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Geo. J. Nelson

Southern Missionary College

George J. Nelson



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1953

CATALOG, 1952 - 1953

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Volume II

The "S.M.C." June, 1952

No. 1

F. O. Rittenhouse, *Editor*

Published quarterly by Southern Missionary College, Collegedale, Tennessee. Entered as second class matter February 12, 1951, at Collegedale, Tennessee, under act of Congress August 24, 1912.

WHAT IS A COLLEGE CATALOG FOR?

Well, the typical college catalog is not written with any hope of its becoming a *best seller*. It is of necessity "technical" rather than "popular."

But the college catalog can be—and often is—very helpful to the student who knows what it is for and how to use it.

It is a handbook for ready reference on matters of concern to students in their life on the College campus. (The new student should remember that the academic requirements published herein will be in force for the full period of his college life on SMC campus.)

The principal sub-divisions of this catalog are indicated by the headings which are printed opposite the arrows on the right margin of this page. Directly under each one of these arrows will be found a black square which is printed on the right margin of the page on which a corresponding heading appears. The page is given on the arrow.

A complete topical index is printed on page 141.

The owner of this catalog should file it for ready reference; and bring it (when needed) to conferences with the Dean, the Registrar or the Faculty Counsellor.

Keeping this publication revised, and up-to-date and meticulously correct calls for the continuous, active cooperation of every college officer and every college teacher. The student, too, can help by calling attention to errors, inadequacies and inco-ordinations.

It is hoped that all officers, teachers and students will help the Administration to make continuous improvements in successive issues of "our" college catalog.

The signature written below is to identify the owner of this catalog. If it should be misplaced will the finder please return it to

after August this should be Maryan Jessen (Mrs. F.A. Jessen)
Name Maryan Nelson

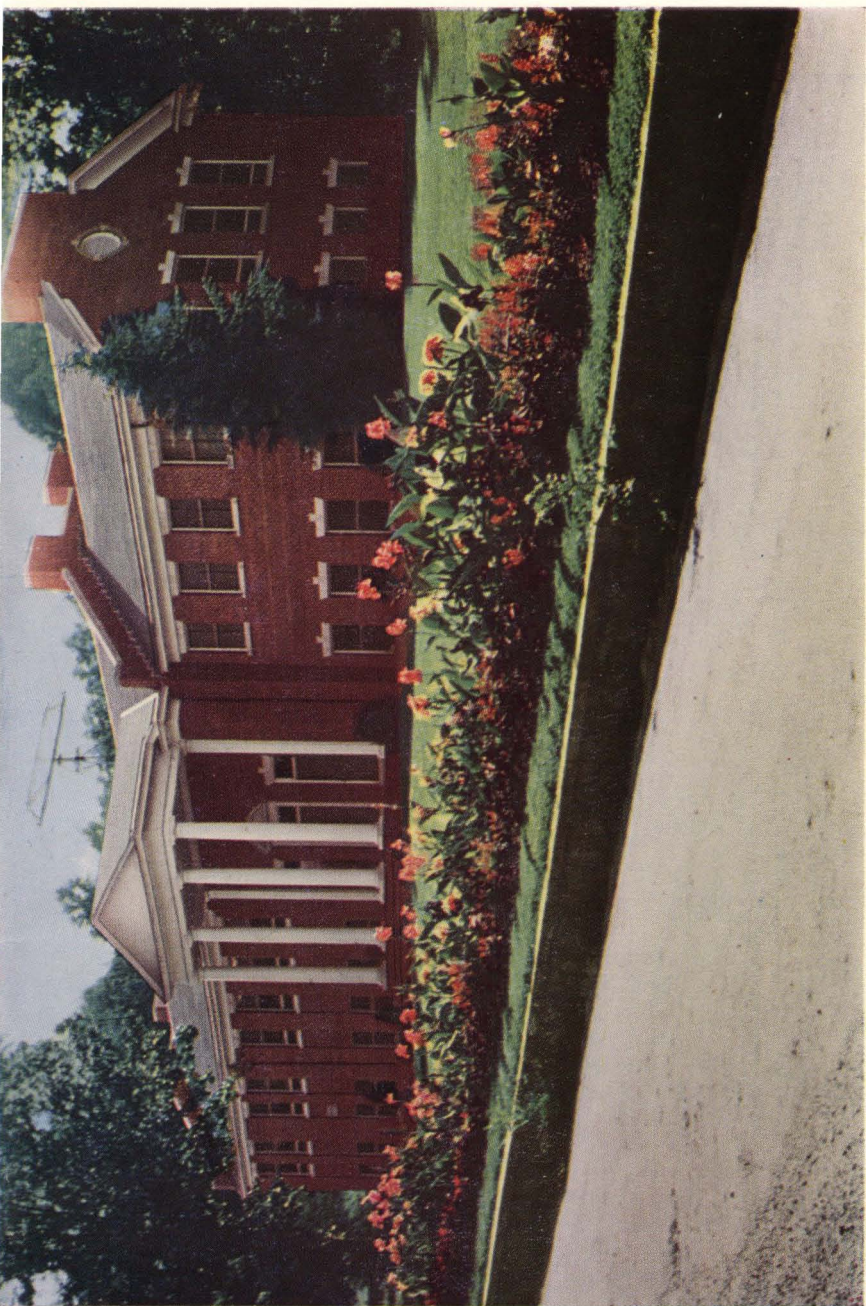
Post Office Collegeville State Tenn.

Local "Home" on (or Near) Campus

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An Ideal Christian College

is a carefully *Designed Educational Environment* in which young people of high purpose and fervent zeal come together voluntarily and joyfully to seek the effective help of devoted, consecrated, inspiring Christian teachers while they prepare themselves and help to prepare each other for a life of self-effacing Christian service at home and abroad.



EARL F. HACKMAN HALL OF SCIENCE

Education for Cooperative Living

(Democracy Vs. Autocracy)



AUTOCRACY CLAIMS:

That it can be (and sometimes is) more efficient than democracy.

DEMOCRACY CLAIMS:

1. That all who aspire to learn the art of self-government by the painful but elemental process of trial and error should have an opportunity to do so.
2. That mere efficiency on the part of a few who rule the sullen masses is no satisfactory substitute for the inherent right of these masses to learn cooperation—and to earn contentment—by participation.
3. That cooperation and contentment insure ultimate efficiency on the highest level of human achievement.

AUTOCRACY IS CONCERNED

about efficiency, too often for purely selfish ends.

DEMOCRACY IS CONCERNED

about the growth of the individual in the art of serving others as well as self.

COOPERATION

(which is the other name for the Golden Rule in full and effective operation) is the essence of all true democracy; it means that we must so conduct ourselves that others may be able to live happily and to work comfortably and effectively with us.

A Good College

is a center for training in the fine art of cooperative living; it is a place where young people—of any age—come together to educate themselves and each other with the effective help of inspiring teachers.

Southern Missionary College

ANNUAL CATALOG

VOLUME II

JUNE, 1952

NUMBER 1

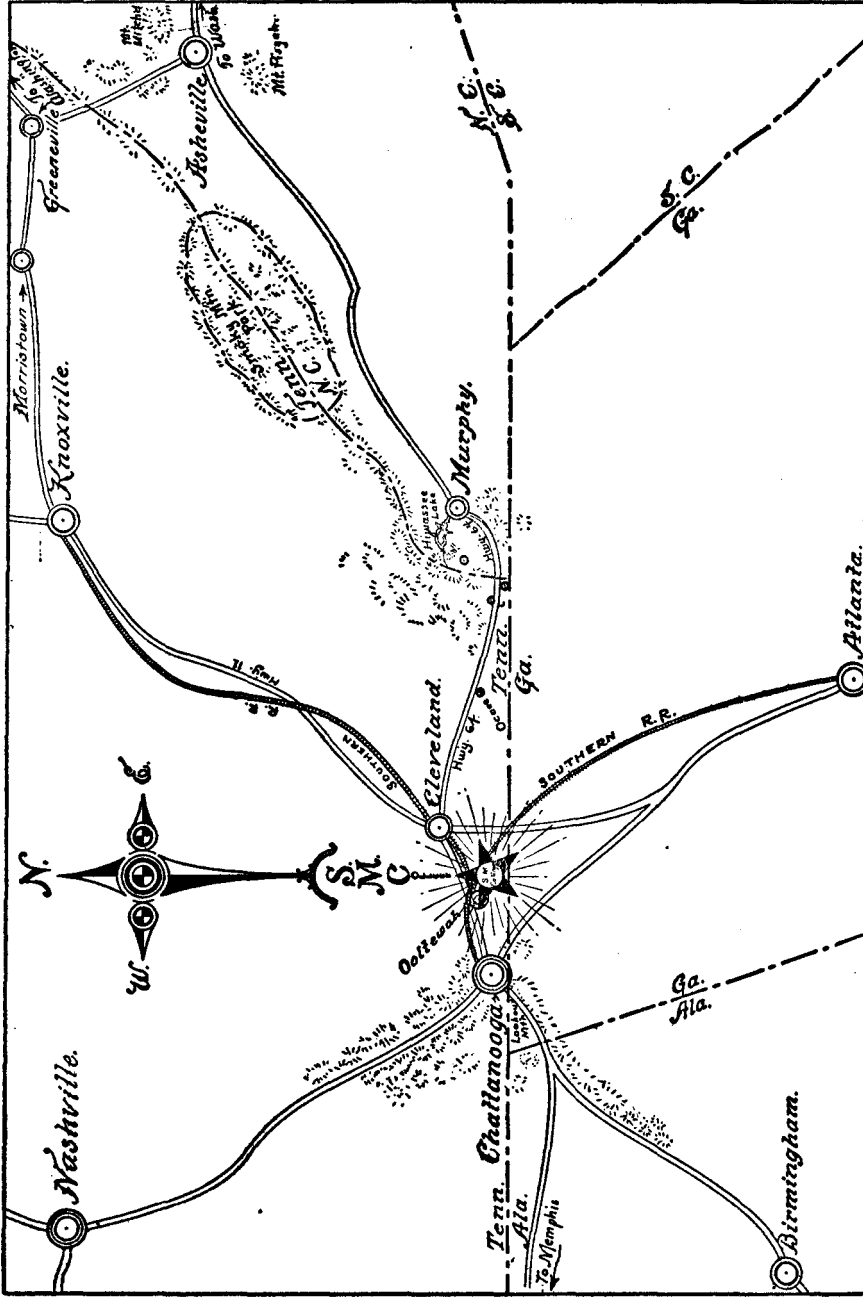


ANNOUNCEMENTS 1952-53

SOUTHERN MISSIONARY COLLEGE

COLLEGEDALE, TENNESSEE

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Southern Missionary College
Collegedale, Tennessee 37315



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CALENDAR OF EVENTS

1952-53

SUMMER SESSION

Registration	Monday, June 16
Instruction Begins	Tuesday, June 17
Holiday	Friday, July 4
Final Examinations	Wednesday and Thursday, August 13, 14
Commencement, 8:00 P.M.	Thursday, August 14
Close of Summer Session	Friday, August 15

FIRST SEMESTER

All students whose applications for admissions have been approved will receive by mail at the home address given a full printed schedule of all appointments for Orientation, Testing, Counseling, and Registration, which will occur between 1:30 P.M., Sunday, September 14, and 7:35 A.M. Tuesday, September 16. No student who keeps his appointment as announced in the three entries next below will be charged the late registration fee indicated on page 127.

Registration begins for all students (except Freshmen) residing in the Collegedale community, 1:30 P.M. Sunday, September 14.

Registration begins for all new students (including all Freshmen residing in Collegedale community or elsewhere), 7:30 A.M. Monday, September 15.

Registration for all former students above Freshmen level, 7:30 A.M., Tuesday, September 16.

Instruction Begins, 7:35 A.M.Friday, September 19

President's Convocation Address, 9:25 A.M., Friday, September 19

First All-College Vesper Service7:30 P.M., Friday, September 19

All-College Recreation Program in Auditorium

8:00 P.M., Saturday, September 20

Fall Week of PrayerFriday, October 3 to Sabbath, October 11

Annual School Picnic Wednesday, October 15 |

Mid-Semester Examinations, Monday to Friday, November 10 to 14

CALENDAR

1952	1953		1954
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 --- 5	--- 5 6 7 8 9 10	--- 1 2 3 4	--- 1
6 7 8 9 10 11 12	11 12 13 14 15 16 17	5 6 7 8 9 10 11	3 4 5 6 7 8
13 14 15 16 17 18 19	18 19 20 21 22 23 24	12 13 14 15 16 17 18	10 11 12 13 14 15 16
20 21 22 23 24 25 26	25 26 27 28 29 30 31	19 20 21 22 23 24 25	17 18 19 20 21 22 23
27 28 29 30 31		26 27 28 29 30 31	24 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
--- --- 1 2	1 2 3 4 5 6 7	--- --- 1	1 2 3 4 5
3 4 5 6 7 8 9	8 9 10 11 12 13 14	2 3 4 5 6 7 8	7 8 9 10 11 12 13
10 11 12 13 14 15	15 16 17 18 19 20 21	9 10 11 12 13 14	14 15 16 17 18 19 20
	22 23 24 25 26 27 28		21 22 23 24 25 26 27
			28
September	March	September	March
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
14 15 16 17 18 19 20	8 9 10 11 12 13 14	13 14 15 16 17 18 19	7 8 9 10 11 12 13
21 22 23 24 25 26 27	15 16 17 18 19 20 21	20 21 22 23 24 25 26	14 15 16 17 18 19 20
28 29 30	22 23 24 25 26 27 28	27 28 29 30	21 22 23 24 25 26 27
	29 30 31		28 29 30 31
October	April	October	April
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	--- 1	--- 1 2 3	--- 1 2
5 6 7 8 9 10 11	6 7 8 9 10 11	4 5 6 7 8 9 10	4 5 6 7 8 9 10
12 13 14 15 16 17 18	12 13 14 15 16 17 18	11 12 13 14 15 16 17	11 12 13 14 15 16 17
19 20 21 22 23 24 25	19 20 21 22 23 24 25	18 19 20 21 22 23 24	18 19 20 21 22 23 24
26 27 28 29 30 31	26 27 28 29 30	25 26 27 28 29 30 31	25 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
--- --- 1	--- --- 1 2	1 2 3 4 5 6 7	--- --- 1 2
2 3 4 5 6 7 8	3 4 5 6 7 8 9	8 9 10 11 12 13 14	3 4 5 6 7 8 9
9 10 11 12 13 14 15	10 11 12 13 14 15 16	15 16 17 18 19 20 21	9 10 11 12 13 14 15
16 17 18 19 20 21 22	17 18 19 20 21 22 23	22 23 24	16 17 18 19 20 21 22
23 24 25	24 25 26 27 28 29 30	--- 30	23 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
--- 1 2 3 4 5 6	--- --- 1 2 3 4 5	--- 1 2 3 4 5	--- 1 2 3 4
7 8 9 10 11 12 13	6 7 8 9 10 11 12	6 7 8 9 10 11 12	6 7 8 9 10 11 12
14 15 16 17 18	13 14 15 16 17	13 14 15 16 17	13 14 15 16 17 18
	21 22 23 24 25 26 27		20 21 22 23 24 25 26
	28 29 30		27 28 29 30

CALENDAR OF EVENTS (Concluded)

Thanksgiving Recess, 12:00 Noon.....Tuesday, November 25
to 7:00 P.M.Sunday, November 30

Christmas Vacation, 12:00 NoonThursday, December 18
to 7:00 P.M.Sunday, January 4

First Semester Examinations, Monday to Friday, January 19 to 23

Close of First SemesterFriday, January 23

SECOND SEMESTER

Registration of New Students
8:00 A.M. to 5:00 P.M., Sunday, January 25

Instruction beginsMonday, January 26

Spring Week of PrayerFriday to Sabbath, March 6 to 14

Mid-Semester ExaminationsMonday to Friday, March 16 to 20

Spring Recess, 12:00 NoonWednesday, April 1
to 7:00 P.M.Monday, April 6

College DaysSunday and Monday, April 19, 20

Annual College Class Picnics,Wednesday, April 29

Second Semester Examinations, Monday to Friday, May 25 to 29

Senior Consecration Service, 8:00 P.M.Friday, May 29

Baccalaureate Sermon, 11:00 A.M.Sabbath, May 30

Commencement, 8:30 P.M.Saturday, May 30

BOARD OF TRUSTEES

V. G. Anderson, <i>President</i>	Decatur, Georgia
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L. M. Nelson	Decatur, Georgia
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M. C. Patten	Greenville, South Carolina
F. O. Rittenhouse	Collegedale, Tennessee
H. E. Schneider	Decatur, Georgia
L. C. Strickland	Fountain Head, Tennessee
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
F. O. Rittenhouse
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
W. B. Higgins

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

ADMINISTRATIVE STAFF

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
RICHARD L. HAMMILL, Ph.D.	Coordinator of Student Activities
WILLIAM G. SHULL, M.D.	College Physician
WILLIAM B. HIGGINS, M.A.	Principal of Collegedale Academy
MARIAN L. KUHLMAN, R.N.	Director of Health Service
G. T. GOTT, M.A.,	Assistant Business Manager
R. E. HAEGE, B.A., Asst. Mgr., Collegedale Mercantile Enterprises	
MYRTLE WATROUS, B.A.	Assistant Librarian
R. G. BOWEN	Treasurer
R. C. MIZELLE, B.S.	Cashier

INDUSTRIAL SUPERVISORS

SOUTHERN MISSIONARY COLLEGE

GROVER EDGMON	Custodian
GEORGE R. PEARMAN	Maintenance and Construction
JOHN B. PIERSON	College Farms
A. W. SPALDING, JR.	Fruit, Garden and Campus
ESTHER WILLIAMS	Director of Food Service
CHARLES ARTHUR WILLIAMS	Traffic Officer

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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, B.S.	College Creamery
B. J. HAGAN	College Garage
C. S. PARRISH, B.S.	Southern Mercantile Agency
F. S. SANBURN, B.S.	Collegedale Distributors

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 1948.

AMBROSE L. SUHRIE, Ph.D., Litt.D., LL.D., *Resident Educational Consultant; Emeritus Professor of (Higher) Education, School of Education, New York University.*

Ph.B., John B. Stetson University, 1906;

M.A., University of Pennsylvania, 1911;

Ph.D., University of Pennsylvania, 1912;

LL.D., John B. Stetson University, 1919;

Litt.D., Duquesne University, 1941.

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.

ADRIAN R. M. LAURITZEN, M.Mus. Ed., *Professor of Music*

B.Mus.Ed., MacPhail College of Music, 1935;

M.Mus.Ed., MacPhail College of Music, 1941.

Present position since 1952.

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 1948.

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, 1941;

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 of English.*

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

Present position since 1917.

†On leave during 1952-53.

NORMAN L. KROGSTAD, M.Mus., *Associate Professor of Music.*

B.S., Kansas State Agricultural College, 1943;

B.Mus., MacPhail School of Music, 1947;

M.Mus., Northwestern University, 1949.

Present position since 1949.

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.

KATHLEEN BURROWS MCMURPHY, M.A., *Associate Professor of English and Literature.*

B.A., Pacific Union College, 1939;

M.A., University of Maryland, 1948.

Present position since 1952.

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 1946.

ESTER ANDREASEN, M.A., *Assistant Professor of Home Economics.*

B.A., Emmanuel Missionary College, 1950;

M.A., University of Wisconsin, 1951.

Present position since 1952.

CLYDE G. BUSHNELL, M.A., *Assistant Professor of Languages.*

B.A., Union College, 1933;

M.A., University of Mexico, 1940.

Present position since 1952.

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, M.A., *Assistant Professor of Economics.*

B.A., Emmanuel Missionary College, 1944;

M.A., University of Nebraska, 1951.

Present position since 1947.

WILLIAM B. HIGGINS, M.A., *Assistant Professor of Education.*

B.A., Emmanuel Missionary College, 1923;

M.A., University of Maryland, 1937.

Present position since 1951.

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 1952.

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, B.A., *Instructor in Printing.*

B.A., Union College, 1938.

Present position since 1951.

JACQUELINE EVANS BROWN, B.A., *Instructor in English.*

B.A., Walla Walla College, 1949.

Present position since 1950.

FRANCES STORTS CURTISS, B.A., *Instructor in Music.*

B.A., Colorado College, 1951.

Present position since 1951.

RUTH GARBER HIGGINS, *Instructor in Home Economics.*

Emmanuel Missionary College.

University of Maryland

Simmons College.

Present position since 1951.

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

B.S., Washington Missionary College, 1933;

R.N., College of Medical Evangelists, 1939.

Present position since 1951.

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

B.A., Emmanuel Missionary College, 1945;

M.A., Northwestern University, 1948.

Present position since 1951.

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.

ARTHUR W. SPALDING, B. S., *Special Lecturer in Education*

B.S., Battle Creek College, 1901.

Present position since 1951.

SUPERVISORY INSTRUCTORS IN SECONDARY EDUCATION

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

B.A., Emmanuel Missionary College, 1923;

M.A., University of Maryland, 1937.

Present position since 1951.

PAUL C. BOYNTON, M.A., *Bible.*

B.A., Washington Missionary College, 1941;

M.A., S.D.A. Theological Seminary, 1952.

Present position since 1952.

LOU B. HOAR, M.C.S., *Secretarial Science.*

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

M.C.S., Boston University, 1949.

Present position since 1950.

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.

SUPERVISORY INSTRUCTORS IN ELEMENTARY EDUCATION

K. M. KENNEDY, B.A., *Principal, Grades 7, 8.*

B.A., Valparaiso University, 1946.

Present position since 1951.

BETTY JO McMILLAN, B.S. El. Ed., *Grades 5, 6.*

B.S., El. Ed., Southern Missionary College, 1951.

Present position since 1951.

THYRA E. BOWEN, M.A. El. Ed., *Grades 3, 4.*

B.A. El. Ed., Washington Missionary College, 1945;

M.A., El. Ed., George Peabody College for Teachers, 1951.

Present position since 1948.

RUTH JONES, B.S., *Grade 2*

B.S., Southern Missionary College, 1951.

Present position since 1951.

BERNICE PITTMAN, M.A. El. Ed., *Grade 1.*

B.A. El. Ed., Washington Missionary College, 1943;

M.A. El. Ed., George Peabody College for Teachers, 1949;

Present position since 1948.

PROFESSIONAL ORGANIZATION OF THE COLLEGE FACULTY

President Wright, Chairman; Dean Rittenhouse, Vice Chairman; Ambrose L. Suhrie, Executive Secretary; Elva B. Gardner, Secretary.

This is an over-all professional organization which meets once every month. Its officers and members are also organized into committees for three types of extra-classroom service to the college as follows:

ADVISORY—to counsel the President on implementation and administration of such educational policies as have the official sanction of the College Board, or the College Faculty Senate.

LEGISLATIVE—to discuss and adopt well-thought-out educational policies to govern the effective operation of the college.

POLICY-FORMING—to discuss, formulate, and recommend suitable educational policies to the Faculty-Senate for its approval (with or without modification).

Below are given the names of all committees and the list of officers serving each committee:

A. ADVISORY COMMITTEE

¹PRESIDENT'S COUNCIL: President Wright, Chairman, Dean Rittenhouse, Vice Chairman; Lou B. Hoar, Secretary

B. LEGISLATIVE COMMITTEE

THE FACULTY SENATE: President Wright, Chairman; Dean Rittenhouse, Vice Chairman; Ambrose L. Suhrie; Executive Secretary, K. M. Kennedy, Recording Secretary

C. ¹POLICY-FORMING COMMITTEES

1. ²CURRICULUM AND ACADEMIC STANDARDS: Rittenhouse, Chairman; Gardner, Secretary

2. STUDENT COUNSELLING: Steen, Chairman; Brickman, Secretary.

3. RELIGIOUS INTERESTS: Banks, Chairman; Wood, Secretary

4. LYCEUM AND SOCIAL PROGRAMS: Craig, Chairman; J. Brown, Secretary

(Continued on next page)

¹This Advisory Council has a Sub-Committee on Student Admissions: Rittenhouse, Chairman; Fleming, Vice-Chairman; J. Brown, Secretary; also a Sub-Committee on Government: President Wright, Chairman; Dean Rittenhouse, Vice Chairman; Mrs. Hoar, Secretary.

