

Kennesaw College

1978-79 Marietta, Georgia

The statements set forth in this catalog are for informational purposes only and should not be construed as the basis of a contract between a student and this institution.

While the provisions of this catalog will ordinarily be applied as stated, Kennesaw College reserves the right to change any provision listed in this catalog, including but not limited to academic requirements for graduation, without actual notice to individual students. Efforts will be made to keep students advised of any changes and information on changes will be available in the Office of the Registrar. It is incumbent on students to keep apprised of the graduation requirements for the degrees which they are pursuing.

It is the responsibility of the student to read this catalog, official announcements, notices posted on bulletin boards, the student rules and regulations handbook and otherwise to be informed completely in regard to the programs of studies, credits, degree requirements, quality points and other facts relating to life at this college.

KENNESAW COLLEGE
Marietta, Georgia 30061
(404) 422-8770

KENNESAW COLLEGE

**Catalog
1978-1979
Vol. 1 No. 1**

Kennesaw College is an affirmative action/equal educational and employment opportunity institution and does not discriminate on the basis of race, religion, color, sex, age, handicap, or national origin.

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It is the responsibility of students to read this catalog, official announcements, official bulletin boards, the Student Rules and Regulations handbook and otherwise to inform themselves completely in regard to their programs of study, credits, degree requirements, quality points and other facts relating to life at college.







1978-1979 Calendar

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College Calendar 1978-1979

Summer Quarter 1978

June 19	Quarter Begins
June 19	Registration
June 20	Classes Begin
June 20, 21	Late Registration
June 22	Schedule Changes
July 4	Holiday
July 26	Last Day for Withdrawing from Courses Without Penalty
August 9, 10	Advisement for Registration for Fall Quarter (currently enrolled students only)
August 30 - September 1	Final Examinations
September 1	Quarter Ends

Fall Quarter 1978

September 18	Quarter Begins
September 18, 19	Registration
September 20	Classes Begin
September 20, 21	Late Registration
September 22	Schedule Changes
October 25	Last Day for Withdrawing from Courses Without Penalty
November 8, 9	Advisement for Registration for Winter Quarter (currently enrolled students only)
November 23, 24	Holidays
December 1-6	Final Examinations
December 6	Quarter Ends

Winter Quarter 1979

January 2	Quarter Begins
January 2	Registration
January 3	Classes Begin
January 3, 4	Late Registration
January 5	Schedule Changes
February 8	Last Day for Withdrawing from Courses Without Penalty
February 21, 22	Advisement for Registration for Spring Quarter (currently enrolled students only)
March 14-19	Final Examinations
March 19	Quarter Ends

Spring Quarter 1979

March 27	Quarter Begins
March 27	Registration
March 28	Classes Begin
March 28, 29	Late Registration
March 30	Schedule Changes
May 2	Last Day for Withdrawing from Courses Without Penalty
May 16, 17	Advisement for Registration for Summer Quarter (currently enrolled students only)
June 6-8	Final Examinations
June 8	Quarter Ends

Summer Quarter 1979

June 18	Quarter Begins
June 18	Registration
June 19	Classes Begin
June 19, 20	Late Registration
June 21	Schedule Changes
July 25	Last Day for Withdrawing from Courses Without Penalty
August 8, 9	Advisement for Registration for Fall Quarter (currently enrolled students only)
August 29-31	Final Examinations
August 31	Quarter Ends

SPECIAL TESTING SCHEDULE

The 1978-79 dates for the following test administrations are listed below. Applications and information about these tests are available in the Office of Counseling and Placement located in the James V. Carmichael Student Center. Times and locations will be announced prior to each test date.

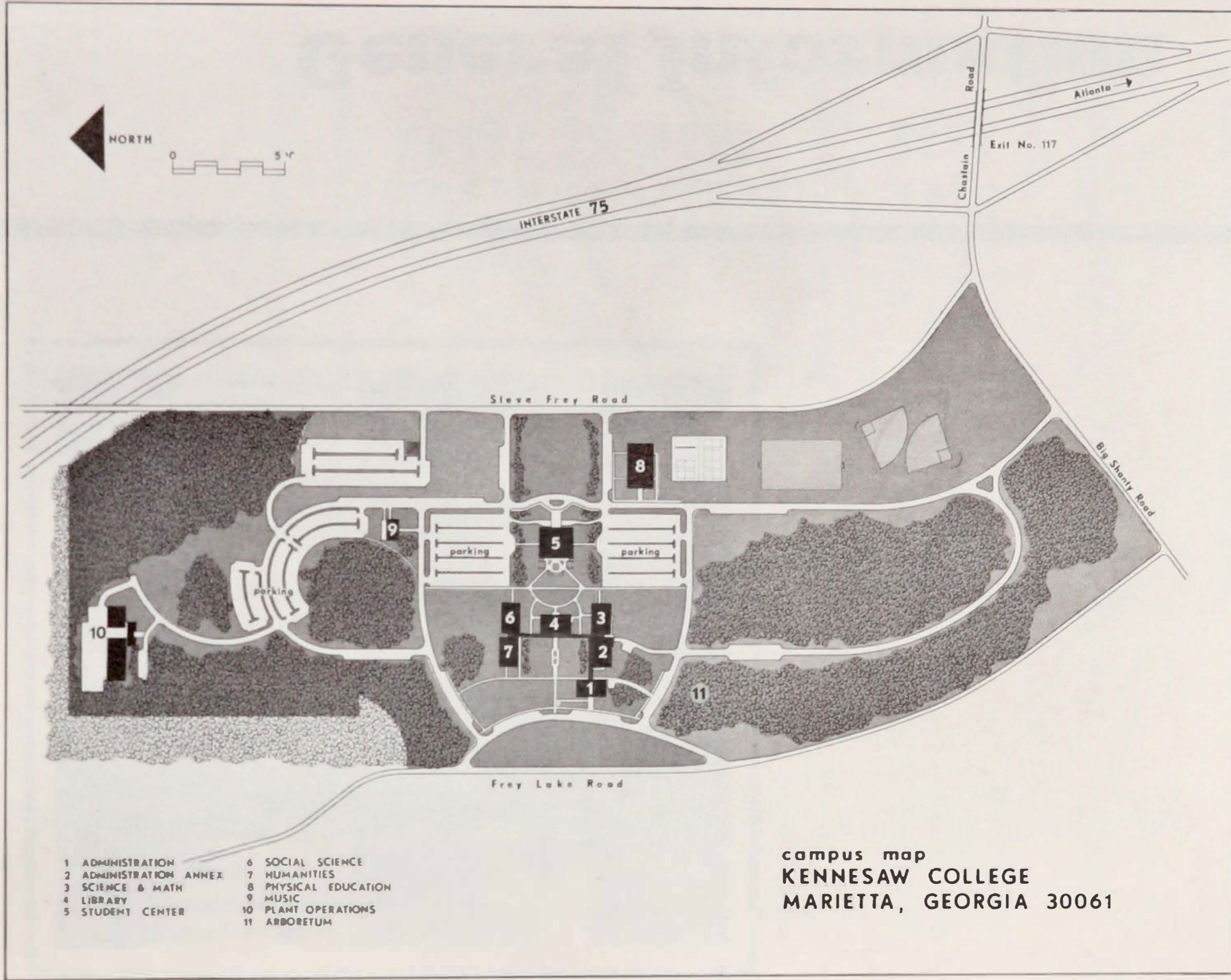
REGISTRATION DEADLINE	Practice and Review Sessions*	TEST DATE
Regents' Test		
Sept. 25-Oct. 3, 1978	Oct. 5, 1978	Oct. 17, 1978
Jan. 8-17, 1979	Jan. 24, 1979	Feb. 6, 1979
Mar. 28-Apr. 3, 1979	Apr. 5, 1979	Apr. 17, 1979
June 20-26, 1979	June 28, 1979	July 10, 1979
College Level Examination Program (CLEP) (Institutional)		
May 30, 1978		June 27, 1978
Aug. 29, 1978		Sept. 26, 1978
Dec. 12, 1978		Jan. 9, 1979
Mar. 6, 1979		Apr. 3, 1979
May 29, 1979		June 26, 1979
History/Constitutions (Institutional)		
July 21, 1978		July 24, 1978
Oct. 20, 1978		Oct. 23, 1978
Feb. 16, 1979		Feb. 19, 1979
Apr. 20, 1979		Apr. 23, 1979
Aug. 3, 1979		Aug. 6, 1979

*2:00-4:00 p.m. and 5:30-7:30 p.m.

For further information, contact Office of Counseling and Placement.



General Information



- | | |
|------------------------|----------------------|
| 1 ADMINISTRATION | 6 SOCIAL SCIENCE |
| 2 ADMINISTRATION ANNEX | 7 HUMANITIES |
| 3 SCIENCE & MATH | 8 PHYSICAL EDUCATION |
| 4 LIBRARY | 9 MUSIC |
| 5 STUDENT CENTER | 10 PLANT OPERATIONS |
| | 11 ARBORETUM |

campus map
KENNESAW COLLEGE
 MARIETTA, GEORGIA 30061

Origin

The establishment of Kennesaw Junior College was authorized by the Board of Regents of the University System of Georgia, October 9, 1963. This action was taken under criteria for the establishment of new junior colleges in Georgia adopted by the Board of Regents in 1958.

Cobb County was designated as the site of the college which was officially named in August 1965 and opened in September 1966.

The Board of Regents, on April 14, 1976, authorized the conversion of the college to four-year status effective at the beginning of the fall quarter 1978. The name of the college was changed to Kennesaw College in September 1977. A junior class will be added in the fall of 1978, and a senior class will be added in the fall of 1979.

Application for the accreditation of Kennesaw College, as a senior institution, has been made to the Southern Association of Colleges and Schools. Currently, the institution is accredited as a junior college.

Purpose

Kennesaw College provides opportunities for students to further their education in the liberal arts tradition. Programs of study and courses of instruction in career and professional areas are offered to help students prepare themselves for their individual goals in life.

The college seeks to provide for its students an educational environment which will challenge them to develop their physical, social and intellectual capacities through participation in the programs and events sponsored by the college.

To the extent that resources are available, the college provides continuing education and public service programs, cultural events and professional assistance to the communities served by the college.

The college also seeks to encourage intellectual inquiry and to promote trust and respect among students and teachers. Furthermore, the college emphasizes the advancement of knowledge and the pursuit of truth in an atmosphere of academic freedom, rational inquiry and effective teaching.

The Campus

Kennesaw's campus, located on a 152-acre tract of land eight miles north of Marietta, features modern architecture.

It is bordered on the west by the Pinetree Estates and Country Club and on the north and east by rambling, wooded hillsides. The south view overlooks Kennesaw Mountain, a battle site of the Civil War. Though it lies in this peaceful setting, the college is only 20 miles from Atlanta, the largest city in the Southeast, and is located just a short distance from Interstate Highway 75 with a designated exit (number 117).

Index of Buildings

Administration Building, located at the west side of the campus, contains the office of the president, offices for academic affairs, business affairs, development and public services.

Administration Annex, the building between the Administration and Science

Buildings, houses the office for student affairs, admissions and records, data processing, nursing faculty and the media center.

James V. Carmichael Student Center, situated to the east of the library, houses the cafeteria, dining rooms, college book store, first aid clinic, activities room, counseling and placement offices, office of the coordinator of student activities, offices and work areas for student organizations, lounge and recreation areas.

Science Building, located at the southeast corner of the quadrangle, contains faculty offices, classrooms and laboratories for biology, chemistry, physics and mathematics.

Library, located at the center of the east side of the quadrangle, contains a collection of 65,000 volumes, 400 periodicals and over 20,000 microforms. The library is the depository of U.S. government documents for the seventh congressional district and as such holds numerous public documents. It also provides study rooms and seating for 400 students, a student lounge, seminar room and offices for the staff.

Social Sciences Building, located on the northeast corner of the quadrangle, contains classrooms and offices for the Division of Business Administration and the Division of Social Sciences.

Humanities Building, situated on the north side of the quadrangle, houses the classrooms and offices for the Division of Humanities, including facilities for art and music, and the offices for the Division of Education.

Gymnasium, located at the east side of the campus across the parking lot from the quadrangle, is used for physical education courses, intramural contests and other college-sponsored activities. It has a seating capacity of 2,300, and contains a swimming pool, exercise room and faculty offices.

Maintenance Building, located at the north end of the parking lot, houses the central stores, shops and offices for maintenance personnel.

Warehouse, located at the north boundary of the campus, contains 10,000 square feet of storage.

Computer Facilities

Kennesaw College is a participant in the University System Computer Network with three communication terminals located in the Natural Science and Mathematics building. By using dial-up telephone lines, these terminals can be used by students and faculty to make use of the large computer systems located at the Georgia Institute of Technology, Georgia State University and The University of Georgia. These computer systems can efficiently handle problems ranging from routine arithmetic to computer-assisted instruction and advanced research.

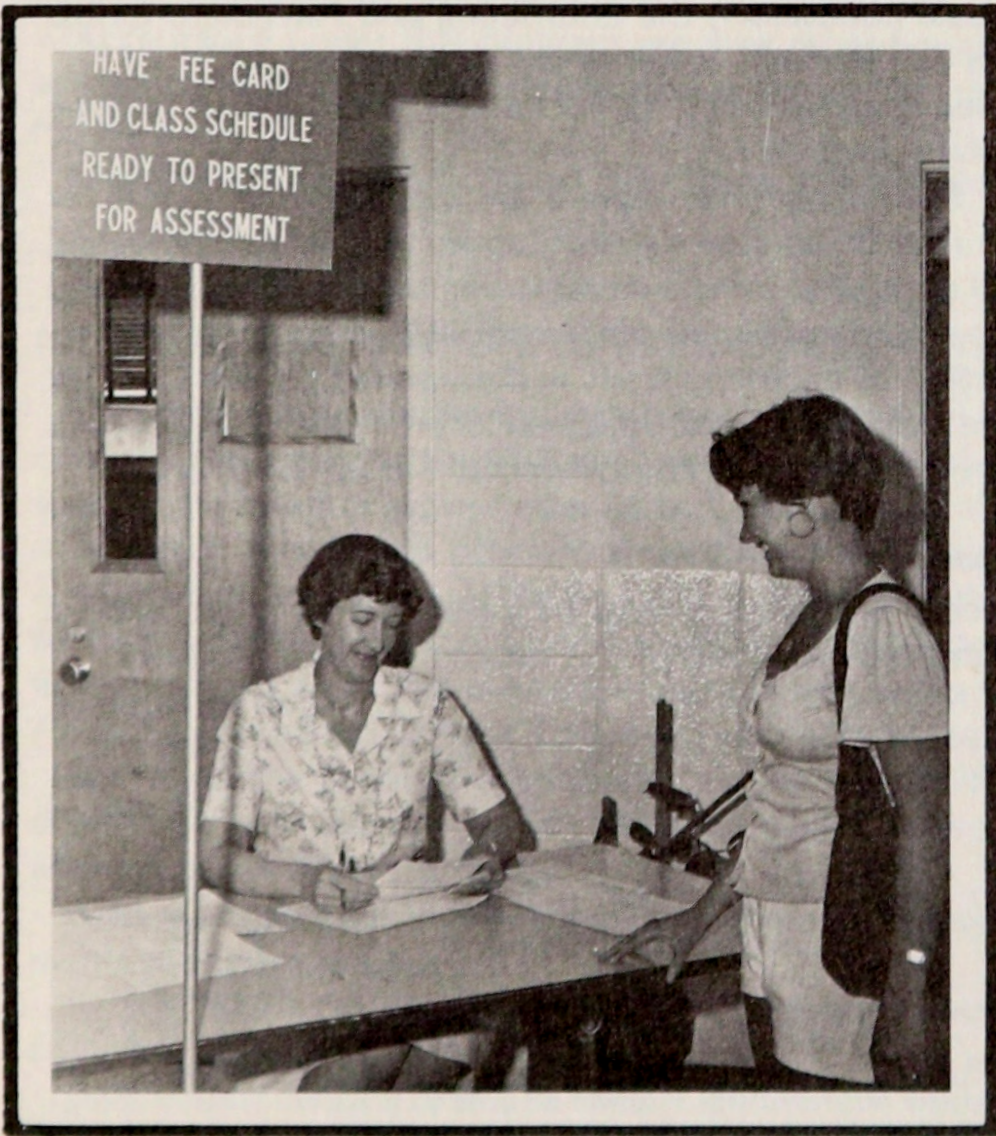
Seminars on programming, open to students and faculty, are offered several times each quarter. These computer facilities are used to help with classroom or laboratory work, and for special school related projects. Several instructors make computer usage a regular part of their courses of instruction.

The college also owns a Honeywell Series 200 Computer which is used primarily for administrative purposes.

Visitors

Visitors are welcome on the Kennesaw College Campus.

Administrative offices are open from 8 a.m. to 5 p.m. Monday through Friday, and appointments may be scheduled until 8:30 p.m. Monday through Thursday.



Admissions

General Admissions Policies

Kennesaw College welcomes all students who are prepared to pursue successfully a college-level program of study and are of good moral character. To be admitted as a regular student, the applicant must provide evidence of a reasonable possibility of academic success if enrolled in college credit courses. Applicants who do not meet the minimum requirements for regular admission will be encouraged to gain admission through their performance in the Special Studies Program of the college.

Admission Requirements and Procedures

To be considered for admission, applicants must complete and return all required forms and information to the college at least 20 days prior to the registration day of the quarter for which they plan to enroll. Late applications may be considered at the discretion of the Director of Admissions. The following items are required of all applicants:

1. **A Completed Application for Admission** - Form may be found in the back of this catalog.
2. **High School and/or College Transcripts.**
3. **Scores on the Scholastic Aptitude Test of the College Entrance Examination Board** - Application forms and other information concerning this test may be obtained from the College Entrance Examination Board, Box 592, Princeton, New Jersey 08540, high school counselors, the Counseling and Placement Office or the Office of Admissions and Records at Kennesaw College.
4. **Social Security Number** - Applications for social security numbers may be obtained from any United States Post Office.
5. **Other Requirements** - The college may require any applicant to appear for a personal interview and to take those achievement, aptitude, and psychological tests it deems appropriate in arriving at a decision regarding the applicant's general qualifications for admission to the college or placement in non-credit courses.

Final acceptance or rejection of each applicant is determined by the Director of Admissions, subject to the applicant's right of appeal as provided by the bylaws of the college and the Board of Regents of the University System of Georgia.

Admission From High School

An applicant for admission will be expected to be a graduate of an accredited high school and to have earned a minimum of 225 quarter hours, as follows:

Courses	Quarter Hours
*English	45
*Algebra	15
Other Mathematics	15
Social Science	30
Natural Science	30
**Optional Courses	90
	225

* Any student scoring less than 800 on the Scholastic Aptitude Test will be required to take the Basic Skills Examination. The results of this test will be used to place students in appropriate credit or non-credit courses.

** Students planning to pursue a program of study leading to degrees in Science or Engineering should include advanced algebra, trigonometry, chemistry, and physics in high school programs.

The applicant's grades in high school combined with his/her Scholastic Aptitude Test scores will be used to calculate a predicted grade-point average which will be used to estimate the applicant's chances of success in the college.

GED

An applicant who is not a high school graduate may be considered for admission based upon acceptable scores on the General Education Development Examination and on the Scholastic Aptitude Test of the College Entrance Examination Board. Information concerning GED examinations may be obtained from the State Board of Education. The GED examination is currently given periodically at the Marietta-Cobb Area Vocational-Technical School.

ADVANCE ADMISSION

With the approval of the Kennesaw College Admissions Committee, students who have completed their junior year in High School may enroll in a maximum of two courses at Kennesaw College during the summer session prior to entering the twelfth grade or for one course each quarter during their senior year. Credit in these courses will be given toward graduation from Kennesaw College and they may be submitted to other institutions for evaluation.

Acceptance under this program requires exceptionally high secondary school averages and S.A.T. scores. Recommendation of the high school principal is also required.

Questions may be directed to the Office of Admissions.

JOINT ENROLLMENT FOR TWELFTH GRADE STUDENTS (JETS)

This program is for superior high school seniors who may earn high school and college credit concurrently. The student may fulfill high school graduation requirements by enrolling in freshman college courses at Kennesaw College.

All applicants to this program should have completed at least two courses in algebra and two in science. They should lack no more than 36 quarter hours credit for high school graduation. They must have earned at least an overall "B" average in high school and have a minimum composite score of 1000 on the Scholastic Aptitude Test of the College Entrance Examination Board.

Scores on the Scholastic Aptitude Test are used in the computation of a predicted freshman average, so the SAT should have been taken prior to applying for admission to the JETS program.

Also, each student involved will be expected to satisfy the following requirements at Kennesaw College:

1. Students lacking the senior English requirements will be expected to complete English Composition 101 and 102.
2. Students lacking the American Government requirement will be expected to complete Political Science 201 (American Government).
3. Students lacking high school elective quarter hours may earn elective credits in any freshman level course offered at Kennesaw.

4. Each applicant must be recommended by the high school guidance counselor and principal, who will also verify that the courses completed at Kennesaw will be accepted in lieu of senior course requirements.

Interested students may contact the Office of Admissions.

Admission From Other Colleges

TRANSFER STUDENTS

Applicants with satisfactory records of scholarship and conduct at other colleges will be considered for admission with advanced standing. Students admitted from other colleges are required to meet all of the foregoing general requirements regarding character, entrance examinations, and dates for filing a completed application.

A student planning to transfer from another college must make arrangements for each college previously attended to forward a complete transcript to the Director of Admissions of Kennesaw College. Official transcripts are required regardless of the applicant's wishes concerning transfer credit. After transcripts from other colleges have been received, it is recommended that transfer students schedule an interview with the Director of Admissions.

The basic policy regarding the acceptance of courses by transfer is to allow credit for courses completed with satisfactory grades in accredited colleges. Such courses must correspond in general to the length of time and content of those offered in the curricula at Kennesaw College.

Students will be permitted to transfer credits earned with grades of "D" at other accredited institutions to the extent that the grades on all credits accepted for transfer will average 2.0 or better.

Transfer applicants who have a general scholastic point average at the previous college of less than 2.0 or less than 15 quarter hours of college credit must submit high school transcript and SAT scores in addition to college transcripts.

Transfer students should indicate on their applications for admission the program of study to be pursued in order that an evaluation of transfer credit may be made.

Transfer students on probation or drop status at their previous colleges will be referred to the Admissions Committee for consideration. Those accepted will be placed on academic probation and must meet the minimum scholastic average requirements for the student's first quarter of enrollment. Failure to meet this requirement will be grounds for dismissal.

TRANSIENT STUDENTS

A student enrolled in another college or university may apply for temporary registration at Kennesaw College as a transient student — one who expects to return to the college or university in which he/she was previously enrolled. The normal admissions deadlines and fees are applicable to transient applicants.

The following basic policies apply specifically to transient students:

1. An applicant for admission as a transient student must present a written statement from the Dean or Registrar of the institution last attended recommending his/her admission as a transient student.

2. An applicant will be admitted to Kennesaw College as a transient student

only when it appears that the applicant's previous work has been of satisfactory quality. A student who is ineligible to return to the institution formerly attended will not be admitted as a transient student.

3. A transient applicant will be expected to have a transcript forwarded from the college previously attended.

4. Enrollment as a transient student ordinarily is limited to one quarter.

5. Transient students desiring to continue as transfer students must apply through the Office of Admissions.

Auditors

Students may be admitted to the College as auditors by the Director of Admissions on the Basis of the Regular application and without being required to take the CEEB Scholastic Aptitude Test.

No credit is granted for courses scheduled on an auditing basis, and students are not permitted to receive credit at any future date for their participation in a course as an auditor nor change from an audit to a credit status while enrolled in the course. Audited courses are counted at full value in computing the student's load for fee purposes.

Special Studies Program and Placement Testing

The Special Studies Program is designed for students who show evidence that they may be able to succeed in college, yet for various reasons do not meet the minimum standards for admission. All applicants to the college are screened for participation in the Special Studies Program on the basis of SAT scores.

Applicants who are identified by these measures as being potentially in need of the program are required to take the Basic Skills Examination before registering. Those who attain satisfactory scores on this exam may register for credit work of their choice. Those who fail to attain satisfactory scores will be required to take non-credit courses in English, reading, and/or mathematics before attempting credit courses for which the Special Studies courses are prerequisites. For dates of administration of the Basic Skills Examination, contact the Head of Special Studies.

The program involves a coordinated instructional approach through which such students can develop those skills that will prepare them for college level work. The coordinated approach will emphasize three skills areas. These are English composition, mathematics and reading. There is also an emphasis on counseling, both on an individual and group basis.

All courses in the Special Studies Program are designed to allow a student to proceed at a rate conforming to his/her level of ability. Specifically, a student must complete all Special Studies requirements in four quarters. However, the student may leave the entire program or any part of it, and undertake regular college level work beginning the next quarter after he or she has achieved predetermined levels of competency in the areas of English, mathematics and reading.

Even though the courses in the Special Studies Program do not carry degree credit, a student will receive institutional credit which will allow him or her to

account for his or her efforts in satisfying requirements for VA benefits and other purposes. This program should provide a sound foundation for future college work; and for students who do not continue in college, it should provide a helpful background of personal development regardless of career goals.

Admission to the Program of Study in Nursing

Admission to the college does not necessarily mean that the student will be admitted to the nursing program because the number of students annually making application for admission to the program of study in nursing usually exceeds the number that may be accommodated. Generally the maximum number of students who can be admitted to a fall quarter nursing program will have been selected by the previous spring quarter.

When the number of applicants reaches the maximum that can be accommodated in the fall quarter nursing program, a General Education Nursing (GEDN) waiting list will be developed. It should be noted that an applicant will not be placed on the waiting list before the beginning of his/her senior year in high school. Special Studies students not eligible for GEDN waiting list.

The following procedures and criteria apply to the GEDN waiting list from which students are selected for enrollment in the nursing program.

1. To be eligible to be included on the GEDN waiting list students must:
 - a. be accepted for admission to Kennesaw College; and
 - b. personally sign the waiting list in the Office of the Director of Admissions.
2. To remain on the waiting list students must:
 - a. be enrolled at Kennesaw College no later than the fall quarter succeeding his/her graduation from high school;
 - b. be continuously enrolled in general education courses at Kennesaw College (with the exception of summer quarters) or have completed all non-nursing academic degree requirements; and
 - c. confirm their places on the GEDN waiting list each quarter by signing a new list in the Office of the Director of Admissions during the week of registration.

Names automatically progress upward on the GEDN waiting list as students are admitted to the nursing program. Students who fail to sign the list confirming their continued interest in pursuing a nursing degree are dropped from this list.

The basic requirements for the admission of students to the nursing program are the same as those for other programs at Kennesaw College. Additional requirements for participation in the nursing program include:

- a. a physical examination and immunizations immediately prior to entering clinical courses in the nursing sequence;
- b. professional liability insurance prior to enrolling in a clinical course (admittance to the clinical laboratory without this coverage is prohibited);
- c. uniforms, a suitable watch, and NLN examination fee. Estimated cost of these items is \$150-\$200. A pin at graduation is optional at an approximate cost of \$30-\$50.

Active Duty Military and Dependents

(See Number 11 under Definition of Legal Residents in section on Finances.)

International Students

Kennesaw College supports the philosophy of international education and subscribes to the basic concept that only through education and understanding can mutual respect, appreciation and tolerance of others be accomplished. The presence of international students tends to foster cultural exchange which can be beneficial to the student body, and to the community at large. Because of limited facilities, however, only those students who are academically strong will be given serious consideration for admission.

There are no living accommodations on the campus and there is no public transportation currently available to Kennesaw students. Therefore, international students, and all other students, must make their own arrangements for living accommodations and transportation.

There is no specific financial assistance for international students. All international students must pay non-resident fees unless such fees are waived. Each international applicant must present documented evidence that he/she has sufficient funds to meet his/her educational and living expenses.

An international student must meet the following requirements before being accepted for admission to Kennesaw College:

1. Meet the requirements of freshman applicants.
2. Score 500 or above on the Test of English as a Foreign Language (TOEFL) or score 75 or above on the Michigan Test of English Proficiency.
3. Score 800 or above on the SAT of the College Entrance Examination Board. (Applicants scoring less than 800 on the SAT will be required to take additional placement tests to determine whether or not they may take degree credit work).
4. Submit official transcripts of academic records, certificates, degrees or diplomas with accompanying official translations.
5. Show evidence of having a health and accident insurance policy with major medical coverage of at least ten thousand dollars (\$10,000). Additional information on student insurance is available from the Office of the Dean of Student Affairs.

If the applicant meets the academic requirements for admission, he/she will be sent an application form. After it has been returned and approved, the applicant will be sent an I-20 form. International students with a student visa are required to be full-time students (at least 12 quarter hours) every quarter except the summer quarter. The college is required to notify the U.S. Immigration Service whenever a student drops below 12 quarter hours or when the student receives a failing grade.

Because additional processing time is required, international students should send the application and **all** test results and supporting documents to the Admissions Office for evaluation at least 30 days prior to the desired quarter of entrance. All correspondence to the college should be sent air mail and foreign educational certificates and diplomas should be official and include official translations in English.

After arriving in the United States, an international student should apply immediately for a social security number. (Applications may be obtained at most U.S. Post Offices).

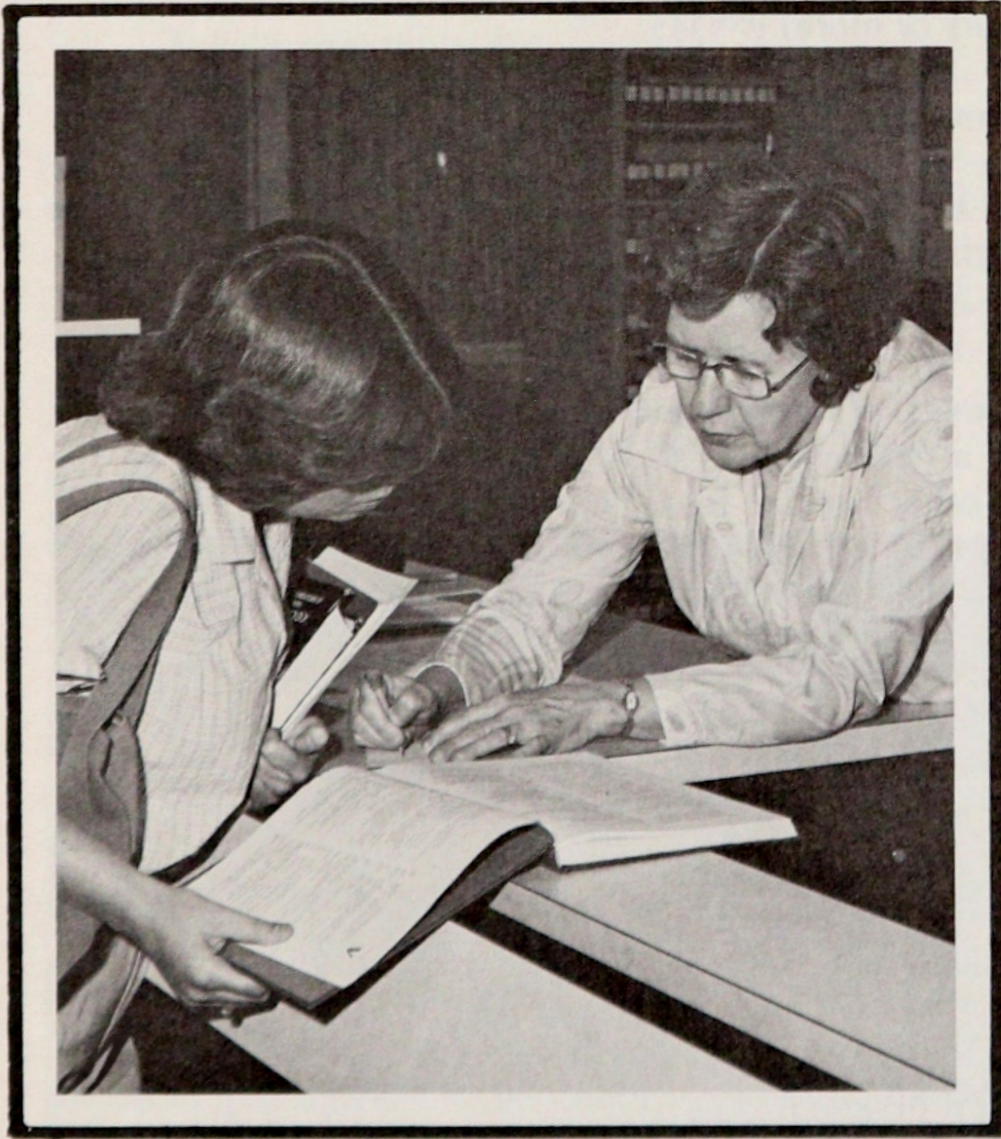
International students applying to Kennesaw College from other educational institutions in the state are required to have an interview with the Director of Admissions before their applications will be considered.

Persons 62 Years of Age or Older

Pursuant to the provisions of an amendment to the Georgia Constitution, the Board of Regents established the following rules with respect to enrollment of persons of age 62 or older in units of the University System. Effective with the beginning of Fall Quarter, 1977, to be eligible for enrollment under the provisions of this amendment such persons:

1. Must be residents of Georgia, 62 years of age or older at the time of registration, and must present a birth certificate or other comparable written documentation of age to enable the registrar to determine eligibility.
2. May enroll as regular students in courses offered for resident credit on a "space available" basis without payment of fees, except for supplies or laboratory or shop fees.
3. Must meet all System and institution admission requirements to include High School record and SAT Scores.
4. Will have all usual student and institutional records maintained.
5. Must meet all System, Institutional, Legislated degree requirements such as Regents' Test, Major Area Exam and History and Constitution Instruction or Exams, if they are degree seeking students.
6. May not enroll in Dental, Medical, Veterinary, or Law Schools under the provisions of this policy.

Readmissions (See Academic Section.)



Finances

Expenses (Effective Fall Quarter, 1978)

Expenses are in the form of matriculation fees, non-resident tuition fees, student services fees and other special fees. Fees of all students are due and payable at the time of registration and registration is not complete until all fees have been paid.

Payment may be made either in cash or by check; however, payment of fees by check is to the student's advantage since it shortens the registration process and considerably reduces the time necessary for a student to complete registration.

The college reserves and intends to exercise the right to withhold copies of transcripts and other student education records and/or to unenroll students who owe the college money. **Fees and expenses are subject to change without notice.**

Students are required to pay matriculation fees and, when applicable, tuition fees for enrollment in all courses even if no credit is earned. Income from such fees is used for the general support of the college.

Matriculation Fee - On Campus

Students enrolled for less than 12 quarter hours are considered part-time students and are charged a matriculation fee of twelve dollars (\$12) for each credit hour of course work. The total matriculation fee for full-time students (those registered for 12 credit hours or more) is \$145.

Matriculation Fee - Off Campus

All students are required to pay a matriculation fee of \$15 per credit hour for off-campus courses in which they are enrolled.

Non-Resident Tuition Fee

Students who are not residents of Georgia and who register for 12 or more credit hours are required to pay a tuition fee of \$238 per quarter in addition to the matriculation fee and all other regular fees. Non-resident students registering for less than 12 credit hours are required to pay a tuition fee of \$20 per credit hour in addition to the matriculation fee and all other regular fees.

Student Services Fee

All students are required to pay a non-refundable fee of \$10 per quarter to finance student activities, student publications and special student services.

Special Fees and Expenses

Applied Music Fee: Students enrolled in applied music courses are required to pay an additional fee of \$50 per applied music credit hour. Applied music fees are non-refundable and may not be transferred to subsequent quarters.

Institutional Scholastic Aptitude Test: Students submitting an application to take the ISAT are required to pay a non-refundable test fee of \$9.00 prior to the taking of the test. The test is used only for gaining admission to the college and will not be forwarded to other institutions.

Nursing Expenses: Nursing students are responsible for the regular college fees; an additional \$150 - \$200 is required for purchase of uniforms, a suitable watch, the cost of the MLN Examination prior to graduation and professional liability insurance for coverage in the clinical laboratory. The pin at graduation is optional and costs approximately \$50.

Laboratory Breakage: Students in the laboratory sciences are required to reimburse the college on a cost basis for broken glassware and equipment. The minimum charge in the event of breakage is one dollar.

Student Motor Vehicle Parking Fee

All motor vehicles operated by students on the college campus must be officially registered with the Office of the Controller. A specific parking permit must be assigned before the vehicle may be operated or parked on the campus. A parking decal permit will be issued for each vehicle registered and must be displayed on the left rear bumper of the vehicle.

A student with a debilitating physical handicap will be assigned a reserved parking space upon making a request through the Dean of Student Affairs. Reserved parking spaces must be renewed each quarter in which the student is enrolled. Students parking vehicles in unauthorized areas will be subject to fines and/or removal of their vehicles at their expense.

The cost of the parking permit is as follows:

Fall Quarter through Summer Quarter	\$4.00
Winter Quarter through Summer Quarter	\$3.00
Spring Quarter through Summer Quarter	\$2.00
Summer Quarter Only	\$1.00

A student who has purchased a parking permit and subsequently does not attend one or more quarters during the year may apply for a refund for the quarter or quarters not in attendance. The refunds will be issued thirty days after the end of the summer quarter.

A student submitting a refund request after the end of the summer quarter will not be eligible for a refund.



Textbooks and Supplies

Textbooks and school supplies, as well as other student needs, are available in the college bookstore. The cost of books and supplies will vary with the courses elected by the individual student. An estimate of this cost is from \$50 to \$75 for the initial quarter of attendance. The cost per subsequent quarters may be less, depending upon the student's schedule of class work.

Summary of Expenses

Full Time Students (Twelve Hours or More)

	Resident of Georgia	Non- Resident
Matriculation Fee Per Quarter	\$ 145.00	\$ 145.00
Non-Resident Tuition Fee Per Quarter	-0-	238.00
Student Services Fee Per Quarter	10.00	10.00
Applied Music Fee Per Credit Hour	50.00	50.00
Nursing Students (Estimated Cost for Uniforms, Insurance, etc.)	200.00	200.00
Vehicle Registration Per Year	4.00	4.00
Estimated Cost of Textbooks Per Quarter	75.00	75.00

Part-Time Students (Less than Twelve Hours)

Matriculation Fee Per Credit Hour	\$ 12.00	\$ 12.00
Non-Resident Tuition Fee Per Credit Hour	-0-	20.00
Student Services Fee Per Quarter	10.00	10.00
Vehicle Registration Per Year	4.00	4.00

Refunds

Students who formally withdraw from the college will be entitled to refunds of matriculation fees and non-resident fees, but not the student services fees, in accordance with the following schedule:

Withdrawal Form Filed Within:	Percentage Refundable
First week from date quarter begins	80%
Second week from date quarter begins	60%
Third week from date quarter begins	40%
Fourth week from date quarter begins	20%
After four weeks	None

Students who elect to discontinue a portion of the course work for which they have registered and paid fees shall receive a refund of fees only if they formally revise their schedule on or before the last day to make schedule changes as indicated in the college calendar. Such students shall be charged at the regular rate applicable to the remaining number of quarter hours for which they are registered.

Students enrolled in a sequence course are eligible for a percentage refund only if they formally withdraw from the college in accordance with the refundable schedule above.

Students who do not formally withdraw, those suspended for disciplinary reasons or those who leave the college when disciplinary action is pending are not eligible for a refund of any portion of any fee.

Ordinarily, refunds will not be mailed until the end of the eighth week following registration.

Definition of Legal Residents

Individuals who enter the institution as non-resident students but who wish to later qualify as legal residents must fill out a Request for Residence Classification form which can be obtained in the Office of Admissions and Records. A student's residence status is not changed automatically, and the burden of proof that the student qualifies as a legal resident under the regulations of the Board of Regents of the University System of Georgia rests with the student.

If there is any question in the mind of the student concerning his/her residence status, application for clarification should be made immediately or not later than two weeks prior to the registration date in order to avoid delay and inconvenience of registration. Applications should be addressed to Residence Committee, Office of the Controller, Kennesaw College, Marietta, Georgia 30061.

To be considered a legal resident of Georgia for the purpose of registering at an institution of the University System of Georgia, a student must establish the following facts to the satisfaction of the Residence Committee of that Institution:

1. (a) If a person is 18 years of age or older, he/she may register as a resident student only upon showing that he/she has been a legal resident of Georgia for a period of at least twelve months immediately preceding the date of registration.

(b) No emancipated minor or person 18 years of age or older shall be deemed to have gained or acquired in-state residence status for fee purposes while attending any educational institution in the state, in the absence of a clear demonstration that he/she has in fact established legal residence in this state.
2. If a person is under 18 years of age, he/she may register as a resident student only upon showing that his/her supporting parent or guardian has been a legal resident of Georgia for a period of at least twelve months immediately preceding the date of registration.
3. A full-time employee of the University System and his/her spouse and dependent children may register on the payment of resident fees.
4. Non-resident graduate students who hold teaching or research assistantships requiring at least one-third time service may register as students in the institution in which they are employed on payment of resident fees.
5. Full-time teachers in the public schools of Georgia and their dependent children may enroll as students in the University System institutions on the payment of resident fees, when such teachers have been legal residents of Georgia for the immediately preceding nine months, were engaged in teaching during such nine month period, and have been employed to teach full time in the public schools of Georgia during the ensuing school year.

6. All aliens shall be classified as non-resident students; provided, however, that an alien who is living in this country under a visa permitting permanent residence shall have the same privilege of qualifying for resident status for fee purposes as a citizen of the United States.
7. Foreign students who attend institutions of the University System under financial sponsorship of civic or religious groups located in this state, may be enrolled upon the payment of resident fees, provided the number of such foreign students in any one institution does not exceed the quota approved by the Board of Regents for that institution.
8. If the parents or legal guardian of a minor change his/her legal residence to another state following a period of legal residence in Georgia, the minor may continue to take courses for a period of twelve consecutive months on the payment of resident fees. After the expiration of the twelve-month period, the student may continue his/her registration only upon the payment of fees at the non-resident rate.
9. In the event that a legal resident of Georgia is appointed as guardian of a non-resident minor, such minor will not be permitted to register as a resident student until the expiration of one year from the date of court appointment, and then only upon proper showing that such appointment was not made to avoid payment of the non-resident fees.
10. Career Consular Officers and their dependents who are citizens of the foreign nation which their Consular Office represents, and who are stationed and living in Georgia under orders of their respective governments, shall be entitled to enroll in University System institutions on payment of resident fees. This arrangement shall apply to those Consular Officers whose nations operate on the principle of educational reciprocity with the United States.
11. **Payment of Fees by Military Personnel.** Military personnel and their dependents stationed in Georgia and on active duty, except military personnel assigned to System institutions for educational purposes, shall pay the same fees assessed residents of Georgia.

A. Military personnel on active duty in the State of Georgia who meet the admission requirements of Kennesaw College may apply for a waiver of non-resident fees. The application for a waiver must include an affidavit signed by the applicant's commanding officer stating that the applicant is assigned to a military installation in the State of Georgia with permanent change of station orders. The affidavit must contain the approximate length of the applicant's current tour of duty.

B. Legal dependents of military personnel who meet the residence waiver requirements stated above may also apply for a waiver of non-residence fees. The parent or guardian (sponsor) must furnish the affidavit described above and in addition furnish a signed statement which identifies the applicant as a legal dependent.

If the dependent is 18 years of age or older, the sponsor must furnish a copy of last year's federal income tax forms showing that the applicant was claimed as a legal dependent.

STUDENT FINANCIAL AID

General Statement

The primary purpose of the Student Aid Program is to provide financial aid to students who, without such assistance, would be unable to attend college.

Student financial need can be defined most simply as the difference between the cost of an education at Kennesaw College and the amount of money the applicant and his/her family can make available from their income and assets to meet the expenses of that education. It is not a term synonymous with poverty.

Determination of Award

The amount of aid awarded is determined by a financial need analysis. As a basis for making this analysis, the Financial Aid Form (FAF) of the College Scholarship Service is used. The necessary forms may be obtained from high school guidance offices or from the Office of Student Aid, Kennesaw College. The student may also apply for the Basic Educational Opportunity Grant Program by completing the FAF.

Financial Aid Application Procedures

In addition to the FAF, the applicant is required to submit a Kennesaw College Application for Financial Aid which may be obtained from the Office of Student Aid. Although applications for student aid are accepted as long as resources permit, it is advisable to apply early. All applications completed before the March 15 PRIORITY DATE will be analyzed, and awards made on the basis of the greatest need. In all cases, a student must be accepted by the Office of Admissions before student aid is awarded.

SCHOLARSHIPS AND GRANTS

Regents Scholarships—The Board of Regents of the University System of Georgia offers scholarships to superior full-time students who are Georgia residents and have financial need. The amount of this aid varies according to need up to \$500 per year. This scholarship is renewable each year until completion of the program of study. The student must attend an institution in the University System of Georgia. Repayment of this scholarship may be made through service in the State of Georgia for a period of one year for each \$1,000 of aid received or through repayment in cash with interest at 3% per annum.

Cobb-Douglas-Paulding Tuberculosis and Respiratory Disease Association Scholarship Fund—This fund was established to provide nursing scholarships to financially and academically qualified students from the counties of Cobb, Douglas or Paulding.

Dr. Newton S. Herod Scholarship Fund—The annual income from this fund is available for scholarship grants to students, who, on the basis of need and academic qualifications, are deserving of financial assistance.

Georgia Incentive Scholarship—This state program provides funds for Georgia residents who have been accepted as undergraduate students by a GHEAA-approved post-secondary institution located in the state of Georgia. Applicants must be full-time students who demonstrate substantial financial need. Awards range from \$150 to \$450. For more information, contact the Office of Student Aid or GHEAA, 9 LaVista Perimeter Park, Suite 110, 2187 Northlake Parkway, Tucker, Georgia 30084.

State Scholarship Commission—This Commission offers aid to qualified students who are Georgia residents and who plan to study nursing. These awards may be renewed annually. The amount is determined by educational costs and needs. The recipient may attend a school or college in or outside the state of Georgia. Repayment is made through one year of service in the state of Georgia for each year that assistance is provided or in cash with interest at 6% per annum. For information and applications write to: State Scholarship Commission, 9 LaVista Perimeter Park, Suite 110, 2187 Northlake Parkway, Tucker, Georgia 30084 or to the Director of Student Aid, Kennesaw College.

Law Enforcement Education Grants—This program is administered by the Department of Justice and provides financial assistance to allow in-service law enforcement officers to continue their education at the college and university level. Grant payments per quarter are equal to the cost of tuition and fees. Part-time study is permitted. Repayment of the award can be made through two years of service with a current employer or in cash at 7% simple interest per annum on unpaid balance in regular quarterly payments at a minimum of \$50 per month. These payments will be made to the U.S. Department of Justice.

Supplemental Educational Opportunity Grants—This federally sponsored program is designed for students of exceptional need, who, for lack of financial means, would be unable to enter or remain in college without such assistance. Awards in this program will range from \$200 to \$1,000. These awards must be matched in equal amounts by other financial aid provided by the institution such as scholarships, loans, or employment. Applicants to this program must show academic potential. There is no repayment requirement on these grants.

Basic Educational Opportunity Grants—This is a federally planned program which provides for the payment of Basic Grant awards to students attending eligible institutions of higher education. Other sources of aid will be available to students receiving the Basic Grant. The maximum grant eligibility for each student is \$1600 less the amount the student and his/her family can be expected to contribute toward the student's education. The student applies for this through the FAF.

Community Service Club of Dallas, Georgia Scholarship Fund—This fund has been established by the Community Service Club of Dallas, Georgia, to provide financial assistance to deserving Kennesaw College students who are graduates of Paulding County High school. To qualify for this assistance the student must provide evidence of both financial need and potential for academic success in a program of study offered by the college.

Leila Anderson Scholarship Fund—The annual income from this fund is available for scholarship grants to Kennesaw College students, who, on the basis of need and academic qualifications, are deserving of financial assistance. Preference is given to students majoring in nursing.

Nursing Student Scholarships—This program is for the benefit of part-time or full-time students with exceptional need who are studying nursing at any level: diploma, associate, or baccalaureate. Applicants must be a U.S. citizen or national. Scholarships range up to \$2,000, depending on need. No repayment is necessary for these grants.

First National Bank of Cobb County Scholarship Fund—This fund was established by the First National Bank of Cobb County to offer financial assistance to deserving Kennesaw College students. To qualify for this assistance, the student must show evidence of need and potential for academic success.

Kennesaw College Foundation Honor Scholarships—These scholarships are provided by the Kennesaw College Foundation, Inc. and are available for a limited number of regularly enrolled full-time students based on academic achievement.

Kennesaw Foundation Business Administration Scholarships—These scholarships are awarded to full-time students majoring in business administration at Kennesaw College. The recipients must show outstanding academic potential.

Kennesaw Foundation Humanities Scholarships—The recipients of these scholarships must be full-time students majoring in some area of humanities (excluding music) and must show outstanding academic potential.

Kennesaw Foundation Natural Science & Math Scholarships—These scholarships are awarded to students majoring in a natural science or in math. In order to qualify, students must display academic promise and be enrolled in the college full-time.

Kennesaw Foundation Social Science Scholarships—Applicants for these awards should plan to be full-time students with outstanding academic potential and plan to major in one of the social sciences.

Kennesaw Foundation Music Scholarships—Students planning to major in music are eligible to apply for these awards. Recipients must display outstanding musical ability as determined by faculty members of the Department of Music. Contact Dr. Wayne Gibson at Kennesaw College for more information.

Kennesaw Foundation Education Scholarships—The recipients of these scholarships must be full-time students majoring in elementary or secondary education and must show outstanding academic potential.

Margaret Giles Garrison Scholarship Fund—The annual income from this fund is available for scholarship grants to Kennesaw College students who, on the

basis of need, academic qualifications, and participation in school and/or community activities, are deserving of financial assistance. Preference will be given to students who are graduates of North Cobb High School.

Henry O. Greene Scholarship Fund—The annual income from this fund is available for scholarship grants to Kennesaw College students with need being primary criterion. Preference shall be given to students who are graduates of the high schools of Bartow County, Georgia. Consideration will also be given to the academic potential of the student.

Powder Springs Woman's Club Scholarship—This scholarship, established by the Powder Springs Woman's Club, is available to graduates of McEachern High School. For information, contact the Senior Counselor at McEachern High School.

Northeast Cobb Optimist Club—This fund has been established by the Northeast Cobb Optimist Club to provide financial assistance to two students from Sprayberry High School. To qualify for this assistance the student must provide evidence of financial need, academic potential and participation in extra-curricular activities while in high school.

Kiwanis Club of Marietta Scholarship Fund—The annual income from this fund is to be awarded to Kennesaw College students who, on the basis of need and academic potential, are deserving of such assistance.

Helen Griffin Scholarship Fund—The annual income from this fund is available for scholarship grants to Kennesaw College students who are Marietta High School graduates, and who, on the basis of financial need and academic potential, are deserving of financial assistance.

Dallas Rotary Club Scholarship—This fund was established by the Dallas Rotary Club to provide financial assistance to Paulding County High School graduates who have provided evidence of need as well as academic potential.

Guy Haynes Northcutt, Sr., Scholarship Fund—The annual income from this fund is available for scholarship grants to Kennesaw College students who are graduates of Marietta High School, and who, on the basis of financial need and academic potential, are deserving of financial assistance.

Lilian Bennett Sullivan Voice Scholarship—The income from this fund is made available to students majoring and having advance standing in voice while enrolled in the college on a full-time basis. The selection of the recipients will be based upon the recommendations of a jury consisting of the music faculty.

Ann Greider Dean Scholarship Fund—The annual income from this fund is available for juniors or seniors who have completed a minimum of three quarters of study at Kennesaw College and have a demonstrated financial need. In addition, the recipients should be full-time students with a good academic record for past college work.

William H. Dunaway Scholarship Fund—This fund has been established for students entering or in the second year of a pre-pharmacy course. Recipients should be graduates of either the Cobb County or Marietta High Schools, should have expressed interest in the business of retailing, and should possess academic potential.

Other Scholarships—Several civic clubs and organizations in the area served by Kennesaw College have, in the past, made awards on a yearly basis. It is expected that this practice will continue and that such awards will be available to students.

Among those who have awarded gift scholarships to individual students are:

- Alpha Delta Kappa - Georgia Chapter
- American Business Women's Association
- Bekins Scholarship Foundation
- Classroom Teachers Association of Cobb County
- Cobb County Medical Society—Women's Auxiliary
- Fine Arts Club of Marietta
- Georgia Marble Company
- Homer Leggett Construction Co., Inc.
- John McEachern School Trust Fund
- Kennestone Gift Shop
- Kiwanis Club of Marietta
- Marietta Junior Woman's Club
- McCrary Corporation Scholarship
- Metropolitan Atlanta Foundation
- Model Cities Financial Aid Program
- Morris Brown Scholarship
- National Honor Society Scholarship
- Pepsi Cola Company
- Phillip B. Rice Memorial Scholarship
- Roswell Women's Club
- Six Flags Over Georgia, Ltd.
- Smyrna Optimist Club
- South Cobb Lion's Club
- Tasty Baking Company
- VFW Post 2681 Ladies Auxiliary
- Walter and Marjorie Rich Memorial Loan Fund
- Wills High School

LOANS

National Direct Student Loans—Funds for this program are provided jointly by Kennesaw College and by the Federal Government. Interest on these loans is at the rate of 3% per year, beginning nine months after the student ceases to enroll as at least a half-time student. NDSL loans may range up to \$2,500 for the first two years. The minimum repayment is \$15.00 per month, plus interest. Interest and repayment may be deferred up to three years for active military duty and for service in the Peace Corps or VISTA. Up to 50% (10% each year up to 5 years) of the total loan may be cancelled for borrowers who enter the teaching

profession. The entire loan may be cancelled if the loan recipient is teaching at special schools designated by the Federal Government. Up to 50% (12% for each year of consecutive service) of the total loan may be cancelled for borrowers who serve as members of the Armed Forces. Applicants under this program must be U.S. citizens or permanent residents of the United States.

Each year organizations have contributed matching funds which permit Kennesaw College to utilize National Direct Student Loan money and Nursing Students Loans. Donors over the past fiscal year have been:

- Big Shanty Garden Club
- The Woman's Auxiliary to the Cobb County Medical Society
- Delta Kappa Gamma Society—Beta Delta Chapter
- East Cobb P.T.A.
- Smyrna Business Women's Club
- Rotary Club of Marietta
- Rotary Club of Smyrna
- Kennesaw College Foundation, Inc.

Law Enforcement Student Loans—This program is intended to upgrade the general caliber of police, corrections, and court officials on local and state levels by encouraging students to prepare for a career in law enforcement. Loans, up to \$1,800, based upon need are available to full-time students who are employed in some field related to law enforcement. If the recipient continues law enforcement work, the loan can be cancelled at the rate of 25% for each year of employment. Otherwise, the loan must be repaid at the rate of 7% per year, beginning six months after leaving the college.

Nursing Student Loans—This program is for the benefit of part-time or full-time students who are studying nursing at any level: diploma, associate, or baccalaureate. Applicants must be U.S. citizens or nationals. Loans range up to \$2,500 depending on need. The total amount cannot exceed \$10,000 for all the years in school. Repayment begins nine months after leaving as a full-time student in nursing and payments can be spread over 10 years. Interest is 3% per year. Deferment of payments is possible up to five years for training in the field of nursing and three years for time spent in the armed services and Peace Corps. Cancellation of up to 85% of the total loan is possible if the borrower is employed full-time as a professional nurse.

Guaranteed Loans—The Georgia Higher Education Assistance Corporation is an organization created to guarantee low interest loans made to Georgia residents who plan to attend any accredited institution of higher education. Upon approval of the student's loan by a participating lender, GHEAC guarantees repayment of the loan with interest. Freshmen and sophomores may borrow up to \$2,500 per academic year. GHEAC pays the 7% interest while the student is in school. Upon completion of his/her education, the student must repay the loan with interest in monthly installments. For information and application forms write the Student Aid Officer at Kennesaw College or to Georgia Higher Education Assistance Corporation, 9 LaVista Perimeter Park, Suite 110, 2187 Northlake Parkway, Tucker, Georgia 30084.

Pickett and Hatcher Loan Fund—This fund provides low interest loans to students who are in need of assistance in pursuing a college program. Information may be received from Pickett Hatcher Education Fund, P.O. Box 2128, Columbus, Georgia 31902.

Short-Term Loan Fund—The purpose of this fund is to provide short-term, no-interest loans to Kennesaw College students to be used for tuition and fees. Repayment is due within 60 days. Monies for this fund have been received from the following sources:

Geral Dean Boggs Memorial—Established by the students of Kennesaw Junior College in 1967 to honor the memory of their fellow student, Geral Dean Boggs.

James V. Carmichael Memorial

Phillip B. Rice Memorial—Established in memory of Phillip B. Rice

Kennesaw College Civitan Club

Kennesaw College Women's Club

The Southwest Women's Club

Marietta Civitan Club

Student Employment

College Work Study Program (CWSP)—Funds for this program are provided by the Federal Government and the College for students who wish to earn part of their college expenses while attending classes. Applicants to this program must be U.S. citizens or permanent residents of the United States; they may be part-time students; they must be capable of and maintain good academic standing; and they must show evidence of need for such employment to meet college expenses. Preference is given to students from low-income families. The FAF must be submitted in order to determine eligibility.

Institutional Employment—There are a limited number of part-time jobs available in each division of the college. Employees in these jobs are not required to evidence a great deal of financial need although this is a primary consideration for employment. The hours and pay scale are the same as with the CWSP. Funds for these jobs are provided by the division which employs the student. Interested persons should contact the particular division or department of the college for information.

Placement Service—The Office of Counseling and Placement maintains a listing of full-time and part-time off-campus jobs for students who need assistance in locating off-campus employment. For information, contact the Office of Counseling and Placement, Kennesaw College.

MAINTAINING SATISFACTORY PROGRESS

The education Amendments of 1976 establish new requirements for student eligibility for receiving payments under the College Work-Study Program, Basic Educational Opportunity Grant Program, the Guaranteed Student Loan Program, and the National Direct Student Loan Program. The Amendments provide that financial aid payments under all these programs must not be made to a student

who owes a refund on grants. For this reason, once the institution has established that over-payment has been made, it may make no further payments under these programs, including payment of Basic Grant Awards.

Additionally, the amendments provide that financial aid payments under the above programs must not be made if a student is not maintaining satisfactory progress in the course of study he is pursuing according to the standards and practices of the institution. In such cases, students shall not be paid retroactively for terms where eligibility was lost because of the conditions stated above. This legislation is now in effect. To comply with these regulations it has been established that the following grade-point averages are required to receive further payments under the BEOG, SEOG, NDSL, and Guaranteed Loan Program.

Special Studies students must maintain at least PR grades in all courses less than 100 level by the end of the second quarter of attempting a course.

For all degree credit work, students must maintain at least a 1.9 quarterly or cumulative grade point average during the freshman year and a 2.0 quarterly or cumulative average during the sophomore, junior and senior years.

The College Work-Study Program is designed to assist students with financial need who are not experiencing difficulty in their academic work. For this reason, eligibility will continue only for Special Studies students with PR grades, and for students who are maintaining at least a 2.0 quarterly average in degree credit work.

Any student who is receiving financial aid and who withdraws from a class after the schedule change period or withdraws from college must contact the Director of Student Aid. The student must refund any assistance or portion of assistance involved in the action.



KENNESAW COLLEGE
STUDENT BUDGETS
1978-79

Classification	1 Dependent Commuter	2 Independent Commuter	3 Married No Children
Tuition and Fees	\$465	\$465	\$465
Rent or Mortgage Incl. Utilities	800+	1050	1850
Books & Supplies	150	150	150
Food & Household	---	740	1300
Clothing, Laundry	---	265	350
Transportation++	450	450	450
Medical & Dental	---	105	275
Debt Payment	---	270	550
Personal – Other	200	230	550
TOTAL BUDGET*	2065	3725	5940

1. Represents a nine-month budget.
2. and 3. Represent a twelve-month budget for self-supporting students (assumes no summer enrollment.)

Veterans' Benefits

The college is on the approved list of the United States Veterans Administration for the training of veterans, disabled veterans and the children and widows of deceased veterans who are eligible for benefits under the G.I. Bill.

Students in training under the G.I. Bill are required to pay all fees, as regular students, since they are paid benefits directly through the Veterans Administration. Each V.A. beneficiary should make financial preparations for at least one quarter because benefit checks are sometimes delayed.

Students in training under the G.I. Vocational Rehabilitation program should check with the college Business Office regarding the handling of their account for fees, supplies, etc.

Eligible veterans, children and widows of veterans must make application through their local or regional Veterans Administration Office. (Application forms are available at the college.) The college has a full-time Coordinator of

* Add \$432 to each budget for non-resident student. Total Budget: 1 child – \$7150, 2 children – \$7600, 3 children – \$8660.

+ Equivalent of applicant's home maintenance (expenses to the parents incurred by the dependent student living at home).

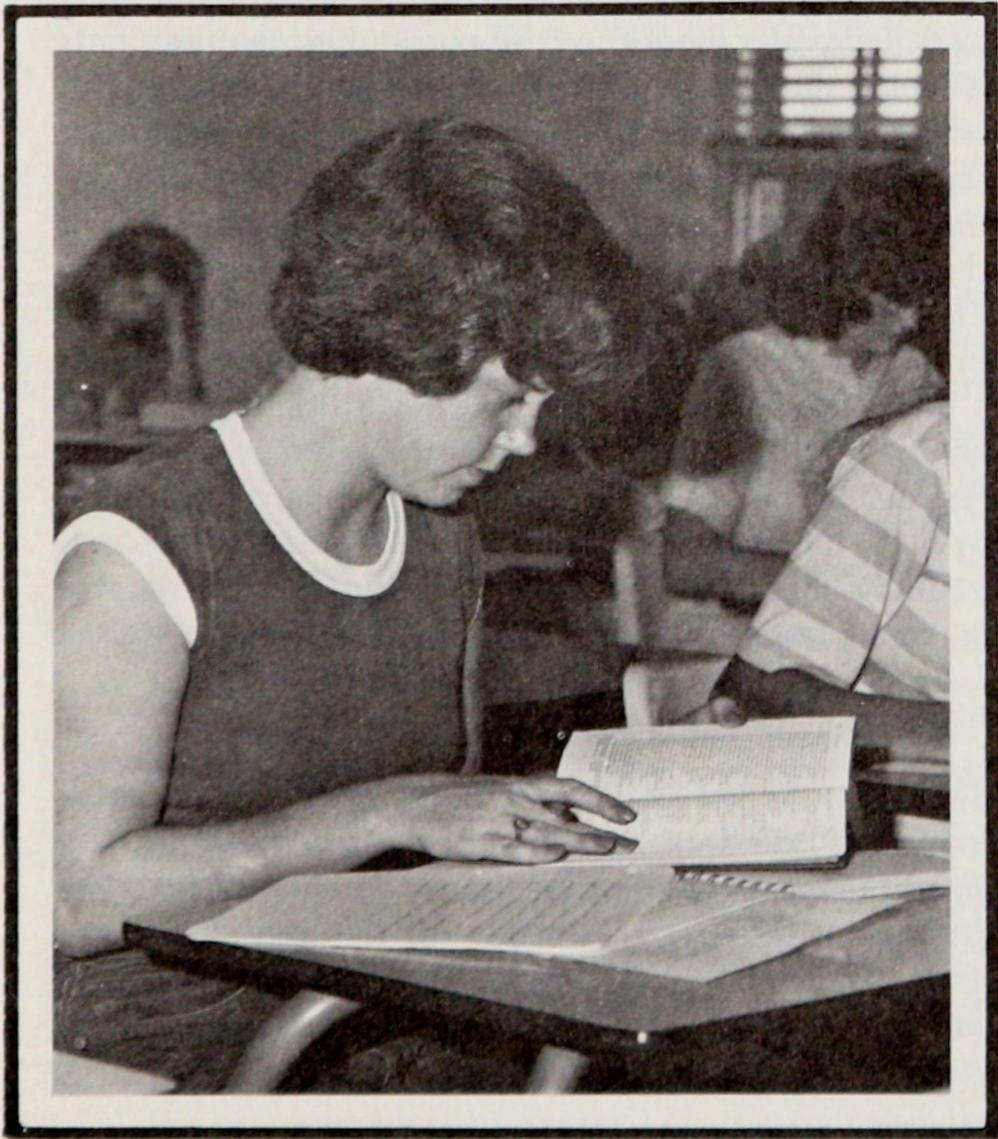
++ Based on a 20-mile round trip to Kennesaw College. Allowance will be increased for longer mileage.

Veterans Affairs, and it is the student's responsibility to contact the Veterans Affairs Office at the beginning of each quarter while in attendance. Certain requirements must be met before students may be certified for non-credit remedial courses for V.A. payment purposes.

Vocational Rehabilitation

Students who attend the college and whose fees are to be paid by the State Department of Education's Division of Vocational Rehabilitation must make arrangements prior to registration with the Business Office regarding the handling of their account. In addition, it is the student's responsibility to request the Office of Admissions and Records to send copies of his/her grades to the Vocational Rehabilitation Office each quarter.





Academics

Program Offerings

On April 14, 1976 the Board of Regents of the University System authorized Kennesaw College to begin its conversion to a senior institution with the addition of a junior class in September 1978 and a senior class in September 1979. On February 8, the Board of Regents authorized the college to offer programs of study in English, history, and music leading to the bachelor of arts degree, and programs of study in biology, business administration, and mathematics leading to a bachelor of science degree. It is expected that additional programs of study will be added to the college curriculum at appropriate times in the future and the first of these will, more than likely, be a program in teacher education.

The college, as a two-year institution, has offered career programs of study leading to associate degrees in criminal justice and law enforcement, business administration, business administration-accounting, business administration-data processing, nursing, secretarial science, social services, and teacher assistance. Some of these are offered jointly with the Marietta-Cobb Area Vocational Technical School.

It is expected that the college will continue to offer all of the above programs of study leading to associate degrees. Also, those students enrolled in undesignated associate in arts and associate in science degree programs prior to September 1978 will be allowed a reasonable time to complete their degree requirements.

The career programs, designed to prepare a student to enter a particular field of endeavor in two years, do not generally meet the core curriculum requirements for four-year degrees; however, the courses of instruction in many instances can be applied on a course-by-course basis toward a four-year degree in the same or a related field of study at Kennesaw College and other institutions.

In order to complete the requirements for a degree within the minimum amount of time, the student should select a program of study which outlines the requirements for the degree. The student who does not choose a program of study may lengthen the time spent in earning an associate or baccalaureate degree because unnecessary credits have been earned or because the student has failed to realize that credit hours in specific courses of study are required to meet the total requirements for the degree. If a student is "undecided" regarding his/her choice of a program of study after having completed forty-five hours in Areas I, II, and III of the Core Curriculum, it is recommended that the student receive counseling before scheduling the next quarter's work.

Academic Regulations

The basic unit of all college work is the "quarter credit hour." One quarter credit hour generally corresponds to one hour per week of classroom work for a quarter or three clock hours of laboratory work per week for a quarter. The usual load for the full-time student is three classes a day for five days per week each quarter, therefore, "fifteen quarter hours." Each full-time student pays only for a maximum of twelve quarter hours, hence twelve quarter hours is considered to be a full time load for veterans, and for other purposes.

GRADING SYSTEM

Kennesaw College complies with the University System of Georgia uniform

grading system. The final grades and their definitions are as follows:

Final Grades	Definition	Quality Points per Credit Hour
A	excellent	4
B	good	3
C	satisfactory	2
D	passing, but less than satisfactory	1
F	failing	0
WF	withdrew, failing	0

The following symbols will be used in the cases indicated:

- I— indicates that the student has done satisfactory work but, for non-academic reasons beyond his/her control, has been unable to meet the full requirements of the course. The grade of I may also be assigned when the student is absent from the final examination. However, if the student's record is so poor as to preclude his/her passing, the instructor shall assign a final grade of F in the course.

The grade of I will not be included in the calculation of the student's scholastic average at the end of the quarter in which the incomplete grade is assigned, nor during any succeeding quarters in which the student is not enrolled. However, before the end of the next full quarter in which the student is enrolled following the assignment of the incomplete grade, a final grade of A, B, C, D, or F will be assigned in the course on the basis of the student's total performance and the grade will then be included in the calculation of the student's scholastic average.

- W— indicates that the student was permitted to withdraw from the course without penalty with the approval of the college Dean prior to the midpoint of the total grading period (including final examinations). Withdrawals without penalty may be permitted after the midpoint of the total grading period (including final examinations) in hardship cases only with the approval of the college Dean. A course in which a grade of W has been assigned will not be included in the calculation of the student's scholastic average.

- WF— indicates that the student was permitted to withdraw from a course while failing after the midpoint of the total grading period (including final examinations) with the approval of the college Dean. The grade of WF is counted as an F in the calculation of the student's scholastic average.

- S— indicates satisfactory completion of a *non-degree credit* course and is not included in the calculation of the scholastic average.

- U— indicates unsatisfactory completion of a *non-degree credit* course and is not included in the calculation of the scholastic average.

- PR— indicates progress in a *non-degree credit* course, but not sufficient to meet the prerequisite requirements for the succeeding course and is not included in the calculation of the scholastic average.

- V— indicates that the student was given permission to audit the course and is

not included in the calculation of the scholastic average. Students may not transfer from audit to credit status or vice versa.

Errors in grades must be reported to the Office of the Registrar immediately. In general, no grade changes will be made after the expiration of three months except with the approval of the Executive Committee of the faculty.

CLASSIFICATION OF STUDENTS

Students will be classified at the end of each quarter by the Office of Data Processing on the basis of the number of credit hours which they have passed in accordance with the following schedule:

Freshman: 0 - 45	Junior: 91 - 135
Sophomore: 46 - 90	Senior: 136 and above

Students scheduled to 12 credit hours or more are classified as full-time students. Special Studies students not included in above classifications.

SCHOLASTIC AVERAGE

The scholastic standing of a student will be determined by his/her scholastic average calculated as the ratio of the total number of quality points earned to the total number of quarter credit hours in which a final grade has been assigned. The scholastic average will be computed to the nearest decimal point rounded off to the tenths position.

DEAN'S LIST

Students with a cumulative grade point average of 3.0 and above who have earned a minimum of 15 quarter hours of credit in residence, and who are neither on academic warning nor academic probation nor subject to any disciplinary action shall be on the Dean's List.

SATISFACTORY SCHOLARSHIP

A scholastic average of 2.0 is the minimum satisfactory scholastic average except for freshmen for whom the minimum requirement is 1.9. If a student's quarterly average is not satisfactory, the student will incur one of the following forms of "academic action", i.e., warning, probation, dismissal. A student not on academic probation is in good academic standing.

A student whose scholastic average for any quarter is 1.0 or below may be placed on academic probation or dropped from the college rolls, regardless of his/her previous record, if such action is deemed advisable by the Committee on Standing.

WARNING —

A student who has an overall scholastic average below the minimum satisfactory scholarship requirement or whose scholastic average for work taken during any quarter is below this requirement shall be placed on academic warning.

PROBATION—

A student on academic warning whose scholastic average is below the minimum

satisfactory scholarship requirement for any quarter of enrollment shall be placed on academic probation.

DISMISSAL—

A student on academic probation whose scholastic average for the quarter of probation is below the minimum satisfactory scholarship requirement and whose overall scholastic average is below the minimum satisfactory scholarship requirement shall be dismissed for unsatisfactory scholarship and dropped from the college rolls.

The record of a student on academic probation whose overall scholastic average is satisfactory but whose quarter average is unsatisfactory shall be reviewed by the Committee on Standing, which may dismiss the student or continue him/her on academic probation.

WITHDRAWAL FROM SCHOOL OR FROM INDIVIDUAL COURSES

Students who find that they cannot continue in school after being enrolled, either because of illness or any other reason, should complete an official withdrawal form. Forms may be obtained from the Office of the Registrar in the Administration Annex.

Students who officially withdraw from school with the approval of the college Dean prior to the midpoint of the total grading period (including final examinations) will be assigned grades of "W" which will not affect their overall scholastic average. Those students who stop attending classes and notify no one, usually are assigned failing grades which jeopardize their chances of future academic success.

Students may, by means of the same withdrawal form and with the approval of the college dean, withdraw from individual courses while retaining other courses on their schedules. This option must be exercised before the midpoint of the quarter; failure to do so will mean that the student has elected to receive the final grade earned in the course. The only exceptions to these withdrawal regulations will be for those instances which involve unusual and fully documented circumstances.

READMISSION

A student who for any reason has remained out of school for one or more quarters, excluding the summer quarter, must apply for readmission. This application must be approved by the Dean of the College, together with any pertinent supporting information, in time to be transmitted to the Director of Admissions at least 20 days before the registration date for which readmission is requested. Late applications may be considered at the discretion of the Dean of the College.

A student who is dropped for unsatisfactory scholarship will ordinarily not be readmitted and in most instances the student's application for readmission will not be considered until the student has remained out of college for one regular quarter. The summer quarter is here considered to be a regular quarter. Course work pursued at another institution after dismissal from Kennesaw College for unsatisfactory scholarship may be considered as evidence of readmissibility.

A student who has been dropped a second time for unsatisfactory scholarship will not be readmitted.

EXCEPTIONS

Exceptions to the scholastic regulations may be made by the Committee on Standing whenever a consideration of the student's complete record indicates that the application of a specific regulation will result in an injustice to the student.

Examinations

GENERAL

All deferred examinations, re-examinations, examinations for advanced standing, and special examinations must be authorized by the Registrar and approved by the Dean of the College before being scheduled.

INSTITUTIONAL EXAMINATION FOR ADVANCED STANDING

A student who offers satisfactory evidence of being qualified to so do, may receive credit for a course by an examination for advanced standing.

Examinations for advanced standing may be authorized by the Registrar upon the approval of the Dean of the College. If the examination is passed, the student will receive the appropriate college credit which will not be included in the calculation of the scholastic average. An examination for advanced standing will not be authorized if the course has been audited or previously scheduled and failed.

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP) FOR ADVANCED STANDING

Students with business, military or professional experience are eligible to take standardized examinations in a number of areas to earn credit for certain specific courses, provided a minimum score is attained on the tests. Credit earned will be recorded on the student's permanent record. For specific information concerning subject areas in which tests are available, cost, minimum score required for credit, and dates tests will be given, contact the Office of the Director of Counseling and Placement.

THE UNIVERSITY SYSTEM OF GEORGIA REGENTS' TESTING PROGRAM

It is the responsibility of each institution in the University System of Georgia to assure the other institutions, and the System as a whole, that students obtaining a degree from the institution possess the basic competence of academic literacy, that is, certain minimum skills of reading and writing. The University System of Georgia Regents' Testing Program has been developed to help in the attainment of this goal.

To meet the objectives of the Testing Program, which is coordinated by the Dean of the College and administered by the Counseling Office, Kennesaw College has adopted a policy which contains the following elements:

1. Passing the test is a requirement for graduation.
2. Students enrolled in degree programs are encouraged to take the Regent's

Test when they have successfully completed 45 credit hours, and not more than 75 credit hours including English 101 and English 102. The total number of credit hours successfully completed appears on the student's quarterly grade report.

3. Students eligible to take the test should register for the test in the Office of the Assistant Dean at designated times prior to administration of the test. At this time, students pick up a Regents' Test Admission Form. Both the Admission Form and the student identification card are required for admission to the test.
4. The test is administered twice on one day during each quarter, once during the day and once in the evening.
5. Students are excused from classes to take the test.
6. A brief preparatory session is offered each quarter for those students wishing a review.
7. Upon request, students whose mother tongue is not English are exempted from the test.
8. The test, although consisting of more than one part, is considered a single unit and is administered as such; passing the test is defined as scoring above the cutoff on **each** of the parts of it at the **same** administration.
9. Students who fail any part of the test must retake and pass the entire test. These students are required to take the Regents' Test Remediation Course the next quarter they are enrolled at Kennesaw College. Passing this course is prerequisite to retaking the test. All students who successfully complete remediation of the Regents' Test may take the test during the following quarter, even though not enrolled.
10. Successful completion of the test is noted on the student's permanent record card.

Attendance Regulations

It is believed that attendance in classes, laboratories and lectures is important; and all students are expected to attend these activities in accordance with their schedule of courses. The attendance policy for each course is determined by the instructor and all instructors will, at the beginning of each quarter, provide the students with a clear statement regarding their policies in handling absences. Instructors will also be responsible for counseling their students regarding the academic consequences of absences.

Students must not be absent from announced quizzes, laboratory periods or final examinations unless the reasons for the absences are acceptable to the instructors concerned. Students should also understand that they are responsible for all material covered during their absences and that they are responsible for the academic consequences of their absences.

Students who are absent because of their participation in college approved activities, such as field trips and extracurricular events, will be permitted to make up the work missed during their absences. Approval of such activities may be

granted and notices of the approval of such absences will be circulated by the Dean of the College.

General Degree Requirements

To be considered for admission to candidacy for a degree, a student must make a formal petition to the faculty for the degree during the quarter preceding the final quarter in residence.

To be a candidate for a degree, the student must have passed all subjects required for the degree, and must have earned a minimum of twice as many quality points as hours earned. No course may be counted more than one time in meeting the total credit hours required for the degree.

A student may satisfy the requirements for a degree by meeting all of the requirements listed in any one of the catalogs in effect during the period of enrollment in the college. A given catalog is "in effect" for a given student only if the student's date of matriculation is prior to the ending date of the spring quarter shown in the calendar printed in the catalog concerned.

To be considered a candidate for a baccalaureate degree, a student must earn at Kennesaw College a minimum of 45 credit hours in residence. Thirty of the last 45 credit hours preceding graduation must be in residence.

To be considered a candidate for an associate degree, a student must earn at Kennesaw College a minimum of 50 per cent of the credit hours required for the degree. To be a candidate for an associate degree the student must also earn 15 of the last 30 credit hours preceding graduation in residence.

Satisfactory completion of the University System of Georgia Regents' Testing Program is required of all persons receiving a degree from Kennesaw College or any other college in the University System.

An act of the General Assembly of the State of Georgia requires that each graduate of a Georgia college demonstrate competency in United States and Georgia History and the Constitution of the United States and Georgia. The history requirement can be met by successful completion of History 251 or 252, and the Constitution requirement by successful completion of Political Science 201. Both of these courses are required in the social science core of most programs of study at Kennesaw College. A student who desires to graduate from a Georgia college without credit for these courses must successfully pass examinations in these fields.

Although a student may complete the requirements for a degree during any quarter, there is only one graduation ceremony each year and the diploma of a candidate for a degree will bear the date of the annual commencement at which the degree is awarded. The date of the annual commencement is usually during the first two weeks of June. The Registrar of the college will, on request, issue the student a statement of completion during the interim between the date of the completion of the degree requirements and the date of the annual commencement.

The commencement program will not contain the name of any candidate who is not to receive a degree at the regular graduation exercises. An overall cumulative scholastic average of 3.5 is required for a student to graduate "with honor." Graduation with honor requires that the student earn at least 90 credit hours in residence at Kennesaw College for the bachelor's degree and 45 credit hours in residence for the associate degree.

No work may be counted toward a degree which has been completed more than ten years prior to the time at which the degree is to be awarded unless the work is validated by the Registrar and the chairperson of the division in which the courses in question are offered at Kennesaw College. Validation may require a conference and possibly an appropriate examination.

Physical Education Requirements

Unless specifically exempt, the candidate for a degree must have earned one credit hour in a physical education activity course for each quarter of full-time attendance at Kennesaw College, with the maximum requirement being six (6) credit hours. A quarter of full-time attendance is one in which the student is enrolled for twelve or more hours of credit. In addition to the regular activity courses, credit in the following may be used to meet the physical education requirements: PED 223 (2 hours), PED 224 (3 hours), PED 262 (3 hours - **for nurses only**), and REC 176 (2 hours).

Physical Education Exemptions

The following conditions will qualify the student for an exemption from physical education: (1) physical inability verified in writing by an examining physician; (2) married status; (3) twenty-six years of age or over; (4) a veteran who will receive an exemption in one credit hour for each three months of service on active duty; and (5) transfer credit in physical education.

Students exempt from physical education are not required to make up the credit hours in other courses as a requirement for graduation from Kennesaw College.

Special exercise classes are offered for those with physical handicaps or limitations. Such students are expected to enroll in one of these special classes unless specifically prohibited to do so by a physician. A different course must be taken each quarter.

A student who has varsity experience or professional instruction in a particular activity should not enroll in a 100 series course. Rather, it is recommended that the student attempt to gain credit for his/her proficiency by examinations administered in the first three weeks of the quarter.

The Core Curriculum

All students, except those enrolled in two-year career programs, are expected to complete the freshman and sophomore courses required in the Core Curriculum. The Core consists of **ninety-six** credit hours in courses which are basically uniform for all colleges in the University System. The Core is designed to facilitate the transfer of credit in freshman and sophomore courses within the System, and to provide educational experiences in the humanities, the natural sciences, mathematics and the social sciences plus some early experience in the area of the student's chosen major. The course requirements of the core curriculum are divided into the following four areas.

Freshman and Sophomore Years

Course	Numbers	Titles	Credit Hours
Humanities			
AREA I			
Engl	101	Composition	5
Engl	102	Composition and Literature	5
Engl	201	Literature of the Western World	5
Elective		Chosen from: English 202, 203, 204, 221, 222; Art 101, 210; Music 101; Philosophy 201; or any course in Spanish or French	5
Natural Science and Mathematics			
AREA II			
Math		Any degree credit Math course	5
Lab Science Sequence		Biology, Chemistry, or Physics	10
Elective		Additional Math or Natural Science	5
Social Science			
AREA III			
Hist	111 or 112	World Civilization	5
Hist	251 or 252	American History	5
Pols	201	American Government	5
Elective		Chosen from: Anthropology 201; Economics 133, 201, 202; History 111, 112, 251, 252; Political Science 212; Psychology 201; Sociology 201, 203, 204	5
Major Field Requirements			
AREA IV			
		Specified by the major selected	30
		Physical Education (unless exempt)	6
		Total	96

Programs of Study

During the transition of Kennesaw College from a junior college to a four-year institution, some students may wish to complete the requirements for the two-year transfer programs of study in which they have been enrolled. These students may complete the requirements for associate degrees under the procedures printed in prior college catalogs.

The transfer programs which appeared in previous catalogs are: agriculture, agricultural engineering, art, biology, business administration, business education, chemistry, criminal justice and law enforcement, elementary education, forestry, journalism, language and literature, mathematics, music, physical education, physics, pre-dental hygiene, pre-dentistry, pre-engineering, pre-engineering technology, pre-fire science technology, pre-law, pre-medical technology, pre-medicine, pre-nursing, pre-pharmacy, pre-veterinary medicine, recreation, secondary education, social science, social services, speech and drama.

Career programs are listed in the 1978-79 catalog.

Programs of study leading to a baccalaureate degree are offered in the following seven major areas of concentration: biology, business administration, education, English, history, mathematics, and music. Two year career programs of study leading to associate degrees are offered in the following eight areas: criminal justice and law enforcement, business administration, business administration—accounting, business administration—data processing, nursing, secretarial science, social services, and teacher assistance.

The courses of instruction in the curricula of the college are divided into two categories: (1) lower division courses identified by course numbers 099-299, and (2) upper division courses identified by course numbers 300-499. The term "lower division" refers to the usual freshman and sophomore class levels of instruction, and the "upper division" to the junior and senior class levels of instruction.

To complete the requirements for an associate degree, the student must earn credit for each of the courses listed in the associate degree program of study chosen by the student.

In meeting the requirements for a baccalaureate degree, the student must satisfactorily complete all of the courses required in the core curriculum, and earn an additional ninety (90) hours of credit in the courses listed as the requirements of the junior and senior year in the student's chosen program of study. These ninety (90) hours of credit will include:

1. Forty (40) credit hours in upper division courses selected as the principal subject of study and designated as the student's major. A grade of C or better must be earned in each of the upper division courses which make up the forty (40) credit hours included in the student's major.
2. Twenty (20) credit hours in upper division courses in **one** discipline other than the major; this constitutes a minor. In business administration the following areas are considered to be separate and distinct disciplines: accounting, economics, finance, management, and marketing.
3. Fifteen (15) credit hours in upper division courses in **any** discipline other than the major.
4. Fifteen (15) credit hours from **any** course in the college curriculum.

The fifteen (15) credit hours of electives from upper division courses in any discipline other than the major, plus the fifteen (15) credit hours from any course in the college curriculum, give the student an opportunity for a broad selection of electives in meeting the requirements for a degree.

Twenty (20) credit hours in a foreign language are required for the bachelor of arts degree, and these credit hours can, in some instances, be completed in Areas I and IV of the core curriculum. The bachelor of science degree requires the completion of ten (10) credit hours in a foreign language or any combination of ten (10) credit hours in computer science and/or statistics. The fifteen (15) credit hours in free electives from any course in the college curriculum also provide opportunities for students to satisfy the language, computer science, or statistics requirements in programs of study leading to bachelor's degrees.

The following pages contain brief statements concerning the programs of study and the courses of instruction offered by the five academic divisions of the college. The specific degree requirements for the seven programs of study leading to baccalaureate degrees and the eight programs of study leading to associate degrees are described in the section following the divisional statements.

Division of Business Administration

The programs of study in Business Administration are designed to provide students with knowledge in several areas of business. The purpose of each program is to give students an insight into the fundamental principles and practices that may be applied to the managerial and operational functions of a modern business enterprise. The courses of instruction are intended to provide students with an understanding of the American business environment and a realistic introduction to economic processes.

The Division of Business Administration offers courses of instruction in the following areas: accounting, economics, finance, management, marketing, and secretarial science. The student may tailor a program of study to meet specific career aspirations and needs by the selection of courses from a variety of offerings. Degrees which may be earned range from the Associate in Science degree to the four year Bachelor of Science degree. There are two options leading to the baccalaureate degree; namely, (1) accounting or (2) a combination of any two of the business fields, other than secretarial science, listed above.

The program of study in business administration leading to a Bachelor of Science degree provides for a sound foundation in the humanities, natural and behavioral sciences and mathematics before studies in the major areas are undertaken.

Six specific junior year courses are required of all business administration students. In consultation with an advisor, the student may select three additional courses from any of the course offerings of the college to meet the remaining requirements of the junior year.

To fulfill the requirements for a baccalaureate degree the student of business administration must earn a minimum of forty (40) hours of credit in upper division business administration courses. Such courses must be numbered 300 or higher.

Students in the senior year, other than those specializing in accounting, must select three specified courses in each of any two of the following areas: accounting, economics, finance, management or marketing. Students specializing in accounting must earn credit in six specified courses in accounting plus credit for

B-A 308, a course in administrative communications.

A student choosing to earn a degree in an area of concentration other than business administration may wish to choose a series of electives in upper division courses in business administration. Such a student should be aware that there are specific courses in Area IV of the business administration core curriculum that are prerequisites for several upper division courses. These are as follows:

Area	Prerequisites ¹
Accounting	Acct 201 and Acct 202
Economics	Econ 201 and Econ 202
Finance	Acct 201 and Acct 202
Management	Acct 201 plus either Econ 201 or Econ 202
Marketing	Acct 201 plus either Econ 201 or Econ 202

Division of Humanities

The Division of Humanities offers courses of instruction in English, music, art, Spanish, French, philosophy, speech, journalism, drama, and literature. One of the objectives of the division is to help students become aware of the great literary, artistic, philosophical, and cultural achievements of our civilization.

These courses are related to human experiences. They examine human actions, thought, emotions, conflicts, and hopes reflecting upon earlier generations of man's development, achievements, and progress. In the Humanities Division, students and faculty are concerned with the working principles of life, the human processes of thought, moral and spiritual values, and the receptiveness of man to beauty and humane feeling. These courses show a sensitivity to language, music, and the visual arts. They enrich the human experience.

The Division of Humanities offers programs of study leading to a bachelor of arts degree in English and Music. The division also provides the student with opportunities for minors in art, English and music.

The program of study in music leading to a bachelor of arts degree requires 40 hours of upper division music courses, including 6 hours of ensemble, 6 hours in one applied area, 9 hours in music history (Music 311, 312, 313), 6 hours in theory (Music 320, 420), 2 hours in conducting, 2 hours in arranging and 9 hours in elective music courses, exclusive of applied and ensemble offerings.

The prospective music major is expected to present an audition in the principal applied area of concentration before a faculty jury for diagnostic and advisement purposes. This audition should be completed before or during the student's first quarter of study.

The language requirement for the B.A. degree in music must be satisfied by successful completion of French 208.

Each music major must pass a piano proficiency examination before a faculty jury. It is recommended that this requirement be satisfied by the end of the sophomore year.

Music majors are required to attend 80% of the designated recital classes, faculty and student recitals, and other special musical programs.

Enrollment in the applied area of concentration and in an ensemble is required of all music majors during each of 12 quarters pursuant to the B.A. degree in Music. A thirty to forty-five minute recital is required during the senior year. Per-

¹ It is possible for the student to select one prerequisite course in economics as an elective in Area III of the core curriculum.

mission must be given by a faculty jury at least four weeks in advance of the recital. A faculty jury will also evaluate the recital for its acceptability.

A student choosing to major in an area of concentration other than music may wish to choose a series of courses in music as a minor. In such instances it is recommended that the minor consist of the following 20 credit hours in upper division courses in music:

Music 311* (prerequisites Music 110 and 122)	3 hours
Music 320** (prerequisite Music 320)	3 hours
Applied	1-6 hours
Ensemble	1-6 hours
Electives	2-12 hours
<hr/>	
Total	20 hours

Division of Natural Sciences and Mathematics

The Division of Natural Sciences and Mathematics offers courses of instruction in biology, chemistry, mathematics, nursing, and physics. The division offers programs of study in biology and mathematics leading to the bachelor of science degrees and minors within these programs of study in the disciplines of biology, chemistry, and mathematics. The division also offers a program of study leading to an associate in science degree in nursing.

The program of study in biology leading to a bachelor of science degree provides an opportunity for the student to pursue a major field of concentration in biology while maintaining academic standards sufficiently high to prepare them for successful admission to professional and/or graduate schools. Students desiring to enter the professional schools in dentistry, medicine, pharmacy, or veterinary medicine usually follow a major in one of the sciences during their undergraduate school experiences. Students interested in the pursuit of professional careers are urged to become familiar with the entrance requirements of the various professional schools and to plan their baccalaureate degree programs accordingly.

The program of study in mathematics leading to the bachelor of science degree will provide students with opportunities to apply their educational experiences to the areas of business, economics, or teaching, while at the same time maintaining academic standards sufficiently high to prepare them for admission to and satisfactory completion of graduate school programs in mathematics.

The degree programs are designed to provide the student a broad coverage in the subject area with opportunities to seek either a traditional or applied emphasis. Students majoring in degree areas included within the division will be exposed to a comprehensive coverage of current materials in their chosen area and course selections may be sufficiently varied to allow flexibility in the major program emphasis.

The division provides modern classroom and laboratory facilities and learning aids are available in and outside the classroom. A variety of audiovisuals in the media center are also available to assist students in the various courses of instruction.

Students in the laboratory sciences will be required to reimburse Kennesaw College for broken glassware and equipment. The charges will be assessed at

the item cost and the college must be reimbursed prior to registration for the next quarter. Failure to pay assessed charges will result in the withholding of the student's registration for additional courses or the issuance of academic transcripts. The minimum charge in the event of breakage is one dollar (\$1.00).

The Associate in Science Degree in Nursing is designed to offer men and women the opportunity to obtain a general education simultaneously with the attainment of a vocational goal. At the completion of the program, with the recommendation of the Director of Nursing, the graduate will be eligible to take the state licensing examination to practice as an R.N. (Registered Nurse).

The professional nursing courses begin the fall quarter and are usually offered only one time each academic year. These courses must be taken in sequence. Therefore, students should normally plan to commence their nursing program in the fall quarter in order to complete degree requirements in six quarters. Students may, however, enroll in general education courses required in the Nursing Program of study in quarters other than the fall quarter with the realization that completion of their Nursing degree will be prolonged.

Most nursing courses are offered sequentially. Some courses may be offered twice during one or two quarters to permit maximum utilization of the available clinical facilities.

Division of Social Sciences

The Division of Social Sciences offers courses of instruction in anthropology, criminal justice, history, political science, psychology, and sociology. Within the division the student may pursue a program of study in history leading to a bachelor of arts degree; or career programs in criminal justice-law enforcement and social services leading to associate degrees. The division also offers minors in criminal justice, political science, psychology and sociology.

Division of Education

The Division of Education is the newest of five divisions at Kennesaw College. It includes the Department of Physical Education, Health and Recreation.

Because of its newness, no formal programs of study in education have yet been approved by the Board of Regents, but a number of support courses will be offered in the Fall Quarter 1978 in anticipation of approval. These courses of instruction will make it possible for students to begin the study of junior level courses required to meet the requirements for a baccalaureate degree in the field of education.

The programs of study in education leading to a bachelor of science degree will be designed to prepare teachers to teach in grades K-4, 4-8 and 7-12. The college has for some time offered a program of study leading to an associate in science degree in Teacher Assistance and this program will be continued.

Program of Study in Business Administration Leading to a Bachelor of Science Degree

Freshman and Sophomore Years

Course	Numbers	Titles	Credit Hours
Humanities			
AREA I			
Engl	101	Composition	5
Engl	102	Composition and Literature	5
Engl	201	Literature of the Western World	5
Elective		Chosen from: English 202, 203, 204, 221, 222; Art 101, 210; Music 101; Philosophy 201; or any course in Spanish or French	5
Natural Science and Mathematics			
AREA II			
Math ¹		Any degree credit Math course	5
Lab Science Sequence		Biology, Chemistry, or Physics	10
Electives ¹		Additional Math or Natural Science	5
Social Science			
AREA III			
Hist	111 or 112	World Civilization	5
Hist	251 or 252	American History	5
Pols	201	American Government	5
Elective		Chosen from: Anthropology 201; Economics 133, 201, 202; History 111, 112, 251, 252; Political Science 212; Psychology 201, 258; Sociology 201, 203, 204	5
Major Field Requirements			
AREA IV			
Acct	201	Principles of Accounting	5
Acct	202	Principles of Accounting	5
Econ	201	Principles of Economics – Macro	5
Econ	202	Problems of Economics – Micro	5
Electives		Chosen from: Business Administration 101, 208; Computer Science 140; Economics 133; Mathematics 107; and Speech 208	10
		Physical Education	6
		Sub-Total	96

¹Mathematics recommendations: Math 101 and 236, or Math 136 and 137.

PROGRAM OF STUDY IN BUSINESS ADMINISTRATION
LEADING TO A BACHELOR OF SCIENCE DEGREE (Cont.)

Junior Year

Courses	Numbers	Titles	Credit Hours
Econ	340	Money and Banking	5
Fin	350	Principles of Finance	5
Mgt	310	Business Law	5
Mgt	360	Principles of Management	5
Mkt	370	Principles of Marketing	5
Math	312	Business and Economic Statistics	5
Electives		Any courses in the college curriculum (B-A 308 recommended)	15
Sub-Total			45

Senior Year

Courses	Numbers	Titles	Credit Hours
<p>Select three courses from any two of the following areas except for accounting majors who must earn credit for the six specified courses in accounting plus B-A 308 administrative communications (if credit not previously earned)</p>			
Acct	331	Intermediate Accounting I	
Acct	332	Intermediate Accounting II	
Acct	333	Advanced Accounting	
Acct	434	Cost Accounting and Control	
Acct	435	Income Taxation	
Acct	436	Auditing and Controls	
Econ	341	Labor Relations	
Econ	442	Intermediate Micro-Economics	
Econ	443	Intermediate Macro-Economics	30
Fin	451	Financial Management	
Fin	452	Investment Analysis	
Fin	453	Institutional Finance	
Mgt	461	Personnel Administration	
Mgt	462	Organization Theory	
Mgt	463	Business Policy	
Mkt	471	Retail Management	
Mkt	472	Sales Management	
Mkt	473	Marketing Research	
Electives		Three upper division courses from any offering of the college, outside of the area(s) of Business Administration concentration.	15
Sub-Total			45
Program Total			186

Program of Study Leading to an Associate in Science Degree in Business Administration¹

Courses	Numbers	Titles	Credit Hours
Humanities			
Engl	101	Composition	5
Engl	102	Composition and Literature	5
Elective		Chosen from Art 101; Engl 201, 202; Mus 101, Phil 201	5
Natural Science and Mathematics			
Math	101 - 236	College Algebra; Decision Math	10
or	or	or	
Math	107 - 140	Statistics; Computer Science	5
Elective		Natural Science or Additional Math (except Math 111)	
Social Science			
Hist	251 or 252	American History	5
Pols	201	American Government	5
Elective		Chosen from CJ 201; Pols 212; Psy 201 or 258; Soc 201	5
Major Field Requirements			
Acct	201	Principles of Accounting	5
Acct	202	Principles of Accounting	5
B-A	208	Business Communications	5
Econ	201	Principles of Economics – Macro	5
Econ	202	Problems of Economics – Micro	5
Electives	202	Four courses from the following:	20
		Acct 331 Intermediate Acctg. I	
		Acct 332 Intermediate Acctg. II	
		Acct 333 Advanced Accounting	
		B-A 308 Adm. Communications	
		Econ 340 Money and Banking	
		Econ 341 Labor Relations	
		Fin 350 Principles of Finance	
		Math 312 Bus. and Econ. Statistics	
		Mgt 310 Business Law	
		Mgt 360 Principles of Management	
		Mkt. 370 Principles of Marketing	
		Physical Education	<u>6</u>
		Total	96

¹Since this career program does not meet the requirements of the core curriculum, the student cannot be assured that the total program will be accepted for transfer by other colleges. However, it may be possible for the student to transfer individual courses satisfactorily completed at Kennesaw College on a course-by-course basis since most of the courses listed above are included in other programs of study which do meet the core curriculum requirements.

Program of Study Leading to an **Associate in Science Degree in Business Administration — Accounting**¹

A career program offered in cooperation with the
Marietta-Cobb Area Vocational Technical School²

Courses	Numbers	Titles	Credit Hours
Humanities			
Engl	101	Composition	5
Engl	102	Composition and Literature	5
Elective		Chosen from Art 101; Engl 201, 202; Mus 101; Phil 201	5
Social Science			
Hist	252	American History Since 1865	5
Pols	201	American Government	5
Elective		Chosen from CJ 201; Pols 212; Psy 201 or 258; Soc 201	5
Major Field Requirements			
Econ	201	Principles of Economics — Macro	5
Electives		Two courses from the following:	10
	B-A 101	Intro to Business	
	B-A 208	Business Communications	
	Econ 133	Econ. Develop. of the U.S.	
	Econ 202	Problems of Econ. — Micro	
	Anthro 201	Man and His Culture	
	Hist 111	World Civilization	
	or	or	
	Hist 112	World Civilization	
	Math 101	or Higher (Except Math 111)	
	Pols 212	State and Local Governnt.	
		Physical Education	<u>3</u>
		Total	48

¹To be admitted to candidacy for an associate degree in this career option, the student must satisfactorily complete the above program of study and provide evidence of having satisfactorily completed an approved one-year junior accounting curriculum offered by the Marietta-Cobb Area Vocational Technical School or approved equivalent thereof.

²Since this career program does not meet the requirements of the core curriculum, the student cannot be assured that the total program will be accepted for transfer by other colleges. However, it may be possible for the student to transfer individual courses satisfactorily completed at Kennesaw College on a course-by-course basis since most of the courses listed above are included in other programs of study which do meet the core curriculum requirements.

Program of Study Leading to an **Associate in Science Degree in Business Administration - Data Processing**¹

A career program offered in cooperation with the Marietta-Cobb Area Vocational Technical School and with either the University of Georgia or Georgia State University²

Courses	Numbers	Titles	Credit Hours
Humanities			
Engl	101	Composition	5
Engl	102	Composition and Literature	5
Elective		Chosen from Art 101; Engl 201, 202; Mus 101; Phil 201	5
Social Science			
Hist	252	American History Since 1865	5
Pols	201	American Government	5
Elective		Chosen from CJ 201; Pols 212; Psy 201 or 258; Soc 201	5
Major Field Requirements			
B-A	208	Business Communications	5
Econ	201	Principles of Economics — Macro	5
Elective		Chosen from B-A 101, Econ 133, 202, Math 107	5
		Physical Education	3
		Total	48

¹To be admitted to candidacy for an Associate in Science in Business Administration — Data Processing, the student must satisfactorily complete the above program of study; and provide evidence of having satisfactorily completed the one-year Data Processing Technology I curriculum offered by the Marietta-Cobb Area Vocational Technical School or an approved equivalent thereof.

²Because of this program's cooperative nature, the student can be assured that the total program will be accepted for transfer either to the University of Georgia or Georgia State University in Business Education; however, since this career program does not meet the requirements of the core curriculum, the student cannot be assured that the total program will be accepted for transfer by other senior colleges in the University System. It may be possible, however, for the student to transfer individual courses satisfactorily completed at Kennesaw College on a course-by-course basis since all of the courses listed above are included in other programs of study which do meet the core curriculum requirements.

Program of Study Leading to an **Associate in Science Degree** in **Secretarial Science**¹

A Career Program offered in cooperation with the Marietta-Cobb Area Vocational Technical School and with Georgia State University²

Courses	Numbers	Titles	Credit Hours
Humanities			
Engl	101	Composition	5
Engl	102	Composition and Literature	5
Elective		Chosen from Art 101; Engl 201, 202; Mus 101; Phil 201	5
Social Science			
Hist	252	American History since 1865	5
Pols	201	American Government	5
Elective		Chosen from CJ 201; Pols 212; Psy 201 or 258; Soc 201	5
Major Field Requirements			
Acct	201	Principles of Accounting	5
Econ	201	Principles of Economics – Macro	5
Elective		Chosen from the following: Acct 202; B-A 101; Econ 133, 202	5
		Physical Education	<u>3</u>
		Total	48

¹To be admitted to candidacy for an Associate Degree in Secretarial Science, the student must satisfactorily complete the above program of study and provide evidence of having satisfactorily completed an approved one-year secretarial curriculum offered by the Marietta-Cobb Area Vocational Technical School or an approved equivalent thereof.

²Because of this program's cooperative nature, the student can be assured that the total program will be accepted for transfer to Georgia State University in Business Education; however, since this career program does not meet the requirements of the core curriculum, the student cannot be assured that the total program will be accepted for transfer by other senior colleges in the University System. It may be possible, however, for the student to transfer individual courses satisfactorily completed at Kennesaw College on a course-by-course basis since all of the courses listed above are included in other programs of study which do meet the core curriculum requirements.

Program of Study in English Leading to a Bachelor of Arts Degree

Freshman and Sophomore Years

Courses	Numbers	Titles	Credit Hours
Humanities			
AREA I			
Engl	101	Composition	5
Engl	102	Composition and Literature	5
Engl	201	Literature of the Western World	5
Elective		Chosen from: English 202, 203, 204, 221, 222; Art 101, 210; Music 101; Philosophy 201; or any course in Spanish or French	5
Natural Science and Mathematics			
AREA II			
Math		Any degree credit Math course	5
Lab Science Sequence		Biology, Chemistry, or Physics	10
Elective		Additional Math or Natural Science	5
Social Science			
AREA III			
Hist	111 or 112	World Civilization	5
Hist	251 or 252	American History	5
Pols	201	American Government	5
Elective		Chosen from: Anthropology 201; Economics 133, 201, 202; History 111, 112, 251, 252; Political Science 212; Psychology 201; Sociology 201, 203, 204	5
Major Field Requirements			
AREA IV			
Engl	203 & 204 or	English Literature	5-10
Engl	221 & 222	American Literature	
Foreign Language		(10 hours at the Intermediate level; 20 hours if begun in College)	5-20
Electives		Art, Drama, English, Music, Philosophy, Speech	0-15
		Physical Education	6
		Sub-Total	96

**PROGRAM OF STUDY IN ENGLISH
LEADING TO A BACHELOR OF ARTS DEGREE (Cont.)**

Junior and Senior Years

Courses	Numbers	Titles	Credit Hours
Engl	385	Shakespeare	5
History and Criticism (one of the following)			5
Engl	401	History of English Language	
Engl	402	History of Literary Criticism	
American Literature (one of the following)			5
Engl	370	Romanticism in American Literature	
Engl	372	Realism and Naturalism in American Literature	
Engl	475	Modern American Literature	
English Literature (two of the following)			10
Engl	380	Chaucer	
Engl	390	Milton	
Engl	430	Elizabethan Prose and Poetry	
Engl	435	Seventeenth Century Prose and Poetry	
Major Electives		Any 300 or 400 level courses in English	15
Minor Electives		Any 300 or 400 level courses from any one discipline other than English	20
General Electives		Any 300 or 400 level courses from any discipline other than English	15
Free Electives		Chosen from any courses in the college curriculum	15
Sub-Total			90
Program Total			186

Program of Study in Music Leading to a Bachelor of Arts Degree

Freshman and Sophomore

Courses	Numbers	Titles	Credit Hours
Humanities			
AREA I			
Engl	101	Composition	5
Engl	102	Composition and Literature	5
Engl	201	Literature of the Western World	5
		Chosen from: English 202, 203, 204, 221, 222; Art 101, 210; Music 101; Philosophy 201; or any course in Spanish or French	5
Natural Science and Mathematics			
AREA II			
Math		Any degree-credit Math course	5
Lab Science Sequence		Biology, Chemistry, or Physics	10
Elective		Additional Math or Natural Science	5
Social Science			
AREA III			
Hist	111 or 112	World Civilization	5
Hist	251 or 252	American History	5
Pols	201	American Government	5
Elective		Chosen from: Anthropology 201; Economics 133, 201, 202; History 111, 112, 251, 252; Political Science 212; Psychology 201; Sociology 201, 203, 204	5
Major Field Requirements			
AREA IV			
Musi	121, 122	Theory	6
Musi	220, 221, 222	Harmony	9
Musi	160, 163, 260, 263	Applied Music to be taken in a single area of concentration	6
Musi	110	Survey of Musical Styles	3
Musi	150	Ensemble	6
		Physical Education	6
		Sub-Total	96

¹The five-hour elective in Area I of the core curriculum and the 15 hours of free electives may be used to meet the degree requirement of 20 hours of a single foreign language.

PROGRAM OF STUDY IN MUSIC
LEADING TO A BACHELOR OF ARTS DEGREE (Cont.)
Junior and Senior Years

Courses	Numbers	Titles	Credit Hours		
Musi	311	History of Music I	3		
Musi	312	History of Music II	3		
Musi	313	History of Music III	3		
Musi	320	Form and Analysis	3		
Musi	420	Counterpoint I	3		
Musi 360 and/or	363	Applied in one area of concentration	3		
Musi 460 and/or	463	Applied in one area of concentration	3		
Musi	350	Ensemble	6		
Musi	323 ¹ or 324	Choral Arranging or Instrumentation	2		
Musi	331 ¹ or 332	Choral or Instrumental Conducting	2		
Major Electives	Chosen from the following :		9		
Musi 314 ²	Keyboard Literature	3	Musi 352	Opera Workshop	2
Musi 315 ¹	Vocal Literature	3	Musi 370	Composition	1
Musi 316	Opera Literature	3	Musi 373	Composition	2
Musi 323	Choral Arranging	2	Musi 410	Contemporary Music	3
Musi 324	Instrumentation	2		Literature	
Musi 331	Choral Conducting	2	Musi 411	Symphonic Literature	3
Musi 332 ²	Instrumental Conducting	2	Musi 412	Orch. Program Music	3
Musi 333 ²	Accompanying	1	Musi 421 ²	Counterpoint II	3
Musi 334 ¹	Italian and English Diction	1	Musi 430 ²	Piano Pedagogy	2
Musi 335 ¹	German Diction	1	Musi 470	Composition	1
Musi 336 ¹	French Diction	1	Musi 473	Composition	2
Minor Electives ³	Any 300 or 400 level courses from any one discipline other than Music		20		
	or				
	Any 300 or 400 level Music courses but including at least one course each from the following areas: Music Literature, Theory, Ensemble, and Applied (other than area of major concentration)				
General Electives	Any 300 or 400 level courses from any discipline other than Music		15		
Free Electives ⁴	Chosen from any courses in the college curriculum		15		
		Sub-Total	90		
		Program Total	186		

¹ Required of vocal area of concentration.

² Required of keyboard area of concentration.

³ Students planning professional programs or graduate study should choose the second option and elect minor courses from music courses outside the applied area of concentration.

⁴ The five-hour elective in Area I of the core curriculum and the 15 hours of free electives may be used to meet the degree requirement of 20 hours of a single foreign language.

Program of Study in History Leading to a Bachelor of Arts Degree

Freshman and Sophomore Years

Courses	Numbers	Titles	Credit Hours
Humanities			
AREA I			
Engl	101	Composition	5
Engl	102	Composition and Literature	5
Engl	201	Literature of the Western World	5
Elective		Chosen from: English 202, 203, 204, 221, 222; Art 101, 210; Music 101; Philosophy 201; or any course in Spanish or French	5
Natural Science and Mathematics			
AREA II			
Math		Any degree credit Math course	5
Lab Science Sequence		Biology, Chemistry, or Physics	10
Elective		Additional Math or Natural Science	5
Social Science			
AREA III			
Hist	111 or 112	World Civilization	5
Hist	251 or 252	American History	5
Pols	201	American Government	5
Elective		Chosen from: Anthropology 201; Economics 133, 201, 202; History 111, 112, 251, 252; Political Science 212; Psychology 201; Sociology 201, 203, 204	5
Major Field Requirements			
AREA IV			
Hist	111, 112 251, 252	Whichever courses are not taken in AREA III	10
Foreign Language		Chosen from: French or Spanish	10-20
Electives		Chosen from: Anthropology 201; Business Administration 101, 201; Criminal Justice 201, 311, 321, 331, 341; Economics 133, 201, 202; Political Science 212; Psychology 201, 258; Sociology 133, 201, 203, 204	20-0
		Physical Education	<u>6</u>
		Sub-Total	96

PROGRAM OF STUDY IN HISTORY
LEADING TO A BACHELOR OF ARTS DEGREE (Cont.)

Junior and Senior Years

Courses	Numbers	Titles	Credit Hours
Hist ¹	300	Intro to Study of History	5
		American History	
Hist	311	The New South	
Hist	321	Diplomatic History of U.S.	
Hist	330	U.S. Social and Cultural History	
Hist	411	U.S. From 1763-1837	
Hist	451	Civil War and Reconstruction	
Hist	461	U.S. – 1899 to World War II	
Hist	471	U.S. History – 1939 – Present	
		European History	
Hist	301	History of Science	
Hist	351	England, Tudors to Present	35
Hist	361	Modern Russia	
Hist	454	20th Century Europe	
		Area Studies	
Hist	366	Modern Latin America	
Hist	372	Modern Asia	
Hist	382	Middle East in Modern Times	
Minor Electives		Any 300 or 400 level courses from any one discipline other than History	20
General Electives		Any 300 or 400 level courses from any discipline other than History	15
Free Electives		Chosen from any courses in the college curriculum	15
		Sub-Total	90
		Program Total	186

¹In addition to History 300, the requirements for a baccalaureate degree include at least 35 credit hours from the above list of upper division courses with no more than 15 credit hours from any one of the following: American History, European History, and Area Studies.

Program of Study Leading to an **Associate in Arts Degree in Criminal Justice and Law Enforcement**¹

Courses	Numbers	Titles	Credit Hours
Humanities			
Engl	101	Composition	5
Engl	102	Composition and Literature	5
Spch	208	Fundamentals of Speech	5
Elective		Any course in Humanities Division	5
Social Science			
Econ	201	Principles of Economics – Macro	5
Hist	251	American History to 1865	5
Hist	252	American History Since 1865	5
Pols	201	American Government	5
Psy	201	Principles of Psychology	5
Soci	201	Principles of Sociology	5
Electives			10
Major Field Requirements			
CJ	201	Introduction to Criminal Justice	5
Electives		Chosen from the following: CJ 311 American Police System CJ 321 Criminology CJ 331 Corrections CJ 341 Criminal Law	10
Electives		Chosen from the following: Anthropology, Economics, History, Political Science, Psychology, and Sociology	15
		Physical Education	6
		Total	96

¹Since this career program does not meet the requirements of the core curriculum, the student cannot be assured that the total program will be accepted for transfer by other colleges. However, it may be possible for the student to transfer individual courses satisfactorily completed at Kennesaw College on a course-by-course basis since most of the courses listed above are included in other programs of study which do meet the core curriculum requirements.

Program of Study Leading to an **Associate in Science Degree in Social Services**¹

Courses	Numbers	Titles	Credit Hours
Humanities			
Engl	101	Composition	5
Engl	102	Composition and Literature	5
Electives		Any two courses in Humanities Division	10
Natural Science and Mathematics			
Math	111	Mathematical Ideas	5
or	or	or	
Math	107	Introduction to Statistics	5
Elective		Additional Math or Science	
Social Science			
Pols	201	American Government	5
Hist	252	American History since 1865	5
Soci	201	Principles of Sociology	5
Psy	201	Principles of Psychology	5
Major Field Requirements			
Soci	133	Introduction to Social Services	5
Soci	203	Social Problems	5
Soci	204	Marriage and the Family	5
Psy	258	The Psychology of Adjustment	5
Electives		Chosen from the following: Anthropology, Criminal Justice, Economics, History, Political Science, Psychology, Recreation 172, or Sociology	20
		Physical Education	<u>6</u>
		Total	96

¹Since this career program does not meet the requirements of the core curriculum, the student cannot be assured that the total program will be accepted for transfer by other colleges. However, it may be possible for the student to transfer individual courses satisfactorily completed at Kennesaw College on a course-by-course basis since most of the courses listed above are included in other programs of study which do meet the core curriculum requirements.

Program of Study in Biology Leading to a Bachelor of Science Degree

Freshman and Sophomore Years

Courses	Numbers	Titles	Credit Hours
Humanities			
AREA I			
Engl	101	Composition	5
Engl	102	Composition and Literature	5
Engl	201	Literature of the Western World	5
Elective		Chosen from: English 202, 203, 204, 221, 222; Art 101, 210; Music 101; Philosophy 201; or any course in Spanish or French	5
Natural Science and Mathematics			
AREA II			
Math ¹		Any degree credit Math course	5
Lab Science Sequence ²		Biology, Chemistry, or Physics	10
Elective ³		Additional Math or Natural Science	5
Social Science			
AREA III			
Hist	111 or 112	World Civilization	5
Hist	251 or 252	American History	5
Pols	201	American Government	5
Elective		Chosen from: Anthropology 201; Economics 133, 201, 202; History 111, 112, 251, 252; Political Science 212; Psychology 201; Sociology 201, 203, 204	
Major Field Requirements			
AREA IV			
Chem	240	Organic Chemistry	5
Chem	241	Organic Chemistry	5
Biol	201	Biological Principles	5
Biol	203	General Botany	5
	or	or	
	205	General Zoology	
Elective		Five hours of electives plus either foreign language, Mathematics 201, or Computer Science 140	10
		Physical Education	6
		Sub-Total	96

¹Either math 101 or 116 should be selected as the first math course in Area II

²Credit in chemistry 121 and 122 should be earned in Area II

³If credit for math 101 is earned as the first course in math in Area II, then math 102 should be selected as the elective in Area II. However, if credit for math 116 is earned as the first course in math in Area II, then math 103 should be selected as the elective in Area II.

PROGRAM OF STUDY IN BIOLOGY
LEADING TO A BACHELOR OF SCIENCE DEGREE (Cont.)

Junior and Senior Years

Courses	Numbers	Titles	Credit Hours
Biol	300	General Genetics	5
Major Electives		Any 300 or 400 level courses in Biology	35
Minor Electives ¹		Any 300 or 400 level courses from any one discipline other than Biology	20
General Electives		Any 300 or 400 level courses from any discipline other than Biology	15
Free Electives ²		Chosen from any courses in the college curriculum	15
		Sub-Total	90
		Program Total	186

¹Students planning professional programs or graduate study should choose minor electives in mathematics or chemistry.

²In choosing free electives, students are advised to earn 10 hours or credit in physics from physics 127 and either 128 or 129; or physics 201 and 202.

Program of Study in Mathematics Leading to a Bachelor of Science Degree

Freshman and Sophomore Years

Courses	Numbers	Titles	Credit Hours
Humanities			
AREA I			
Engl	101	Composition	5
Engl	102	Composition and Literature	5
Engl	201	Literature of the Western World	5
Elective		Chosen from: English 202, 203, 204, 221, 222; Art 101, 210; Music 101; Philosophy 201; or any course in Spanish or French	5
Natural Science and Mathematics			
AREA II			
Math		Any degree credit Math course	5
Lab Science Sequence		Biology, Chemistry, or Physics	10
Elective ¹		Additional Math or Natural Science	5
Social Science			
AREA III			
Hist	111 or 112	World Civilization	5
Hist	251 or 252	American History	5
Pols	201	American Government	5
Elective		Chosen from: Anthropology 201; Economics 133, 201, 202; History 111, 112, 251, 252; Political Science 212; Psychology 201; Sociology 201, 203, 204	5
Major Field Requirements			
AREA IV			
Math	201, 202, 203	Calculus	15
Math	260	Elem. Lin. Algebra	5
Elective		200 Level Lab Science	5
Elective ¹		Chosen from: computer science, mathematics, statistics, or any course in Spanish or French	5
		Physical Education	6
		Sub-Total	96

¹Math 103 must be chosen as an Area IV elective unless credit for this course is earned in Area II. Math 103 is a prerequisite for Math 201 in Area IV, and either Math 101, 102 or 116 are the prerequisites for Math 103.

PROGRAM OF STUDY IN MATHEMATICS
LEADING TO A BACHELOR OF SCIENCE DEGREE (Cont.)

Junior and Senior Years

Courses	Numbers	Titles	Credit Hours
Math	310	Ordinary Differential Equations	5
Beginning Courses in Four Sequences			
Math	361	Algebra	5
Math	371	Applied Math I	5
or	or	or	
Math	372	Applied Math II	
Math	381	Advanced Calculus I	5
Math	421	Math Statistics	5
Major Electives		Complete any two of the above sequences from the following: Math 362 Algebra II Math 371 Applied Math I Math 372 Applied Math II Math 373 Applied Math III Math 382 Advanced Calculus II Math 422 Math Statistics II	10
Major Electives		Any 300 or 400 course in Mathematics	5
Minor Electives		Any 300 or 400 courses from any one discipline other than Mathematics	20
General Electives		Any 300 or 400 courses from any discipline other than Mathematics	15
Free Electives ¹		Chosen from any courses in the college curriculum	15
		Sub-Total	90
		Program Total	186

¹The five hour elective in Area I of the core curriculum, and the 15 hours of free electives may be used to meet the degree requirements of 10 hours in computer science, statistics or foreign language.

Program of Study Leading to an **Associate in Science Degree in Nursing**¹

(see admission requirements on page 20)

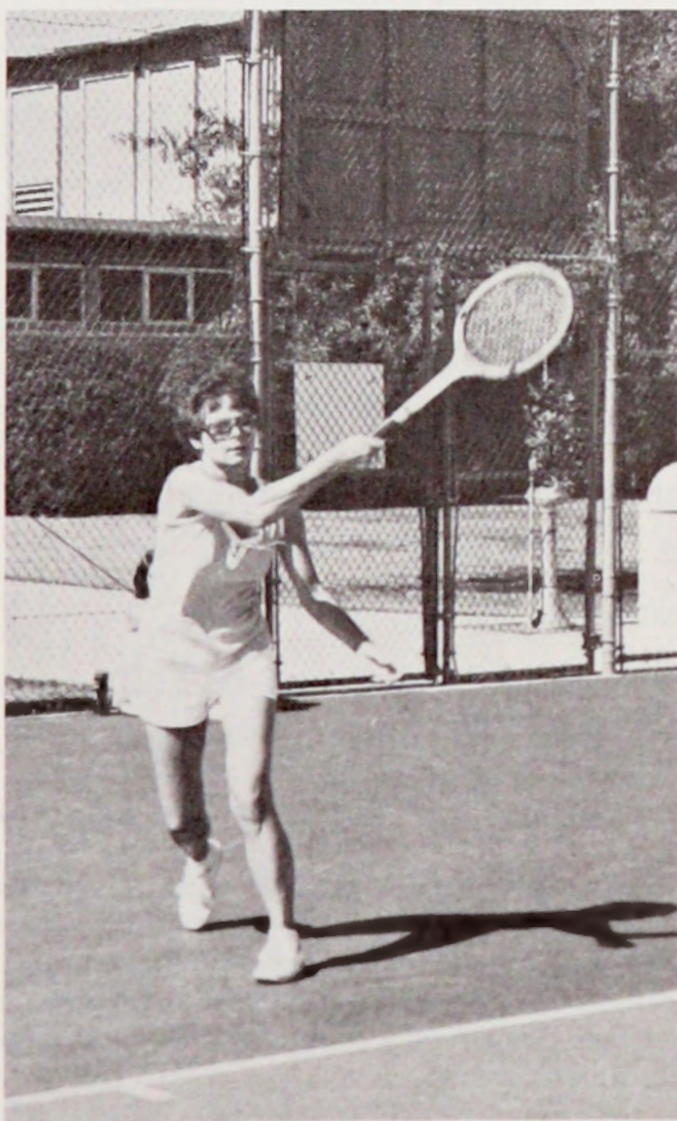
Courses	Numbers	Titles	Credit Hours
Humanities			
Engl	101	Composition	5
Engl	102	Composition	5
Natural Science and Mathematics			
Biol	103	General Biology	5
Biol	221	Human Anatomy and Physiology	5
Biol	222	Human Anatomy and Physiology	5
Biol	261	Microbiology	5
Chem	101	Chemistry for Nurses	5
Social Science			
Psy	201	General Psychology	5
Soci	201	Principles of Sociology	5
Major Field Requirements			
Nurs	121	Basic Nursing I	5
Nurs	122	Basic Nursing II	5
Nurs	123	Basic Nursing III	5
Nurs	230	Advanced Nursing I	5
Nurs	231	Advanced Nursing II	5
Nurs	232	Advanced Nursing III	10
Nurs	233	Advanced Nursing IV	10
		Physical Education	6
		Total	96

¹To earn a degree from any unit in the University System, students who do not earn credit in Political Science 201 and History 251 or 252 must show by examination that they have a basic understanding of United States and Georgia History and the United States and Georgia Constitution.

Program of Study Leading to an **Associate in Science Degree in Teaching Assistance**¹

Courses	Numbers	Titles	Credit Hours
Humanities			
Engl	101	Composition	5
Engl	102	Composition and Literature	5
Elective		Chosen from Art 101; Engl 201, 202; Mus 101; Phil 201	5
Natural Science and Mathematics			
Math	111	Mathematical Ideas	5
Lab Science		Biology, Chemistry, or Physics	5
Social Science			
Hist	252	American History since 1865	5
Pols	201	American Government	5
Psy	201	General Psychology	5
or	or	or	5
Psy	258	Psychology of Adjustment	
Major Field Requirements			
Educ	203	Introduction to Education	5
Psy	202	Child Development	5
Ed	204	Introduction to Reading	5
Ed	205	Instructional Media	5
Ed	220	Internship in Education	5
Electives		Twenty five credit hours selected from Anthropology, Art 210, 230, Business Administration, Economics, English, History, Math, Music 101, Physical Education 187, 260, Recreation, Science, Sociology 201	25
Physical Educ	263	Safety Education	3
		Three activity courses chosen from P Ed 102, 115, 130, 131, 132, 140	3
Total			96

¹This is a career program of study designed to prepare teaching assistants to serve as education paraprofessionals. The forty-eight (48) hours indicated are required for a Rank II (Paraprofessional) Certification. The additional forty-eight (48) hours listed lead to the Associate Degree as Teacher Assistant. To transfer to a four-year institution one needs to complete the standard core curriculum requirements listed elsewhere. The courses designated as Psy C and Ed C are career courses which may not be accepted for transfer by other colleges.



Courses of Instruction

Non-degree courses are numbered below 100. In general, freshman courses are those numbered 100 to 199, sophomore level 200 to 299, junior level 300 to 399, and senior level 400 to 499.

Only freshman, sophomore and junior level courses will be offered during the 1978-79 academic year. Senior courses are included in this catalog for information only.

The figures shown below the course number and the title of the course signify the number of class hours per week, the number of laboratory hours per week, and the quarter hours credit for the completed course. Thus, the entry 3-4-5 denotes three hours of class, four hours of laboratory and five hours of degree credit. The courses are listed alphabetically.

Accounting 201. Principles of Accounting.

5-0-5. No prerequisite.

Accounting concepts, principles and procedures, and fundamental accounting relationship. (Formerly BA 201)

Accounting 202. Principles of Accounting.

5-0-5. Prerequisite: Accounting 201.

A broadened scope including cost and control accounting, partnership and corporation forms, and aids to management for decision-making purposes. (Formerly BA 202)

Accounting 331. Intermediate Accounting I

5-0-5. Prerequisite: Accounting 201 and Accounting 202.

Accounting theories and their application to the measurement of periodic income, asset acquisition and expiration, capital structure, changes in financial position, and financial statement analysis.

Accounting 332. Intermediate Accounting II

5-0-5. Prerequisite: Accounting 331.

A continuation of the theories and applications of Intermediate Accounting I, with emphasis on pronouncements of professional organizations and government regulations.

Accounting 333. Advanced Accounting.

5-0-5. Prerequisite: Accounting 332.

Specialized problems relating to partnerships, corporations, consolidations, fiduciaries, and governmental and institutional accounting.

Accounting 434. Cost Accounting and Control.

5-0-5. Prerequisite: Accounting 201 and Accounting 202.

Concepts, objectives, and procedures for cost accumulation and reporting for a manufacturing firm, with emphasis on planning and control.

Accounting 435. Income Taxation

5-0-5. No prerequisite.

Internal Revenue Code and Regulations as applied to individual and business income, deductions, credits and exclusions.

Accounting 436. Auditing and Controls

5-0-5. Prerequisite: Accounting 201 and Accounting 202.

Internal and independent auditing, and the criteria for effective internal control.

Anthropology 201. Man and his Culture.

5-0-5. No prerequisite.

Emphasis on cultural aspects of man's ways, principles and techniques in a variety of cultures.

Anthropology 321. Indians of North America.

5-0-5. No prerequisite.

Cultures of the original populations of North America, including their contemporary status.

Art 101. Principles of Art.

3-4-5. No prerequisite.

Art structure with emphasis on design fundamentals and visual and structural concept. Includes lectures, discussion, and studio experiences in drawing, painting, graphics and three dimensional forms; for non-art majors.

Art 110. Structure — Two Dimensional Design.

0-10-5. No prerequisite.

Elements of art and the principles of two-dimensional design, with emphasis on line and shape, texture, space and color and value; for art majors.

Art 120. Structure — Three Dimensional Design.

0-10-5. Prerequisite: Art 110, or permission of instructor.

Basic problems in three dimensional design with constructions and design forms in paper, wood, wire, plastics and clay. Form and space relationships emphasized.

Art 210. Introduction to Art.

5-0-5. No prerequisite.

Basic art concepts related to society — lecture, discussion, reading, field trips and limited studio activity.

Art 225. Beginning Drawing.

0-10-5. No prerequisite.

Drawing in a variety of media and techniques, including work from figure, still-life and landscape.

Art 226. Beginning Painting.

0-10-5. Prerequisite: Art 101, Art 225, or permission of the instructor.

Painting with acrylics with emphasis on composition and structure in picture making.

Art 230. Arts and Crafts.

0-10-5. No prerequisite.

Information and skills needed to plan and organize recreational crafts program. Emphasizes creative crafts requiring a minimum amount of equipment and materials.

Art 260. Introduction to Ceramics.

0-10-5. No prerequisite.

Basic processes in ceramics, including pinch pot, coil and slab method of building, and an introduction to ceramic decoration with engobes and textures.

Art 325. Intermediate Drawing.

0-10-5. Prerequisite: Art 225 or permission of instructor.

Pictorial composition with studies in use of line, form, value and texture, including work from nature, the human figure and set-ups.

Art 326. Intermediate Painting.

0-10-5. Prerequisite: Art 226 or permission of instructor.

Painting with acrylics emphasizing organizational structure, abstract relationships and technical considerations.

Art 330. Sculpture.

0-10-5. Prerequisite: Art 120 or permission of instructor.

Basic sculptural processes using wood, metal, clay, plaster and stone.

Art 350. Printmaking.

0-10-5. Prerequisite: Art 101, Art 110 or Art 225 or permission of instructor.

Basic printmaking processes including relief (wood block, linoleum), intaglio (etching, engraving) and stencil (silkscreen).

Art 360. Intermediate Ceramics.

0-10-5. Prerequisite: Art 260 or permission of instructor.

Experiences with hand-built and wheel thrown methods with emphasis on form, surface treatment, glazing and firing.

Biology 103. General Biology I.

4-3-5. No prerequisite.

Basic principles, theories, and philosophies of modern biology for non-science majors or minors with major emphasis on the cell and its integration into organisms. Relationships between energy and life, cell structure and function, the cell cycle, genetics and embryonic development.

Biology 104. General Biology II.

4-3-5. Prerequisite: Biology 103.

Sequential to Biology 103. Emphasis on organisms and populations and how they adapt to their environments. Topics include population genetics, evolution, ecology, behavior and systems physiology; for non-science majors and minors.

Biology 201. Biological Principles.

4-3-5. Prerequisites: Chemistry 121 and 122.

Emphasis on cell chemistry, cell structure and function, energy utilization and cell differentiation; for science majors.

Biology 203. General Botany.

4-3-5. Prerequisite: Biology 104 or Biology 201.

Plant morphology, physiology, development, ecology and taxonomy.

Biology 205. General Zoology.

4-3-5. Prerequisite: Biology 104 or Biology 201.

Animal morphology, physiology, development, ecology and taxonomy.

Biology 221. Human Anatomy and Physiology I.

4-3-5. Prerequisite: Biology 103.

Fundamentals of structure and function in the human organism from cellular organization through cardiovascular and excretory systems physiology. Emphasis on homeostasis and microcirculation; for nursing and physical education majors.

Biology 222. Human Anatomy and Physiology II.

4-3-5. Prerequisite: Biology 221.

A continuation of Biology 221 with emphasis on organ systems associated with integration and control; gas exchange and transport, utilization of nutrient materials and human reproduction and development; for nursing and physical education majors.

Biology 261. Fundamental Microbiology.

4-3-5. Prerequisite: Biology 103.

Basic principles and techniques of microbiology emphasizing the various types of microbes, their morphology, metabolic processes and their relationships to man; for nursing majors.

Biology 300. General Genetics.

4-3-5. Prerequisites: Biology 201, Chemistry 121 and Chemistry 122.

General principles of genetics emphasizing classical genetics, the nature of the gene, population genetics and the relationship of genetics to other divisions of biology.

Biology 310. Invertebrate Zoology.

4-3-5. Prerequisite: Biology 104 or Biology 201.

Anatomy, physiology, and phylogeny of representative invertebrates, from the protozoa through echinoderms and invertebrate chordates.

Biology 320. Plant Morphology.

4-3-5. Prerequisite: Biology 104 or Biology 201.

Shape and structure, both internal and external, of plants. Emphasis on phylogenetic relationships of roots, stems, leaves, flowers, fruits and seeds of vascular plants.

Biology 330. Field Biology and Sampling Techniques.

4-3-5. Prerequisite: Biology 203 or Biology 205.

Identification procedures and environmental analysis of the flora and fauna of aquatic and terrestrial habitats. Emphasis on environmental and biotic sampling procedures and statistical analysis of field data.

Biology 333. Instrumental Methods.

4-3-5. Prerequisites: Biology 201, Chemistry 121 and 122.

Use of common laboratory instruments and their applications in quantifying biological phenomena.

Biology 336. Histology and Microtechnique.

4-3-5. Prerequisites: Biology 201, Chemistry 121 and 122.

Plant and animal tissues emphasizing their structural and functional relationships. Fundamental principles of light microscopy and permanent slide preparation.

Biology 340. Microbiology.

4-3-5. Prerequisites: Biology 201, Chemistry 121 and 122.

Microbial organisms emphasizing metabolism, cytology, genetics, physiology and pathogenicity.

Biology 350. Comparative Vertebrate Anatomy.

4-3-5. Prerequisite: Biology 201, Biology 205 recommended.

Anatomy of representative vertebrates emphasizing phylogenetic relationships.

Biology 370. Ecology.

4-3-5. Prerequisite: Biology 203 or Biology 205.

Relationships among plants, animals and their environments at the individual, population, community, ecosystem and biosphere levels.

Biology 380. Biosystematics.

4-3-5. Prerequisite: Biology 203 or Biology 205.

Principles of classification, identification, and nomenclature of organisms emphasizing evolutionary relationships.

Biology 390. Developmental Biology.

4-3-5. Prerequisite: Biology 300.

Developmental processes of animals from the formation of the gametes through the embryonic stages, birth, maturation and aging. Emphasis on anatomical development and experimental embryology.

Biology 399. Seminar

1-0-1. Prerequisites: Biology 201 and 203 or Biology 205, Chemistry 121 and 122.

Selected topics of current interest, to be announced. Junior and Senior biology majors only.

Biology 400. Directed study.

1-15. Up to 15 hours credit. Approval of instructor, major area committee and division chairman prior to registration.

Selected topics of an advanced nature which may include original research projects.

Biology 410. Cell and Molecular Biology.

4-3-5. Prerequisites: Biology 201 and Chemistry 240 and 241.

Cellular diversity from an experimental point of view. Emphasis on functional interactions among cellular substructures, laboratory procedures, and evaluation of experimental data.

Biology 420. Plant Physiology.

4-3-5. Prerequisites: Biology 201, Chemistry 121 and 122.

Metabolic and physical processes of plants, emphasizing photosynthesis, respiration, water relationships, mineral utilization and hormonal reactions.

Biology 430. Vertebrate Physiology.

4-3-5. Prerequisite: Biology 201, Chemistry 121 and 122.

Comparative systems physiology of various vertebrates, emphasizing quantitative methods of analysis.

Biology 440. Advanced Genetics.

4-3-5. Prerequisite: Biology 300, Chemistry 240 and 241.

Genetic principles from an experimental point of view using microbial, dipteran and mammalian systems. Topics from work on transformation, transduction, mutation, enzyme systems, mapping, developmental genetics, behavioral genetics and population theory.

Business Administration 101. Introduction to Business.

5-0-5. No prerequisite.

Broad spectrum analysis of business enterprise, its nature, environment, or organization, management, operation and control procedure.

Business Administration 208. Business Communications.

5-0-5. Prerequisite: English 101 and English 102.

Principles, procedures and practices of effective business communications and their function in obtaining and maintaining better human relations.

Business Administration 308. Administrative Communications.

5-0-5. Prerequisite: English 101 and English 102.

Concepts and techniques of effective internal organizational communications with emphasis on the organizing and writing of reports.

Business Administration 400. Directed Study.

1-15. Up to fifteen hours credit. Approval of instructor, major area committee and division chairman prior to registration.

Special topics of an advanced nature not in the regular course offerings.

Chemistry 101. Chemistry for Nurses.

4-3-5. Prerequisite: Two years of high school algebra or Mathematics 099.

General principles of atomic structure, bonding, reactions, and equilibria as required for a basic understanding of physiological applications. Principles of organic compounds and their reactions with applications to biochemical systems. Chemical basis for both metabolism and body fluid interactions.

Chemistry 121. General Chemistry.

4-3-5. Prerequisite: Two units of high school algebra, or Mathematics 099, or equivalent.

Fundamental laws and principles of chemistry as related to the structure of the atom, the nature of the chemical bond, changes in states of matter and stoichiometry.

Chemistry 122. General Chemistry.

4-3-5. Prerequisite: Chemistry 121.

A continuation of Chemistry 121 with emphasis on chemical kinetics, equilibria, thermochemistry, solutions, electrochemistry and organic chemistry.

Chemistry 223. Qualitative Analysis.

4-3-5. Prerequisite: Chemistry 121 and 122.

Solution chemistry and chemical equilibria; the descriptive study of common cations and anions, their analysis by semimicro methods.

Chemistry 240. Organic Chemistry.

4-3-5. Prerequisite: Chemistry 122.

Carbon compounds including alkanes, alkenes, alkynes, alkyl halides, alcohol and ethers. Emphasis on modern bonding theory, special identification techniques, reaction mechanisms, syntheses and reactions.

Chemistry 241. Organic Chemistry.

4-3-5. Prerequisite: Chemistry 240.

A continuation of Chemistry 240 with a study of aldehydes, ketones, carboxylic acids and derivatives, nitrogen compounds, aromatic hydrocarbons and derivatives; optical isomerism is also considered. Special emphasis on biological compounds with a discussion of the chemistry of carbohydrates, amino acids, proteins and nucleic acids; the enzymic processes and metabolism.

Chemistry 310. Inorganic Chemistry.

5-0-5. Prerequisites: Chemistry 121, 122, and one additional higher numbered chemistry course.

Periodic relationship of the elements and their compounds, bonding, structure, reactions and mechanisms, stereochemistry and complexes.

Chemistry 321. Instrumental Analysis I.

3-6-5. Prerequisites: Chemistry 241 or consent of instructor.

Theory and practice of modern instrumental methods. Included are spectroscopic and chromatographic methods, polarimetry, polarography, colorimetry, electroanalytical methods and classical quantitative methods.

Chemistry 322. Instrumental Analysis II.

3-6-5. Prerequisites: Chemistry 321.

Continuation of Chemistry 321.

Chemistry 350. Biochemistry.

5-0-5. Prerequisites: Chemistry 241.

Chemistry and biochemistry of proteins, lipids, carbohydrates and nucleic acids.

Chemistry 351. Physical Biochemistry.

5-0-5. Prerequisites: Chemistry 350 and Mathematics 103 or consent of the instructor.

Thermodynamics, chemical equilibria, electrolytes, kinetics, and redox reactions as applied to biological systems.

Computer Science 140. Introduction to Programming.

4-3-5. Prerequisite: Five credit hours of mathematics.

Principles, applications and programming of digital computers; problem solving techniques and algorithms using assembly language and extended BASIC with particular attention to non-scientific applications and necessary file processing. (Formerly Mathematics 141)

Computer Science 240. Business Programming Languages.

4-3-5. Prerequisite: Computer Science 140.

Especially COBOL, with emphasis on applications in the solution of record-keeping and business problems.

Computer Science 245. Scientific Programming Languages.

4-3-5. Prerequisites: Computer Science 140 or consent of instructor.

Especially FORTRAN, with emphasis on applications in the solution of technical problems in business and the behavioral and life sciences.

Computer Science 340. Computer Applications in Statistics.

4-3-5. Prerequisites: Computer Science 140 and any statistics course.

Decision models of systems operating under conditions of uncertainty. Input requirements and interpretation of results from computer programs for business and behavioral and life sciences.

Computer Science 440. Business Information Systems.

4-3-5. Prerequisite: Computer Science 240 and any junior level business course.

The "total system" concept of management information systems. Emphasizing systems design, systems structure, programming and implementation.

Criminal Justice 201. Introduction to Criminal Justice.

5-0-5. No prerequisite.

The law enforcement practitioner and the criminal justice system in the United States including the system's history, constitutional limitations, philosophical backgrounds and the process used to achieve its goals.

Criminal Justice 311. American Police System.

5-0-5. No prerequisite.

Organizational problems in American law enforcement agencies. (Formerly CJ 211)

Criminal Justice 321. Criminology.

5-0-5. No prerequisite.

Theory and practice, the nature and causation of crime and the etiology and nature of criminal offenses and offenders. (Formerly CJ 221)

Criminal Justice 331. Corrections.

5-0-5. No prerequisite.

Philosophy, procedures and institutions. (Formerly CJ 231)

Criminal Justice 341. Criminal Law.

5-0-5. No prerequisite.

Basic concepts; constitutional and procedural restraints on law enforcement, their purpose and implementation; modern criminal procedures; federal and state relationships in the administration of justice. (Formerly CJ 241)

Drama 110. Introduction to Drama.

5-0-5. Prerequisite: English 101.

A study and analysis of representative American and European dramas from the Greeks to the contemporary theatre.

Economics 133. Economic Development of the United States.

5-0-5. No prerequisite.

Growth, changing structure and performance of our leading economic institutions.

Economics 201. Principles of Economics — Macro.

5-0-5. No prerequisite.

Analysis of socio-economic goals, money and credit systems, theory of national income, employment and economic growth. (Formerly Principles of Economics)

Economics 202. Problems of Economics — Micro.

5-0-5. No prerequisite.

Analysis of price and output determination under various market structures, income distribution, resource allocation, domestic problems, international trade and economic systems in underdeveloped countries. (Formerly Problems of Economics)

Economics 340. Money and Banking.

5-0-5. Prerequisite: Economics 201 and Economics 202.

Monetary theory, monetary and fiscal policies, banking and the Federal Reserve System with emphasis on their effect upon economic activity and business decisions.

Economics 341. Labor Relations.

5-0-5. Prerequisite: Economics 201 and Economics 202.

Theory of labor markets with an examination of the institutional structure regulating the collective bargaining process.

Economics 442. Intermediate Micro-Economics.

5-0-5. Prerequisite: Economics 201 and Economics 202.

Theory of price-quantity determination of inputs and outputs within the various levels of competition.

Economics 443. Intermediate Macro-Economics.

5-0-5. Prerequisite: Economics 340.

Analysis of aggregate output determination emphasizing the influence of public sector fiscal and monetary policy.

English 099. Developmental English.

5-0-0. (No degree credit. Institutional credit, 5 hours). Prerequisite: Placement by examination, Special Studies Program, or the Admissions Office.

Prepares students for further courses in English, reading, writing skills, and functional grammar with primary emphasis in basic written composition.

English 101. Composition.

5-0-5. Prerequisite: English 099; or a total score above 799 on the SAT; or a satisfactory score on the English portion of the Basic Studies Examination.

Designed to teach the principles of good writing. Attention to grammar, sentences, punctuation, diction and mechanics, and the four major forms of discourse — narration, exposition, description, and argumentation. Themes, parallel readings and a short documented paper required.

English 102. Composition and Introduction to Literature.

5-0-5. Prerequisite: English 101.

A continuation of English 101. Advanced compositions growing out of parallel readings of literary works. A documented paper and themes required. Serves as an introduction to literature (poetry, drama, fiction).

English 201. Literature of the Western World.

5-0-5. Prerequisite: English 101, 102; History III recommended.

Homer through the Renaissance.

English 202. Literature of the Western World.

5-0-5. Prerequisite: English 101, 102; recommended, English 201, History 111, 112.

A continuation of English 201. Beginning with the Neoclassic Period through the twentieth century.

English 203. English Literature to 1800.

5-0-5. Prerequisite: English 101, 102; recommended, 201.

English 204. English Literature after 1800.

5-0-5. Prerequisite: English 101, 102; English 201 and 203 recommended.

A continuation of English 203.

English 221. American Literature through the Civil War.

5-0-5. Prerequisite: English 101, 102; History 251 and English 201 recommended.

Colonial Period through 1865.

English 222. American Literature after the Civil War.

5-0-5. Prerequisite: English 101, 102; History 251, 252 and English 221, 201 recommended.

English 300. Plain English.

5-0-5. Prerequisite: English 201.

Practical writing with emphasis on summaries, letters and other written forms. Recommended for non-business majors.

English 301. Fiction.

5-0-5. Prerequisite: English 201.

Forms and techniques in fiction, with readings.

English 305. Drama.

5-0-5. Prerequisite: English 201.

Drama as a literary form, its historical development, with representative readings.

English 310. Advanced Grammar.

5-0-5. Prerequisite: English 201.

An indepth study of sentence structure, emphasizing terminology, sentence construction, and punctuation; for those preparing to teach.

English 311. Advanced Composition.

5-0-5. Prerequisite: English 201.

Factual writing emphasizing organization/development and expository and argumentative writings. Regular writing and parallel readings required.

English 320. The Bible as Literature.

5-0-5. Prerequisite: English 201.

The structure, literary themes, and literary techniques of the books in the Old and New Testaments.

English 360. Southern Literature.

5-0-5. Prerequisite: English 201.

Literary achievements in the South from 1610 to the present, including Byrd, Jefferson, Simms, the Southern local colorists and the writers of the Southern Renaissance.

English 370. Romanticism in American Literature.

5-0-5. Prerequisite: English 201.

Course includes Emerson, Thoreau, Whitman, Hawthorne, Poe and Melville.

English 372. Realism and Naturalism in American Literature.

5-0-5. Prerequisite: English 201.

Selected authors including Howells, James, Wharton, Crane, Dreiser and Cather.

English 380. Chaucer.

5-0-5. Prerequisite: English 201.

Major works, especially **The Canterbury Tales**.

English 385. Shakespeare.

5-0-5. Prerequisite: English 201.

Selected major tragedies, histories, and comedies. Biographical, historical and critical aspects of the period.

English 390. Milton.

5-0-5. Prerequisite: English 201.

English 400. Directed Study.

1-15. Up to 15 hours credit. Approval of instructor, major area committee and division chairman prior to registration.

Selected topics of an advanced nature which may include original research projects.

English 401. History of the English Language.

5-0-5. No prerequisite.

English 402. History of Literary Criticism.

5-0-5. No prerequisite.

Literary theory from classical times to the present, including readings.

English 430. Elizabethan Prose and Poetry.

5-0-5. No prerequisite.

English literature, excluding drama, from 1400 to 1603, with concentration upon religious writers, historians, sonneteers, Spenser, Sydney and Shakespeare. Shakespeare.

English 435. Seventeenth Century Prose and Poetry.

5-0-5. No Prerequisite.

Seventeenth Century major poets and essayists, excluding Milton. Representative works of Donne, Herbert, Browne, Marvell and Vaughan.

English 450. English Romanticism.

5-0-5. No prerequisite.

Selected writers include Blake, Wordsworth, Coleridge, Byron, Shelley and Keats.

English 460. Victorian Prose and Poetry.

5-0-5. No prerequisite.

Major authors, including Carlyle, Newman, