr	Nashville, Tennessee

ADMINISTRATION AND FACULTY

ADMINISTRATION

KENNETH A. WRIGHT, M.S.Ed.	President
FLOYD O. RITTENHOUSE, Ph.D.	Dean
CHARLES FLEMING, JR., M.B.A.	Business Manager
ELVA B. GARDNER, M.A.	Registrar, Secretary of the Faculty
STANLEY D. BROWN, M.A., B.A. in L.S.	Librarian
EVERETT T. WATROUS, M. A.	Dean of Men
EDNA E. STONEBURNER, B.S., R.N.	Dean of Women
THOMAS W. STEEN, Ph.D., ..	Director Test. and Counseling Service
K. M. KENNEDY, B.A.	Principal of the Elementary School
ESTHER WILLIAMS,	Director of Food Service
RICHARD L. HAMMILL, Ph.D.	Coordinator of Student Activities
WILLIAM G. SHULL, M.D.	College Physician
WILLIAM B. HIGGINS, M.S.,	Principal of Collegedale Academy
MARIAN L. KUHLMAN, R.N.	Director of Health Service
G. T. GOTT, B.A.	Assistant Business Manager
R. G. BOWEN	Treasurer

INDUSTRIAL SUPERVISORS

SOUTHERN MISSIONARY COLLEGE

GEORGE A. PEARMAN	Maintenance and Construction
JOHN B. PIERSON	College Farms
A. W. SPALDING, JR.	Fruit, Garden and Campus

COLLEGE INDUSTRIES, INC.

M. E. CONNELL	College Broom Factory
RAY OLMSTEAD	College Wood Products
E. A. PENDER	College Press
J. E. TOMPKINS	Collegedale Laundry

COLLEGEDALE MERCANTILE ENTERPRISES, INC.

E. S. ANDERSON	College Creamery
R. E. HAEGE	College Store
B. J. HAGAN	College Garage
C. S. PARRISH	Southern Mercantile Agency
F. S. SANBURN	Collegedale Distributors

THE FACULTY

- KENNETH A. WRIGHT, M.S. Ed., *President*.
 B.A., Emmanuel Missionary College, 1923;
 M.S. Ed., Cornell University, 1938.
 Present position since 1943.
- HORACE R. BECKNER, B.R.E., *College Pastor*.
 B.R.E., Atlantic Union College, 1933.
 Present position since 1947.
- AMBROSE L. SUHRIE, Ph.D., *Professor Emeritus of Education and Resident Educational Consultant*.
 Ph.B., John B. Stetson University, 1906;
 M.A., University of Pennsylvania, 1911;
 Ph.D., University of Pennsylvania, 1912.
 Present position since 1945.
-
- †ELAINE GIDDINGS, Ph.D., *Professor of English and Speech*.
 B.A., Emmanuel Missionary College, 1931;
 M.A., University of Southern California, 1945;
 Ph.D., University of Michigan, 1949.
 Present position since 1945.
- RICHARD L. HAMMILL, Ph.D., *Professor of Religion and Biblical Languages*.
 B.Th., Walla Walla College, 1936;
 M.A., S.D.A. Theological Seminary, 1947;
 Ph.D., University of Chicago, 1950.
 Present position since 1946.
- HAROLD A. MILLER, M.Mus., *Professor of Music*.
 B.Mus., Otterbein College, 1937;
 M.Mus., Eastman School of Music, University of Rochester, 1941.
 Present position since 1945.
- E. I. MOHR, Ph.D., *Professor of Physics*.
 B.A., Union College, 1926;
 M.S., University of Southern California, 1943;
 Ph.D., University of Southern California, 1950.
 Present position since 1949.
- GEORGE J. NELSON, Ph.D., *Professor of Chemistry and Mathematics*.
 B.S., Emmanuel Missionary College, 1932;
 M.S., University of Colorado, 1939;
 Ph.D., University of Colorado, 1947.
 Present position since 1939.
- FLOYD O. RITTENHOUSE, Ph.D., *Professor of History*.
 B.A., Emmanuel Missionary College, 1928;
 M.A., Ohio State University, 1932;
 Ph.D., Ohio State University, 1947.
 Present position since 1947.

† On leave during 1951-52.

THOMAS W. STEEN, Ph.D., *Professor of Education.*

B.A., Emmanuel Missionary College, 1910.

M.S., Northwestern University, 1932;

Ph.D., University of Chicago, 1939.

Present position since 1948.

CHARLES E. WITTSCHIEBE, M.A., *Professor of Religion.*

B.R.E., Atlantic Union College, 1931;

M.A., S.D.A. Theological Seminary, 1946.

Present position since 1947.

EDWARD C. BANKS, M.A., *Associate Professor of Religion and Evangelism.*

B.Th., Emmanuel Missionary College, 1934;

M.A. in Religion, S.D.A. Theological Seminary, 1948.

Present position since 1946.

GERALD W. BOYNTON, M.A., *Associate Professor of Industrial Arts.*

B.S., Madison College, 1940;

M.A., George Peabody College for Teachers, 1943.

Present position since 1945.

THERESA ROSE BRICKMAN, M. Com'l Ed., *Associate Professor of Secretarial Science.*

B.A., Union College, 1928;

M.Com'l Ed., University of Oklahoma, 1942.

Present position since 1942.

STANLEY D. BROWN, M.A., *Associate Professor of Bibliography and Library Science.*

B.A., Washington Missionary College, 1926;

B.A. in L.S., University of North Carolina, 1937;

M.A., University of Maryland, 1935;

Present position since 1935.

OLIVIA BRICKMAN DEAN, M.Ed., *Associate Professor of Elementary Education.*

B.A., Union College, 1934;

M.Ed., University of Oklahoma, 1943.

Present position since 1942.

RUPERT M. CRAIG, M.A., *Associate Professor of Economics and Business.*

B.A., Atlantic Union College, 1944;

M.A., Boston University, 1947.

Present position since 1950.

MARY HOLDER DIETEL, M.A., *Associate Professor of Modern Languages.*

B.A., Washington Missionary College, 1919;

M.A., University of Maryland, 1933.

Present position since 1938.

MAUDE I. JONES, B.A., *Associate Professor Emeritus of English*

B.A., Mississippi College for Women, 1894.

Present position since 1917.

- HULDRICH H. KUHLMAN, M.A., *Associate Professor of Biology.*
 B.A., Emmanuel Missionary College, 1940;
 M.A., George Peabody College for Teachers, 1945.
 Present position since 1946.
- DON C. LUDINGTON, M.A., *Associate Professor of English.*
 B.A., Emmanuel Missionary College, 1913;
 B.S., George Peabody College for Teachers, 1929;
 M.A., George Peabody College for Teachers, 1930.
 Present position since 1947.
- LEIF KR. TOBIASSEN, M.A., *Associate Professor of History and Religion.*
 B.A., Emmanuel Missionary College, 1936;
 M.A., S.D.A. Theological Seminary, 1948.
 Present position since 1947.
- HIRA T. CURTIS, B.S., *Assistant Professor of Accounting and Business.*
 B.S., Union College, 1899.
 Present position since 1949.
- GEORGE B. DEAN, M.A., *Assistant Professor of Biology and Chemistry.*
 B.A., University of Wichita, 1928;
 M.A., George Peabody College for Teachers, 1947.
 Present position since 1939.
- ELVA BABCOCK GARDNER, M.A., *Assistant Professor of Education.*
 B.A., Union College, 1938;
 M.A., University of Nebraska, 1949.
 Present position since 1950.
- GEORGE T. GOTT, B.A., *Assistant Professor of Economics.*
 B.A., Emmanuel Missionary College, 1944.
 Present position since 1947.
- ELMORE J. MCMURPHY, M.A., *Assistant Professor of Religion and Speech.*
 B.A., Pacific Union College, 1940;
 M.A., S.D.A. Theological Seminary, 1950.
 Present position since 1951.
- KATHLEEN BURROWS MCMURPHY, M.A., *Assistant Professor of English and Literature.*
 B.A., Pacific Union College, 1939;
 M.A., University of Maryland, 1948.
 Present position since 1951.
- EVERETT T. WATROUS, M.A., *Assistant Professor of History.*
 B.A., Atlantic Union College, 1934;
 M.A., University of Chicago, 1941.
 Present position since 1948.
- J. MABEL WOOD, B.A., *Assistant Professor of Music.*
 B.A., Union College, 1948.
 Present position since 1949.
-

ALBERT L. ANDERSON, *Instructor in Printing.*

B.A., Union College, 1938.
Present position since 1951.

RUTH GARBER HIGGINS, B.A., *Instructor in Home Economics.*

B.A., Atlantic Union College, 1951.
Present position since 1951.

HARRY RALSTON HOOPER, B.S., *Instructor in Fine Arts and in Industrial Arts.*

B.S., Pacific Union College, 1949.
Present position since 1949.

EDNA E. STONEBURNER, B.S., R.N., *Instructor in Nursing Education.*

R.N., College of Medical Evangelists, 1939;
B.S., Washington Missionary College, 1933.
Present position since 1951.

WAYNE P. THURBER, B.A., *Instructor in Voice.*

B.A., Southern Missionary College, 1948.
Present position since 1949.

WILLIAM G. SHULL, M.D., *Special Instructor in Health.*

B.A., University of Southern California, 1951;
M.D., College of Medical Evangelists, 1946.
Present position since 1949.

MARY M. ZWEIG, M.A., *Instructor in Secretarial Science.*

B.A., Emmanuel Missionary College, 1945;
M.A., Northwestern University, 1948.
Present position since 1951.

SUPERVISORY INSTRUCTORS IN SECONDARY EDUCATION

WILLIAM B. HIGGINS, M.S., *Principal, Social Studies.*

B.A., Emmanuel Missionary College, 1923;
M.A., University of Maryland, 1937.
Present position since 1951.

GEORGE B. DEAN, M.A., *Biology.*

B.A., University of Wichita, 1928;
M.A., George Peabody College for Teachers, 1947.
Present position since 1939.

PAUL J. HOAR, M.A., *Mathematics and Science.*

B.A., Atlantic Union College, 1939.
M.A., Boston University, 1950.
Present position since 1950.

BETTY BROOKE KOUDELE, M.A., *English.*

B.A., Emmanuel Missionary College, 1946;
M.A., University of Nebraska, 1949.
Present position since 1949.

MARGARET M. STEEN, B.A., *Spanish*.
 B.A., Emmanuel Missionary College, 1909.
 Present position since 1948.

EVERETT T. WATROUS, M.A., *Bible*.
 B.A., Atlantic Union College, 1934;
 M.A., University of Chicago, 1941.
 Present position since 1948.

SUPERVISORY INSTRUCTORS IN ELEMENTARY EDUCATION

K. M. KENNEDY, B.A., Principal, Grades 7, 8.
 B.A., Valparaiso University, 1946.
 Present position since 1951.

THYRA E. BOWEN, B.A. El. Ed., Grades 3, 4.
 B.A. Ed., Washington Missionary College, 1943;
 Present position since 1948.

BETTY JO McMILLAN, B.A., Grades 5, 6.
 B.S., Southern Missionary College, 1951;
 Present position since 1951.

BERNICE PITTMAN, M.A. El. Ed., Grades 1, 2.
 B.A. Ed., Washington Missionary College, 1943;
 M.A. El. Ed., George Peabody College for Teachers, 1949;
 Present position since 1948.

COMMITTEES OF THE FACULTY

ADMINISTRATIVE COUNCIL: Wright, *Chm.*; Rittenhouse, *V. Chm.*;
 B. Hoar, *Sec.*; Beckner, Craig, Fleming, Gardner, Hammill, W.
 Higgins, Pender, Steen, Stoneburner, Suhrie, Tobiassen, Tomkins, E.
 Watrous, Williams, Wittschiebe.

ADMISSIONS: Rittenhouse, *Chm.*; Fleming, *V. Chm.*; Evans, *Sec.*;
 Gardner, Higgins, Steen, Stoneburner, E. Watrous.

CURRICULUM AND ACADEMIC STANDARDS: Rittenhouse, *Chm.*;
 Gardner, *Sec.*; Craig, O. Dean, Miller, Mohr, Nelson, Steen, Tobiassen,
 Wittschiebe.

HEALTH AND RECREATION: Kuhlman, *Chm.*; Stoneburner, *Sec.*;
 Hammill, M. Kuhlman, Thurber, E. Watrous, Williams.

LIBRARY SERVICES: Brown, *Chm.*; M. Watrous, *Sec.*; Curtis, Fleming,
 Ludington, Miller, Nelson, Rittenhouse, Steen, Wood.

MINISTERIAL RECOMMENDATIONS: Wittschiebe, *Chm.*; Hammill, *Sec.*;
Banks, Beckner, Rittenhouse, Steen, Tobiassen, E. Watrous.

PUBLICATIONS AND PUBLIC RELATIONS: Tobiassen, *Chm.*; Ludington,
Sec.; Banks, Brown, Dietel, Gardner, Gott, Mohr, Wittschiebe.

RELIGIOUS INTERESTS: Wittschiebe, *Chm.*; Wood, *Sec.*; Banks, Beckner,
Boynton, Craig, G. Dean, Higgins, Stoneburner.

SOCIAL ACTIVITIES: Craig, *Chm.*; Evans, *Sec.*; Beckner, Gott, Miller,
Higgins, Stoneburner, E. Watrous.

STUDENT COUNSELING: Steen, *Chm.*; Brickman, *Sec.*; Craig, O. Dean,
Gardner, Hammill, Kuhlman, Mohr, Stoneburner, Tobiassen, E. Watrous,
Wittschiebe.

ADDENDA

GLENN DE WAYNE COLE, B. A., *Instructor in Music*

B. A., La Sierra College, 1947.
Present position since 1951.

JACQUE EVANS, B. A., *Instructor in English*

B. A., Walla Walla College, 1948.
Present position since 1950.

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 extension, 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.

ACCREDITATION

Southern Missionary College is fully accredited as an institution of higher learning 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.

OBJECTIVES

Basic Denominational Tenets. Seventh-day Adventists believe in an infinite Creator as the source of all life and wisdom; they regard man as created in God's image and endowed with mental, moral, and physical powers capable of growth and development; they accept the moral law as binding upon all men and believe in personal redemption from sin through Jesus Christ; they accept the Bible as God's Word, the inspired revelation of His will to men; they believe that through proper education young people may be led to practice habits of correct thinking, to develop Christian character, and make diligent preparation for a purposeful life of efficient service to their fellow men.

Specific Objectives. Southern Missionary College is a four-year co-educational college of arts and sciences operated by the Seventh-day Adventist denomination; its general objectives are those of this governing organization. In full harmony with these general

objectives, the authorities of the college have further defined its specific institutional objectives as follows:

1. *Spiritual*—To establish an unswerving personal allegiance to the principles of the Christian faith; to develop a distinctly Christian philosophy of life as a basis for the solution of all personal and social problems; and to acquire a sense of personal responsibility to participate in the mission program of the church.
2. *Intellectual*—To gain an acquaintance with the basic facts and principles of the major fields of knowledge necessary to independent and creative thinking; to acquire an attitude of open-minded consideration of controversial questions; to achieve a continuing intellectual curiosity; and to acquire the art of effective expression (in spoken and written English and in the graphic arts).
3. *Ethical*—To acquire those ethical and moral concepts which are approved by the enlightened conscience of mankind; to achieve an attitude of tolerance toward the rights and opinions of others; and to accept the social obligation of serving humanity and laboring diligently for its welfare.
4. *Social*—To develop an acquaintance with the approved social practices of cultured men and women; and to participate heartily and comfortably in those recreational activities which contribute to the further development of a well-balanced personality.
5. *Aesthetic*—To gain an acquaintance with the masterpieces of literature and the fine arts and an appreciation of the standards and the types of beauty represented by them; and to learn both to create and to choose that which is beautiful as well as that which is useful.
6. *Civic*—To acquire an intelligent understanding of the principles of government and to develop a willingness to accept the responsibilities and privileges of citizenship; to recognize the constitutional rights of other individuals and social groups; to know the principal domestic and international issues of our time; to develop a sincere love for our country and its fundamental principles; and to learn to co-operate effectively in the continuing improvement of society.

7. *Health*—To gain an intelligent understanding of the principles which govern the functioning and proper care of the human body; to establish habits and practices which foster maximum physical vitality and health; to develop a genuine interest in the intelligent, many-sided, recreational uses of leisure time and, in co-operation with others, in the improvement of the physical well-being of all.
8. *Vocational*—To acquire a genuine appreciation of the true dignity of useful labor; and to master the knowledge and achieve the understanding necessary to the intelligent choice of a vocation that is in harmony with individual abilities and aptitudes. Preparation is provided at Southern Missionary College for the gospel ministry, for teaching in elementary and secondary schools, for pre-nursing and pre-medical training, for secretarial and business positions, and for other vocations.

BUILDINGS AND EQUIPMENT

LYNN WOOD HALL

The administration building is named in honor of Doctor Lynn Wood, President of the college from 1918-1922. It is a three story structure, housing a major number of class rooms, the Industrial Arts with excellent facilities for vocational training, the music and speech studios, the Academy office and the offices of Academic and Business Administration. The chapel seats approximately 500.

MAUDE JONES HALL

The residence hall for women, named for Maude Jones, Associate Professor Emeritus of the College, has accommodations for 140 girls. In addition to an apartment for the dean of women, it houses the dining room, the culinary department, an infirmary, a spread room, and a private parlor. The rooms on the second floor have been refurnished recently with rose and shell metal furniture.

MEN'S RESIDENCE HALL

The men's residence hall accommodates about 140 men, in addition to eight apartments for married couples. A spacious lounge is located on the first floor. This room with its furniture and radio is available for entertainment during leisure time.

A. G. DANIELS MEMORIAL LIBRARY

The A. G. Daniels Memorial Library, a beautiful brick building, was completed in 1945. The student body of S.M.C. is particularly fortunate in having on the campus this fine modern library containing more than eighteen thousand books, and over a hundred current periodicals conveniently arranged and adequately housed for study, reference and research. A portion of the basement floor is used for student publications and a lecture room. The library is located adjacent to the administration building and is readily accessible from the dormitories.

HACKMAN HALL

Hackman Hall, modern in arrangement and appointment, a fireproof building of three stories, contains various lecture rooms and laboratories of the department of natural sciences. This building, completed and dedicated in 1951, was named in honor of the late Earl Hackman, friend of the College and for many years chairman of the Board.

COLLEGEDALE TABERNACLE-AUDITORIUM

The Auditorium serves as a place of worship for the Collegedale S.D.A. Church. The building is owned by the Georgia-Cumberland Conference and has a seating capacity of 1200. A Hammond electric organ is part of the equipment. With the front section curtained off the auditorium serves as a gymnasium.

ELEMENTARY SCHOOL BUILDING

The Elementary school building with four rooms for grade school and one for elementary education classes serves as a workshop for the teachers in training. It also houses a spacious recreation and lecture room, a lunch room, and the principal's office.

THE COLLEGE STORE

The college operates a store from which students may purchase books and other supplies. Recently remodeled and expanded the building contains the grocery and drug departments and the snack bar on the main floor and the dry goods department and offices in the basement. The store is the distributing center for health foods, electric supplies, furniture and household supplies for the Southern States.

INDUSTRIAL BUILDINGS

Year by year the College has added to its facilities for offering instruction in the skills fundamental to the trades. These buildings

and equipment have been appointed by the college for educational purposes—for training young people in vocations by means of which they may become self-supporting workers and missionaries. Equipment has been provided for the mastery of the principles of printing, dairying, laundering, woodworking, auto mechanics, poultry raising, farming, and merchandising. In addition to the farm buildings, and a new modern maintenance shop the following are some of the industrial buildings:

THE COLLEGE PRESS

The College Press, housed in a large brick building is equipped with two intertypes, two automatic cylinder presses, and one hand fed cylinder press, three job presses, a Davidson offset press, and other up-to-date equipment. This industry provides employment for approximately thirty students.

COLLEGE WOOD PRODUCTS

The College Wood Products is a rambling and expansive three story frame building with modern equipment for the manufacture of furniture. This industry affords part-time employment for approximately one hundred twenty students.

THE BROOM FACTORY

The Broom Factory is housed in a spacious one story building on the campus. It offers employment to 70 students who manufacture approximately 300,000 brooms each year.

LAUNDRY

A well equipped laundry, specializing in flat work, offers employment for from 20 to 25 students. In addition to the college laundry service and work from the community the laundry is patronized by five hotels and eighteen tourist camps in the surrounding area.

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.

Frequent bus service throughout the day to Chattanooga provides students with ample transportation facilities. The Chattanooga airport is located only a few miles from the college.

SUMMER SESSION

The college conducts a nine-week summer session. The 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.

INFORMATION FOR VETERANS

Southern Missionary College cordially welcomes former members of the United States armed forces who have been honorably discharged and who wish to continue their formal education in a Christian college. Every cooperation will be extended to enable the veteran to complete the curriculum of his choice in the shortest possible time consistent with approved scholastic standards.

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 qualify for admission to certain curriculums by passing successfully the General Educational Development tests at the high school level.

The G.I. Bill states that a veteran's course of education or training "shall be initiated not later than four years after either the date of his discharge or the termination of the present war, which-

ever is the later." Termination of the war, for G.I. Bill purposes, was fixed at July 25, 1947, by Public Law 239, 80th Congress.

There is no cut-off date for starting courses under Public Law 16, the Vocational Rehabilitation Act for disabled veterans.

Disabled veterans may begin Public Law 16 training at any time after discharge, but in time to complete it by the wind-up of the program. The wind-up, for World War II veterans, is July 25, 1956. For veterans disabled after fighting started in Korea, the termination is nine years from the end of the current emergency, a date yet to be established.

PROCEDURE FOR OBTAINING BENEFITS

1. The Veteran should contact his local veterans service center, or the state office of the Veterans Administration, and obtain a copy of Veterans Administration Form 1950.

2. Form 1950 should be filled out together with the following documentary evidence, with the proper state office several weeks, if possible, before entrance to the college: a certified copy of discharge papers; if married, a certified copy of the public record of marriage; and a certified copy of the birth certificate of one child, (if any). A certified copy of the marriage record can be obtained from the office of the county clerk of the county concerned. For information as to the birth certificate, one can write to the registrar of vital statistics, in the department of public health, at the state capital.

3. A student attending another school under the G.I. Bill of Rights, and who wishes to transfer to Southern Missionary College, *must* counsel with the Veterans Administration officials in the office located near the school in which he is in training for permission to make the transfer (and if changing course, for permission to change his course also) and must obtain from them a supplemental certificate of eligibility. This certificate must be presented to Southern Missionary College at the time of entrance. Such students should have made prior application to this college for admission.

4. Veterans holding medical discharges and eligible under Public Law 16 should make arrangements for a personal interview with the Veterans Administration representative at his local office, where he will receive an authorization to enter training at Southern Missionary College.

5. All veterans are urged to take prompt advantage of the educational benefits of the G. I. Bill of Rights. The deadline for entering training is July 25, 1951.

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; under Public Law 16 a veteran must take a full course load unless he has special authorization for a reduced program.

Fees include the following: registration, laboratory, music and others. Fees do not include the advance deposits which must be made by the veteran at his own expense and is credited back to the veterans personal account at the close of the school term.

Books and supplies are paid for only if they are required of nonveterans taking the same course.

2. Following are the usual monthly subsistence allotments and the maximum amounts of outside earnings allowed the three categories of veterans:

	Allotments	Max. Other Earnings
Single	\$ 75.00	\$135.00
Married (no children)	105.00	165.00
Married (with children)	120.00	170.00

From his allotment a veteran is expected to keep up to date his obligations to the college for board, room, laundry, and such other items as are not paid to the college direct from the Veterans Administration.

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—Cost 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.

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 each course, and any additional data which would be helpful in the preparation of the desired statement.

GOVERNING STANDARDS

In the light of the objectives of the college the religious phase of the student's education is of paramount importance. 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 Administrative Council, 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 theater, dances, or any other entertainment not approved by the college.

AUTOMOBILES. The college has adopted and enforces the rule that unmarried residence-hall students may not bring to the campus or operate a motor vehicle. Residence hall students who come to the college with automobiles or motorcycles will be required to take them home or sell them before they register.

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 student's handbook should be consulted for information regarding week-end and other special leaves.

MARRIAGES. Any student desiring to marry during the school year and remain in school must first receive permission from the Administrative Council. Secret marriages are not approved and are considered sufficient reason for severing a student's connection with the college.

ANNOUNCED REGULATIONS Any regulation adopted by the faculty and announced to the student will have the same force as those printed in the catalogue or in the handbook *S.M.C., and You.*

EXTRACURRICULAR ACTIVITIES AND SERVICES

The extra-class activities program of the college provides well organized opportunities for development of student initiative and leadership. In the Student Association, through his elected representative, each student has a voice in the formulation of policies and in the administration of college life and activities. Through participating in the various student organizations and church activities the student may acquire valuable experience in the art of group living and in working for and with his fellows. The college program of extra-class activities is under the supervision of the Coordinator of Student Activities. Student clubs are chartered by the Student Association. The plans and policies governing the Student Association and the other student organizations, as well as the program of extra-class activities generally, are outlined in the handbook, *Our Student Organizations at Work.*

TESTING AND COUNSELING SERVICE. This service provides general assistance to all students and also certain professional services for those with special needs. General assistance for all students is provided for by eight personal counselors who devote some hours each week to individual conferences with students. The various officers, division chairmen and curriculum advisers also

cooperate in this general advisory program. All students participate in the general testing program, which includes measures of scholastic aptitude, reading proficiency, social adjustment, vocational proficiency and others as the need may require.

The Director of the Testing and Counseling Service, a Clinical Psychologist and the College Physician unite in providing a specialized clinical service for those who desire special counsel in such matters as the choice of a vocation, emotional and social maladjustments, and marital problems.

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 Council.

Information as to room furnishings to be supplied by the student is given in the student's handbook, which is mailed to each person who applies for admission, and it is also available upon request.

HEALTH SERVICE. The health service is under the supervision of a resident registered nurse. The college physician attends on a part time basis and is available on call. Several graduate nurses are also available as needed. The health service provides physical check-ups and examinations, clinical and infirmary service, isolation and protection in the case of infections or contagious diseases, health education, and supervision of sanitation.

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 otherwise find it impossible to attend school.

PUBLICATIONS. The Student Association publishes the bi-weekly *Southern Accent* and the annual yearbook, *Southern Memories*.

RELIGIOUS LIFE AND ORGANIZATIONS. The local church, the Sabbath school, the Missionary Volunteer Society and its auxiliaries, the Ministerial Seminar, the Colporteur Club, the mission study groups, and the prayer bands contribute to the devotional, missionary, and prayer life of the student and afford opportunities for training in leadership, teaching, and church endeavors.

PARTICIPATION IN EXTRACURRICULAR ACTIVITIES. In order to insure satisfactory scholarship, the extent to which students may participate in extracurricular activities is subject to regulation.

THE COLLEGEDALE ALUMNI ASSOCIATION

Broadly speaking Southern Missionary College is a living institution made up of its alumni, faculty, and students. The Collegedale Alumni Association promotes the interests of the school, fosters a spirit of friendship among former students, preserves worthy traditions of the college, and serves mankind through the personal exemplification and advocacy of the ideals of Alma Mater.

The General Association holds two meetings annually, one on Founders' Day in October and the other on Commencement Day of Commencement Week-end. Local chapters in various sections of the country meet several times yearly. The Association publishes *The Collegedale Alumnus*, its official publication four times a year—a quarterly which is distributed to Alumni and friends of the college.

The Association maintains an office on the college campus which keeps the records of its regular members, some 2,000 graduates of the following institutions, the first three of which preceded Southern Missionary College: the Graysville Academy, the Southern Training School, the Southern Junior College, the Collegedale Academy, and the Southern Missionary College. Associate membership in the organization is also granted individuals who have attended this institution at least one semester.

The affairs of the Association are managed by its officers and the Board of Management of the Southern Missionary College. The officers for 1951-52 are:

President	Milton Connell
Vice-President	Andrew Chastain
Secretary	Betty Jo McMillan
Treasurer	R. C. Mizelle
Publicity Secretary	Margaret Jo Urick

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

Southern Missionary College is open to high school or academy graduates who, according to the judgment of the Admission Committee are qualified to pursue with profit the courses offered by the college. Factors in determining eligibility for admission are character, citizenship, reputation, health, scholastic achievement, and intellectual ability.

APPLICATION PROCEDURE. Application for admission is made on a blank supplied by the college. Correspondence concerning admission should be addressed to the Secretary of Admissions, Collegedale, Tennessee. An applicant who has not previously attended Southern Missionary College will inclose with the application a small clear photograph.

An applicant who expects the college to provide living quarters should send with the application the \$5.00 room reservation fee. This 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.

The application should request the school last attended to send directly to the Secretary of Admissions a complete official transcript of all previous secondary school and college credits. It is the responsibility of the applicant to see that such credentials are sent to Southern Missionary College in time for use in the consideration of his application. No portion of the applicant's scholastic record may be omitted from the transcript submitted for consideration and no student may be officially registered until his previous transcripts are on hand.

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

ORIENTATION DAYS. Two days at the beginning of each school year are devoted to the orientation of new students. It is essential that all freshmen and transfer students be in attendance. During this period placement and aptitude tests and a physical examination are given. No charge is made for these examinations if they are taken at the appointed time.

ADMISSION OF VETERANS ON G. E. D. TESTS. Admission to full freshman standing at Southern Missionary College is possible to veterans who, failing to meet the entrance requirements otherwise, can qualify on the following points: 1. The candidate must have completed elementary school; 2. The candidate must take the General Education Development tests (either at Southern Missionary College or at any other approved testing station) making an average standing score of 45 with a minimum score of 35 on each test. In case the candidate falls below a score of 35 in any field he must register for at least one unit in the secondary school in that field. These tests must be taken prior to or during the first month of attendance at the college.

FRESHMAN STANDING. Those graduates of accredited four-year secondary schools whose scholarship record is acceptable are admitted to freshman standing upon properly certified transcript of credits, but such students may have subject deficiencies to make up.

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

ADVANCED STANDING. A candidate for admission to advanced standing from another accredited institution of college rank may receive credit without examination for such work, subject to the following requirements.

(a) He must have complete official transcripts from each previous institution attended. Each transcript should show entrance credits, a complete college record including scholarship and credits in each subject taken, and a statement of honorable dismissal.

(b) He must satisfy the entrance requirements of this college.

(c) Credit is regarded as provisional at the time of the applicant's admission. This work will not be recorded and passed on by transcript until the applicant has completed satisfactorily in this college, not less than twelve semester hours. A maximum of seventy-two semester hours, or 108 quarter hours, may be accepted from a junior college.

ADMISSION AS AN ADULT SPECIAL STUDENT. Persons twenty-one years of age or over may be admitted occasionally as special students (not candidates for degree or a diploma), on approval of

the Dean and of the instructors in whose courses they wish to enroll. Any course taken by an adult special student carries lower biennium credit, and a maximum of twenty-four semester hours credit may be earned by such students.

ENTRANCE REQUIREMENTS

ADMISSION BY TRANSCRIPT

Student may be admitted by transcript (or certificate) of at least sixteen units from an accredited high school or academy. As the pattern of prerequisites requirements vary, those required for each curriculum are listed on the following two pages.

The students' secondary record must average "C" or above. Exceptions to this rule can be made only by special action of the Admissions Committee.

SUBJECT REQUIREMENTS FOR ADMISSION

UNITS REQUIRED

FOR DEGREE OF	Bible	English	For. Lang.	Math.	Nat. Sci.	Sec. Sci.	Elect.
Bachelor of Arts	1-3 ^a	3 ^b	2 ^{cd}	2 ^e	2 ^f	2 ^h	g
B. A. in Theology	1-3 ^a	3 ^b	d	2 ^e	1 ^f	2 ^h	g
Bachelor of Science	1-3 ^a	3 ^b	—	1	1 ^f	1	g

JUNIOR COLLEGE

UNITS REQUIRED

CURRICULUMS	Bible	English	For. Lang.	Math.	Nat. Sci.	Sec. Sci.	Voc.	Elect.
Elem. Teacher Training	1-3 ^a	3 ^b	—	1	1 ^f	2 ^h	—	g
Predental	1-3 ^a	3 ^b	2 ^c	2 ⁱ	2 ^j	2 ^h	—	g
Predietetics	1-3 ^a	3 ^b	2 ^c	2 ⁱ	2 ^j	2 ^h	1	g
Prenursing	1-3 ^a	3 ^b	2 ^c	2 ^k	2 ⁿ	1	—	g
Secretarial Science, Bible Instructors', Home Economics, or Industrial Arts	1-3 ^a	2 ^b	—	m	—	—	—	g
Assoc. in Arts	Same as for Bach. of Arts above							

- a. One unit for each year of attendance in an S. D. A. academy, to a total of three units. S. D. A. academy graduates must present one unit in Bible Doctrines.

- b. Except for candidates for the degree of Bachelor of Science in Secretarial Science and a major in Business Administration, Business English does not apply on the English requirement.
- c. Both units are required in one language. 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.
- d. Candidates for the degree of Bachelor of Arts with a major in Religion and candidates for the degree of Bachelor of Arts in Theology (Ministerial Curriculum) have a choice of meeting the entrance requirement in language in one of three ways. They may (1) elect to present two units in one foreign language as explained in note "c" above, or they may (2) elect to take fourteen hours of college Greek rather than twelve as required of those who present two entrance units as indicated under note "c" above, or they may (3) elect to take twelve hours of Greek and six hours of Hebrew.
- e. These units may be selected from the following: Algebra I or general mathematics, plane geometry, Algebra II, and trigonometry. Commercial or other applied mathematics does not satisfy this requirement.
- f. Where one unit only is required this must be a laboratory science, such as biology, physics or chemistry. A second unit requirement may be met by general science.
- g. Sufficient to make a total of sixteen units. Should be chosen to support curriculum to be followed in college.
- h. The social science requirements may be met by presenting two units from the following: American History, World History, General History, European History, Civil Government, Problems of Democracy, Economic Geography and Economics. One unit must be history.
- i. Algebra and plane geometry.
- j. Biology and one unit of either chemistry or physics.
- k. Shall include one unit of algebra.
- l. Graduation from a secondary school with one unit each of algebra and plane geometry is recommended; also, as far as possible the requirements for admission to the arts and science curriculum.
- m. One unit of physics is strongly recommended. (See page 68).

IMPORTANT NOTE: The unit pattern given, with graduation from an accredited secondary school and completion of necessary college courses, satisfies the requirements for admission to S.D.A. schools of medicine, dentistry, dietetics, and nursing; but inasmuch as requirements for admission to other 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 programs to meet these requirements.

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

ADMISSION BY EXAMINATION. Mature persons (at least twenty-one years of age) who have not been graduated from high school may be admitted to the college on the basis of scholastic aptitude and achievement test results. By means of these tests, given during Freshman week by the director of the Testing Service, the candidate must demonstrate his ability to carry college work successfully.

STUDENTS FROM UNACCREDITED SCHOOLS

Unless admitted as a veteran and as a result of G. E. D. test (see page 31) students from unaccredited high schools and academies, in addition to the above requirements, must take examinations for college entrance. Entrance examinations are given in five fields as follows: Foreign Language, History, English, Mathematics, and Science. The student chooses four from these five fields. These tests are standardized achievement examinations covering the subject matter on the secondary level.

Students falling lower than the 30th percentile, in one or more fields, are deemed to have failed in that field and will be required to enroll for another secondary unit in that field in order to meet college entrance requirements.

REGISTRATION

First semester orientation and registration of freshmen and other students who have not previously attended Southern Missionary College, begins at 8:00 P. M., Wednesday, September 12. All students entering S.M.C. for the first time are required to participate in the orientation program.

LATE REGISTRATION. A late registration fee of \$5.00 is charged for first semester registration after September 19 and for second semester registration after January 29.

Any student who enters school late seriously handicaps himself at the outset, especially in courses in science, mathematics, and foreign language. Students who come more than two weeks late will not be enrolled for full course work, and may not enter certain courses because of the difficulty of making up the work. See section regarding absences, page 38. The course registration of a student entering after the first two weeks of a semester will be reduced one hour for each week or fraction thereof missed, in-

cluding the first two weeks. No student will be admitted for the full-course minimum of twelve hours the first semester after October 22; the second semester, after March 11.

CHANGES IN REGISTRATION. A student who desire to change his course program after he has completed registration, files with the Registrar a recommendation from his adviser and approved by the Dean. A change-of-program voucher becomes effective the date the adviser's recommendation is received by the Registrar's Office.

During the week immediately following the registration days of each semester a student may alter his course program without cost. Thereafter any change in registration carries a fee of \$2.00.

Change-of-program recommendations for any given semester are not valid after the beginning of semester examinations.

A student who absents himself continuously from class without cancellation of registration by drop voucher will be considered as having failed, and grade of "F" for the course will be entered on the student's permanent scholastic record.

WITHDRAWAL. A student withdrawing from school should, before leaving, clear his scholastic record by filing with the Registrar a with-drawal permit obtained from the Dean.

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

STUDENT STUDY AND WORK LOAD. A full-time student in any semester is defined as one who is registered for a course load of twelve hours for that semester. If a student is working to defray a portion of his expenses, his course load will be adjusted accordingly. Since individuals vary in capacity, care is taken that each student shall have a reasonable balance in his labor-study load. Student who are below average will be required to take less work than the following schedule indicates. Those with above average ability and scholastic achievement may be permitted to attempt a slightly heavier program. These schedules are designed to insure sound scholarship and an essential safeguarding of health.

<i>Labor Hours</i>	<i>Class Hours</i>	
None	16	<p>In exceptional cases a student with superior health, ability and previous scholastic record may, upon the recommendation of his adviser and with the approval of the Dean, register for eighteen hours. See page 138 for further information regarding student labor.</p> <p>To receive eighteen hours of credit for the semester, a student must make a grade-point average of 1.5 on the eighteen-hour load. If he falls below this grade-point average, his credit will be reduced to sixteen hours, the reduction being made in the course in which he received the lowest grade.</p>
1 to 15	16	
15 to 20	Not over 16	
20 to 25	14	
25 to 30	12	
30 to 35	8 to 10	
35 to 40	Not over 8	
Above 40	Not over 6	

Except by approval of the Academic Standards Committee, no student may receive more than eighteen semester hours credit during any semester. Correspondence work in progress is counted in the current load.

Once a student's work-study schedule is arranged, and he has entered upon his duties, his labor foreman may not require extra service without proper arrangement with the College Dean. Conversely, instructors may not require exceptional out-of-class assignments or appointments that interfere with his regular scheduled work program without making proper arrangements with the College Dean and the work supervisor.

Except by permission of the Administrative Council, the minimum course load of a student living in one of the residence halls is eight hours.

ADMISSION OF SOPHOMORE TO UPPER BIENNIIUM COURSES. A sophomore may register for one or more upper biennium courses, for upper biennium 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 biennium basic requirements.

In exceptional cases, a sophomore may be admitted to an upper biennium course for lower biennium credit.

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

SPECIAL HOURS. On recommendation of his major professor and by permission of the Academic Standards Committee, a senior may earn an additional hour in an upper biennium course completed or being carried in his major field.

AUDITING COURSES. By permission of the Dean and the instructor concerned, a student may audit a course which does not consist entirely or in part of laboratory, and should register as an auditor at the time of registration. No credit is given for a course audited. The tuition charge is one-half that for credit, and the course counts at half value in the student load.

REDUCTION IN CREDIT. Students should take all lower biennium course requirements while they are registered in the lower biennium. For seniors taking lower biennium required courses the credit in these courses will be reduced one-third to one-half the regular amount (the reduction not to result in fractional hours). This practice reduces the student's total hours' credit but does not affect the fulfilling of specific course requirements.

CLASSIFICATION OF STUDENTS

Students are classified by the Registrar. The classification for which a student qualifies at the first semester registration ordinarily continues through both semesters. For reclassification at the beginning of the second semester, the student shall make written application and shall meet the full requirements for the particular classification sought.

The following schedule governs the classification of students entering the first semester, and new students the second semester:

FRESHMEN. Completion of a four-year high school course, except that freshman may be admitted conditionally on the completion of fourteen acceptable units, and on condition that the remaining two units are taken during the first year on campus.

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

JUNIOR. Sixty-two hours "C" average, the hours to include basic requirements completed, and the average computed separately on hours earned in Southern Missionary College. Registration for the junior year shall include any lower biennium basic requirements not already fulfilled.

SENIOR	SEPT. REGISTRATION	2ND SEMESTER
For full standing (L. A.)	91	125
For full standing (Theol.)	103	137
For summer session (L. A.)	82	99
For summer session (Theol.)	94	111

The above hours must be of "C" average, figured separately on credits from Southern Missionary College. For full standing current registration must 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 the organization of the class. If a course is taken by correspondence during the senior year, the transcript of credit must be on file in the Registrar's office six weeks before graduation.

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

Regular attendance at all classes is expected of every student. With the exception of those on the dean's list, no provision is made for absences from regular classes.

Records of absences are kept on a semester basis. *If during a semester a student is absent in a class more time than that class meets each week, his credit in that course will be cancelled.* This forfeited credit may be restored entirely or in part if satisfactory explanations of absences have been filed by the student. Persistent recurrence of absences will be considered by the Committee on Curriculum and Academic Standards.

Absences in each course up to and including a maximum equal to the number of class meetings per week per semester constitute a matter between the student and the teacher of the course involved.

(For example, for a class meeting three days a week, three absences per semester are allowed without loss of credit hours.) Penalties for these absences are handled by the teacher through a lowering of the grade mark.

Special allowances regarding class attendance are granted students on the dean's list; they are not subject to cut credit for absences providing the teacher of the course involved consents, and providing the student satisfactorily meets the scholastic requirements of the course.

Three tardinesses count as one absence. An absence from a class immediately prior to and immediately after regularly scheduled vacations counts as a double absence. Students entering a class late in the semester are regarded as having taken absences during the class periods previously missed.

CHAPEL ABSENCES. Three unexcused absences from chapel without penalty are allowed in a semester. Excuses for chapel absences may be obtained in the case of illness, accident, or essential work for the College as required and approved by a department head. Excuses for absences due to illness are acceptable when approved by the Health Service, but in all cases the excuses must be filed within forty-eight hours after the date of the absence.

Three tardinesses to chapel are counted as one absence.

The fourth unexcused absence necessitates either a payment in cash of a fine of \$1.00, or the equivalent in work which must be performed within a week after notice is given the student. Settlement for this fourth absence leaves the previous three still unexcused. Any student having three unexcused absences will be suspended from class attendance until the matter is satisfactorily adjusted.

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 sixteen hours; for a two-year curriculum, eight.

It is strongly urged that students plan their college course schedule so that it will not be necessary to take correspondence courses during the senior year.

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.

To count as accepted credit correspondence work must carry a grade of "C" or above, must be applicable on the curriculum for which the student is enrolled, and must have been taken by permission of the college during a period of resident attendance, or followed by earning in this college 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 page 34.

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 authorized by the Academic Standards Committee. No hours of credit are given for an exemption examination. The fee is \$2.00.

SPECIAL EXAMINATIONS. Special examinations are given when justified by circumstances, such as sickness or necessary absence from the campus.

A re-examination is permitted only by consent of the Academic Standards Committee.

GRADES AND REPORTS

Midsemester and semester reports of the scholastic standing of each student are issued to the student and his parent or guardian. Semester grades are kept on permanent record by the college.

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; become "F" if not re- moved within a year after date reported.	
I—Incomplete because of illness or other unavoidable delay; become "F" if not re- moved within a year after date reported.	
W—Withdrew passing	
Wf—Withdrew failing	Minus 1
Au—Audit	

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 with majors in Elementary Education, Home Economics, Industrial Arts, Religious Education, and Secretarial Science.

Two-year curriculums leading to diplomas are Bible instructors', Elementary Teacher Training, Secretarial, Pre dental, Predietetic, Industrial Arts, Home Economics, and Associate in Arts.

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 a full calendar year 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 requirements for both degrees are fully met, and provided also that the curriculum offered for the second degree includes at least thirty 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 course so as to fulfill these requirements.

GRADUATE RECORD EXAMINATIONS

During recent years an increasing number of employers and graduate and professional schools are requiring applicants for employment or admission to file, together with other credentials, their scores in the Graduate Record Examinations. To make these scores available to graduates as well as to provide a national standard norm by which to evaluate the teaching and learning processes at Southern Missionary College these tests are now required to be taken, during the final semester of his senior year, by every candidate for a baccalaureate degree. The college administers the test each year on

the Institutional Testing Program whereby the entire senior class writes on the test on the same day. On this basis the cost is \$3.00 per person.

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 his graduation. Candidates for graduation at the close of the ensuing summer session are permitted to participate in the consecration and baccalaureate services with the class finishing in June, but do not appear as graduation candidates at the June commencement.

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 one of the senior classes.

GRADUATION WITH HONORS

A candidate for graduation with a grade point average of 2.35 or above, and whose record shows no grade lower than a "C" may be considered for graduation with honors. Other criteria for this distinction shall include such factors as exemplary character, noteworthy achievement in student activities, comprehensive examination results, and outstanding accomplishments in his major field of study or in independent study courses. The initiative in the procedure is a suggestion from the major professor to the Academic Standards Committee which in turn recommends the candidate to the faculty for approval of this honor.

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

The chief commencement exercise is held annually in June. However, whenever there are approximately eight or more candidates for summer graduation, a commencement exercise is also held in August. Candidates for graduation in August participate in

all the closing exercises except at the commencement in June. No candidate is eligible to receive his diploma or degree until his requirements are completed. A candidate who completes his work at the close of the first semester may receive his diploma *in absentia* or be graduated with the class at the ensuing commencement.

DEGREE CURRICULUMS

BACHELOR OF ARTS

GENERAL REQUIREMENTS

1. Admission to the arts and science curriculum is granted according to the requirements listed on pages 32 and 33.

2. A minimum of 125 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 different arts and science fields. For detailed information see "Major and Minor Requirements" below.

4. A minimum of forty hours of upper biennium 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. Not less than thirty hours, of which twenty must be in the senior year, are required to be earned in residence at this college.

BASIC REQUIREMENTS

COLLEGE PROBLEMS1 hour

ENGLISH10 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 LANGUAGE6-14 hours

1. Six hours of the 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 if different from the language in which two units have been earned in secondary school. Should be taken in the freshman and sophomore years.

3. Fourteen hours in one language if no foreign language or less than two units in one foreign language was taken in secondary school. 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 SCIENCE12 hours

Six hours of 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 and 52), geography, history, political science, sociology.

RELIGION12-16 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 should be taken in the freshman and sophomore years.

NATURAL SCIENCE - MATHEMATICS12 hours

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.

VOCATIONAL4 hours

May be chosen from the courses in agriculture, industrial arts, secretarial science, physics (Courses 3-4), home economics (Courses 11, 12; 21, 22), library science (Courses 21-22; 91-92). Accounting 2 may apply as vocational credit if not otherwise required in the curriculum. In cases where the student can furnish evidence of satisfactory proficiency in a trade, the Division Chairman may recommend to the Academic Standards Committee that the student be allowed to omit the vocational requirement and add the four hours to his elective group.

MAJOR AND MINOR REQUIREMENTS

MAJOR REQUIREMENTS. The student should choose a major field of specialization preferably by the beginning of the second semester of the sophomore year. The major and the first minor may not be chosen from the same field. Specific requirements for majors are given immediately preceding the descriptions of courses in the various subdivisions.

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

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

No course in which a student has received a grade of "D" may apply on a major.

Majors leading to the Bachelor of Arts degree, with required hours as listed, may be earned in the following fields:

	Hours
Economics and Business (See pages 126, 72)	30
Religion (See pages 122-124)	30
Biology (See pages 104-113)	28

Chemistry (See pages 113-115)	30
English (exclusive of English 1:2; see pages 100-103)	26
Foreign Language (exclusive of the first course. See pages 103-107)	26
History (See pages 128-131)	30
Music (See pages 92-99)	34
Physics (See page 118-120)	28

Majors in Home Economics, Industrial Arts, Elementary Education, Religious Education, and Secretarial Science are available in specialized curriculums leading to the degree of Bachelor of Science. These curriculums are listed in detail on pages 52 to 60.

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

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

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

	Hours
Religion	Basic requirement, plus six hours
Biology	18
Economics and Business	18
Chemistry	20
Education (second minor)	18
English (exclusive of English 1:2)	14
Foreign Language (exclusive of the first-year course)	12
History	20
Home Economics	15
Industrial Arts	18
Mathematics	18
Music	20
Physics	16
Secretarial Science (exclusive of Secretarial Science 9, 10, 13, and 14)	18
Speech	16

SUGGESTED ARTS AND SCIENCE CURRICULUM

(For those majoring in music, see page 48)

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

English 1:	3	English 2	3
Foreign Language	3 or 4	Foreign Language	3 or 4
History 1 or 13	3	History 2 or 14	3
Religion 1 or 19	3	Religion 2 or 20	3
Natural Science	3	Natural Science	3
Sociology 17	1	Elective	1 or 0
Total	<u>16 or 17</u>	Total	<u>16</u>

SOPHOMORE YEAR

Foreign Language	0 to 3	Foreign Language	0 to 3
Religion	2 or 3	Religion	2 or 3
Natural Science or Math.	3	Natural Science or Math.	3
Social Science	3	Social Science	3
Vocational	2	Vocational	2
Major, Minor, *Elective ..	<u>6 to 2</u>	Major, Minor, *Elective ..	<u>6 to 2</u>
Total	<u>16</u>	Total	<u>16</u>

JUNIOR AND SENIOR YEARS

Literature	2	Literature	2
Religion	0 to 3	Religion	0 to 3
Major, Minor, Elective	<u>29 to 26</u>	Major, Minor, Elective	<u>28 to 25</u>
Total	<u>31</u>	Total	<u>30</u>

* Suggested elective: Courses to remove college entrance deficiencies, courses in education and psychology, and prerequisites for upper biennium courses.

CURRICULUM FOR A MAJOR IN APPLIED MUSIC LEADING TO THE B.A. DEGREE

Because of the special nature of the materials involved it is helpful to indicate by years the required offerings of the music major.

FRESHMAN YEAR

Applied Music	1	Applied Music	1
Music Appreciation	1	Music Appreciation	1
College Problems	1	Conducting	1
Ear Training	1	Ear Training	1
Composition and Rhetoric	3	Composition and Rhetoric	3
Foreign Language	3 or 4	Foreign Language	3 or 4
Bible	3	Bible	3
Natural Science	3	Natural Science	3
Total	16 or 17	Total	16 or 17

SOPHOMORE YEAR

Applied Music	2	Applied Music	2
Harmony	3	Harmony	3
Bible	2 or 3	Bible	2 or 3
Education or Psychol.	2	Education or Psychol.	2
Foreign Language	0 to 3	Foreign Language	0 to 3
History	3	History	3
Vocational	2	Vocational	2
Elective	1 or 2	Total	15
Total	16		

JUNIOR AND SENIOR YEARS

Applied Music	4	Applied Music	4
Harmony	3	Harmony	3
History of Music	2	History of Music	2
Soc. Science	3	Soc. Science	3
Literature	2	Literature	2
Religion	0 to 3	Religion	0 to 3
Natural Science or Math.	3	Natural Science or Math.	3
Major, Min., and Elective ..	11	Adv. Conducting	1
		Major, Min., and Elective ..	10

Suggestive Elective in Education

MINISTERIAL CURRICULUM (B.A. IN THEOLOGY)

Students applying for admission to the ministerial curriculum should be only those who believe that God has called them to devote their lives to Christian service as ministers, missionaries, evangelists or Bible teachers. Therefore character, health, missionary attitude and scholarship should justify their admission and insure their continuance as ministerial students.

The curriculum is divided into two parts. The first four semesters constitute a pre-ministerial section. Successful completion of this section includes the maintenance of a grade point average of 1.25 in all courses taken in the major (Religion) and the cognate requirement (Applied Theology). Since no course with a grade of "D" may apply on the major, any course in the major field with a "D" grade which has been included in the average for the first two years shall be repeated before further work in the major is taken, or else replaced by another course. Any required course shall be repeated before a more advanced course in the major is taken. At the end of the fourth semester, the Committee on Ministerial Recommendations will consider applications from those students who feel called by God to proceed into the upper biennium. This committee will approve for admission into the upper biennium only such students as seem well adapted for future ministerial service in respect to spiritual ideals, missionary attitude, health, social relations, etc. An average of 1.0 must be maintained in the major for the remainder of the curriculum. In the upper biennium no course with a "D" grade can apply on the major or the required cognate.

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

1. The general entrance requirements as listed on pages 44 and 45.
2. The completion of 137 hours, with a minimum of forty-eight hours of upper biennium credit. Not less than thirty hours, of which twenty must be in the senior year, are required to be earned in residence at this college.
3. Present evidence of at least three months of successful experience in the colporteur ministry.

COURSE REQUIREMENTS

MAJOR (RELIGION)	30 hours
Required: in lower biennium, Religion 19, 20, 61, 62; in upper biennium, Religion 165, 166. Students taking this major in religion who have not taken Bible III on the secondary level, will be required to take Religion 5. Forty hours is the maximum number which may be applied from this field.	
COGNATE (APPLIED THEOLOGY)	12 hours
Required: Personal Evangelism, 4 hours (or Public Evangelism in the Field School, 4 hours); Sermon Preparation and Delivery, 4 hours; Public Worship, 2 hours; Pastoral Methods 2 hours. Sixteen hours is the maximum number of hours which may be taken in applied theology.	
SOCIAL SCIENCE	14 hours
Required: History 1, 2, 151, 152. Recommended: History 6 and 131. Students taking the major in religion in this curriculum, who have not taken Bible III on the secondary level, will be required to take History 6.	
ENGLISH	10 hours
Required: English 1:2; literature or journalism, 4 hours.	
FOREIGN LANGUAGE	12 to 14 hours
Twelve hours in Greek for one who has 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 has had less than two units in one foreign language.	
COLLEGE PROBLEMS (SOCIOLOGY 17)	1 hour
MUSIC	3 hours
Recommended: Music 1 and 16.	
SPEECH	4 hours
Required: Speech 5 and 6.	
NATURAL SCIENCE	6 hours
This requirement may be met by any six-hour laboratory course.	
ACCOUNTING	6 hours
Required: Accounting 2 and 109.	
VOCATIONAL (See page 45)	4 hours
HEALTH (HEALTH 61 OR 62)	2 hours
Health 4 or 62, or equivalent.	
EDUCATIONAL AND/OR PSYCHOLOGY	6 hours
MINOR AND ELECTIVES	21 to 27 hours
A history minor is recommended. It is recommended that enough electives be chosen from education courses to qualify for denominational certification for teaching.	
TOTAL HOURS	137

SUGGESTIVE LOWER BIENNIUM CURRICULUM

For candidates for the B.A. in Theology who enter without deficiencies, and expect to carry a full load of class work, the following suggestive schedule for the first two years of the pre-ministerial curriculum is recommended.

FRESHMAN YEAR

History 1	3	History 2	3
Religion 19	3	Religion 20	3
Natural Science (with laboratory)	3	Natural Science (with laboratory)	3
English 1:	3	English 2	3
Music 1	2	Music 16	1
Sociology 17	1	Health 61 or 62	2
Total	<u>15</u>	Education or Psychology	2
		Total	<u>17</u>

SOPHOMORE YEAR

Elements of N. T. Greek 43 ..	3	Elements of N. T. Greek 44 ..	3
Religion 61	2	Religion 62	2
Applied Theology	2	Applied Theology	2
Vocational	2	Accounting 2	3
Speech 5	2	Vocational	2
History	2	Speech 6	2
Elective	3	Elective	2
Total	<u>16</u>	Total	<u>16</u>

While the student may be quite certain on entrance that he intends to take the ministerial curriculum, the increasing accuracy in self-evaluation made possible by college life sometimes causes a change in his aims and objectives. If specialization is started in the freshman year, a shift in course usually means a loss in credits. In order, therefore, to give the student time to find himself in terms of his life-work, the first year of the pre-ministerial curriculum has been arranged as a fitting introduction to any liberal arts course. For this reason, first-year Greek, formerly offered in the freshman year, is now placed in the sophomore year.

PREPARATION FOR SECONDARY TEACHING

Because of the increasing number of students interested in preparation for secondary or high school teaching, several changes

have been made in order to more adequately meet these needs. Hereafter all students planning to do secondary teaching will be enrolled as candidates for the Bachelor of Arts degree. These students will emphasize the field of special preparation and obtain a second minor of twenty hours in Education and Psychology so as to certify in their teaching fields.

Students desiring only General Conference Certification and who expect to teach in states where no more than fifteen hours in Education are required may limit their courses in this department to fifteen hours and qualify for certification, although the second minor is recommended because some states require as high as eighteen or even twenty hours of Education and Psychology.

Candidates for secondary teaching can, by careful course selection, secure content majors and minors in the fields in which they plan to teach. In this way candidates can often qualify to teach in three or four different fields, which greatly increases their opportunities to find suitable positions.

BACHELOR OF SCIENCE

(With a major 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.

The Collegedale Elementary School, a well-equipped school of four rooms, serves as a laboratory school for the department. It affords opportunities for observation and student teaching.

ADMISSION: For admission without deficiency, entrance units as indicated on pages 32 and 33 must be presented.

MAJOR AND MINOR: This curriculum provides for a major in elementary education of not less than thirty hours and a minor in a field chosen by the student in counsel with the director of elementary education. See list of minors in the section on requirements for a Bachelor of Arts degree.

For this curriculum, the requirements as to total hours, minimum upper biennium 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 education.

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.

FRESHMAN YEAR

English 1:	3	English 2	3
Geography 41	3	Edu. 10 (Tech. Lang. Arts), or Other Methods	2
Edu. 9 (Child. Rdg. & Lit.)	2	Edu. 16 (Principles)	2
Edu. 17 (Org. and Admin. of the Elem. School)	2	Edu. 20 (Math. for Ele. Teachers)	2
Edu. 35 (Appr. and School Music)	2	Edu. 36 (Appr. and School Music)	2
Art 31: or Art Appr.	1	Edu. 40 (Dir. Obs. & Teach.)	1
*Religion	3	*Religion	3
Sociology 17	1	Art 32 or Art Appr.	1
Total	<u>**17</u>	Total	<u>16</u>

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

**Since 17 hours constitute a very heavy program, Art 31 and 32, or Edu. 35 and 36, 2nd Home Economics 15 and 16 are suggested for summer study.

SOPHOMORE YEAR

History 1 or 13	3	History 2 or 14	3
Biology Elective	3	Biology Elective	3
**English 31	2	**English 42	2
Home Ec. 61 (Nutr.), or Child Care or Child Diseases	2	Psychology 4 (Child)	2
Psychology 1 (Gen.)	2	Geography 42	3
		Health 44 (Games for Child.)	1

Edu. 23 (Sch. Health Probs.)	2	H. Ec. 16 (Practical Arts)	1
H. Ec. 15 (Practical Arts)	1	Health 21 (Safety Ed. and	
Edu. 40 (Dir. Obs. & Teach.)	1	First Aid)	1
Health 43 (Games for Child.)	1			
Total		17	Total	16

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

JUNIOR AND SENIOR YEARS

Religion	6 to 10
†Direct Observation and Teaching	171-172 4
Education (upper biennium)	12
Literature	0-2
Vocational	4
Minor and Electives	35-29
Total		61

† 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.

ELEMENTARY TEACHER CERTIFICATION

Upon completion of the first year of the curriculum in elementary education, a student is eligible to receive a one-year denominational elementary certificate.

A student completing the first two-years of the curriculum in elementary education qualifies for a three-year elementary certificate from the Southern Union Conference Department of Education, 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.

BACHELOR OF SCIENCE

(With a major in Home Economics)

ADMISSION. For admission to this curriculum see entrance requirements as listed on pages 32 and 33.

MAJORS This curriculum provides for a major of thirty hours in home economics. Thirteen hours of the major shall be of upper

biennium credit, six hours of which shall have been earned in this college. No course with a grade of "D" applies on the major.

MINOR: For information as to fields from which the minor may be chosen and the requirements for a specific minor, see the section on minor requirements for a Bachelor of Arts degree.

For graduation from this curriculum the student will fulfill the same requirements as to total hours, senior residence, minimum upper biennium credit, 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."

FRESHMAN YEAR

English 1:	3	English 2	3
Religion 1 or 19	3	Religion 2 or 20	3
Chemistry 1 or 7	3 or 4	Chemistry 2 or 8	3 or 4
Home Economics 1 or 21	3	Home Economics 2 or 22	3
Sociology 17	1	Elective	3
Elective	1	Total	<u>16</u>
Total	<u>15</u>		

SOPHOMORE YEAR

Religion	2 or 3	Religion	2 or 3
History 1 or 13	3	History 2 or 14	3
Biology 1 or 11	3	Biology 2 or 12	3
Home Economics	3 to 5	Home Economics	3 to 5
Minor and Elective	5 to 2	Minor and Electives	5 to 2
Total	<u>16</u>	Total	<u>16</u>

JUNIOR AND SENIOR YEARS

Religion	0-6
Literature	4
Social Science	6
Food Chemistry, 161-162	4
Health	2
Home Economics (upper biennium, 13 hours)	14 to 18
Minor and Elective	32 to 22
Total	<u>62</u>

BACHELOR OF SCIENCE

(With a major in Industrial Arts)

To qualify for the degree of Bachelor of Science with a major in Industrial Arts, a candidate must fulfill the following requirements:

GENERAL REQUIREMENTS

1. For admission to the Industrial Arts curriculum see entrance requirements as listed on page 32 and 33.

2. The completion of 125 hours as outlined in the curriculum below, which provides for a major of thirty hours in industrial arts and a minor of sixteen to twenty hours in one field of natural science or in mathematics.

3. A minimum of thirteen hours of upper biennium credit on the major. Six hours of upper biennium 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" has been received may apply on the major.

4. A minimum of forty hours of upper biennium credit, of which thirteen 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. Twenty-four hours of the senior year's work must be taken in this college.

COURSE REQUIREMENTS

MAJOR (Industrial Arts)	30 hours
Within the hours for a major the following courses are required:	
Industrial Arts 1-2, 77-78, 91-92, 123-124, 193, 194, 195-196.	
MINOR (Biology, Chemistry, Mathematics, or Physics)	16-20 hours
SOCIOLOGY (College Problems)	1 hour
SOCIAL SCIENCE (History, six hours)	12 hours
RELIGION	12-16 hours
ENGLISH	10 hours
Six hours in composition, four hours in literature.	
EDUCATION AND PSYCHOLOGY	5 hours
Education 16 and Psychology 110 recommended.	

ACCOUNTING 1 AND 2	6 hours
HEALTH	2 hours
ELECTIVES	19-27 hours
TOTAL	125 hours

FRESHMAN YEAR

Religion 1 to 19	3	Religion 2 or 20	3
English 1:	3	English 2	3
Mechanical Drawing 1-	3	Mechanical Drawing 2	3
Industrial Arts 11 or 33	2	Industrial Arts 12 or 34	2
*Natural Science or Math.	3	*Natural Science or Math.	3
Sociology 17	1	Education or Psychology	3
Total	15	Total	17

SOPHOMORE YEAR

Religion (Course 61 suggested)	2	Religion (Course 62 suggested)	2
*Natural Science or Math.	3	*Natural Science or Math. ..	3
History 1 or 13	3	History 2 or 14	3
Introduction to Business 1	3	Principles of Accounting 2	3
Industrial Arts 77- and 91- ..	3	Industrial Arts 78 and 92	3
Education 16	2	Elective	1
Total	16	Total	15

JUNIOR YEAR

Health	2	Bible or Theology	2-6
*Natural Science or Math.	3	*Natural Science or Math.	3
English 31, 51, or 161	2	English 42, 52 or 162	2
Industrial Arts 123-	1	Industrial Arts 124	1
Industrial Arts Elective	1	Industrial Arts Elective	1
Electives	7	Elective	2-6
Total	16	Total	15

SENIOR YEAR

Social Science	3	Social Science	3
Industrial Arts 183 and 195- ..	3	Industrial Arts 194 and 196 ..	3
Industrial Arts Elective	2	Industrial Arts Elective	2
Electives	8	Electives	7
Total	16	Total	15

*Courses which apply on the minor should be chosen.

BACHELOR OF SCIENCE

(With a major 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.

ADMISSION: For admission to this curriculum see entrance requirements as listed on page 32 and 33.

MAJOR AND MINOR: This curriculum provides for a major of thirty hours in Religion and a minor chosen from the list of minors in the section on requirements for a Bachelor of Arts degree. Thirteen hours of the major and six hours of the minor shall be upper biennium credit, with six hours and three hours of this, respectively, earned in this college.

For graduation, the requirements as to total hours, senior residence, minimum upper biennium credit, grade points, 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."

Beginning with the class graduating in 1952, it is recommended that women graduating with a major in religion be able to present evidence of three months, not necessarily consecutive, in the colporteur work.

FRESHMAN YEAR

English 1:	3	English 2	3
Religion 1 or 19	3	Religion 2 or 20	3
Natural Science	3	Natural Science	3
Home Economics 1	3	Home Economics 2	3
Psychology 1	3	Education 16	2
Applied Music	1	Applied Music	1
Sociology 17	1	Total	15
Total	<u>17</u>		

SOPHOMORE YEAR

Religion	2	Religion	2
History 1	3	History 2	3

Music 1	2	Health 4	2
Religion 5	2	History 6	2
Speech 5	2	Speech 6	2
Applied Music	1	Applied Music	1
Elective	3	Psychology 4	1
		Elective	3
Total	<u>15</u>	Total	<u>16</u>

JUNIOR AND SENIOR YEARS

Religion (13 hours upper biennium, including Religion 165 and 166)	16
Literature	4
History 151 and 152	6
Social Science	4
Applied Theology 89, 90, 107	6
Minor and Elective	<u>20</u>
Total	62

BACHELOR OF SCIENCE

(With a major in Secretarial Science)

This curriculum is intended to prepare young men and women for work as secretaries in denominational offices, stenographers, clerical workers, and teachers of commercial subjects.

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 arts and science 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 biennium hours required, are the same as for a Bachelor of Arts degree.

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 supervised teaching, six hours.

To qualify for the degree of Bachelor of Science from this curriculum with a major in Secretarial Science, a candidate must fulfill the following requirements:

1. The entrance requirements as listed on pages 32 and 33.
2. A minimum of 125 hours in courses applicable toward this degree.
3. A minimum of forty hours of upper biennium credit.
4. Completion of a minor. Suggested minors: religion, home economics, English, music. See requirements for these in the section on a Bachelor of Arts degree.

COURSE REQUIREMENTS

MAJOR (Secretarial Science) 30 hours

Required: in lower biennium, Secretarial Science 31, 40, 55, 56, 63, 64, 71, 75, and in upper biennium Secretarial Science 109, 127, 128; or 135, 127, or 128, 109 or 112; and a minimum of five hours from 141, 174, and 181. No course with a grade of "D" may apply on the major. Courses 9, 10, 13, and 14 do not count on this major.

ACCOUNTING 6 hours

ECONOMICS 9 hours

EDUCATION 2 hours

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.

HISTORY 6 hours

NATURAL SCIENCE OR MATHEMATICS 6 hours

PSYCHOLOGY 3 hours

RELIGION 14 hours

HEALTH (Required in Med. Sec. Tr. Curric.) 4 hours

SOCIOLOGY 17 (College Problems) 1 hour

To be completed in the freshman year.

MINOR AND ELECTIVES 38 hours

Suggested Electives:

a. Home Economics

b. Education

c. Music

d. English

e. Accounting

f. Health

g. Economics

h. Foreign Language

i. Religion

j. Speech

PREMEDICINE

Nearly all medical colleges now require a bachelor's degree of all candidates. Therefore students who expect to transfer later to a medical college should register as arts and science students selecting suitable majors and minors which will qualify them for a Bachelor of Arts degree. All other essentials for entrance to a medical college can be met by selecting proper electives.

Students planning to transfer to the College of Medical Evangelists, Loma Linda, California, should select entrance courses as outlined in the current bulletin issued by that college. Currently these essential courses include:

	Semester hours
General Chemistry 1-2	8
Elect: Biology	8
Foreign Language (French, German or Spanish)	6-18
Organic Chemistry 53-54	8
Physics 1-2	8
Freshman Composition 1:2	6
American Government 15.....	2
General Embryology 145	2
Quantitative Analysis 102	3

and a minimum of four hours of religion for each year of college work offered for entrance.

The quality of scholarship required for entrance demands that a grade-point average in science subjects and nonscience subjects, figured separately, should be not less than 1.5 and a higher grade-point average is desirable. Students who do not reach this grade-point average will not be recommended.

JUNIOR COLLEGE CURRICULUMS

In the lower biennium, or the junior college level, two kinds of curriculums are offered. Each of the first type is known as a "transfer" curriculum, whereas the second type is "terminal." Each two-year curriculum leads to a diploma. The regular two-year transfer curriculums are pre dental, pre dietetics, and that leading to the Associate in Arts degree. The terminal curriculums are Bible instructors', elementary teacher training, secretarial, medical secretarial, home economics, and industrial arts. Terminal curriculums are of a professional or vocational nature and serve the needs of

students who wish to complete their college training thereby. Each of these curriculums leads to a diploma and requires a "C" average for graduation. Students graduating from terminal curriculums have less rigid prerequisites and often must make up specific entrance and lower division requirements if they decide later to qualify for a baccalaureate degree.

For graduation from any junior college curriculum the same requirements as to character and grade point average are maintained as for a bachelor's degree. At least sixteen hours in residence are required of all two-year graduates.

TRANSFER CURRICULUMS

The following transfer curriculums are designed to prepare the student for admission to the upper division of a liberal arts college or to a professional school. A student preparing for professional training should acquaint himself with the specific requirements for admission to the particular school he intends to enter and should plan his secondary school and college programs to meet these requirements.

Entrance requirements for each curriculum are indicated on pages 32 and 33.

THE TWO-YEAR ASSOCIATE IN ARTS CURRICULUM

This is a Liberal Arts transfer curriculum designed to prepare the student for admission to the upper division of this or any other accredited Liberal Arts College. The student is advised to elect from two or four hours of psychology during these first two years.

Admission: See page 32.

FRESHMAN YEAR

English 1	3	English 2	3
Foreign Language	3-4	Foreign Language	3-4
Math. or Nat. Sc.	3	Math. or Nat. Sc.	3
Religion 1 or 19	3	History 2 or 14	3
History 1 or 13	3	Religion 2 or 20	3
Sociology 17	1		
Total	<u>16 or 17</u>	Total	<u>15 or 16</u>

SOPHOMORE YEAR

Elect: Religion	2 or 3	Elect: Religion	2 or 3
Soc. Science or Ed.	3	Soc. Science or Ed.	3
For. Language or Elect.	3	For. Language or Elect.	3
Math. or Nat. Sc.	3	Math. or Nat. Sc.	3
Free Elective	2 or 3	Free Elective	2 or 3
Speech, Lit. or Journalism	2	Speech, Lit. or Journalism	2
Total	<u>16</u>	Total	<u>16</u>

THE TWO-YEAR PRE-DENTAL CURRICULUM

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, education, and vocational courses may not be included in the minimum for admission.

Admission: See page 32.

FRESHMAN YEAR

English 1:	3	English 2	3
Religion 1 or 19	3	Religion 2 or 20	3
Chemistry 1-	4	Chemistry 2	4
Mathematics 1	3	Mathematics 2	3
Sociology 17	1	*Elective	3
*Elective	2		
Total	<u>16</u>	Total	<u>16</u>

SOPHOMORE YEAR

✓Chemistry 53-	4	Chemistry 54	4
✓Physics 1-	4	Physics 2	4
✓Biology 45	4	Biology 46	4
Religion	2	Elective	4
Elective	2		
Total	<u>16</u>	Total	<u>16</u>

THE TWO-YEAR CURRICULUM IN PREDIETETICS

Admission: See page 32. Consult the catalogue of the School of Dietetics of the College of Medical Evangelists for information concerning admission requirements for that school.

FRESHMAN YEAR

English 1:	3	English 2	3
Religion 1 or 19	3	Religion 2 or 20	3
Chemistry 1-	4	Chemistry 2	4
Home Economics 1	3	Home Economics 2	3
Sociology 17	1	Sociology 20	3
Psychology 1	3		
Total	17	Total	16

SOPHOMORE YEAR

Religion	2	Religion	2
Biology 11	3	Biology 12	3
Economics 51	3	Psychology 110	3
Political Science 15	2	Education 16	2
Elective	6	Elective	5
Total	16	Total	15

TERMINAL CURRICULUMS

THE TWO-YEAR BIBLE INSTRUCTOR'S CURRICULUM

Admission: See page 32.

FRESHMAN YEAR

English 1	3	English 2	3
Religion 19	3	Religion 20	3
Elect: Home Economics	3	Elect: Home Economics	3
Sociology 17	1	Applied Music	1
Natural Science	3	Natural Science	3
First Aid	2	Education 16 or Psychology ..	2
Free Elective	1	Free Elective	1
Total	16	Total	16

SOPHOMORE YEAR

Elect: Religion	2	Elect: Religion	2
Elect: History	3	Elect: History	3
Music 1	2	1 Free Elective	2
Gift of Prophecy	2	Modern Adventism	2
Speech 5	2	Speech 6	2
Applied Music	1	Applied Music	1
Applied Theology 89	2	Applied Theology 90	2
Health I	2	Health II	2
Total	16	Total	16

THE TWO-YEAR SECRETARIAL TRAINING CURRICULUM

Admission: See page 32.

FRESHMAN YEAR

Religion 1 or 19	3	Religion 2 or 20	3
English 1	3	English 2	3
Sec. Sci. 9 (Shorthand)	4	Sec. Sci. 10 (Shorthand)	4
Sec. Sci. 13 (Typewriting)	2	Sec. Sci. 14 (Typewriting)	2
Psychology 1	3	Sec. Sci. 40 (Filing)	2
Sociology 17		Electives	2
(College Problems)	1	Total	<u>16</u>
Total	<u>16</u>		

SOPHOMORE YEAR

Sec. Sci. 55 (Adv. Shorthand) 3	Sec. Sci. (Adv. Shorthand) .. 3		
Sec. Sci. 63 (Typing and Trans.)	2	Sec. Sci. 64 (Typing and Trans.)	2
Sec. Sci. 71 (Sec. Practice) .. 2	Principles of Accounting	2	
Introduction to Business	1	Sec. Sci. 75 (Bus. Mach.)	2
Religion	2	History, Soc., Pol. Sci., or Home Economics	3
Sec. Sci. 31 (Voice Trans.) .. 1	Elective	4	
Hist., Soc., Pol. Sci., or Home Economics	3		
Elective	2		
Total	<u>16</u>	Total	<u>16</u>

TWO-YEAR MEDICAL SECRETARIAL TRAINING CURRICULUM

Graduates of the Medical Secretarial Training curriculum who desire a degree of Bachelor of Science with a major in Secretarial Science may do so by completing the requirements listed on page 60.

FRESHMAN YEAR

Religion 1 or 19	3	Religion 2 or 20	3
English 1	3	English 2	3
Sec. Sci. 9 (Shorthand)	4	Sec. Sci. 10 (Shorthand)	4
Sec. Sci. 13 (Typewriting)	2	Sec. Sci. 14 (Typewriting)	2
Psychology 1	3	Sec. Sci. 40 (Filing)	2
Sociology 17 (College Prob.) 1	Health Ed. 4 (Health Prin.) 2		
Total	<u>16</u>	Total	<u>16</u>

SOPHOMORE YEAR

Sec. Sci. 55 (Adv. Shorthand) 3	Sec. Sci. 58 (Med. Shorthand) 3
Sec. Sci. 63 (Typing and Trans.) 2	Sec. Sci. 64 (Typing and Trans.) 2
Sec. Sci. 73 (Med. Sec. Practice) 2	Health Ed. 74 (Lab. Service and Office Nursing) 2
Biology 10 (Anat. and Phys.) 3	Biology 11 (Anat. and Phys.) 3
Health Ed. 21 (First Aid) 1	Sec. Sci. 75 (Bus. Machines) 2
Sec. Sci. 31 (Voice Trans.) 1	Acct. and Bus. 2 (Prin. of Acct.) 3
Electives 3 1/2	Phys. Ed. 6 1 1/2
Phys. Education 5 1 1/2	Elective 1 1/2
Total 16	Total 16

THE TWO-YEAR CURRICULUM IN HOME ECONOMICS

Admission. See page 32.

FRESHMAN YEAR

Religion 1 or 19 3	Religion 2 or 20 3
English 1 3	English 2 3
Foods and Cookery 1 3	Foods and Cookery 2 3
Sociology 17 1	Health Principles 4 2
Elective 2	Elective 3
First Aid 21 2	Education or Psych. 2
Nutrition 61 2	
Total 16	Total 16

SOPHOMORE YEAR

Elect: Religion 2 or 3	Elect: Religion 2 or 3
Elect: History or Econ. 3	Elect: Hist. or Econ. 2
Elect: Science 3	Sociology 20 3
Clothing 21 3	Clothing 22 3
Practical Arts 15 2	Practical Arts 16 2
Free Elective 2	Free Elective 3
Total 16	Total 16

THE TWO-YEAR INDUSTRIAL ARTS CURRICULUM

Admission: See page 26.

FRESHMAN YEAR

Religion 1 or 19	3	Religion 2 or 20	3
English 1	3	English 2	3
Introduction to Business 1	3	Principles of Accounting 2	3
Woodworking 11	2	Woodworking 12	2
Mechanical Drawing 1	3	Mechanical Drawing 2	3
Sociology 17	1	Education or Psychology	2
Elective	1		
Total	<u>16</u>	Total	<u>16</u>

SOPHOMORE YEAR

Religion	2	Religion or Church Hist.	2
Elective: Hist. or Pol. Sc.	3	Elective: Hist. or Pol. Sci.	3
Elective: Science or Math.	3	Elective: Science or Math.	3
Free elective	2	Free elective	2
*Elective: Industrial Arts	6	*Elective: Industrial Arts	6
Total	<u>16</u>	Total	<u>16</u>

THE TWO-YEAR ELEMENTARY TEACHER TRAINING CURRICULUM

Admission. See page 32.

The first two years of the curriculum leading to a Bachelor of Science, with a major in elementary education, constitute this curriculum. See pages 53 and 54 for information as to course and certification requirements.

SPECIAL INTERESTS

In addition to the four-year baccalaureate curriculums and the two-year lower biennium curriculums, two special interest offerings deserve particular notice. The Prenursing Curriculum is a one-year offering and the Medical Cadet Training is but a part of a one-year course.

PRENURSING

The following prerequisites satisfy the admission requirements of most schools of nursing. Since there is some variation in admission requirements, a student looking forward to nurses' train-

*To be selected in counsel with student's adviser.

ing should familiarize himself or herself with the particular requirements of the school in mind.

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

English	3	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
Foreign Language (both units must be in the same language) ..	2	Science (one unit must be physics)	2
Mathematics (shall include one unit of algebra and does not include commercial or other applied mathematics)	2	Sufficient electives to make a total of sixteen units.	
History	1		

Many schools of nursing also 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. Remedical 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. Such correspondance credit should be earned prior to attendance at Southern Missionary College.

ONE-YEAR PRENURSING CURRICULUM

English 1:	3	English 2	3
Religion (Course 5 recommended) ..	2	Religion, or History 6	2
Chemistry 7-	3	Chemistry 8	3
Biology 11	3	Biology 12	3
Sociology 31	2	Sociology 32	1
Health 1	2	Biology 22	4
Sociology 17	1	Health 6	1/2
Health 5:	1/2		
Total	16 1/2	Total	16 1/2

MEDICAL CADET TRAINING

Because the present tension in international relations points toward the possibility of another "all out" world conflict, Southern

Missionary College has reactivated the Medical Cadet Corps. The benefits of this training are effective in peace-time disasters as well as in war. Briefly stated, the objectives of the program are:

1. To provide immediately available, efficient and well-trained medical assistants in time of national emergency.
2. To facilitate the transition of draftees from civilian to military life.
3. To teach Adventist standards regarding non-combatancy principles.

The course is divided into three units as follows: (1) Dis-mounted drill and Physical Training. (2) Instruction and practice in First Aid and its extension and adaptation to field conditions. (3) Military medical duties of Seventh-day Adventists including non-combatancy principles and related subjects.

The plan of the organization, credit granted, time involved, eligibility, cost of membership, and the certification of completion are outlined as follows:

1. *Plan of organization.* There will be semi-military organization with the essential staff and cadet officers. Uniforms are required. Military order, drill, and procedure will be followed.
2. *Credit earned.* College students who complete the course will be granted two semester hours of lower biennium credit.
3. *Eligibility.* Membership in the Cadet Corps will be restricted to physically able college men and to academy boys who are in their junior (or senior) years in Collegedale Academy or have passed their seventeenth birthday. Cadet Corps will be counted on the student's current course load.
4. *Time involved.* Approximately 108 hours are required to complete the course.
5. *Time and place of meeting.* The schedule requires a meeting of one and a half hours one evening a week throughout the school year. This is exclusive of the medical cadet corps techniques, First Aid and non-combatancy principles, which will be given as a separate one-hour course in the regular school program. The location of formations is at the discretion of the Commanding Officer.
6. *Cost of membership.* Tuition will be charged according to the credit allowed. Members purchase their complete uni-

forms, which are the regulation army sun-tan khaki with matching overseas cap and tie and army tan footwear. Insignia, epaulets, and MMC pins will also be purchased by the trainee.

7. *Certificate.* Upon completion of the course requirements a certificate of competence shaped to fit the army service packet so that it may readily be presented for filing upon induction will be issued. Standard and Advanced Red Cross certificates will be given those who meet successfully all of the First Aid requirements.

DIVISIONS OF INSTRUCTION

Courses of instruction are arranged in seven divisions, as follows:

- I Applied Arts
- II Education and Psychology
- III Fine Arts
- IV Languages and Literature
- V Natural Science and Mathematics
- VI Religion and Applied Theology
- VII Social Sciences

Of the courses listed, those marked with an asterisk probably will not be given in 1951-52; those without this mark will be given if there is sufficient demand. The college reserves the right to withdraw temporarily any course for which there is not adequate enrollment.

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

A sophomore may register for one or more upper biennium courses, for upper biennium 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 biennium basic and major requirements. In exceptional cases, a sophomore who does not fulfill the above requirements may be admitted to an upper biennium course for lower biennium credit. Application for permission to do this is made 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.

MAJORS AND MINORS: Available majors and minors, with requirements for each, are listed in their respective sections. Information concerning majors may be found in the section on on curriculums.

I. APPLIED ARTS

RUPERT M. CRAIG, *Chairman*

Albert L. Anderson	Stanley D. Brown
Thyra E. Bowen	H. T. Curtis
G. W. Boynton	George T. Gott
Theresa Brickman	Harry R. Hooper
Mary M. Zweig	

ACCOUNTING AND BUSINESS

Students may major in Economics and Business in the Liberal Arts field. The major requirement is made up of suitable courses in economics, accounting, and business. For a detailed statement of the major and minor requirements in this field see page 127.

1. *Introduction to Business* *First semester, three hours*

A survey course dealing with the social and economic background in which business operates.

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

A course in the fundamentals of accounting covering the range of operations as applied to a single proprietorship.

31. 32. *Intermediate Accounting* *Both semesters, six hours*

A course in accounting principles as applied to industrial enterprises, merchandising in the partnership, and corporate forms.

101. *Business Management* *First semester, three hours*

A course designed to present various types of business management according to the purpose of each and dealing with their internal system and external relationships.

102. *Business Policy* *Second semester, three hours*

An analysis of business policies including ethics, responsibilities, and procedures.

109. *Denominational Organization and Policies*

First semester, three hours

A thorough examination of denominational organization, financial problems, and conference and institutional finance.

*115, 116. *Statistics* *Both semesters, four hours*
 A course in collection of data, statistical analysis, interpretation and application.

*128. *Cost Accounting* *Second semester, two hours*

130. *Auditing* *Second semester, two hours*

Methods of conducting audits and various systems of accounts. Working papers and reports are required.

The general principles of cost accounting, labor and production expense, job orders and the control of distribution and overhead charges.

*175. *Business Administration Problems* *First semester, two hours*

A seminar course in accounting difficulties, church records, financial reports and institutional management.

AGRICULTURE

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.

10. *Bee Culture* *Second semester, two hours*

A beginning course in bee culture including the organization and care of a bee colony, and marketing of honey. One hour lecture, three hours laboratory, each week.

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, two hours laboratory, each week.

*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 food. Two hours lecture, two hours laboratory, each week.

HOME ECONOMICS

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

*Probably will not be given 1951-52.

MAJOR: A major in home economics, which applies toward a Bachelor of Science in Home Economics, requires thirty hours exclusive of course 20; thirteen hours of upper biennium 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; 41, and Sociology 132. Sociology 42 or 142 may apply on this major. See pages 54 and 55.

A student majoring in home economics is required to take six hours of biological science; ten hours in Chemistry including courses 1-2 or 7-8; Food Chemistry, 4 hours. Industrial Arts 33 and 34 are strongly recommended.

MINOR: A minor in home economics requires fifteen hours, exclusive of Course 15, 16, and including six hours of upper biennium credit. Three hours of the upper biennium credit shall be earned in this college. Economics 42 and Sociology 132 may apply on this minor.

1, 2. *Food and Cookery* *Both semesters, six hours*

A study of food selection, preparation, and service, with emphasis on the selections of a healthful diet. Laboratory practice in the basic principles of cookery. Two hours lecture, three hours laboratory, each week. Credit for Course 1 is prerequisite for Course 2.

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. Three hours lecture, three hours laboratory, each week.

15, 16. *Practical Arts* *Both semesters, two hours*

Gardening, crafts, home mechanics, sewing and home arts, woodworking. Three hours laboratory each week.

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, each week. Credit for Course 21 is prerequisite to Course 22.

41. *Interior Decorating* *First semester, three hours*

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

furnishings; instruction and practice in upholstering furniture and in making draperies and other practical decorations. Open to both men and women. Two hours lecture, three hours laboratory, each week.

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 and 2, or 11 and 12.

Problems in advanced foods, menu planning, calculating costs, marketing, experimental cookery, preparing and serving meals for all occasions. Open to both men and women. Two hours lecture, three hours laboratory, each week.

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

Prerequisite: Home Economics 21 and 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, each week.

*171. *Institutional Management* *First semester, two hours*

The study of administrative duties and problems in institutional work including those of organization, equipment, personnel, costs, marketing, and service. Open to both men and women.

*172. *Quantity Cookery* *Second semester, two hours*

Prerequisite: Home Economics 1 and 2, or 11 and 12.

The study of preparation and service of food in large quantities. Laboratory work by appointment in the college cafeteria. Open to both men and women.

190. *Problems in Home Economics*

One or two semesters, one or two hours

Prerequisite: A major or a minor in home economics; senior standing.

*Probably will not be given 1951-52.

A course designed to give opportunity for individual study of some special interest or need in this field.

INDUSTRIAL ARTS

The purpose of the courses in industrial arts is to provide opportunity for students to learn at least one trade; to train teachers of industrial arts and develop supervisors and plant managers for home and foreign mission enterprises.

MAJOR: A major in industrial arts, which applies on the curriculum leading to a Bachelor of Science, requires thirty hours, including Industrial Arts 1-2, 77-78, 91-92, 123-124, 193, 194, 195-196. Thirteen hours of the major shall be in upper biennium credit, six hours of which shall be earned in this college. No course in which a "D" has been received may apply on the major. See pages 56 and 57.

MINOR: A minor in industrial arts on the Liberal Arts curriculum requires eighteen hours, including Industrial Arts 1-2. It shall include six hours of upper biennium credit, three of which shall be earned in this college.

1-2. *Mechanical Drawing* *Both semesters, six 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.

11. *General Woodworking* *First semester, two hours*

The study of hand and machine tool processes, with opportunity for working out selected projects in the laboratory. The use and care of tools, selection of projects, shop sketching. One hour lecture and two hours laboratory each week.

12. *General Woodworking* *Second semester, two hours*

The study of hand and machine tool processes, with opportunity for working out selected projects in the laboratory. The use and care of tools, selection of projects, shop sketching, finishing processes, and finishing, designing furniture, matching grain, selection of hardware, and methods of display finished products. One hour lecture, two hours laboratory, each week.

15-16. *Welding* *Both semesters, four hours*

Principles and practice of electric, acetylene and gas welding.

33, 34. *Household Mechanics* *Both semesters, four hours*

Instruction and experience in the repair and upkeep of household equipment. One hour lecture, two hours laboratory, each week.

51. *Auto Mechanics* *First semester, two hours*

A general course in the fundamental principles of gasoline engines, their design, timing, cooling, carburetion, and lubrication; automobile body designs, makes, and models. One hour lecture, two hours laboratory, each week.

52. *Auto Mechanics* *Second semester, two hours*

A general course in the fundamentals of gasoline engines and automobile design and repair; automotive electricity, power flow, servicing, and trouble shooting; field trips. One hour lecture, two hours laboratory, each week.

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 press-work. Advanced work given to students who have had previous experience in printing. One hour lecture, three hours laboratory, each week.

65-66. *Linotype* *Both semesters, four hours*

Prerequisite: Survey of Printing 61-62 or instructor's approval. The maintenance, function, and operation of the machine. One hour lecture, three hours laboratory, each week.

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, plan reading, tracing and blue-printing.

81-82. *Intermediate Mechanical Drawing* *Both semesters, six hours*

Basic instruction in the fundamental processes of mechanical drawing.

91. *Industrial Arts Problems* *Either semester, one to three hours*

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

101-102. *Advanced Mechanical Drawing* Both semesters, four hours
Prerequisite: Industrial Arts 1-2 or equivalent.

The processes to be studied are: isometric drawing, oblique drawing, intersections, and sectional views, map and topographical drawing, seacraft and aircraft drawing, details and tracings.

105. *Advanced Linotype* One semester, two hours

Prerequisite: Industrial Arts 61-62 and 65-66, or equivalent.

Advanced instruction in linotype operation and maintenance. One hour lecture, three hours laboratory, each week.

121-122. *Structural and Finish Carpentry*

Both semesters, four hours

Prerequisite: Industrial Arts 11 and 12 or equivalent.

Required hand tools: rip saw, cross grain saw (ten point), hammer, wrecking bar, 1/2" and 1" chisels, framing square, try square, block plane, and jack plane.

The course is designed to give the student a knowledge of various types of structures, finishing materials, trimming, and finishing, and of interior and exterior decoration. Laboratory time will be spent either in construction of models or of full-size dwellings. One hour lecture, two hours laboratory, each week.

123-124. *Structure and Design*

Both semesters, two hours

The study of materials and their use in construction; the effects of cold, heat, and other factors on various types of building materials.

133-134. *Advanced Woodworking*

Both semesters, two to four hours

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

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

141-142. *Electric and Acetylene Welding*

Both semesters, two to four hours

Designed to give advanced skill in the process, use, and fusing of metals, their characteristics under cold and heat, various technical designs and use of tin plates, servicing and care of equipment. One hour lecture, one hour laboratory, each week.

143. *Machine Shop* *Either semester, one to three hours*

Fundamentals of machine shop practices, with a special emphasis given to the milling, fitting, and processing of metals. Study of pattern making, sheet metal, plumbing, and wiring. One hour lecture, one hour laboratory, each week.

153, 154. *Advanced Auto Mechanics* *Both semesters, four hours*

Prerequisite: Auto Mechanics 51, 52.

Involves a study of advanced techniques of automobile motor rebuilding; interior and exterior repair and refinishing. Field trips.

191-192. *Advanced Architectural Drawing*

Both semesters, four hours

Prerequisite: Industrial Arts 1-2, 77-78, or their equivalent.

Students will be expected to work out for a full-size structure a complete set of plans, details, specifications, bill of materials and labor, and total costs.

*193. *Trade Analysis* *First semester, two hours*

The study of trades. Each student is required to analyze his own trade, set it up on cards in *knowing* and *doing* units, with the best references attached. A copy of the full set of cards of the trade analyzed is to be turned in upon completion of the course.

*194. *Field Problems* *Second semester, two hours*

Class time is to be devoted to visiting industrial arts set-ups and to a study of the particular problems of administration in the field of industrial arts. A term paper is required.

*195-196. *History and Philosophy of Industrial Arts*

Both semesters, two hours

The study of the development and proper place of industrial education; planning of better teaching materials and methods.

BIBLIOGRAPHY AND LIBRARY SCIENCE

21-22. *Using Books and Libraries* *Both semesters, two hours*

An introductory course, of value to all college students, in library techniques. Since the major emphasis is placed on methods in bibliography, research, book selection, and the use of reference books; skills are fostered which the student will use in future college work and in all subsequent scholarly endeavors.

*Probably will not be given 1951-52.

*91-92. *School Library Administration* Both semesters, four hours

Prerequisite: 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.

SECRETARIAL SCIENCE

The courses in secretarial science 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 a secondary school, and those who desire the training for personal use.

MAJOR: A major in secretarial science, which applies on a Bachelor of Science degree, requires thirty hours.

Required in the lower biennium: Courses 31, 40, 55, 56, 63, 64, 71, 75; in the upper biennium: Courses 109, 112, 127, 128; or the following: 109 or 112, 127 or 128, 135, and a minimum of five hours chosen from Courses 141, 174, 181. Thirteen hours of the major shall be of upper biennium credit, six hours of which shall be earned in this college. No course with a grade of "D" may apply on this major.

It is suggested that students majoring in secretarial science minor in Religion, home economics, English, or music. See the requirements for these minors in the section on a Bachelor of Arts degree.

MINOR: A minor in Secretarial Science which may apply on a Bachelor of Arts degree, requires eighteen hours. It shall include Secretarial Science 55, 56, 63, 64; 71 or 75; and Secretarial Science 109, 112, 127, and 128, or a choice of six hours from the following: Secretarial Science 135, 141, 174, and 181.

9. *Shorthand* First semester, four hours

Prerequisite: Secretarial Science 13 must be taken concurrently with this course unless the student has had the equivalent. Not applied on the major.

Fundamental principles of Gregg Shorthand, simplified. Five class hours each week.

*Probably will not be given 1951-52.

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

Prerequisite: Secretarial Science 9, or equivalent to one unit of high school shorthand. 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. Five class hours each week.

13. *Typewriting* *First semester, two hours*

Mastery of the keyboard and the technique of touch typing. Not applied on the major. Speed 30 to 40 words a minute, or other satisfactory attainment. Five class periods each week. One practice period is required.

14. *Typewriting* *Second semester, two hours*

Prerequisite: Secretarial Science 13, one unit of high school typing, 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. Five class periods each week. One practice period is required for those who need it.

21. *Shorthand Review* *First semester, two hours*

Prerequisite: Secretarial Science 9, or one year of shorthand in academy or high school. Credit applies only on secretarial science curriculums, and is not counted until the student has completed Course 22.

Review of the basic principles of Gregg Shorthand. Three class hours each week.

*22. *Shorthand Review* *Second semester, two hours*

Prerequisite: Secretarial Science 9 or 21. Secretarial Science 14 must be taken concurrently with this course unless the student has had the equivalent. Credit applies only on secretarial science curriculums.

Development of rapid writing and reading habits; transcription practice. Speed 80 to 90 words a minute. Three class hours each week.

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

Prerequisite: Secretarial Science 14 or equivalent, permission.

*Probably will not be given 1951-52.

A course in the operation of voice writing equipment with emphasis on mailable transcriptions. Three laboratory hours each week.

40. *Filing* *First or second semester, two hours*

Forty-period Library Bureau course in filing. The course includes theoretical instruction and practice.

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

Prerequisite: "C" standing in Secretarial Science 10 and 14; simultaneous registration, Secretarial Science 63.

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

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

Prerequisite: Secretarial Science 55 or equivalent; simultaneous registration, Secretarial Science 64.

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. Four class hours each week.

58. *Medical Shorthand* *Second semester, three hours*

Prerequisite: Secretarial Science 55 or equivalent; simultaneous registration, Secretarial Science 64.

A study of shorthand outlines for medical terms—their pronunciation, their spelling, and their meaning. Medical dictation in volume. Speed from 90 to 100 words a minute. Three class hours each week.

63. *Secretarial Typewriting and Transcription*

First semester, two hours

Prerequisite: Secretarial Science 14 or two units of high school typewriting. Simultaneous registration, Secretarial Science 55.

A course in rapid transcription from shorthand notes. Transcription speed requirement 15 to 25 words a minute. Emphasis is also placed on special letter writing problems, tabulation, manuscripts. Typing speed 50 words a minute. Five class periods each week. One practice period is required.

64. *Secretarial Typewriting and Transcription*

Second semester, two hours

Prerequisite: Secretarial Science 63.

Mailable transcripts, transcription speed 25 to 40 words a minute. Special attention given to practice in preparing typewritten

outlines, reports, theses, and bibliographies in accordance with acceptable standards of form and appearance. Typewriting speed 60 words minute. Five class periods each week. One practice period is required.

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

Prerequisite: Ten hours of secretarial science, and permission of instructor.

A study of procedure, business ethics, telephone technique, office callers, and preparing reports, manuscripts, minutes of meetings, and itineraries.

73. *Medical Secretarial Practice* *First semester, two hours*

Prerequisite: Ten hours of secretarial science, and the consent of the instructor.

A study of medical office routine, keeping the doctor's schedule, stationery and forms used in a doctor's office, insurance in medical practice, receiving the patients, clinical office procedures, book-keeping systems especially designed for doctor's office and medical terminology.

75. *Business Machines* *First or second semester, two hours*

Prerequisite: Secretarial Science 13, or equivalent.

The theory of and practice in the use of the following office machines: Key and crank-driven calculators, full keyboard and ten-key adding listing machines; stencil, gelatin, and direct process duplicators; and switchboard. One class period, three hours laboratory, each week.

*109. *Shorthand Reporting* *First semester, three hours*

Prerequisite: Twelve hours of Secretarial Science (including courses 55, 56, 63, and 64, or equivalent). Must be enrolled concurrently in Secretarial Science 127.

Rapid dictation of Congressional and other technical materials. Speed requirements 130-140 words per minute on official Gregg tests. Three class periods each week.

*112. *Denominational Reporting* *Second semester, three hours*

Prerequisite: Twelve hours of Secretarial Science (including courses 55, 56, 63, and 64, or equivalent). Must be enrolled concurrently in Secretarial Science 128.

*Probably will not be given 1951-52.

This course deals with denominational vocabulary and reporting techniques. Speed requirements 130-150 words a minute. Three class periods a week.

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

Prerequisite: Twelve hours of Secretarial Science (including courses 55, 56, 63, and 64, or equivalent). Must be enrolled concurrently in Secretarial Science 109 or 112. Two class periods a week.

*135. *Medical Secretarial Training* *First semester, three hours*

Prerequisite: Twelve hours of Secretarial Science (including courses 55, 56, 63, and 64, or equivalent).

A course emphasizing medical terminology and the work of the medical secretary, vocabulary study, speed dictation, and transcription of medical terms. Three class periods a week.

*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, two or three hours

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

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

*Probably will not be given 1951-52.

II. EDUCATION AND PSYCHOLOGY

Thos. W. Steen, *Chairman*

Thyra E. Bowen	Elva Gardner	Betty Jo McMillan
Theresa R. Brickman	W. B. Higgins	H. A. Miller
Betty Brook Koudele	K. M. Kennedy	Bernice Pittman
Olivia B. Dean	H. H. Kuhlman	Amborse L. Suhrie
Mary H. Dietel		E. T. Watrous

The purpose of this division 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.

In addition to providing professional courses in education for future elementary and secondary teachers, this division offers courses in psychology,—general, adolescent, educational, etc.,—and in principles of education for students preparing for the ministry and for various other vocations.

GENERAL COURSES

1, 2. *General Psychology* *Both semesters, two or four 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.

16. *Principles of Christian Education*

Offered each 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."

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.110. *Educational Psychology* *Second semester, three hours*
Prerequisite: Psychology 1, 2 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.

115. *Psychology of Adolescence* *First semester, two hours*
Prerequisite: Psychology 1, 2, or instructor's approval.

A study of adolescent behavior, leading to facility in understanding and teaching secondary school pupils.

133. *Principles of Secondary Education* *First semester, two hours*
Prerequisite: Psychology 1, 2, and 110 recommended.

The development, scope, and function of secondary education.

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.

180. *Principles of Guidance* *Second semester, two hours*

A course designed to emphasize principles, methods, organization, and aims in the educational, vocational, and general guidance of students on the elementary and secondary level.

186. *School Administration* *Second semester, three hours*
Prerequisite: Education 133 or instructor's approval.

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

PREPARATION FOR ELEMENTARY TEACHING

Note the explanations and requirements as outlined on pages 52 and 54 in this bulletin.

ELEMENTARY MATERIALS, METHODS, AND DIRECTED TEACHING

9. *Children's Reading 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.

17. *Organization and Administration of the Elementary School*

First semester, two hours

A course designed to give the prospective teacher a knowledge of the management and organization related to classroom teaching. Opportunity is given for observation in the elementary school.

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, one hour

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

35, 36. *Appreciation and School Music* *Two semesters, four hours*

A course designed to prepare teachers to direct the music activities in the elementary school.

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 elementary school; study and measurement of children as individuals and in groups; conferences with the supervisors of directed teaching and with director of elementary teacher training.

77. *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.

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. Demonstrations and observation to accompany the study of the best methods of teaching geography, history, and civics.

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 plans, corrects papers, assists in extra-curriculum activities, and engages in teaching under supervision. The minimum amount of actual teaching for four hours credit is ninety clock hours.

SECONDARY TEACHING

Note carefully the statement concerning the preparation of secondary teachers on pages 51 and 52.

MINOR: Many states require eighteen hours in Education and Psychology, and some require twenty hours. All who expect to teach in secondary schools should plan for a minor in this department. The required courses are:

1, 2 General Psychology	2 or 4 hours
16 Principles of Christian Education	2 hours
110 Educational Psychology	3 hours
133 Principles of Secondary Education	2 hours
140 General Secondary Methods	1 hour
141-161 Methods in Major or Minor	2 hours
165 Directed Teaching	3 hours
Other courses in this department	3 to 5 hours
Total	<u>20 hours</u>

Students wishing to qualify for Denominational Certification only, will complete a minimum of fifteen semester hours. Course 165 is required, the other twelve hours to be chosen from those listed above and/or from the following:

1, 2 General Psychology	2 or 4 hours
(if followed by Educational Psychology)	

71 History of Education	2 hours
107 Tests and Measurements	2 hours
115 Psychology of Adolescence	2 hours
186 School Administration	2 hours

Certification in Specific Subjects: The Division of Education can provide students with the regulations of the Denomination and of the Southern States governing certification in English, history, and the other teaching fields. A student who plans his program carefully can usually qualify to teach in other fields related to his major and first minor.

SECONDARY MATERIALS, METHODS, AND SUPERVISED TEACHING

140. *General Secondary Methods* *Second semester, one hour*

Prerequisite: Education 16 and Psychology 110.

Fundamentals of the theory and technique of teaching. Learning activities, nature and meaning of teaching, proper physical conditions of the classroom, group control, directing study, lesson planning, and types of teaching procedure are considered. Particular attention is given to the development of the unit as a teaching procedure. One hour lecture per week.

141. *Methods of Teaching Bible* *First semester, one or two hours*

Prerequisite: A major or a minor in Bible. This course may be taken concurrently with Course 165.

Objectives and methods of teaching Bible in the secondary school.

143. *Methods of Teaching Secondary English*

First semester, one or two hours

Prerequisite: A major or a minor in English. This course may be taken concurrently with Course 165.

The content of courses, aims, and methods of teaching composition and literature.

145. *Methods of Teaching Modern Foreign Language*

First semester, one or two hours

Prerequisite: A major or minor in a modern foreign language. This course may be taken concurrently with Course 165.

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

147. *Methods of Teaching Home Economics*

First semester, one or two hours

Prerequisite: A major or minor in home economics. This course may be taken concurrently with Course 165.

A study of methods, procedures, and organization of courses in home economics with particular emphasis on those on the secondary level. Should be taken in the first semester of the senior year.

151. *Methods of Teaching Commerce*

Either semester, one to three hours

Prerequisite: Secretarial Science 55, 56, and/or 63, 64; Accounting 2. This course may be taken concurrently with Course 165.

A study of modern methods for the teaching of typewriting, shorthand, and bookkeeping in secondary schools. One-third of the time to be devoted to each subject. A student may enroll for one hour's credit by selecting any of the divisions of the course and meeting the prerequisite in the particular field chosen.

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

Prerequisite: A major in music, or permission of the instructor; Psychology 110, Education 16 and 140 (This course may be taken concurrently with Course 165).

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

159. *Methods of Teaching Mathematics* *First semester, one hour*

Prerequisite: This course may be taken concurrently with Course 165.

Aims, objectives, and methods of teaching mathematics in the secondary school.

161. *Methods of Teaching Natural Sciences*

First semester, one to three hours

Prerequisite: A major or minor in biology, chemistry, or physics. This course may be taken concurrently with Course 165.

Principles and methods of teaching science in secondary schools. A student may register for one field, to a maximum of two hours, provided he meets the prerequisite in the field.

165. *Supervised Teaching in the Secondary School*

Either semester, one to four hours

Prerequisite: Satisfactory scholarship; Psychology 110, Education 16, 140, and methods in the subject to be taught (the latter two courses may be taken concurrently with supervised teaching).

Teaching may be done in the secondary school in one or more of the following fields. Registration should be for the supervised teaching course, by number, followed by the letter designating the particular field in which the supervised teaching is to be done.

- | | |
|----------------------------|--------------------|
| a. Bible | g. Music |
| b. Bookkeeping | h. Natural Science |
| c. English | i. Shorthand |
| d. Home Economics | j. Social Sciences |
| e. Mathematics | k. Typewriting |
| f. Modern Foreign Language | |

168. *Methods in Industrial Arts Second semester, one or two hours*

Prerequisite: A major or a minor in Industrial Arts. This course may be taken concurrently with Course 165.

III. FINE ARTS

Harold A. Miller, *Chairman*

Olivia B. Dean	Wayne Thurber
H. R. Hooper	J. Mable Wood

ART

5. *Fundamentals of Drawing* *First semester, one hour*

The principles of line, color, and perspective; artistic arrangement in pictures; freehand drawing, sketching, charcoal work, and pastels. Three hours laboratory.

6. *Beginning Oil Painting* *Second semester, one hour*

Landscape and still life painting; techniques of mixing colors and applying them to the canvas. Special emphasis placed on naturalness and reality in art. Three hours laboratory.

*12. *Pottery* *Second semester, two hours*

An introduction to methods of using clay to create functional pottery. Mold making, decorating, glazing, and firing of kilns are studied. One hour lecture, two hours laboratory, each week.

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

A course designed to aid the teacher in presenting art instruction in the grades. Topics: drawing, painting, color study, design, posters, finger painting, picture study. Three hours laboratory each week.

MUSIC

The aim of this subdivision 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-four hours distributed as follows: sixteen hours in theory; four hours in history of music; fourteen hours in one field of applied music.

A maximum of two hours for the student's recital may be included in the sixteen hours of applied music. Sixteen hours of the

*Probably will not be given 1951-52.

major shall be in upper biennium courses, six hours of which shall be taken in this college. 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 16, 140, 153, 165, and Psychology 110 are required.

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.

MINORS: A minor in music consists of twenty hours, including eight hours in one of the following fields of applied music: piano, organ, voice, instruments. A minimum of six hours of the minor must be in upper biennium courses, three of which shall be earned in this college.

ELECTIVES IN MUSIC: Electives in music or 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.
2. *Sight-Singing* *Second semester, one hour*
This course is designed to provide the initial knowledge necessary to read at sight. Other fundamentals are included.
- 3-4. *Ear Training* *Both semesters, two hours*
Includes the study of chord recognition, melodic phrase, rhythm, the minor mode, chromatic progressions, and modulation.
16. *Principles of Conducting* *Second semester, one hour*
Prerequisite: Music 1 or equivalent.
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.

*116. *Hymnody* *Second semester, two hours*

Study of the development of our modern hymns through the successive stages from the early church to that of today.

*118. *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.

*Probably will not be given 1951-52.

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 and attendance at 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 for 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 curriculums 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, Fantasie in D minor; Mendelssohn, Songs Without Words, such as "Confidence," "Venetian Gondola Song" Nos. 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 *Each semester, one or two hours*
Prerequisite: Pianistic ability, as approved by the instructor.
Individual instruction.

Piano *Each semester, one or two hours*
Individual instruction.

Piano Class *Each semester, one hour*
Class instruction in piano. May be adapted to beginners.

Voice *Each semester, one or two hours*
Individual instruction.

19, 20. *Voice Class* *Each semester, one hour*
Adapted to beginners, emphasizing the underlying principles of singing. A class for men and one for women will be made available.

String or Wind Instruments *Each semester, one hour*
Individual instruction.

Orchestra *Each semester, one-half hour*
Placement upon audition.

Band *Each semester, one-half hour*
Placement upon audition.

Instrumental Ensembles *Each semester, one-half hour*
Type of organization and personnel dependent upon available performers.

Male Chorus *Second semester, one-half hour*
Membership upon satisfactory audition.

Women's Chorus *Each semester, one-half hour*
Membership upon audition.

The Chapel Singers *Each semester, one hour*
Membership by individual audition. This group functions primarily as the church choir and makes an annual spring tour to churches off the campus.

Oratorio Chorus *First semester, one-half hour*
Presentation of the oratorio, *The Messiah*, near the close of the semester by a mixed chorus of selected voices. Open to all who can qualify by voice test.

118. *Senior Recital* *Second semester, two hours, maximum*

A recital is optional in the field of applied music which the student has chosen in his major. The amount of credit is determined after the recital, upon recommendation of the chairman of the Fine Arts Division.

IV. LANGUAGE AND LITERATURE

*Elaine Giddings, *Chairman*Kathleen B. McMurphy, *Acting Chairman*

Mary H. Dietel

Don C. Ludington

Richard L. Hammill

Margaret M. Steen

Maude I. Jones

ENGLISH

MAJOR: A major in English requires twenty-six hours in addition to English 1:2, and shall include English 31, 42, 51, and 52; 111 or 122; 141, 147, 148; 161 or 162 and two hours in Speech. In addition, History 111, 115, or 116 should be elected. Eleven hours of the major shall be in upper biennium courses, six hours of which shall be taken in this college. No course with a grade of "D" may apply on the major.

MINOR: A minor in English requires fourteen hours above English 1:2 and shall include English 31, 42, 51, and 52. The minor shall include six hours of upper biennium credit, three hours of which shall be earned in this college.

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.

Special classes are offered for those whose proficiency in reading and language skills is below the minimum essential for competency in college courses. These classes, for which a semester fee of \$5.00 is charged, meet twice each week. Validation of any grade in Freshman Composition is contingent upon the achievement of satisfactory proficiency rating in these skills.

31. *Introduction to Literature* *First semester, two hours*

42. *Masterpieces from American Literature*

Second semester, two hours

Prerequisite: English 31, or Education 9.

* On leave 1951-52.

51. *Masterpieces from English Literature, before 1800* *First semester, two hours*
Prerequisite: English 31.
52. *Masterpieces from English Literature, since 1800* *Second semester, two hours*
Prerequisite: English 31.
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. *World Literature* *First semester, two hours*
Prerequisite: English 31.
Greek and Latin masterpieces, in translation, with reference to their bearing upon English and American literature.
132. *World Literature* *Second semester, two hours*
Prerequisite: English 31.
Italian, French, and German classics, in translation.
- *141. *Elizabethan Literature* *First semester, two hours*
Prerequisite: English 31.
The study of selected works by Shakespeare and his contemporaries.

*Probably will not be given 1951-52.

- *144. *Milton and His Age* *Second semester, two hours*
 Prerequisite: English 31.
 The philosophy and ideals of the period as reflected by its major writers.
147. *The Romantic Movement* *First semester, three hours*
 Prerequisite: English 31.
 The triumph of individualism, imagination, and the heart in Wordsworth, Keats, and others. A study of the Romantic Revival in relation to the contemporary scene.
- *148. *The Victorian Period* *Second semester, three hours*
 Prerequisite: English 31.
 Study of the prose of Carlyle and Ruskin, and the poetry of Tennyson, Browning, and their contemporaries.
161. *Biblical Literature* *First semester, two hours*
 Prerequisite: English 31.
 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*
 Prerequisite: English 31.
 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.
174. *English Grammar and Style* *Second semester, three hours*
 An intensive study of sentence elements, usage, syntax, and punctuation designed especially for students planning to teach English.
- *185. *Contemporary Literature* *First semester, three hours*
 Prerequisite: English 31.
 Selections illustrating themes and styles of representative modern writers, American and English.
193. *Principles of Research* *First semester, three hours*
 A study of the principles governing the selection of topics, the gathering and organization of materials, and the writing of a thesis.

* Probably will not be given 1951-52.

195. *Problems in English* *One or two hours*

An opportunity for the advanced student to pursue special interests under the guidance of the head of the department.

FRENCH

MINOR: A minor in French requires twelve hours above French 11-12. It shall include six hours of upper biennium credit, three of which must be earned in this college.

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.

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.

* Probably will not be given 1951-52.

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

GERMAN

MINOR: For a minor in German, twelve hours above German 21-22 are required. The minor shall include six hours of upper biennium credit, three of which must be earned in this college.

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.

*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

MINOR: A minor in Greek requires 18 hours, four of which shall be earned in this college.

43-44. *Elements of New Testament Greek* *Both semesters, six hours*

This course is designed to give students a working knowledge of New Testament Greek.

* Probably will not be given 1951-52.

45-46. *Intermediate New Testament Greek**Both smesters, six hours*

This course is a more advanced study for students able to read Greek with fair ability.

*151. *Exegesis of Romans from the Original Greek**First semester, two hours*

Prerequisite: Greek 45-46.

May be elected for Bible credit. See Religion 151.

*152. *Exegesis of Hebrews from the Original Greek**Second semester, two hours*

Prerequisite: Greek 45-46.

May be elected for Bible credit. See Religion 152.

153. *Exegesis of First Corinthians from the Original Greek**First semester, two hours*

Prerequisite: Greek 45-46.

May be elected for Bible credit. See Religion 153.

154. *Exegesis of Galatians, James, and Ephesians from the Original Greek**Second semester, two hours*

Prerequisite: Greek 45-46.

May be elected for Bible credit. See Religion 154.

HEBREW

*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.

LATIN

*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.

SPANISH

MAJOR: The requirement for a major in Spanish is twenty-six hours above Spanish 1-2 or equivalent. Fourteen hours of the major

* Probably will not be given 1951-52.

shall be in upper biennium credit, including six hours of upper biennium credit earned in this college.

MINOR: A minor in Spanish requires twelve hours above Spanish 1-2; it includes six hours of upper biennium credit, three of which must be earned in this college.

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. *Spanish Conversation* *First semester, two 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.

8. *Spanish Conversation* *Second semester, two hours*

Prerequisite: 1-2 or equivalent.

Practice and training in conversing in Spanish on a somewhat more advanced level than in Course 7, in that more originality is expected.

*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.

* Probably will not be given 1951-52.

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

Prerequisite: Spanish 3-4, 7 and 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.

SPEECH

MINOR: A speech minor requires fourteen hours of which six must be in the upper biennium.

5. *Fundamentals of Speaking* *First semester, two hours*

A beginning course in the practical problems of speaking and reading before audiences, audibly and conversationally.

6. *Public Speaking* *Second semester, two hours*

Prerequisite: Speech 5 or equivalent.

Basic principles of speech composition and delivery; introduction to debate and discussion techniques.

13. *Voice and Diction* *First semester, two hours*

Principles and practice of effective use of the vocal instrument. Special attention to individual problems.

113. *Advanced Public Speaking* *First semester, two hours*

Prerequisite: Speech 6, or permission of instructor.

The study of effective speech composition in specific relation to audience interests and response. Platform practice.

* Probably will not be given 1951-52.

116. *The Psychology of Persuasive Speech**Second semester, two hours*

A study of the motives controlling human conduct as a basis for the development of persuasive techniques.

122. *Evangelistic Preaching**Second semester, two hours*

This course is a study of a specialized type of preaching. It includes evangelistic preaching and the methods and sermons of successful evangelists. The members engage in practice preaching.

131. *Radio Listening and Speaking**First semester, two hours*

Prerequisite: One speech course.

The theory and practice of radio broadcasting techniques, especially in announcing, interviewing, round table discussion, and simple documentaries.

132. *Religious Broadcasting**Second semester, two hours*

Prerequisite: Speech 5 and 6.

A study of microphone technique, radio voice and personality; the arranging and broadcasting of religious programs.

*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.

* Probably will not be given 1951-52.

V. NATURAL SCIENCES AND MATHEMATICS

G. J. Nelson, *Chairman*

G. B. Dean

E. I. Mohr

H. H. Kuhlman

BIOLOGY

The courses in biology 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.

MAJOR: A major in biology requires twenty-eight hours; it shall include at least twelve hours of credit in upper biennium courses, six of which shall be earned in this college. The major should include the following courses: Biology 1, 2, 22, 110, or Biology 1, 22, 45 and 110. (Biology 2 does not count on a major or minor if Biology 45 and 46 are taken.) Cognate courses suggested are Chemistry 1-2. No course with a grade of "D" may apply on the major. It is recommended that students majoring in biology take a minor in chemistry.

MINOR: A minor in biology requires eighteen hours; it shall include a minimum of six hours of upper biennium credit, three hours 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, three hours laboratory, each week.

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, three hours laboratory, each week.

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, 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 disease in man and their modes of transmissions; methods used in specific prevention or treatment of disease. Three hours lecture, three hours laboratory, each week.
45. *General Zoology* *First semester, four hours*
 A study of the structure, physiology, habits, life history, and classification of typical invertebrates. Three hours lecture, three hours laboratory, each week.
46. *General Zoology* *Second semester, four hours*
 A study of the structure, physiology, habits, life history, and classification of typical vertebrates. Three hours lecture, three hours laboratory, each week.
48. *Mammalian Anatomy* *Second semester, two hours*
 Prerequisite: Biology 45 and 46, or equivalent.
 The cat is studied as a typical mammal, with some reference made to other animals. One-half hour lecture, five and one-half hours laboratory work, each week.
69. *Nature* *First semester, three 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. Two hours lecture, three hours laboratory, each week.
97. *Field Botany* *First semester, alternate years, three hours*
 Prerequisite: Biology 1 or equivalent.
 The aims of this course are to develop a knowledge of plants in their natural habitats; to develop the use of botanical manuals, such as Gray's; and to acquaint the student with the more important principles of ecology. Two hours lecture, three hours laboratory work, each week.
- *99. *Field Zoology* *First semester, alternate years, three hours*
 Prerequisite: Biology 2 or 45 or equivalent.
 The purpose of this course is to develop an intelligent field knowledge of animals so that one can better understand the outdoor

* Probably will not be given 1951-52.

world. Field excursions will be made in the Collegedale area. Two hours lecture, three hours laboratory, each week.

106. *Plant Physiology* *Second semester, three hours*

Prerequisite: Biology 1 or equivalent.

A study of the structure and functions of roots, stems, leaves, flowers, and fruits of some of the more common plants. Two hours lecture, three hours laboratory, each week.

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

Prerequisite: Biology 2, or 45, or equivalent.

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, three hours laboratory, each week.

*109. *Entomology* *Summer term, three hours*

Prerequisite: Biology 2, 45, or equivalent.

This course introduces the student to the insects more important economically in the household, on the farm, and their other important habitats. Laboratory work consists of field trips. A significant course for students preparing to teach in the elementary and secondary schools. Two hours lecture, three hours laboratory, each week.

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

Prerequisite: Biology 1 and 2 or equivalent.

This course introduces the student to the more 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, three hours laboratory, each week.

*122. *The Liverworts, Mosses, and Ferns* *Summer term, two hours*

Prerequisite: Biology 1 or equivalent.

A course in which a student will become more familiar with the bryophytes and pteridophytes of this area. One hour lecture, three hours laboratory, each week. Offered summers only.

127. *Systematic Botany* *First semester, three hours*

Prerequisite: Biology 1.

*Probably will not be given 1951-52.

The identification of seed plants and ferns of the Collegedale area with a view of the acquisition of familiarity with the distinguishing features of the great plant groups. Two hours lecture, three hours laboratory, each week.

145. *General Embryology* *First semester, three hours*

Prerequisite: Biology 2, 45, or 46, or equivalent.

A course designed to present the more important facts of the cell and cell division, the germ cells and their formation, maturation, fertilization, and cleavage. These general studies will be followed by a study of the early stages of development of selected chordates such as the amphioxus, the frog, and the chick with special emphasis on the chick. Two hours lecture, three hours laboratory, each week.

*146. *Vertabrate Embryology* *Second semester, two hours*

Prerequisite: Biology 145.

A study of the development of the chick and pig embryo by organ systems. Comparison is made with the human embryo. One hour lecture, three hours laboratory, each week.

164. *Human Physiology* *Second semester, three hours*

Prerequisite: Biology 11 and 12, or 45 and 46, or equivalent.

A study of the structure and functions of the human body. Three hours lecture each week.

177. *Methods in Plant Histology* *First semester, one or two hours*

Prerequisite: Biology 1.

A study of various methods of killing, fixing, embedding, sectioning, staining, and mounting plant material for microscopic study. A laboratory course. Three hours laboratory each week per credit hour. Open to majors and minors only.

178. *Methods in Animal Histology*

Second semester, one or two hours

Prerequisite: Biology 2, or 45 or 46, or equivalent.

A course dealing with the technique of slide making of animal tissue. Open to majors and minors only. Three hours laboratory work each week per credit hour.

191 or 192. *Problems in Biology*

One to four hours, one or two hours a semester

*Probably will not be given 1951-52.

This course is for biology majors and minors only. Individual research work in some field of biology. Content and method of study to be arranged.

CHEMISTRY

It is intended in this subdivision 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. Thirteen hours of the major shall be upper biennium, including a minimum of six hours of upper biennium earned in this college.

A minor in physics is recommended and mathematics through calculus and Physics 1-2 are advised.

MINOR: A minor in chemistry requires twenty hours, including at least six hours of upper biennium 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.

7-8. *Survey of 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 helpful to prenursing students. Two hours lecture, three hours laboratory.

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, each week.

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

Prerequisite: Chemistry 1-2.

A survey of the aliphatic and aromatic compounds of carbon. The laboratory includes typical organic synthesis. Three hours lecture,

three hours laboratory. Occasionally by special arrangement for extra work upper division credit may be earned in the course.

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.

121. *Organic Qualitative Analysis*

First semester, two or 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, each week.

122. *Organic Preparations* *Second semester, two or three hours*

Prerequisite: Chemistry 53-54.

The course is designed to develop skill in the synthesis of representative compounds. One hour lecture, six hours laboratory, each week.

144. *Laboratory Glass Blowing* *Either semester, one or two hours*

Training is given in the manipulation of glass for the fabrication of laboratory apparatus. Three hours laboratory each week.

*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, three hours laboratory.

161-162. *Food Chemistry* *Pr. 7 - Both semesters, four hours*

This course is a study of carbohydrates, fats, proteins, vitamins, and related food materials. The course includes the processing of food materials for consumption and the transformation during cooking, digestion, and assimilation by the living organism.

190. *Special Problems in Chemistry*

One to three hours, either semester

*Probably will not be given 1951-52.

Individual research under the direction of the members of the staff. Problems are assigned according to the experience and interest of the student.

HEALTH EDUCATION

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.

21. *Safety Education and First Aid* *Either semester, one or two hours*

Study of accidents, their cause and nature; safety measures for the prevention of common accidents in home, school, industry, transportation, and recreation. A Red Cross instructors' first aid certificate will be issued to each one completing the required work in first aid. Two hours laboratory each week.

43:44. *Games for Children* *Both semesters, two hours*

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, 62. *Health and Hygiene* *Both semesters, four hours*

The principles of healthful living; practical instruction in hydrotherapy, sitz baths and formentations, and the care of the sick. One hour lecture, three hours laboratory, each week.

74. *Laboratory Service and Office Nursing**Second semester, two hours*

Prerequisite: Secretarial science 73.

This course is adapted especially for those following the medical secretarial curriculum, and is designed to give instruction and practice in clinical office procedures and such nursing techniques as sterilization, preparing patients for examination and treatment, and doing simple laboratory tests.

101. *Health Evangelism**First semester, two hours*

A study of the importance and service of medical work in the field of exangelism.

MATHEMATICS

The objectives of this subdivision 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. Six hours of the minor shall be from upper biennium courses, three hours of which shall be taken in this college.

1. *College Algebra**First semester, three hours*

Prerequisite: One year high school algebra. Credit for college algebra cannot be granted students with two units credit in 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: Math I and 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 and 2.

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, plans, and surfaces of revolution. Given on demand.

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

Prerequisite: Mathematics 1, 2, 3, and 4.

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.

*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.

Credit for this course does not apply on a mathematics major or minor.

108. *Special Topics in Mathematics*

Either semester, one or two hours

*Probably will not be given 1951-52.

For properly qualified students under the direction of the instructor.

PHYSICS

The courses in this subdivision 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.

MAJOR: Twenty-eight hours, exclusive of Courses 3-4, are required for a major. Thirteen hours of the major shall be from the upper biennium, including a minimum of six hours of upper biennium credit earned in this college. Mathematics through Calculus is indispensable, a minor in mathematics is advised.

MINOR: A minor in physics requires sixteen hours exclusive of Courses 3-4. Six hours of upper biennium credit are required, three of which shall be taken in this college.

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, each week.

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 application. This course is not applicable on a major or minor in physics. Two hours lecture, three hours laboratory, each week.

51-52. *Descriptive Astronomy* *Both semesters, four hours*

A descriptive course comprising a study of general topics, but with special emphasis on acquiring an understanding of the solar system. A ten-inch reflecting telescope is available for observation. Two hours lecture; observation hours arranged.

105-106. *Analytical Mechanics* *Both semesters, six hours*

Prerequisite: Mathematics 105 and 106.

The principles of statics and dynamics are given from a mathematical viewpoint. Three hours lecture.

115. *Heat* *Either semester, three hours*

Prerequisite: Physics 1-2.

This course is a study of the laws of expansion, thermometry, change of state, transfer of heat, and laws of thermodynamics. Two hours lecture, three hours laboratory, each week.

121-122. *Electricity and Magnetism* *Both semesters, six hours*

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

Principles of magnetism, direct current and alternating current electricity, with applications of the principles studied. Two hours lecture, three hours laboratory, each week.

132. *Electronics* *Second semester, four hours*

Prerequisite: Physics 1-2.

The theory and application of electronic devices, such as multi-element electron tubes, photoelectric cells and cathode-ray tubes and associated apparatus is given. Three hours lecture, three hours laboratory, each week.

141. *Physical Optics* *Either semester, four hours*

Prerequisite: Physics 1-2.

The theory and application of the laws of refraction, reflection, interference of light and related phenomena are given. Three hours lecture, three hours laboratory, each week.

144. *Laboratory Glass Blowing* *Either semester, one or two hours*
(Same listing as in Chemistry section)

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

Prerequisite: Chemistry 1-2, Physics 1-2, Mathematics 1 and 2, Calculus advised.

See under chemistry.

171. *Atomic Physics* *Either semester, three hours*

Prerequisite: Physics 1-2.

This course treats on the structure of the atom and the physical phenomena related to the subatomic particles. Three hours lecture each week.

172. *Nuclear Physics* *Either semester, three hours*

Nuclear structure, natural and artificial radioactivity, nuclear transformations.

181, 182. *Physical Measurements, Either semester, one to three hours*

Properly qualified students may undertake problems for investigation according to their experience, under the direction of the instructor.

VI. RELIGION AND APPLIED THEOLOGY

Charles E. Wittschiebe, *Chairman*

Richard L. Hammill

Edward C. Banks

Lief Kr. Tobiassen

It is the purpose of this division 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 RELIGION FOR THEOLOGICAL STUDENTS: This major consists of thirty hours of credit in Religion. Religion 19 and 20, 61 and 62, 165 and 166, are required. (See page 50). Religion 1 and 2, courses in applied theology and any course with a grade of "D" do not apply on this major. Fifteen hours of the major shall be upper biennium credit, of which at least the last six shall be taken in this college. The specific requirements of the Ministerial curriculum are to be found in the section on "Degree Curriculums."

Bible majors in the Bachelor of Arts Curriculum as well as candidates for the degree of Bachelor of Arts in Theology must have the approval of the Committee on Ministerial Recommendations in order to qualify for admission to the upper biennium.

Beginning with the class graduating in 1952, all men finishing with a religion major will be required to have spent three months, not necessarily consecutive, in the colporteur work.

MINOR IN RELIGION: A Minor in Religion requires six hours in addition to the basic requirement; it shall include six hours of upper biennium credit (three earned in this college) and does not include credit in applied theology.

BIBLE INSTRUCTORS' CURRICULUM: Women seeking preparation for the Bible Instructor's work are advised to follow a course of study leading to a Bachelor of Arts degree with a major in Religion and a minor in Home Economics. Other minors and electives should be planned in counsel with curriculum adviser. Where circumstances will make it unwise for a person to pursue a full four-year college course, arrangement can be made to take a two-year course.

RELIGION

1. *Bible Survey* *First semester, three hours*

An introductory study of the Old Testament Scriptures, including their origin, development, and purpose. A survey is made of the history of God's chosen people from creation to the appearing of the promised Redeemer. This course is required of those who have not had Old Testament History in the secondary school. Exemption from this requirement may be obtained by examination. Credit for this course does not apply on a major in religion.

2. *Bible Survey* *Second semester, three hours*

A brief survey of the New Testament writings. This course is required of those who have not had New Testament History in the secondary school. Exemption from this requirement may be obtained by examination. Credit for this course does not apply on a major in Religion.

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 Seventh-day Adventist Church.

19, 20. *Fundamentals of Christian Faith* *Both semesters, six hours*

A systematic and comprehensive study of the doctrines of the Christian religion.

61, 62. *Teachings of Jesus* *Both semesters, four 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.

101, 102. *New Testament Epistles* *Both semesters, six hours*

An exegetical study of the epistles of the New Testament, with attention to their authorship, historical background, purpose, and doctrinal teachings. 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. *Ancestry of the Bible* *First semester, two hours*

The development of the English Bible is traced from the earliest known records and manuscripts to the latest versions.

131, 132. *Old Testament Prophets* *Both semesters, six hours*

An exegetical study of the books of the major and minor prophets and the application of their messages to their own times, to the first advent, and finally to the present day. Consideration is also given to the lives of the prophets, the circumstances under which they wrote, with emphasis upon their historical and spiritual significance.

*151. *Exegesis of Romans from the Original Greek* *two hours*

Prerequisite: Greek 45-46.

May be elected for a Greek minor. See Greek 151.

*152. *Exegesis of Hebrews from the Original Greek* *two hours*

Prerequisite: Greek 45-46.

May be elected for a Greek minor. See Greek 152.

153. *Exegesis of First Corinthians from the Original Greek*

First semester, two hours

Prerequisite: Greek 45-46.

May be elected for a Greek minor. See Greek 153.

154. *Exegesis of Galations, James, and Ephesians from the Original Greek*

Second semester, two hours

Prerequisite: Greek 45-46.

May be elected for a Greek minor.

155. *Evidences of Christianity* *First semester, two hours*

A study of the evidence supporting the unique claims of Christianity in the fields of history, science, archaeology, social progress, and morality.

165. *Daniel* *First semester, three hours*

A study of the book of Daniel—authenticity, historical background, gospel message, apocalyptic character, Messianic prophecies, and relation to the book of Revelation.

166. *Revelation* *Second semester, three hours*

A study of the New Testament church in its world mission, as depicted in the book of Revelation.

*Probably will not be given 1951-52.

*173. *New Testament Ethics* *First semester, two hours*

A study of the moral requirements of Christianity, with a correlation of the teachings of Jesus and the Ten Commandments against the background of faith and grace.

192. *Ethics* *Second semester, two hours*

Seventh-day Adventist standards are studied with particular emphasis on their relation to the general pattern of Protestant ethics.

194. *Problems in Religion* *Second semester, one or two hours*

Prerequisite: English 193.

Guided research in religious problems. Thesis required.

APPLIED THEOLOGY

78. *Mission Problems* *Second semester, two hours*

An orientation course for students looking forward to mission work.

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.

107. *Methods in Religious Instruction* *First semester, two hours*

A study of the relationship of personal workers to the church organization and to public evangelism. Practice in the use of audio-visual aids (moving pictures, sound mirrors, public address systems, projectors, flannel-graphs, cutouts, etc.) as used in religious instruction.

111. *Church Organization* *First semester, two hours*

A study of the organization of the Seventh-day Adventist church.

119, 120. *Sermon Preparation and Delivery*

Both semesters, four hours

Prerequisite: Religion 19 and 20.

A study of the preparation and delivery of sermons. Sermon outlines and practice preaching are required.

122. *Evangelistic Preaching* *Second semester, two hours*

*Probably will not be given 1951-52.

This is a course in Speech for which credit is also allowed in Applied Theology. See page 50.

126. *Public Evangelism* *Second semester, two hours*

A study of plans and methods for reaching the public with the gospel message. Careful study will be given to the procedure in organizing and conducting a public evangelistic campaign. Laboratory field experience will be given in connection with this course. Not open to one who takes Evangelism 128 for credit.

128. *Public Evangelism* *Summer, four hours*

This course is a more comprehensive consideration of the principles of evangelism studied in Course 126 and will be offered only in connection with a regular summer evangelistic campaign. Open for two hours credit only to one who has credit in Evangelism 126.

175. *Public Worship and Special Services* *First semester, two hours*

Consideration of the true philosophy of worship, the essential qualifications for leadership in worship, and the place of worship. Detailed attention is given to such special services as weddings, baptisms, funerals, and the ordinances of the Lord's Supper.

176. *Pastoral Methods* *Second semester, two hours*

Consideration of the pastoral work of the minister, including personal visitation, church administration, and his relationship to the various departments of the church.

VII. SOCIAL SCIENCES

Floyd O. Rittenhouse, *Chairman*

R. M. Craig

Ambrose L. Suhrie

G. T. Gott

Lief Kr. Tobiassen

W. B. Higgins

Everett T. Watrous

The objectives of the division 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 social sciences.

The purpose of the social studies is to assist the student in understanding the complexities of modern society and how the providence of God has influenced history. It is designed to enable him to prepare himself and others for the service of mankind here and for the life hereafter.

MAJOR: A major in history requires thirty hours. It shall include History 1, 2, 13, 14, and 184, and may include six hours of upper biennium political science credit. Thirteen hours of the major must be in upper biennium courses, six of which shall be earned in this college.

Credit in English 193 is required of those majoring in history.

MINORS: For a minor in history twenty hours are required, including History 1, 2, 13, and 14. Six hours of the minor, which shall be chosen from the upper biennium, may include three hours of upper biennium political science credit. Three hours of upper biennium credit shall be earned in this college.

A minor in political science requires twenty hours, including Political Science 15 and Sociology 20. Of the six hours of upper biennium credit required in the minor, three hours may be history. Three hours of the upper biennium credit shall be earned in this college.

ECONOMICS

As indicated on page 72, students may major in Economics and Business in the Liberal Arts field. The major requirement is made up of selected courses in economics, accounting, and business.

MAJOR: A major in Economics and Business requires thirty hours exclusive of Introduction to Business 1. This major shall include Principles of Economics 51, 52; Intermediate Accounting 31, 32; and one seminar course. The major shall include a minimum of sixteen hours of upper biennium credit, six of which shall be earned in this college. No course in which a "D" has been received may apply on this major.

MINOR: A minor in Economics and Business requires eighteen hours including a minimum of six hours of upper biennium credit, three of which shall be earned in this college.

11. *Economic Resources* *First semester, two 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.

45-46. *Business Law* *Both semesters, four hours*

A survey of the principles of law governing business transactions. Topics considered include contracts, negotiable instruments, sales, agency, landlord and tenant, bailments, partnerships, corporations, and real and personal property.

51. *Principles of Economics* *First semester, three hours*

A survey course in the fundamentals of economics: the institutions, forces and factors affecting production, evaluation, exchange and distribution of wealth in modern society.

52. *Principles of Economics* *Second semester, three hours*

Prerequisite: Economics 51 recommended.

Introduction to labor economics; the principles of consumption and saving; government financing; comparative study of economic systems.

110. *Money and Banking* *Second semester, three hours*

Mediums of exchange, money and credit, banks and their services, the Federal Reserve System, and other financial institutions are considered.

129-130. *Marketing* *Both semesters, four hours*

Prerequisite: Economics 51 and 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.

131. *Business Economics* *First semester, three hours*

Application of economic analysis to the solution of business problems. Consideration of the nature and functions of business profits, the analysis of demand and of costs, the determination of prices, price policies, etc.

141. *Economic Problems* *First semester, two hours*

A seminar in the practical application of economic problems.

GEOGRAPHY

41. *Principles of Geography* *First semester, three hours*

Maps, land forms, soil, mineral resources, weather, and climate are considered. Man's adjustment to various physiographic regions is studied.

42. *Geography of a Continent* *Second semester, three hours*

Prerequisite: Geography 41.

A survey course of one continent is followed by an analysis of the geographic aspects of each of its countries.

HISTORY

1. *Survey of 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. *Survey of Civilization* *Second semester, three hours*

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

6. *Modern Adventism* *Second semester, two hours*

A survey of the rise and progress of the Seventh-day Adventist church. Responsible factors, such as the objectives, philosophy, and policies of the denomination, are examined.

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, 1865-1950* *Second semester, three hours*
Reconstruction; political parties; social and economic trends; World War I and its aftermath; the New Deal; World War II, the present scene.

*80 *History of Missions* *Second semester, two hours*
A survey of the work and progress of Christian missions from the apostolic age to the present time. Consideration is given to the pioneers of the great modern missionary movement which began about the year 1800, and special emphasis is placed upon the world-wide missionary program of Seventh-day Adventists.

*111. *History of the Renaissance* *First semester, two hours*
Prerequisite: History 1, 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, 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.

* Probably will not be given 1951-52.

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.

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.

*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.

145, 146. *History of Latin America* *Both semesters, four hours*
Prerequisite: History 13 and 14.

A survey of the colonial period; an intensive study of the rise of the various Latin-American nations. The second semester deals with the Latin-American republics, with special attention to Argentina, Brazil, Chile, and Mexico; their present status.

*147, 148. *History of the South* *Both semesters, four hours*
Prerequisite: History 13 and 14.

The first semester of this course is a study of the Old South designed to present the social, political, and economic conditions of the era from discovery to 1860. The second semester is a study of reconstruction and the subsequent developments of the South, its role in national affairs and recent changes including the current scene.

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

* Probably will not be given 1951-52.

and the development of the modern religious situation. Special attention given to present-day problems.

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

Prerequisite: English 193. Open only to majors in history.

Problems of historical research, materials, and methods.

POLITICAL SCIENCE

15, 16. *American National and State Government*

Both semesters, four hours

The establishment and operation of the Federal Constitution; the national judiciary; state, county, and local governments.

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 1918-1950, 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.

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 freedom and missions advance.

SOCIOLOGY

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. *Introductory Sociology* *Second semester, three hours*

A study of such important aspects of American society as the family, races, religious groups, industry, and education.

21, 22. *Current Affairs* *Both semesters, two hours*

A basic course in present, day-to-day events of significance in domestic and international affairs. Newspapers and current periodicals are used as sources.

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.

42. *Marriage and the Family* *Second semester, two hours*

A course in the ethics of human relationships including the place of the family in society, a Christian approach to the problems of marriage and family life and the inter-relation of parents and children. By special arrangement to do extra work this course may carry upper division credit as Sociology 142.

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.

FINANCIAL PLANS SUMMARIZED—BOARDING STUDENTS

SOUTHERN MISSIONARY COLLEGE

1951-52

Plan	Sem. Hours	Hours Labor Per Week	Monthly			Semester			Year	
			Cash	Labor	Total	Cash	Labor	Total	Cash	Labor
1	16	0	94.50	94.50	378.00	378.00	806.75	806.75
2	16	8	77.17	17.33	94.50	308.68	69.32	378.00	659.75	806.75
3	16	16	59.83	34.67	94.50	249.32	138.68	378.00	512.75	806.75
4	12	26	33.17	56.33	89.50	132.68	225.32	358.00	288.75	766.75
5	8	36	78.00	77.50	312.00	310.00	670.75

INFORMATION PERTINENT TO THE ABOVE SUMMARY

1. This summary is based upon: a monthly board bill of \$35 which is average; a labor rate of 50 cents per hour whereas rates vary from 35 cents to 75 cents; normal room rent including minimum laundry and medical fees, matriculation fees, all laboratory fees, all rentals (music or secretarial), organization fees, graduation fees, library fee, etc. No books or music lessons are computed into this summary.
2. The plans as presented are only approximate. With the great variance of board bills and labor rates a student's cash obligation after labor deduction may vary considerably from this figure. The amount to be paid is that called for by the period statements. The tuition for the first semester will be divided into four equal payments beginning with the October statement. The tuition for the second semester will be divided into four equal payments beginning with the February statement.
3. The figures shown as "Hours of Labor per Week" after Plans 3, 4, and 5 are the maximum allowed. Therefore students below average in scholarship will be required to work less than the hours indicated.

EXPENSES

Each student entering college, after having met the full financial and labor requirement, has actually covered only 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 nonattendance is given the college by August 1, the room deposit will be refunded at once by check.

LATE REGISTRATION

For late registration (after September 19 and January 29).....\$5.00

ADVANCE DEPOSIT AND MATRICULATION FEE

ADVANCE GUARANTEE DEPOSITS are expected of all students including veterans whose total charges from the college are not covered by the G.I. Bill of Rights.

The guarantee 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 withdrawal.

For a married couple, each enrolled for eight hours or more of school work, the regular advance guarantee deposit will be required from each. For a combined total 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 guarantee deposit or general fee. However, a rental will be levied for use of piano or organ.

The amount of advance guarantee deposit required is determined as follows:

- A. Those being charged housing, tuition, and board\$65.00
- B. Those being charged two of (A) above\$50.00
- C. Those being charged only one of (A) above\$35.00

GENERAL FEE

The General Fee covers (and therefore eliminates) the following customary charges:

Matriculation Fee	Band Fee	Instrument Rentals
Publications Fee	Graduation Fee	Cap & Gown Rentals
Library Fee	Diploma Fee	Grad. Record Exams
Lyceum Fee	Orchestra Fee	All Laboratory Fees
Cadet Corps Fee	Other Musical	Theological Fees
Phys. Exam Fee	Org. Fees	Social Sciences Fees
Student Ass'n. Fee	Piano & Organ Rentals	

The General Fee for the entire school year (two semesters) will be paid as follows:

<u>Group</u>	<u>Sem. Hours</u>	<u>Yearly</u>	<u>Paid at Registration</u>	<u>Per Month for 8 Months</u>	<u>(Added to Tuition)</u>
1	1-4	\$26.00	\$10.00	\$2.00	
2	5-10	57.00	25.00	4.00	
3	11-	65.00	25.00	5.00	

There will be no refund of that portion of the General Fee paid at the time of registration.

COLLEGE TUITION CHARGES

1 Semester Hour.....	\$11.00	10 Semester Hours.....	\$110.00
2 Semester Hours.....	22.00	11 Semester Hours.....	121.00
3 Semester Hours.....	33.00	12 Semester Hours.....	132.00
4 Semester Hours.....	44.00	13 Semester Hours.....	137.00
5 Semester Hours.....	55.00	14 Semester Hours.....	142.00
6 Semester Hours.....	66.00	15 Semester Hours.....	147.00
7 Semester Hours.....	77.00	16 Semester Hours.....	152.00
8 Semester Hours.....	88.00	17 Semester Hours.....	157.00
9 Semester Hours.....	99.00	18 Semester Hours.....	162.00

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. Except by permission of the administrative council, the minimum course load a residence hall student may carry is eight hours.

A full-time student in any one semester is defined as one who is registered for a course load of twelve hours for that semester.

MUSIC TUITION

The charge for any private music instruction is \$24.00 per semester, or \$48.00 for the year, for a minimum of 15 lessons per semester. This charge is made in eight installments of \$6.00 each, in the same manner as the regular tuition. In addition to private instruction in voice, classes of from two to five students are arranged at a cost per student of \$18.00 per semester. 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.

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 \$210.00 per year for women and \$280.00 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 AND LAUNDRY

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 provided through the room charge includes dispensary service and general nursing care not exceeding two weeks.

An extra charge of ten cents per tray is made each time tray service is required. There will be an extra charge for calls by a physician and special nursing care. Medical service provided to other than dormitory residents will be charged according to the service rendered.

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 two per cent for church expense. These funds are then transferred by the college to the treasurer of the Collegedale 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.

PAYMENT OF ACCOUNTS

Statements will be issued to students as of the last day of each calendar month, covering the month's expenses and credits. This billing is subject to discount when paid by the 15th of the following month. The gross billing is due on the 25th of the same month. Should a student's account be unpaid by the 5th of the succeeding month, he is automatically dropped from class attendance until satisfactory arrangements are made.

EXAMPLE OF CREDIT POLICY

Period covered by statement October 1-31
 Approximate date of billingNovember 5

Discount period ends	November 15
Gross amount due	November 25
Class attendance severed if still unpaid	December 5

This schedule of payment must be maintained since the budget is based upon the 100 per cent collection of student charges within the 30-day period following date of billing.

Transcripts of credits and diplomas are issued only when students' accounts are paid in full.

STUDENT LABOR REGULATIONS

Believing in the inspired words that "systematic labor should constitute a part of the education of youth,"¹ 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."² 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	Cooperation
Leadership	Initiative
Punctuality	Compatability
Integrity	Efficiency
Dependability	

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

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.

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. Any student who drops his regularly scheduled work without proper arrangements with his work superintendent will be suspended from class attendance until he returns to work or is excused therefrom.

SCHOLARSHIPS

COLPORTEUR SCHOLARSHIP. For the encouragement of colporteurs, the college, together with the local conference, Book and Bible House, and publishing house, offers a liberal scholarship bonus. No additional regular cash discounts are allowed in cases where a colporteur scholarship bonus is granted.

In order for a student to qualify for this scholarship, he must spend a minimum of 400 (350 for women) hours in the colporteur work during the summer. A college student may meet the approximated full cash requirement for board, room, tuition, and general fee by selling only \$1,129.46 worth of subscription books. If the earnings are less than required for a full scholarship, the bonus will be proportionately less.

The details of the plan are as follows:

Cash earnings (50% of sales noted above)	\$564.73
Scholarship bonus	242.02
	<hr/>
Total Cash Requirement	\$806.75
<i>Items of Expense Covered</i>	
General Fee	\$ 65.00
Tuition, full work	304.00
Room, Laundry (minimum) Medical, etc.	140.25
Board, average	297.50
	<hr/>
	\$806.75

In order to avoid any possible misunderstanding, your attention is drawn to the following items wherein some have become confused in the past:

1. The following classification of charges shall apply:

<i>Chargeable on student statement full 30% bonus allowed.</i>	<i>These charges or withdrawals are eligible for 20% bonus.</i>	<i>Cash withdrawals and charges not eligible for bonus</i>
Dormitory rent	Books and Supplies	Tithe
Cafeteria Board	Non-College Housing	Repayment of loans
Laundry	Resident colporteur board	Transfer of credit to one not of immediate family
Tuition		Clothes
Music		Medical bills
Laboratory charges		Other misc. non-school expenses
Matriculation fee		
College housing		

The above classification arises through the fact that the college is a subsidized organization itself, and therefore is not in a position to subsidize the individual colporteur. The 10% bonus from the college is not a subsidy, but a 10% discount on expenses such as room, board, and tuition which the student incurs through the college.

2. A non-dormitory or community student on the Colporteur Scholarship plan who desires to draw cash for food or food and rent should make arrangements with the Credit Manager at registration for the amount of cash to be withdrawn monthly to cover these expenses. The Publishing House, Bible House, and Conference share of the scholarship bonus is granted on amounts drawn for this purpose.

TUITION SCHOLARSHIP. 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 following schools are eligible to participate in this plan:

Asheville Agricultural School
Atlanta Union Academy
Collegedale Academy (2)
Forest Lake Academy (2)
Highland Academy
Madison College Academy
Pewee Valley Academy
Pine Forest Academy
Mt. Pisgah Academy

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 education 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. VI, pages 213, 214.

NURSES' SCHOLARSHIP PLAN: In response to the heavy demand for trained nurses, the Southern Union Conference, the Florida Sanitarium and the Southern Missionary College have worked out a cooperative scholarship plan for young people who can qualify for nursing and who desire to take the year of prenursing at Southern Missionary College and then complete their nurses' training at the Florida Sanitarium.

Young people who are accepted on this scholarship plan will be credited with \$75.00 during the first semester and another \$75.00 during the second semester of their prenursing year at Southern Missionary College. After admission to the Florida Sanitarium School of Nursing the student will be credited with another \$75.00. For each \$75.00 granted the student will sign a promissory note for that amount to the institution concerned. Upon successful graduation of the student from the Florida Sanitarium and Hospital School of Nursing these notes will be destroyed. In case the student for any reason discontinues the nurses training program the notes already signed become payable at once.

This plan is designed to encourage qualified young people, whose financial support otherwise would be inadequate, to enter this field of preparation and service. Young people interested in this plan should address inquiries to the Dean of Southern Missionary College.

1950 GRADUATES

PREMEDICAL

Richard Lowell Clapp

ELEMENTARY TEACHER TRAINING

Lola Mae Hammond

Dollis Mae Pierson

Annie Mae Hope

Billie Rachle Turnage

Mable Letha Howard

SECRETARIAL SCIENCE

Marlene Marie Avery

Margaret Jean Motley

Ella Mae Sanderford-Clapp

Nelda Madeline Mitchell

Betty Cummings

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

Glenn Edward Beagles

Amos Lee Harrelson

Kenneth Elmer Boynton

Walter Leon Maxey

Andrew Fitch Chastain

Roscoe Conkling Mizelle, Jr.

Forrest LaVerne Fuller

Walter Leon Schwab

BACHELOR OF SCIENCE IN EDUCATION

Thomas Edison Bullock

Keigwin Blake Maxfield

Maurice Alvin Dunn

Ernest Milford Morgan

Clarence Henry Hager

Pansy Penelope Parker

Camille Lanclos Holden Lloyd

Paul Peyton Ward, Jr.

BACHELOR OF SCIENCE IN INDUSTRIAL ARTS

Charles DeArk

Harold Wayne Keplinger

George Paul Haynes

BACHELOR OF SCIENCE IN SECRETARIAL SCIENCE

Betty Hardy Peterson

Margaret Jo Urick

1951 GRADUATES

ELEMENTARY TEACHER TRAINING

*Vilida Audrey Bergman

Emery Floyd Hoyt

*Mrs. Elmira Conger

Christine Elizabeth Kummer

Marjorie Ethel Connell

Ruth Louise Kummer

*Sara Kathleen East

Raymond Joseph Pons

SECRETARIAL SCIENCE

Caroline Mae Gibson

Doris Mae Patterson

Elaine Marie Henson

Doris Evelyn Tipton

*Sara Ann Hubbard

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

Kenneth Chandler Baize	Weldon Dale Martin
Loren Everett Bishop	Craig Sanford Parrish
Thomas Lee Brackett	Frederick Stanley Sanburn
Clyde Franklin Brooks	Andranik Walters Saphiloff
Kenneth K. Hamilton	Kenneth E. Scott
Malone H. Hendry	Henry Wooten, Jr.

BACHELOR OF SCIENCE IN ELEMENTARY EDUCATION

Betty Jo Boynton	Ruth M. Jones
------------------	---------------

BACHELOR OF SCIENCE IN SECONDARY EDUCATION

Warren G. Hammond	Francis Martin Miller
-------------------	-----------------------

BACHELOR OF SCIENCE IN INDUSTRIAL ARTS

Ernest Stanley Anderson	John Baker Tigert
Jerald E. Bromback	Drew Munroe Turlington

BACHELOR OF SCIENCE IN SECRETARIAL SCIENCE

Betty Walters Miller

BACHELOR OF ARTS IN THEOLOGY

Homer Douglas Bennett	Thomas Joseph Mostert
*Wilbur D. Brass	Lloyd Wendell Pleasants
Edward Milton Collins	Philipe Bruce Raab
Robert Dale Fisher	James Houston Sinclair
Rainey Howard Hooper	Frederick Veltman
Joe Earl Lambeth	William Dean Wampler
Chauncey Frederick Laubach	Burton Lamont Wright
James Jamile Jacobs	William Forrest Zill

BACHELOR OF ARTS

*Calvin Clifford Acuff	Paul McMillan, Jr.
James William Blankenship	Betty Imogene Park
Carmen Cartabianca	Charles Lefelia Pierce
Richard Llewellyn Coon	Herman Carlyle Ray
Arthur Ray Corder	H. Edward Schneider III
William Paul Dysinger	*Noble Kenneth Shepherd
Mary Elizabeth Elam	Lester Andrew Smith
George Burton Ellis	William Tol
Joseph Leland Gardner	*Hubert Lee Williams
Elbert Wade Goodner	Raymond H. Woolsey
*Ovvie Eric Hanna	*Alexander Zegarra
Carl David Henriksen	Dorothy Beatrice Zill
Walter Charles Holland	

*Candidate for graduation, August, 1951.

SUMMARY OF ENROLLMENT, 1950-51

SEMESTERS	Men	Women	Totals
Seniors	58	6	64
Juniors	48	13	61
Sophomores	49	27	76
Freshmen	150	124	274
Specials, Postgraduates, and Unclassified	9	20	29
Totals	<u>314</u>	<u>190</u>	<u>504</u>
SUMMER SESSION, 1950			
Seniors	28	2	30
Juniors	13	4	17
Sophomores	12	31	43
Freshmen	10	24	34
Specials, Postgraduates, and Unclassified	7	13	20
Total for summer	<u>70</u>	<u>74</u>	<u>144</u>
Gross Total	384	264	648
Less Duplicate Names	53	19	72
Net Total	<u>331</u>	<u>245</u>	<u>576</u>

GEOGRAPHICAL DISTRIBUTION OF
COLLEGE ENROLLMENT OF 1950-51

Alabama	29	New Mexico	2
Arizona	1	New York	7
Arkansas	6	North Carolina	29
California	12	Ohio	15
Colorado	1	Oklahoma	6
Connecticut	1	Oregon	6
Florida	81	Pennsylvania	15
Georgia	36	South Carolina	8
Illinois	8	South Dakota	3
Indiana	5	Tennessee	108
Iowa	2	Texas	15
Kansas	4	Virginia	10
Kentucky	21	Washington	2
Louisiana	4	West Virginia	4
Maryland	8	Wisconsin	4
Maine	2	Argentina	2
Massachusetts	22	Canada	3
Michigan	11	Cuba	5
Mississippi	15	England	1
Missouri	4	India	3
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New Hampshire	2	Puerto Rico	2
New Jersey	2	South Africa	1

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Summer view of SMC Campus



A scene of the college showing College Wood Products in the distance



South Hall — Men's Residence Hall

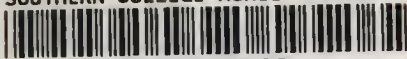


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