²The Chairman of each of these policy-forming committees also performs or delegates certain administrative duties related to the field of services in which his committee is engaged.

³This committee has a Sub-Committee on Ministerial Recommendations: Banks, Chairman; Hammill, Secretary.

⁴This Committee has a Sub-Committee on Performance Tests in Spoken and Written English: Hammill, Chairman; Suhrie, Executive Secretary; Mrs. McMurphy, Recording Secretary.

5. HEALTH AND RECREATION: Kuhlman, Chairman; Stoneburner, Secretary
6. PUBLICATIONS AND PUBLIC RELATION: Tobiassen, Chairman; Ludington, Secretary
7. LIBRARY SERVICES: S. Brown, Chairman; M. Watrous, Secretary.
8. SOCIAL EDUCATION: Ruth Higgins, Chairman; Zweig, Secretary
9. COORDINATION OF INDUSTRIAL TRAINING: Gott, Chairman; Bowen, Secretary

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 AND CERTIFICATION

Southern Missionary College is fully accredited as a four-year 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.

Southern Missionary College has been approved by the Tennessee State Board of Education for the certification of elementary and secondary school teachers on both the two-year and the four-year levels.

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 correct habits of thinking, to develop Christian character, and to 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 harmony with these general objectives, the following specific objectives have been adopted:

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 interna-

tional 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, national and international.

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.

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 post office address is Collegedale, Tennessee.

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.

BUILDINGS AND EQUIPMENT

LYNN WOOD HALL

The administration building is named in honor of Dr. Lynn Wood, president of the college from 1918 to 1922. It is a three story structure, housing a major number of class rooms, the In-

dustrial Arts Laboratory 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 RESIDENCE HALL

The residence hall for women, named for Maude Jones, Associate Professor Emeritus of the College, has accommodations for 140 women. 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.

JOHN H. TALGE RESIDENCE HALL

The men's residence hall, named for John H. Talge, provides accommodations for 140 men, in addition to eight apartments for married couples. A large worship room is located on the second floor. 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 nineteen 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 residence halls.

EARL F. HACKMAN SCIENCE HALL

Hackman Hall, modern in arrangement and appointment, a commodious, two-story, fireproof building, contains various lecture rooms and laboratories of the division of natural sciences. This building, completed and dedicated in 1951, was named in honor of the late Earl F. Hackman, friend of the College and for many years chairman of its 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, the book 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.

STUDENT HOUSING PROJECTS

The College has erected two important modern housing projects in recent years, namely, The Hillside Apartments and The Camp Road Apartments. Each of these projects provides for twelve families. There are also two trailer camps which provide housing accommodations for about forty married couples. (*See Married Students Housing, page 129.*)

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 New American Type Founders offset press, and other up-to-date

equipment. This industry provides employment for approximately thirty students and does the printing not only for the College and the denomination but also for many commercial establishments.

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 large one story building. It offers employment to seventy students who manufacture approximately 400,000 brooms each year.

LAUNDRY. A well equipped laundry, specializing in flat work, offers employment for sixty-five 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.

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 offered 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 may 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, whichever 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 training under Public Law 16 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.

If a veteran desires to change his curriculum after entering upon training, he must obtain permission from the Veterans Administration. If permission is granted, he will then receive a supplemental certificate of eligibility for transfer to the new curriculum.

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 filed together with the following documentary evidence, with the proper state office several weeks, if possible, before entrance to the college: (1) a certified copy of discharge papers; (2) if married, a certified copy of the public record of marriage; and (3) 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 may write to the registrar of vital statistics, in the department of public health, at the state capital.

3. A veteran attending another school under the G.I. Bill of Rights who wishes to transfer to Southern Missionary College must obtain permission from the Veterans Administration. If permission is granted, he will then receive a supplemental certificate of eligibility authorizing the transfer to this college. This certificate must be presented to Southern Missionary College at the time of registration.

4. Veterans holding medical discharges and eligible under Public Law 16 should make arrangements for a personal interview with a representative of the Veterans Administration 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.

WHAT THE G. I. BILL OF RIGHTS PROVIDES

1. The Veterans Administration will pay direct to this college the charges for tuition, general fees, required books and supplies. Books and supplies are paid for only if they are required of non-veterans taking the same course.

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.

The general fee does not include the advance deposits which must be made by the veteran at his own expense and is credited back to his personal account at the close of the school term.

2. Following are the usual monthly subsistence allotments and the maximum amounts of outside earnings allowed in each of 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

The Veteran 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 his 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.

Any army veteran 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 his 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 completed, and any additional data which would be helpful in the preparation of the desired statement.

GOVERNING STANDARDS

GENERAL. 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 refrain 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 President's Administrative Council.

CITIZENSHIP STANDARDS. At the close of each semester or term each student is given a citizenship rating by a committee composed of representative students and officers of the college. The

ratings given are (1) satisfactory, (2) improvement desired, and (3) unsatisfactory.

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.

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 students' handbook, which is mailed to each person who applies for admission, and it is also available upon request.

ANNOUNCED REGULATIONS. Any regulation adopted by the faculty and announced to the student will have the same force as if 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 a group of 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, who is 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.

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 would find it impossible to attend school.

PUBLICATIONS. The Student Association publishes the bi-weekly *Southern Accent* and the 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.

SOUTHERN MISSIONARY COLLEGE 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. 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 who are currently:

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 of Southern Missionary College, Collegedale, Tennessee. An applicant who has not previously attended Southern Missionary College should 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 deposit will appear as a credit on the final statement of the school year provided the room is left in good order (or will be refunded if the applicant is not admitted or if he decides not to enter and notifies the college on or before August 1.)

The application should request the school last attended to send directly to the Secretary of Admissions of this College 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.*

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

Students may be admitted by transcript (or certificate) of at least sixteen units from an accredited high school or academy. As the pattern of prerequisite requirements varies those required for each curriculum are listed separately. Unless an exception is made by the Admissions Committee the student's secondary record must average "C" or above. See "Subject Requirements for Admission" page 30 and explanation page 31.

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. See announcements, page 3.

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. Any acceptable person twenty-one years of age or over may be admitted as a special student (not as a candidate for a degree or a diploma), on approval of the Dean and of the instructors in whose course he wishes 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 student.

ENTRANCE REQUIREMENTS

ADMISSION BY TRANSCRIPT. Students may be admitted by transcript (or certificate) of at least sixteen units from an accredited high school or academy. As the pattern of prerequisite requirements varies, those required for each curriculum are listed below and explained on the following page.

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

FOR DEGREE OF:	UNITS REQUIRED						
	Bible	English	For. Lang.	Math.	Nat. Sci.	Soc. 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 CURRICULUMS:	UNITS REQUIRED							
	Bible	English	For. Lang.	Math.	Nat. Sci.	Soc. 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 ^m	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							

KEY TO SYMBOLS USED IN EXHIBIT 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. (Continued next page)

- 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 114.)

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 20), 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 school level.

Students falling lower than the 30th percentile in one field 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

All students whose applications for admission have been approved will receive by mail at the home address given a full printed schedule of all appointments for Orientation, Testing, Counseling and Registration, which will occur between 1:30 P.M. Sunday, September 14 and 7:30 A.M., Tuesday, September 16. (*See page 3*).

LATE REGISTRATION. A late registration fee of \$5.00 is charged for first semester registration after September 18 and for second semester registration after January 25.

Any student who enters school late seriously handicaps himself at the outset especially in courses in science, mathematics, and foreign language. Students who register more than two weeks late will not be enrolled for a full schedule of course work, and may not enter certain courses because of the difficulty of making up the work. (*See Attendance Regulations, page 36.*) 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 there-

of missed, including the first two weeks. No student will be admitted for the full-course minimum of twelve hours the first semester after October 17; the second semester, after March 1.

CORRECT REGISTRATION. 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 plan, in counsel with his major professor, the sequence of courses for his major so as to complete curriculum requirements in due time.

CHANGES IN REGISTRATION. A student who desires to change his course program after he has completed registration files with the Registrar a recommendation from his adviser 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 a 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 withdrawal permit obtained from the Dean of the College.

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. Students 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	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 of the College, register for eighteen hours.
1 to 15	16	
15 to 20	Not over 16	See page 138 for further information regarding student labor.
20 to 25	<u>14</u>	
25 to 30	12	
30 to 35	8 to 10	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.
35 to 40	Not over 8	
Above 40	Not over 6	

Except by approval of the Curriculum and 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 Dean of the College.

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 Dean of the College.

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 SOPHOMORES 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 including the meeting of standards of English performance. (See page 42.)

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 in the registrar's office.

SPECIAL HOURS. On recommendation of his major professor and by permission of the Committee on Curriculum and Academic Standards, 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 of the College 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. A student should fulfill all lower biennium course requirements while he is 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 Dean of the College. The classification for which a student qualifies at the first semester registration ordinarily continues through both semesters. A student who desires reclassification at the beginning of the second semester shall make written application to the Registrar and must meet the full requirements for the particular classification sought except that (1) officers of classes may not be reclassified and (2) seniors must remain in the junior class unless they are candidates for graduation for the current year.

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 freshmen 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 the college campus.

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

JUNIORS. 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.

SENIORS	1ST SEMESTER	2ND SEMESTER..
For full standing	91	125
For full standing (Theol.)	103	137
For summer session	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.

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" under "Admission." See page 28.

ATTENDANCE REGULATIONS

Inasmuch as class instruction provides the basis for college learning, development, and credit, regular attendance at all classes is expected of every student. The record of daily class and laboratory attendance is kept by each instructor. Each absence naturally reduces automatically the student's grasp of the subject material considered and lowers proportionately his mark or grade in the course.

Explanation blanks for class absences due to illness or other emergencies are presented to the teacher not later than the second class meeting following the absence and only after having the approval of the Dean of Men (for all men) or of the Dean of Women (for all women). These blanks are necessary to authorize the Instructor to permit the student to make up tests or other assignments missed because of the absence. Special prior requests in writing for unusual class absences will be considered by the Government Committee. Cases of repeated absences (ordinarily when a student misses two or more class periods in succession) are reported to the Dean of Men (for men) or to the Dean of Women (for women). These officers will contact the student's counselor in an effort to solve the problem.

Special allowances regarding class attendance are granted students on the dean's list who are not subject to reduced marks 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. Students entering a class late in the semester are regarded as having taken absences during the class periods previously missed.

CHAPEL ATTENDANCE

A faithful record of chapel attendance is maintained in the Office of the Registrar. The record of attendance at worship and at the various regular religious services is kept by the Dean of Men and the Dean of Women. Flagrant cases of repeated non-attendance will be referred to the President's Administrative Council.

CITIZENSHIP RECORD

An item "citizenship" appears on the grade report and on the permanent record card of each student. The various criteria for determining citizenship are:

- a. General attitude
- b. Faithfulness to social regulations
- c. Dining room conduct
- d. Faithfulness and attitude toward attendance at religious services, chapel, worship, vespers, Sabbath school, church
- e. Dormitory conduct
- f. Obedience to campus automobile regulations

g. Personal grooming and room cleanliness

h. Chapel attendance

Three citizenship grades (or marks) employed are as follows:

1. Satisfactory
2. Improvement desirable
3. Unsatisfactory

A committee of representative students and officers of the College recommend one of the above three grades for each student at the end of each nine-week period and the final mark is authorized by the President's Administrative Council.

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 hours.

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."

Credit for work taken with any standard correspondence school is granted as follows: (1) A grade of "D" on any correspondence work may not be recorded, (2) a grade of "C" is accepted without examination provided it is not to be applied on a major, and (3) a grade of "C" with validation examination, or of "B" or above without examination, is accepted on a major.

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 30.*

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 Curriculum and 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 Curriculum and 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; becomes "F" if not re- moved within a year after date reported.	
I—Incomplete because of illness or other unavoidable delay; becomes "F" if not re- moved within a year after date reported.	

(Continued on next page)

W—Withdrew passing
 Wf—Withdrew failingMinus 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.

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, Pre-dietetic, 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 courses so as to fulfill them.

GRADUATE RECORD EXAMINATIONS

During recent years an increasing number of graduate and professional schools and employers have been 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 by every candidate for a baccalaureate degree during the final semester of his senior year. 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.

NATIONAL SOPHOMORE TESTING PROGRAM. The college participates each year in the National Sophomore Testing Program. These tests are of general achievement and are valuable in indicating the standing of individual students in terms, national norms. They also provide the scientific basis for a valid judgment of the scholastic standing of the college.

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 the 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. See Standards of English Performance Required, on page 42 and see last paragraph, page 69.

Required Standards of English Performance

The Committee on Curriculum and Academic Standards has set up definitive requirements in English speaking and writing and in reading speed and comprehension which must be achieved:

- (1) By each and every individual student who is a candidate for promotion from a lower biennium curriculum to full and unconditioned standing in an upper biennium curriculum.
- (2) By each and every candidate for graduation from any one of the two-year or the four-year curriculums of the college.

These requirements will be entirely independent of course credits in English grammar, composition, and rhetoric. They can not be met merely by passing a formal written examination of the conventional type.

Each student's actual record of spontaneous, habitual, continuing performance in English usage will be taken as an indication of his real progress at any given time, in measuring up to the Committee's clearly defined standards. His actual performance (not merely his knowledge) must demonstrate conclusively:

- (1) That he has never had, or that he has successfully overcome, long standing habits of (a) incorrect spelling, (b) faulty sentence structure, and (c) gross mispronunciation.
- (2) That he has achieved satisfactory scores (a) in reading speed and (b) in reading comprehension (vocabulary).

Every student will receive, at the time of registration, a printed booklet giving these standards and full instructions on how to get ready to meet them. If it is necessary, special remedial courses will be organized to provide assistance.

Every teacher in the College is a teacher of English (outside of the classroom as well as in it) and is expected:

- (1) To help every individual student in his classes (and whenever an appropriate opportunity occurs in informal conversation any where else on the campus) to measure up, *as soon as possible*, to the standards outlined in the booklet.
- (2) To help the Committee on Curriculum and Academic Standards to secure as accurate and adequate a record as is possible, at any given time, of each individual student's actual performance in speaking and in writing (both in and outside of the classroom). *See page 69.*

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 a student's major professor to the Curriculum and Academic Standards Committee which in turn may recommend 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 sciences fields. For detailed information see "Major and Minor Requirements", page 45.

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

NOTE: While it is preferable to take as many of the following basic requirements as possible on the Freshman and Sophomore level, a student will *not* be required to complete all basic requirements before registering for upper-biennium work. However, the following basic requirements *must be met* before the student registers for any upper-biennium courses: College Problems, 1; English 6; Foreign Language, 6; Social Sciences 6; Religion, 4-6; Natural Science and Mathematics, 6; Vocational, 4.

COLLEGE PROBLEMS 1 hour

ENGLISH 10 hours

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

FOREIGN LANGUAGES 6-14 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 SCIENCES 14 hours

Six hours must be in history taken in the freshman or sophomore year. The remaining eight hours may be chosen from the following: Economics, 51 and 52; Geography 41, 42; Sociology 20, 21, 22, and any courses in history or political science.

RELIGION 12-16 hours

A student presenting three or more units of credit in Bible from the secondary school will take twelve hours; one presenting two units, fourteen hours; and one presenting one unit or less, sixteen hours. Courses to fulfill this requirement should be taken in the freshman and sophomore years.

NATURAL SCIENCE - MATHEMATICS 12 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 Curriculum and 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 (<i>See</i> pages 71, 120)	30
Religion (<i>See</i> pages 117-119)	30
Biology (<i>See</i> pages 105-109)	28
Chemistry (<i>See</i> pages 109-111)	30
English (exclusive of English 1:2; <i>see</i> pages 99-100)	26
Spanish (exclusive of the first course. <i>See</i> page 103)	26
History (<i>See</i> pages 121-124)	30
Music (<i>See</i> pages 91-98)	34
Physics (<i>See</i> pages 114-116)	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 51 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)	20
English (exclusive of English 1:2)	14
French	20
German	20
Greek	20
History	20
Home Economics	15
Industrial Arts	18
Mathematics	18
Music	20
Physics	16
Printing	18
Secretarial Science (exclusive of Secretarial Science 9, 10, 13, and 14)	18
Spanish	20
Speech	16

SUGGESTED ARTS AND SCIENCES CURRICULUM

(For those majoring in applied music, see page 47)

FRESHMAN YEAR

English 1:	3	English 2	3
Foreign Language	3 or 4	Foreign Languages	3 or 4
History 1 or 13	3	History 2 or 14	3
Religion 1 or 19	3	Religion 2 or 20	3
Natural Sciences	3	Natural Science	3
Sociology 17	1	Elective	0 or 1
Total	16 or 17	Total	16

SOPHOMORE YEAR

Foreign Languages none or 3	Foreign Languages none or 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 .. 2 to 6	Major, Minor, *Elective .. 2 to 6
Total <u>16</u>	Total <u>16</u>

JUNIOR AND SENIOR YEARS

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

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 Languages 3 or 4	Foreign Languages 3 or 4
Bible 3	Bible 3
Natural Sciences 3	Natural Sciences 3
Total <u>16 or 17</u>	Total <u>16 or 17</u>

SOPHOMORE YEAR

Applied Music 2	Applied Music 2
Harmony 3	Harmony 3
Bible 2 or 3	Bible 2 or 3
Education or Psychology 2	Education or Psychology 2
Foreign Language 0 to 3	Foreign Language 0 to 3

* Suggested electives: social science, education and psychology and prerequisites for upper biennium courses.

History	3	History	3
Vocational	2	Vocational	2
Total	<u>18</u>	Total	<u>18</u>

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 Sciences or Math.	3	Natural Sciences or Math.	3
Major, Minor, and *Elective	11	Advanced Conducting	1
Total	<u>31</u>	Major, Minor, and *Elective	11
		Total	<u>32</u>

* Suggested Elective in Education

MINISTERIAL CURRICULUM (B.A. IN THEOLOGY)

Any student applying for admission to the ministerial curriculum should be a person who believes that God has called him to devote his life to Christian service as a minister, a missionary, an evangelist, or a Bible teacher. He should meet certain standards which, briefly stated, deal with his physical condition, social development, his morals, his character and seriousness of purpose.

The curriculum is divided into two parts. The first four semesters constitute a pre-ministerial section. Only freshmen who meet the standards established by the Committee on Ministerial Recommendations are granted permission to register for, or to continue in, this curriculum.

At the end of the fourth semester, the Committee on Ministerial Recommendations will consider applications from those students who wish to proceed into the upper biennium.

A student transferring from another college is admitted to the ministerial curriculum provisionally. On completion of fourteen hours of credit, he may apply to have his status as a ministerial student made regular.

A grade-point average of 1.25 is not only a prerequisite for admission to the upper biennium of the ministerial curriculum, but must be maintained thereafter.

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 30 and 31.
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 SCIENCES	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 LANGUAGES	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 SCIENCES	6 hours
This requirement may be met by any six-hour laboratory course.	

ACCOUNTING	6 hours
Required: Accounting 32 and 61.	
VOCATIONAL (See page 45)	4 hours
HEALTH (HEALTH 61 and 62)	4 hours
Health 4 and 62.	
EDUCATION AND/OR PSYCHOLOGY	6 hours
MINOR AND ELECTIVES	19 to 25 hours
A history minor is recommended. It is recommended that enough electives be chosen from education courses to qualify for certification for teaching.	
TOTAL HOURS	137

SUGGESTED LOWER BIENNIUM CURRICULUM,
SCHEDULE, SEQUENCE, Etc.*

For candidates for the B.A. in Theology who enter without deficiencies, and expect to carry a full load of class work, the following suggested 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 Sciences (with laboratory)	3	Natural Sciences (with laboratory)	3
English 1:	3	English 2	3
Music 1	2	Music 16	1
Sociology 17	1	Education or Psychology	2
Total	15	Elective	2
		Total	17

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 32	3
Speech 5	2	Vocational	2
Health 4	2	Speech 6	2
Elective	3	Health 62	2
Total	16	Total	16

* For Pre-Ministerial Curriculum.

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 arts and sciences curriculum. 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 more adequately to meet these needs. All students planning to do secondary teaching will be enrolled as candidates for the Bachelor of Arts degree. Any such student will select a major and minor in his teaching fields and a second minor of twenty hours in Education and Psychology so as to certify for teaching.

Students desiring General Conference Certification or who expect to certify for teaching in the public school system of any state where no more than fifteen hours in Education are required may limit their courses in this Division to fifteen hours and qualify for certification, although the second minor is recommended because some states require as high as eighteen or twenty hours of Education and Psychology.

Candidates for secondary teaching may, 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 five 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 30 and 31 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 admissions, 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	**17	Total	16

*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 heavy program, Art 31 and 32, or Edu. 35 and 36, and Home Economics 15 and 16 are suggested for summer study.

SOPHOMORE YEAR

History 1 or 13	3	History 2 or 14	3
Science Elective	3	Science Elective	3
**English 41	2	**English 42	2
Home Ec. 61 (Nutr.), or Child Care or Child Diseases	2	Health 44 (Games for Child.)	1
General Psychology 1	2	Child Psychology 4	2
Edu. 23 (Sch. Health Probs.)	2	Geography 42	3
H. Ec. 15 (Practical Arts)	1	H. Ec. 16 (Practical Arts)	1
Edu. 40 (Dir. Obs. & Teach.)	1	Health 21 (Safety Ed. and First Aid)	1
Health 43 (Games for Child.)	1		
Total	<u>17</u>	Total	<u>16</u>

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

JUNIOR AND SENIOR YEARS

Religion	6 to 10
†Directed Observation and Teaching 171-172	4
Education (upper biennium)	12
Natural Science or Math.	6
Literature	0-2
Vocational	4
Minor and Electives	<u>23 to 29</u>
To a Total of	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 30 and 31.

MAJOR: 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	16
Total	15		

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	2 to 5	Minor and Elective	2 to 5
Total	16	Total	16

JUNIOR AND SENIOR YEARS

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

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 sciences 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	16-20 hours
SOCIOLOGY (College Problems)	1 hour
SOCIAL SCIENCES (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	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 Sciences or Math.	3	*Natural Sciences or Math.	3
Sociology 17	1	Education or Psychology	2
Total	<u>15</u>	Total	<u>16</u>

SOPHOMORE YEAR

Religion (Course 61 suggested)	2	Religion (Course 62 suggested)	2
*Natural Sciences or Math.	3	*Natural Sciences 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 91	3
Education 16	2	Elective	2
Total	<u>16</u>	Total	<u>16</u>

JUNIOR YEAR

Health	2	Religion	2-6
*Natural Science or Math.	3	*Natural Science or Math.	3
English 41, 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	<u>16</u>	Total	<u>15</u>

*Courses which apply on the minor should be chosen.

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	<u>16</u>	Total	<u>15</u>

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 pages 30 and 31.

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	2	Education 16	2
Applied Music	1	Applied Music	1
Sociology 17	1	Elective	1
Total	<u>16</u>	Total	<u>16</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	2
		Elective	2
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
Home Economics	6
Social Sciences	4
Applied Theology 89, 90	4
Minor and Elective	22
Total	<u>62</u>

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, be-

sides 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 AND BUSINESS 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 SCIENCES OR MATHEMATICS 6 hours

PSYCHOLOGY 4 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 37 hours

Suggested Electives:

a. Home Economics

d. English

b. Education

e. Accounting

c. Music

f. Health

(Continued on next page)

- | | |
|---------------------|---------------------------------------|
| g. Economics | j. Speech |
| h. Foreign Language | k. History |
| i. Religion | l. Political Science and
Sociology |

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 sciences 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
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 natural sciences and other 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, predietetics, and that leading to

the Associate in Arts diploma. The terminal curriculums are Bible instructors', elementary teacher training, secretarial, medical secretarial, home economics, and industrial arts. Terminal curriculums are of a 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 biennium 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 biennium 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 30 and 31.

ASSOCIATE IN ARTS CURRICULUM

This is an Arts and Sciences transfer curriculum designed to prepare the student for admission to the upper biennium of this or any other accredited Liberal Arts College.

Admission: See page 28.

FRESHMAN YEAR

English 1	3	English 2	3
Foreign Languages	3-4	Foreign Languages	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

Religion	2 or 3	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
*Elective	2 or 3	*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 PREEDENTAL 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 28.

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	History	2
History	2	Elective	2
Total	<u>16</u>	Total	<u>16</u>

THE TWO-YEAR CURRICULUM IN PREDIETETICS

ADMISSION: *See* page 28. Consult the catalogue of the School of Dietetics of the College of Medical Evangelists for information concerning admission requirements to that school.

*Social science or psychology recommended.

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	2		
Total	<u>16</u>	Total	<u>16</u>

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	6
Total	<u>16</u>	Total	<u>16</u>

TERMINAL CURRICULUMS

THE TWO-YEAR BIBLE INSTRUCTORS' CURRICULUM

Admission: *See* page 28.

FRESHMAN YEAR

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

SOPHOMORE YEAR

Religion	2	Religion	2
History	3	History	3
Music 1	2	Modern Adventism	2
Gift of Prophecy	2	Speech 6	2
Speech 5	2	Applied Music	1
Applied Music	1	Applied Theology 90	2
Applied Theology 89	2	Health 62	2
Health 61	2	Elective	2
Total	<u>16</u>	Total	<u>16</u>

THE TWO-YEAR SECRETARIAL TRAINING CURRICULUM

Admission: See page 30.

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	2	Sec. Sci. 40 (Filing)	2
Sociology 17	1	Electives	2
Elective	1	Total	16
Total	16		

SOPHOMORE YEAR

Sec. Sci. 55 (Adv. Shorthand) 3	Sec. Sci. (Adv. Shorthand) .. 3
Sec. Sci. 63 (Typing and Trans.)	Sec. Sci. 64 (Typing and Trans.)
2	2
Sec. Sci. 71 (Sec. Practice) .. 2	Business Communications
3	3
Secretarial Accounting	Sec. Sci. 75 (Bus. Mach.)
3	2
Religion	History, Soc., Pol. Sci., or Home Economics
2	3
Sec. Sci. 31 (Voice Trans.) .. 1	Elective
Hist., Soc., Pol. Sci., or Home Economics	3
3	
Elective	Total
2	16
Total	18

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	2	Sec. Sci. 40 (Filing)	2
Health Ed. 4 (Health Prin.) 2	Psychology	2	2
Total	16	Total	16

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	Secretarial Accounting 3
Phys. Education 5 1/2	Phys. Ed. 6 1/2
Electives 3 1/2	Elective 1/2
Total 16	Total 16

THE TWO-YEAR CURRICULUM IN HOME ECONOMICS

Admission. See page 28.

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 Psychology 2
Nutrition 61 2	
Total 16	Total 16

SOPHOMORE YEAR

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

THE TWO-YEAR INDUSTRIAL ARTS CURRICULUM

Admission: See page 28.

FRESHMAN YEAR

Religion 1 or 19	3	Religion 2 or 20	3
English 1	3	English 2	3
History 31	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	2
Hist. or Pol. Sc.	3	Hist. or Pol. Sc.	3
Science or Math.	3	Science or Math.	3
Industrials Arts	6	Industrials Arts	6
Elective	2	Elective	2
Total	<u>16</u>	Total	<u>16</u>

THE TWO-YEAR ELEMENTARY TEACHER TRAINING CURRICULUM

Admission: See page 28.

The first two years of the curriculum leading to a Bachelor of Science, with a major in elementary education, constitute this curriculum. See pages 51 and 53 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 curriculum.

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. Remedial work in arithmetic and reading will be required of all those who do not pass these tests with satisfactory standing.

The college prenursing work leads to a certificate instead of a diploma. It is strongly urged that these courses be taken in two semesters and a summer term, or in two years. Students may do some of this work by correspondence in order to restrict residence to one year. Such correspondence 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	<u>16 1/2</u>	Total	<u>16 1/2</u>

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.

STUDENTS FROM NON-ENGLISH SPEAKING COUNTRIES

The Required Standards of English Performance set forth on page 42 are obviously inappropriate for students from non-English-speaking countries who are planning to return to their homes in such countries. The pattern of requirements in English usage is, therefore, altered to fit the needs of all such students.

DIVISIONS OF INSTRUCTION

Courses of instruction are arranged in seven divisions:

- | | |
|-----------------------------------|-----------------------------|
| I Applied Arts | III Fine Arts |
| II Education and Psychology | 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 1952-53, 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 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 curriculums.

I. APPLIED ARTS

RUPERT M. CRAIG, *Chairman*

Albert L. Anderson

Stanley D. Brown

Thyra E. Bowen

H. T. Curtis

Gerald W. Boynton

George T. Gott

Theresa Brickman

Mary M. Zweig

ACCOUNTING AND BUSINESS

Students may major in Economics and Business in Arts and Sciences. 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 120.

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

A course in the fundamentals of accounting applied to a single proprietorship.

51. *Secretarial Accounting* *First semester, three hours*

An introductory course in accounting specifically designed for secretarial science students. Consideration is given to the keeping of records of a variety of small businesses.

61-62. *Intermediate Accounting* *Both semesters, six hours*

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

109. *Denominational Organization and Policies*

First semester, three hours

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

121. *Office Management* *First semester, three hours*

Prerequisite: A major or minor program in Secretarial Science or Business and Economics.

Problems involved in planning and directing office activity to accomplish management objectives; selection and training of office workers; duties of office management personnel; matters concerning office plans and specifications, equipment, supplies and routine procedures.

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

The general principles of cost accounting, labor and production expense, and the control of overhead and process costs. Standard costs and budgets are given attention.

- *132. *Auditing* *Second semester, two hours*
 Use of working papers and methods of conducting audits. Attention is given to accounting principles and practices underlying audit theory.
141. *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. This course is directed toward the problems of the small businessman.
142. *Business Policy* *Second semester, three hours*
 An analysis of business policies as related to ethics, responsibilities, procedures, techniques, and facilities.
175. *Business Administration Problems* *First semester, two hours*
 A seminar course in management problems including budgets and financial reports.

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.

*Probably will not be given 1952-53.

HOME ECONOMICS

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

MAJOR: A major in home economics, which applies toward a Bachelor of Science in Home Economics, requires thirty hours of college credit; 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 42, and Sociology 132. Sociology 42 or 142 may apply on this major.

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. One hour 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, 42. *Interior Decorating* *Both semesters, six 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.

61-62. *Nutrition* *Both semesters, four hours*

A basic course in nutrition to recognize and give limited instruction and supervision to a balanced diet in the home; 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 1952-53.

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 in the Arts and Sciences 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.

MINORS: A minor in industrial arts and another in printing in the Arts and Sciences curriculum requires eighteen hours. They shall include six hours each of upper biennium credit, three of which shall be earned in this college. Courses 91 and 92 are recommended for a minor in industrial arts. A minor in printing can be taken with majors in other fields.

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 displaying finished products. One hour lecture, two hours laboratory, each week.

15-16. *Welding* *Both semesters, four hours*
Principles and practice of electric and oxy-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. *Fundamentals of Typography* *Both semesters, six hours*
A survey of the graphic arts field with a brief history of printing, the study of types and type composition, proofreading, type design and balance, and simple platen presswork. Also an introduction to the production of paper, its use, how to compute and cut paper for a job, and the use of bindery equipment. Two hours lecture, three hours laboratory, per week.

63-64. *Advanced Typography and Design* *Both semesters, six hours*
A study of type faces and their use, the study of the principles governing layout and design, advanced work in composition and imposition and lockup for book, magazine, and newspaper work and job work. Detailed practice in the operation and printing of forms on automatic cylinder presses. Printshop mathematics with reference to copy fitting, paper cutting. Use of ink and color printing. Two hours lecture, three hours laboratory. Prerequisite: Course 61-62 or equivalent.

67. *Proofreading and Proofroom Techniques* *First semester, two hours*

The fundamentals of proofreading and copy preparation. The study of rules and practices regarding book, magazine, and newspaper publishing, and job work. On-the-job practice in handling actual proofroom problems.

68. *History of Printing* *Second semester, two hours*

The history of printing from the invention of paper and type to the present time, including the growth and development in the field of letterpress, offset, and other processes.

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 or 92. *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.

111. *Fundamentals in Linotype Operation.*

First semester, three hours

The function, maintenance and operation of the linecasting machine in straight matter composition. For those who desire a working knowledge of the linotype. Prerequisite: Printing 61-62, 63-64. Two hours lecture, three hours laboratory each week.

112. *Advanced Linotype Mechanics and Operation*

Second semester, three hours

The maintenance and repair of the linotype. How to set more complicated composition such as tabular work, ads for newspapers and magazines. Special emphasis on speed and skill in operation. Prerequisite: Courses 61-62, and 63-64, and 111. One hour lecture, six 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. *Materials of Construction* *First semester, one hour*

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

124. *Structure Design* *Second semester, one hour*

The study of private and public building construction, types of architecture, and the history behind architectural, furniture, and equipment design.

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 Oxy-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, two hours 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 to four hours 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

93.-94. *Library Methods**Both semesters, six hours*

The basic elements of library science and school library methods. Designed 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. Lectures and laboratory practice in the college library.

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 174 or 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, 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.

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.

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

Prerequisite: Secretarial Science 14 or equivalent, permission.

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

40. *Filing* *First and 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 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. Three class hours each week.

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

Prerequisite: Secretarial Science 55 or equivalent.
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, manu-

scripts. 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 a 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 and 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 con-

*Probably will not be given 1952-53.

currently 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.

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, 112, or 135. 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.

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 an 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.

II. EDUCATION AND PSYCHOLOGY

Thos. W. Steen, *Chairman*

Thyra E. Bowen	W. B. Higgins	Betty Jo McMillan
Paul C. Boynton	Ruth Jones	Harold A. Miller
Theresa R. Brickman	K. M. Kennedy	Bernice Pittman
Olivia B. Dean	Betty Brook Koudele	Arthur W. Spalding
Mary H. Dietel	H. H. Kuhlman	Ambrose L. Suhrie
Elva Gardner		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. *See Certification, page 15.*

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*.

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 man as a learner with emphasis on the child and adolescent. The significance of psychology in various teaching procedures.

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

Significant problems in adolescent development with special emphasis on the psychological principles that govern their behavior.

150. *Personality and Mental Hygiene* *Second semester, two hours*

Origins, development, and modifications of human behavior and the basic principles of mental hygiene. Detailed consideration of the meaning, importance, and conditions which influence the growth and methods of improving personality.

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. *Guidance and Counseling* *Second semester, two hours*

The application of psychological principles and technics in the determination of interests, aptitudes and abilities. The uses of specialized tests and interviews in counseling older children and youth.

186. *School Administration* *Second semester, two 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 51, 52, and 53 in this bulletin.

ELEMENTARY MATERIALS, METHODS, AND DIRECTED TEACHING

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

It is the purpose of this course to give the student a survey of

the field of children's literature, and to provide him with ample opportunity to observe the teaching of reading and literature in the elementary school.

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

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

11. *Early Childhood Education* *First semester, three hours*

Study of the unfolding intelligence of the little child; the home as a school; the preschool as a model. Nature study, story and song in early education, story-telling, art expression. Observation of preschool. Case studies.

12. *Preschool Methods and Nature Study*

Second semester, three hours

Program, problems, and discipline of the preschool. Practice work. Parent-teacher relations. Social development of the child, health, nature study, class, laboratory, and field work. Gardening.

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, two hours*

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

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-curricular 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 page 51.

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 of twenty hours 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
135 Principles of Secondary Teaching	3 hours
141-161 Methods in Major or Minor	2 hours
165 Directed Teaching	3 hours
Other courses in this department	3 to 5 hours
TOTAL	20 hours

Students wishing to qualify for Denominational Certification only, will complete a minimum of fifteen semester hours. Courses 16, 135 and 165 are required, and a minimum of 2 or 3 hours each in Psychology and Specific Methods.

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

135. *Principles of Secondary Teaching* First semester, three hours
The objectives of the secondary school; problems of teaching; learning activities with desired outcomes; methods of planning, organizing, stimulating, and directing classroom activities.

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. (a) *Methods of Teaching Shorthand* First semester, one hour

Prerequisite: Major or minor in secretarial science, Education 16. This course may be taken concurrently with Education 165 and is required of all majors in secretarial science obtaining certification.

151. (b) *Methods in Teaching Typewriting*

First semester, one hour

Prerequisite: Major or minor in either business administration or secretarial science; Education 16 and Secretarial Science 14. This course is required of all majors in secretarial science obtaining certification, and it may be taken concurrently with Education 165.

151. (c) *Methods in Teaching Bookkeeping*

First semester, one hour

Prerequisite: Major or minor in either business administration or secretarial science and Education 16. This course may be taken concurrently with Education 165 and is required of all majors in business administration and secretarial science obtaining certification.

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 135. 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

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 or two 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, three hours

Prerequisite: Satisfactory scholarship; Psychology 110, Education 16, 135, 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*, (First Semester)
 Adrian R. M. Lauritzen, *Chairman*, (Second Semester)
 Frances S. Curtiss Olivia B. Dean
 J. Mabel 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 1952-53.

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, 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: Those wishing to minor in piano, voice, or organ must meet the same entrance requirements as stated for the major field. 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.

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

*Probably will not be given 1952-53.

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 a minimum of three hours practice weekly for one semester; two hours credit for two lessons each week with a minimum of six 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; 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 other pieces by Bach, and 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 representative works by 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.

- 1, 2. *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.
- 3, 4. *Piano Class* *Each semester, one hour*
Class instruction in piano. May be adapted to beginners.
- 5, 6. *Piano or 105, 106* *Each semester, one or two hours*
Individual instruction.
- 7, 8. *Voice or 107, 108* *Each semester, one or two hours*
Individual instruction.
- 9, 10. *Organ* *Each semester, one or two hours*
Prerequisite: Pianistic ability, as approved by the instructor.
Individual instruction.
- 11, 12. *Orchestra* *Each semester, one-half hour*
Placement upon audition.
- 13, 14. *Band* *Each semester, one-half hour*
Placement upon audition.
15. *Instrumental Ensembles* *Each semester, one-half hour*
Type of organization and personnel dependent upon available performers.
16. *Male Chorus* *Second semester, one-half hour*
Membership upon satisfactory audition.
17. *Women's Chorus* *Second semester, one-half hour*
Membership upon audition.
18. *String or Wind Instruments* *Each semester, one hour*
Individual instruction.

- 19, 20. *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.
21. *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.
24. *Male Quartette* *Either semester, one-half hour*
26. *Women's Trio* *Either semester, one-half hour*
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 his major professor.

IV. LANGUAGE AND LITERATURE

Kathleen B. McMurphy, *Chairman*

Jacqueline E. Brown	Don C. Ludington
Mary H. Dietel	Elmore J. McMurphy
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 41, 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 41, 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*

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.

41, 42. *Masterpieces in American Literature*
Both semesters, four hours

51, 52. *Masterpieces in English Literature*
Both semesters, four hours

53, 54. *Journalism* *Both semesters, four hours*

74. *Business Communication* *Second semester, three hours*

A study and application of the modern practices in oral and written business communication. Accuracy in grammar, spelling, and punctuation, and the writing of well-knit sentences and clear paragraphs are taught as a means of effective expression in business

letterwriting. Business letters, report writing, and dictation to stenographer are emphasized.

111. *Advanced Journalism* *First semester, two hours*
Entrance by permission of instructor.

12 or 112. *English Literature and Diction* *Second semester, two hours*

A course designed primarily for Spanish speaking students. Objectives are to extend a knowledge of the best literature in English and to improve speech and diction.

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

131, 132. *World Literature* *Both semesters, four hours*

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

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

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

*148. *The Victorian Period* *Second semester, three hours*

161, 162. *Biblical Literature* *Both semesters, four hours*

*174. *English Grammar and Style* *Second semester, three hours*

185. *Contemporary Literature* *First semester, three hours*

186. *Southern Literature* *Second semester, three hours*

*193. *Principles of Research* *First semester, three hours*

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.

*Probably will not be given 1952-53.

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

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

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

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

Prerequisite: French 11-12.

Development of skill in speaking, and understanding 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.

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

Prerequisite: French 13-14.

Geography, history, life, and selected literary works of France.

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. Not open to students who have 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 21-22.

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

*Probably will not be given 1952-53.

***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, life, and selected works of Germany.

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.

45-46. *Intermediate New Testament Greek*

Both smesters, six hours

†151. *Exegesis of First and Second Peter from the Original Greek*

First semester, two hours

†152. *Exegesis of Hebrews from the Original Greek*

Second semester, two hours

153. *Exegesis of First Corinthians from the Original Greek

First semester, two hours

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

Second semester, two hours

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.

*Probably will not be given 1952-53.

†Prerequisite Greek 45-46. May be elected for Bible credit.

SPANISH

MAJOR: The requirement for a major in Spanish is twenty-six hours above Spanish 1-2 or equivalent. Fourteen hours of the major 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. Not open to students who have had two years of Spanish in secondary school.

3-4. *Intermediate Spanish* *Both semesters, six hours*

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

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

7, 8. *Spanish Conversation* *Both semesters, four hours*

Prerequisite: Spanish 1-2 or equivalent.

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

History and development of Spanish literature; reading of representative works.

105-106. *Survey of Spanish-American Literature*

Both semesters, six hours

Prerequisite: Spanish 3-4.

History and development of Spanish-American literature; reading of representative works.

111-112. *Advanced Spanish Conversation and Composition*

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

A course designed to prepare students to speak Spanish fluently.

115-116. *The Golden Age of Spanish Literature*

Prerequisite: Spanish 101-102.

A study of the classical period of Spanish literature.

119. *Spanish Civilization*

First semester, two hours

Prerequisite: Spanish 3-4.

The geography, history, life, and selected literature of Spain.

SPEECH

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

5, 6. *Fundamentals of Speech* *Both semesters, four hours*

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

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

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

14. *Oral Interpretation* *First semester, two hours*

Practice in reading selected passages for lecture and sermon helps—Scripture, masterpieces of literature, and great orations.

113. *Logic in Argumentation* *First semester, three hours*

Prerequisite: Speech 5 and 6, or permission of instructor.

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

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

131. *Radio Techniques* *First semester, two hours*

Prerequisite: Speech 5, 6, and 13 or permission of instructor.

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 131.

Arranging and broadcasting of religious programs.

V. NATURAL SCIENCES AND MATHEMATICS

G. J. Nelson, *Chairman*

G. B. Dean

H. H. Kuhlman

E. I. Mohr

Edna Stoneburner

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.

3, 4. *Survey of Natural Science* *Both semesters, six hours*

A survey of biology, geology, astronomy, chemistry and physics. Especially designed for elementary school teachers. Does not apply on major or minor in biology, chemistry or physics. Does not meet laboratory science requirement in any other degree curriculum. 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. Two hours lecture, three hours laboratory, 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. Two hours lecture, three hours laboratory, 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.

*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.

*Probably will not be given 1952-53.

The purpose of this course is to develop an intelligent field knowledge of animals so that one can better understand the outdoor 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. *General Entomology* *Summer term, four hours*

Prerequisite: Biology 2, 45, or equivalent.

An introduction to insects with emphasis on structure, development and behavior. Classification of important orders and families and the use of insect keys will be stressed in laboratory work. Three hours lecture, three hours laboratory work, 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.

*119. *Medical Entomology* *First semester, three hours*

Prerequisite: Biology 2, or 45, or equivalent.

A study of morphological features, distribution, life history, and control of arthropods that parasitize animals or that serve as vectors of disease-producing organisms. Two hours lecture, three hours laboratory, each week.

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

Prerequisite: Biology 1 or equivalent.

*Probably will not be given 1952-53.

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.

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. *Vertebrate 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, two hours*

Prerequisite: Biology 1.

A study of various methods of killing, fixing, embedding, sectioning, staining, and mounting plant material for microscopic study. One hour lecture, three hours laboratory, each week.

178. *Methods in Animal Histology*

Second semester, two hours

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

*Probably will not be given 1952-53.

A course dealing with the technique of slide making of animal tissue. Open to majors and minors. One hour lecture, three hours laboratory, each week.

191 or 192. *Problems in Biology*

One to four hours, one or two hours a semester

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 or biology 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 in-

organic 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, two or 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, 8 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. Given on demand.

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

Prerequisite: Chemistry 1-2 or Chemistry 7-8.

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

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* *Either 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.

62. *Health and Hygiene* *Second semester, two hours*

The principles of healthful living; practical instruction in hydrotherapy, sitz baths and fomentations, 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 evangelism.

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 relationship, 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; maximum and minimum; theory of equations; partial fractions, linear systems and determinants; permutations, combinations, probability, conic sections; theory of exponents; applications to physics.

*Probably will not be given 1952-53.

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, planes, 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.

*Probably will not be given 1952-53.

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

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)

*Probably will not be given 1952-53.

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*
Edward C. Banks, *Acting Chairman*

Richard L. Hammill

D. C. Ludington

Elmore T. McMurphy

Leif 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 ministerial students and for majors in religion in the arts and sciences curriculum. This major consists of thirty hours of credit in Religion. Religion 19 and 20, 61 and 62, 165 and 166, are required. (*See* page 49.) Religion 1 and 2, and courses in applied theology do not apply. Fifteen hours shall be upper biennium credit, of which at least the last six hours shall be taken in this college.

The specific requirements of the ministerial curriculum are to be found on page 48.

The committee on Ministerial Recommendations has established standards of evaluation by which to judge the fitness of any candidate to enter, or to continue in, the ministerial curriculum or the major in religion in the arts and sciences curriculum, and has set up procedures by which these may be applied. *See* page 48.

Any student registered in the ministerial curriculum or registered for a religion major will be required to have spent three months, not necessarily consecutive, in the colporteur work. This requirement may be met at any time prior to graduation.

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 Science degree with a major in Religion and a minor in Home Economics. Other minors and electives

* On leave 1952-53.

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, 2. *Bible Survey* *Two semesters, four hours*
 An introductory study of the Scriptures. The first semester course is required of those who have not had Old Testament history in the secondary school; the second semester course is required of those who have not had New Testament history in the secondary school. Exemption from either 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 basis and historical background of the Spirit of prophecy, and a survey of 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*
- 101, 102. *New Testament Epistles* *Both semesters, six hours*
115. *Ancestry of the Bible* *First semester, two hours*
- 131, 132. *Old Testament Prophets* *Both semesters, six hours*
- †151. *Exegesis of First and Second Peter from the Original Greek*
First semester, two hours
- †152. *Exegesis of Hebrews from the Original Greek*
Second semester, two hours
- †*153. *Exegesis of First Corinthians from the Original Greek*
First semester, two hours
- †*154. *Exegesis of Galatians, James, and Ephesians from the Original Greek*
Second semester, two hours
155. *Evidences of Christianity* *First semester, two hours*
165. *Daniel* *First semester, three hours*

*Probably will not be given 1952-53.

† Prerequisite: Greek 45-46. May be elected for Greek minor. See Greek.

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

*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.

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

119, 120. *Sermon Preparation and Delivery*

Both semesters, four hours

Prerequisite: Religion 19 and 20.

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

Credit also allowed in speech. See page 104.

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

Not open to one taking Applied Theology 128 for credit.

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

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

COUSSES OFFERED IN FIELD SCHOOL OF EVANGELISM, SUMMER OF 1953

101. *Medical Evangelism* *Two hours*

115. *Evangelistic and Church Music* *Two hours*

128. *Public Evangelism* *Four hours*

175. *Pastoral Methods* *Two hours*

A two-hour course in Religion or Applied Theology will be offered, the choice to be determined largely by the need of the student personnel registered for the Field School.

* Probably will not be given 1952-53.

VII. SOCIAL SCIENCES

Floyd O. Rittenhouse, *Chairman*

R. M. Craig

Ambrose L. Suhrie

George T. Gott

Leif Kr. Tobiassen

William B. Higgins

Everett T. Watrous

H. T. Curtis

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.

ECONOMICS

As indicated on page 45, students may major in Economics and Business in the Arts and Sciences curriculum.

MAJOR: A major in economics and business requires thirty hours exclusive of American Economic History 31. 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 world-wide distribution of economic goods. Manufacturing centers and sources of raw materials will be considered in the light of their international economic importance.

31. *American Economic History**First semester, three hours**(See History 31.)*55, 56. *Business Law**Both semesters, four hours*

71, 72. *Principles of Economics* *Both semesters, six 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.

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

Prerequisite: Economics 71 and 72 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. Emphasis is on the retailing area of marketing.

140. *Money and Banking* *First semester, three hours*

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

141. *Business Economics* *Second 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.

*174. *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

MAJOR: A major in history requires thirty hours. It shall

*Probably will not be given 1952-53.

include History 1, 2, 13, 14, and 184, and may include six hours of upper biennium political sciences 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.

MINOR: 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.

1, 2. *Survey of Civilization* *Both semesters, six hours*

A study of human civilization from creation to modern times, including 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, 14. *American History* *Both semesters, six hours*

A study of the development of the character and civilization of the American people, including their politics and social institutions and reaching to the present scene.

31. *American Economic History* *First semester, three hours*

A study of the growth of American economic life arranged to develop an understanding of modern institutions and economic problems.

80. *Missions* *Second semester, two hours*

A survey of the work and progress of Christian missions from the apostolic age to the present time. Special emphasis is placed upon the world-wide missionary program of Seventh-day Adventists.

111, 112. *The Renaissance and Reformation**Both semesters, four hours*

Prerequisite: History 1, or equivalent.

An analysis of the enlightenment and of the causes of the great Protestant revolt against the Catholic Church, and the counter reformation.

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

Prerequisite: History 2, or equivalent.

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

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

Prerequisite: History 2, or equivalent.

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

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

Prerequisite: History 1, or equivalent.

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

*132. *History of the Classical World**Second semester, three 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.

*Probably will not be given 1952-53.

147, 148. *History of the South* Both semesters, four hours

The first semester of this course is a study of the Old South 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 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 1918-1952, 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 conflicts.

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

1952-53

Plan	Sem. Hours	Hours Labor Per Week	Monthly			Semester			Year		
			Cash	Labor	Total	Cash	Labor	Total	Cash	Labor	Total
1	16	0	100.00	-----	100.00	428.75	-----	428.75	850.00	-----	850.00
2	16	8	80.93	19.07	100.00	351.75	77.00	428.75	696.00	154.00	850.00
3	16	16	61.86	38.14	100.00	274.75	154.00	428.75	542.00	308.00	850.00
4	12	26	33.32	61.97	95.29	158.50	250.25	408.75	309.50	500.50	810.00
5	8	36	.26	81.50	81.76	2.50	346.50	349.00	2.00	693.00	695.00

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 55 cents per hour whereas rates vary from 35 cents to 75 cents; normal room rent, 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" opposite 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 final statement of the school year provided the room is left in good order.

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 \$5.00

See italicized paragraph page seven for statement of the exact day and hour when each student is expected to present himself for registration.

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 any two of the three above\$50.00
- C. Those being charged any one of the three above\$35.00

TUITION AND FEES

For 1952-53 Fiscal Year

<u>Semester Hours</u>	<u>Tuition Per Sem.</u>	<u>Tuition</u>	<u>Gen. Fee</u>	<u>Total</u>
1	14.00	28.00	25.00	53.00
2	28.00	56.00	25.00	81.00
3	42.00	84.00	25.00	109.00
4	56.00	112.00	25.00	137.00
5	70.00	140.00	25.00	165.00
6	84.00	168.00	25.00	193.00
7	98.00	196.00	25.00	221.00
8	112.00	224.00	25.00	249.00
9	126.00	252.00	32.50	284.50
10	140.00	280.00	32.50	312.50
11	154.00	308.00	32.50	340.50
12	168.00	336.00	32.50	368.50
13	173.00	346.00	32.50	378.50
14	178.00	356.00	32.50	388.50
15	183.00	366.00	32.50	398.50
16	188.00	376.00	32.50	408.50
17	193.00	386.00	32.50	418.50
18	198.00	396.00	32.50	428.50

The charge indicated above as "tuition" includes and/or replaces all laboratory fees, all music rentals (piano, organ, instruments), all charges for musical organizations, graduation expenses such as caps and gowns, and diplomas, counselling and guidance service, etc.

The General Fee shall be paid at registration. It shall include charges for lyceum programs, *Southern Accent*, Student Association fee, library fee, physical examination, and matriculation expense. A student withdrawing on or before the completion of the first semester will receive a refund of \$11 (1-8 semester hours) or \$12.50 (9 hours or more).

Tuition 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 Maude Jones Hall or John Talge Hall are expected to take their meals in the dining room.

MARRIED STUDENTS' HOUSING

The College operates approximately one-hundred apartments, including trailers, for married students. These range in size from one room to four rooms—some furnished and some unfurnished. Rents range from \$15 per month to \$40 per month. Prospective students are invited to write to the Business Manager for details. A reservation fee of \$10 is charged. This is refunded on the student's final statement of the school year pending satisfactory clearance of housing.

There are fifty or more apartments in the Collegedale community. These also are available to students. Information may be supplied by the Business Manager upon request.

RENT IN RESIDENCE HALLS

A room charge of \$16.00 per calendar month is made to each student residing in a school home. This charge provides for steam heat, lights, and medical service as specified below. On this basis two students occupy one room. If three occupy one room, the charge is reduced to \$14.00 each per month. The rate for rooms with adjoining bath is \$18.00 for each student. No refund is made because of absence from the campus either for regular vacation periods or for other reasons.

LAUNDRY AND DRY CLEANING SERVICE

The College operates a modern laundry and dry cleaning plant. Students are invited to patronize this service. Charges for service rendered will be entered on the student's account to be settled monthly. There is no minimum charge.

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 for special nursing. 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 may be made for each student to have charged to his account ten per cent of his 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 billing	November 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.

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.

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:

Ability to learn	Leadership and Initiative
Quality of work	Punctuality
Quantity of work	Integrity
Safety habits	Dependability
Interest	Efficiency
Cooperation and Compatibility	

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 to potential employers.

The college will assign students to departments where work is available and cannot shift students from one department to another merely upon request. It should be understood that once a student is assigned to work in a given department, he will remain there for the entire school year except in rare cases where changes are recommended by the school nurse, or are made at the discretion of the college.

Should a student find it necessary to be absent from work, he must immediately make arrangements with his work superintendent. In cases of illness, he will also inform the health service. 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.

COLPORTEUR BONUS

That students might have adequate work opportunities of a profitable nature (both financially and spiritually) during the summer months, the College, together with the Southern Publishing Association and the several local conferences and Bible houses throughout the Southern Union, have banded together to offer a bonus to students selling Bibles and denominational books or magazines.

Students may make arrangements with one of the several Bible houses to sell books or magazines in a designated territory. The commission to students, as well as to full-time colporteurs, is 50 per cent of the total dollar volume of literature sold. In addition to

this commission the organizations indicated above will pay to the student colporteur a liberal bonus.

The operation of this plan might well be pictured as follows:

Total books delivered	\$1,400.00
Cost of books delivered	700.00
	<hr/>
Commission earned on sales	700.00
<i>Colporteur bonus</i>	300.00
	<hr/>
Total funds deposited at S.M.C. for educational purposes of student colporteur	1,000.00
	<hr/>

It is evident from these illustrative figures that the bonus paid is very liberal. It amounts to 43 1/7 per cent of the regular commissions (\$700) or 30 per cent of the total amount (\$1,000) deposited to the student's credit at the College by the contributing organizations. In actual practice the bonus is computed in this way:

Divide sum turned over to Bible House by student colporteur by .70 (\$700 divided by .70 equals \$1,000) and the quotient equals the amount deposited to the student's credit at the College. Subtract from this total the commissions (\$700) which the student remitted to the Bible House (\$1,000 — \$700 equals \$300) and you have the amount of the bonus.

There are various other regulations that pertain, such as:

1. A student must spend a minimum of 350 (300 for women) hours in the colporteur work during the summer in order to qualify.
2. The colporteur bonus will be granted only to such student colporteurs as actually use both commissions *and* bonus for educational expenses at S.M.C.

(Note) *These provisions and others are explained in detail in a separate pamphlet which is available on request at the College or at any of the Bible houses.*

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 following schools are eligible to participate in this plan:

Asheville Agricultural School	Madison College Academy
Collegedale Academy (2)	Little Creek Academy
Forest Lake Academy (2)	Pine Forest Academy
Highland Academy	Mt. Pisgah Academy

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.

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 needed 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.

GRADUATES

JUNE CLASS, 1951

ELEMENTARY TEACHER TRAINING

Marjorie Ethel Connell	Ruth Louise Kummer
Emery Floyd Hoyt	Raymond Joseph Pons
Christine Elizabeth Kummer	

SECRETARIAL SCIENCE

Caroline Mae Gibson	Doris Mae Patterson
Elaine Marie Henson	Doris Evelyn Tipton

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
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BACHELOR OF SCIENCE IN SECONDARY EDUCATION

Warren G. Hammond	Francis Martin Miller
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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	Lloyd Wendell Pleasants
Edward Milton Collins	Philippe 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
Thomas Joseph Mostert	

BACHELOR OF ARTS

James William Blankenship	Walter Charles Holland
Carmen Cartabianca	Paul McMillan, Jr.
Richard Llewellyn Coon	Betty Imogene Park
Arthur Ray Corder	Charles Lefelia Pierce
William Paul Dysinger	Herman Carlyle Ray
Mary Elizabeth Elam	H. Edward Schneider III
George Burton Ellis	Lester Andrew Smith
Joseph Leland Gardner	William Tol
Elbert Wade Goodner	Raymond H. Woolsey
Carl David Henriksen	Dorothy Beatrice Zill

AUGUST CLASS, 1951

ELEMENTARY TEACHER TRAINING

Vilida Audrey Bergman	Sara Kathleen East
Mrs. Elmira Conger	

SECRETARIAL SCIENCE

Sara Ann Hubbard

BACHELOR OF ARTS IN THEOLOGY

Wilbur D. Brass

BACHELOR OF ARTS

Calvin Clifford Acuff	Hubert Lee Williams
Ovvie Eric Hanna	Alexander Zegarra
Noble Kenneth Shepherd	

JANUARY CLASS, 1952

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

William Jones	Kline Lloyd
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BACHELOR OF ARTS IN THEOLOGY

Harold Armstrong	Hugh Leggett
Virgil Beauchamp	Sherman Peterson

BACHELOR OF ARTS

Lester Park	Andres H. Riffel
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SUMMARY OF ENROLLMENT, 1951-52

Summer Session, 1951

	Men	Women	Totals
Seniors	23	1	24
Juniors	32	9	41
Sophomores	29	22	51
Freshmen	43	49	92
Special, Postgraduates, and Unclassified	8	8	16
Total for summer	<u>135</u>	<u>89</u>	<u>224</u>

First and Second Semesters, 1951-1952

Seniors	40	8	48
Juniors	66	16	82
Sophomores	81	29	110
Freshmen	135	146	281
Special, Postgraduates, and Unclassified	4	46	50
Totals	<u>326</u>	<u>245</u>	<u>571</u>
Gross Total	461	334	795
Less Duplicate Names	88	24	112
Net Total	<u>373</u>	<u>310</u>	<u>683</u>

GEOGRAPHICAL DISTRIBUTION OF
COLLEGE ENROLLMENTS JUNE 1, 1951 TO MAY 31, 1952

<i>States</i>	<i>Summer Semesters</i>		<i>States</i>	<i>Summer Semesters</i>	
	1951	1951-52		1951	1951-52
Alabama	11	27	Oregon	1	5
Arkansas	3	8	Pennsylvania	5	9
California	5	20	South Carolina	0	12
Colorado	2	5	South Dakota	1	2
Connecticut	1	1	Tennessee	44	109
Dist. of Columbia	1	1	Texas	11	21
Florida	35	104	Virginia	3	12
Georgia	12	31	Washington	1	2
Illinois	2	8	West Virginia	0	4
Indiana	6	8	Wisconsin	1	6
Iowa	1	2	<i>Foreign Countries</i>		
Kansas	4	4	Argentina	0	5
Kentucky	10	19	British West Indies	0	1
Louisiana	1	6	Canada	0	4
Maine	1	2	Chile	0	1
Maryland	1	6	Costa Rica	0	1
Massachusetts	0	2	Cuba	5	10
Michigan	5	7	Egypt	0	1
Minnesota	0	1	England	0	1
Mississippi	5	11	India	0	2
Missouri	1	2	Jamaica	1	1
Nebraska	2	1	Lebanon	0	1
Nevada	0	1	New South Wales	0	1
New Hampshire	0	1	Peru	1	0
New Mexico	0	1	Puerto Rico	2	3
New York	6	7	Totals	224	571
North Carolina ..	20	43	Combined total		
North Dakota	1	0	enrollment ..		795
Ohio	8	19	Less duplicates ..		112
Oklahoma	3	9	Net enrollment		
			(June '51-May '52)		683

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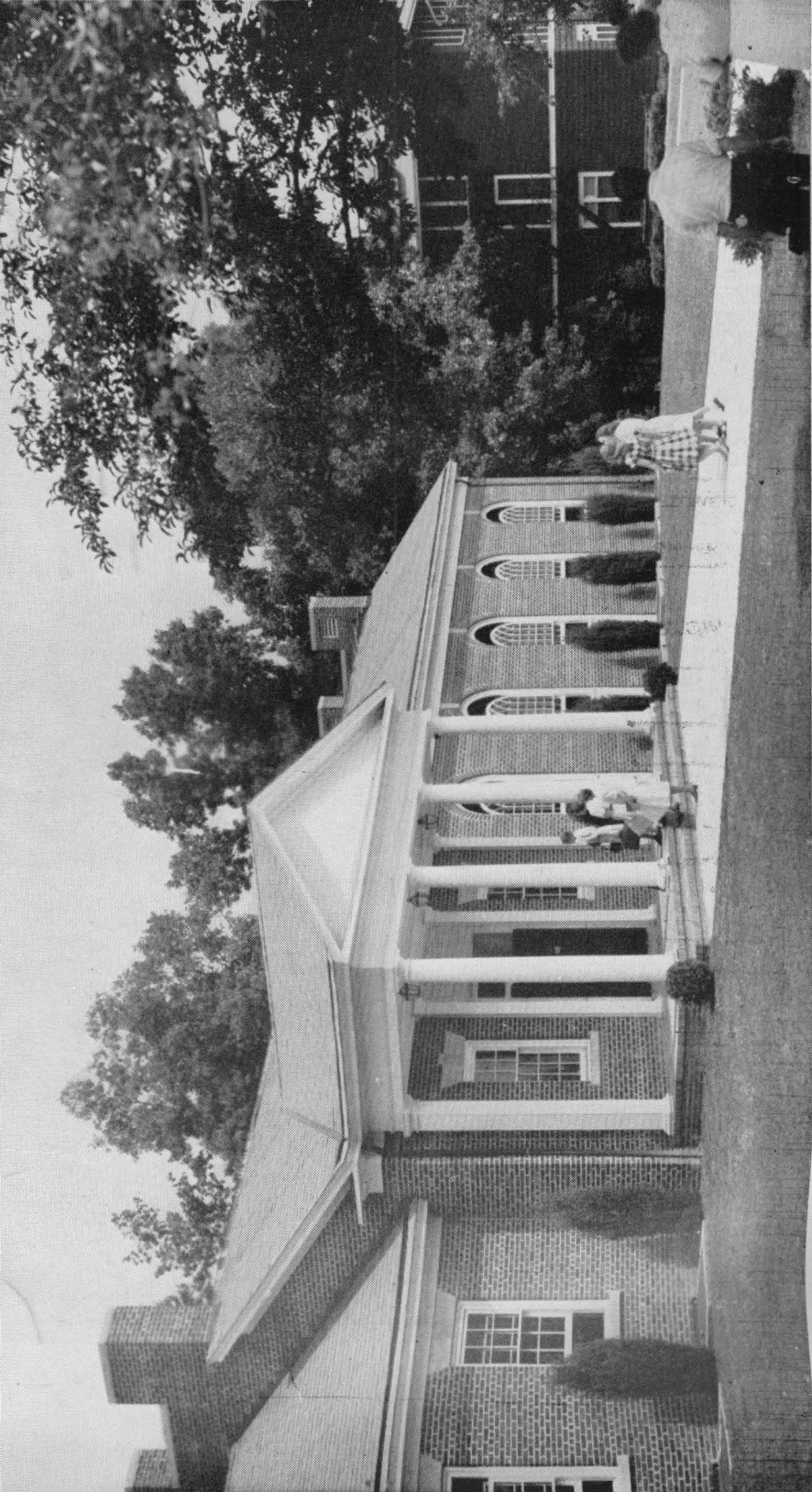




Tennessee River at Lookout Mountain



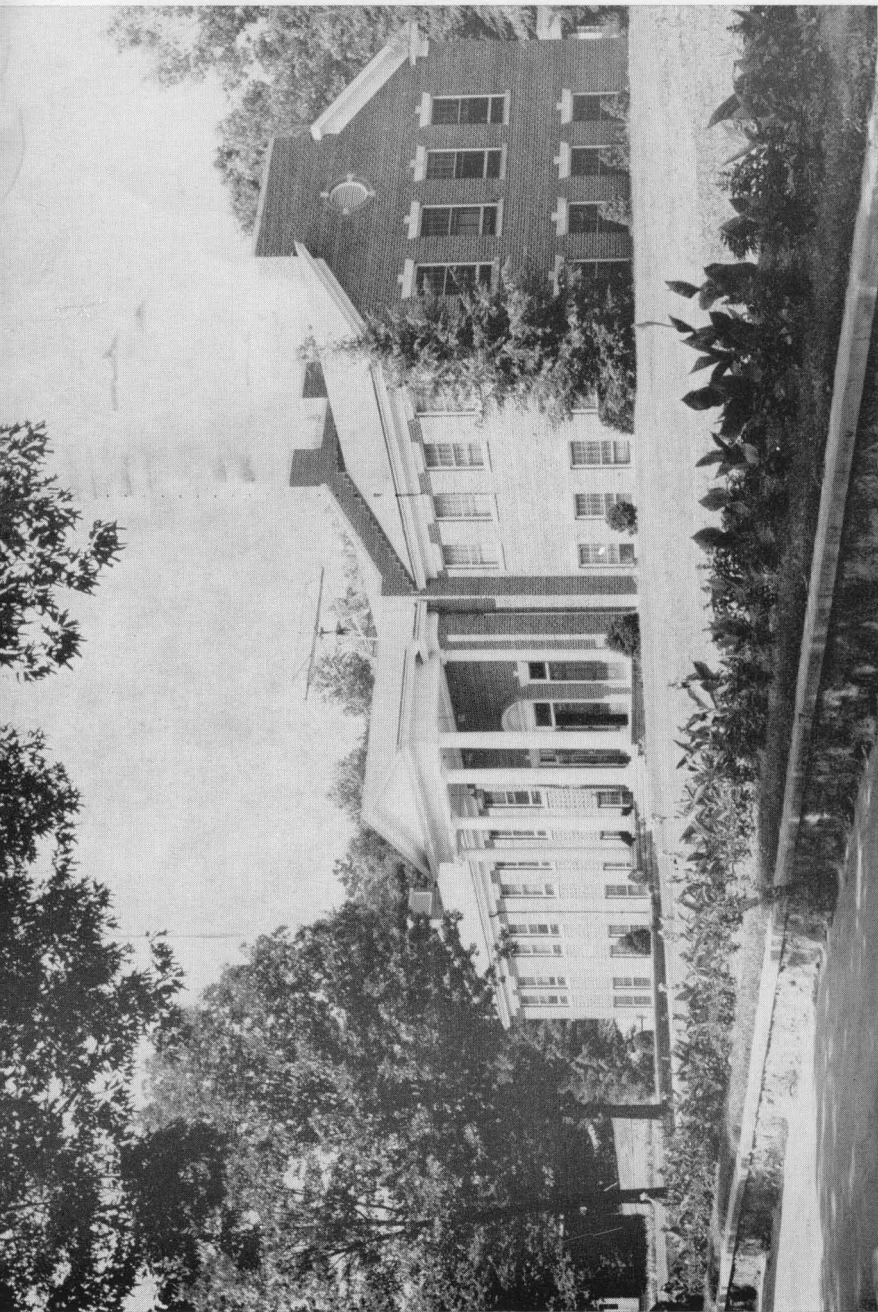
Scene on Lookout Mountain



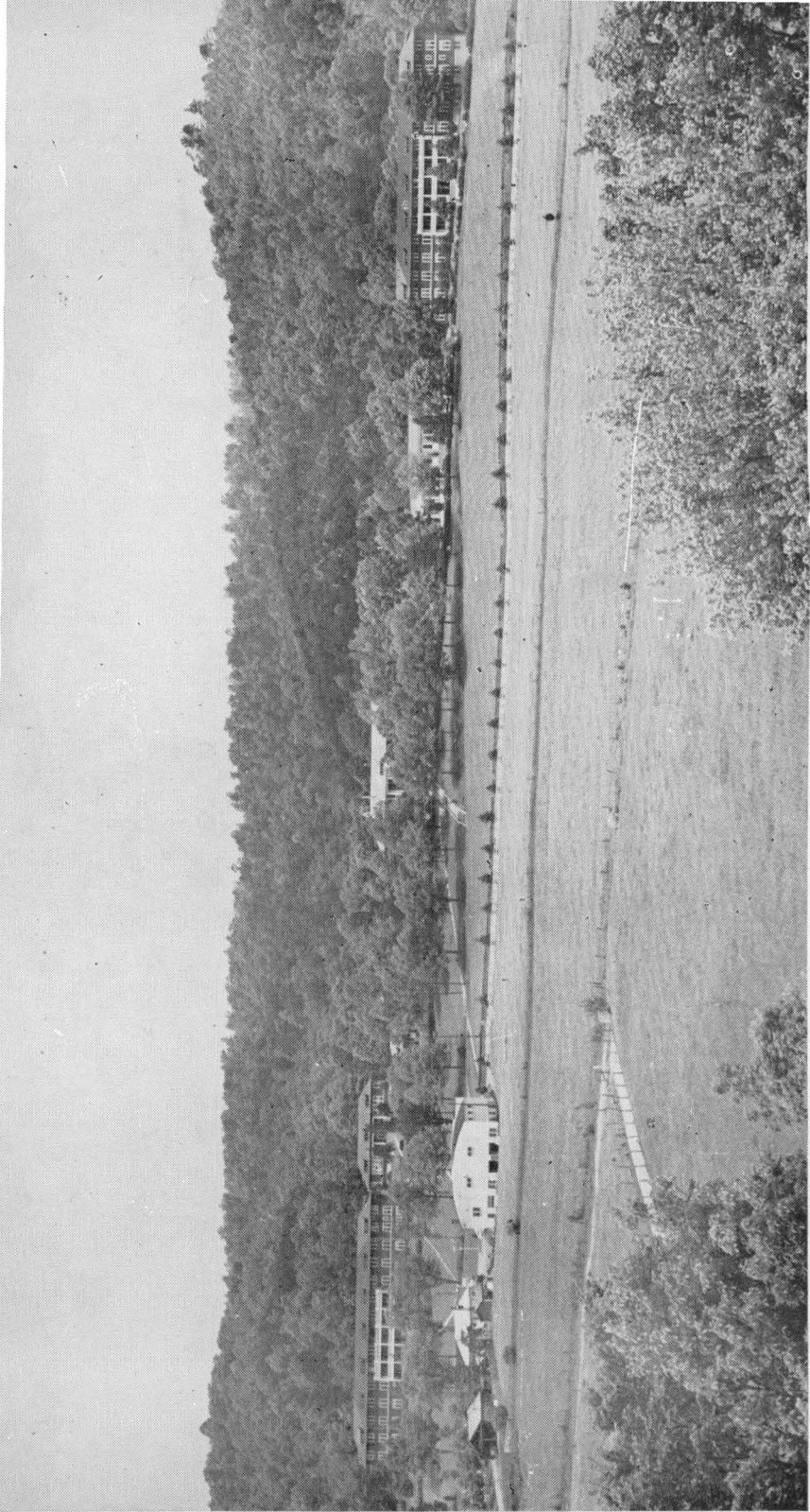
Arthur G. Daniels Memorial Library



A scene of the college showing College Wood Products in the distance



Earl F. Hackman Hall of Science



Summer view of Southern Missionary College Campus

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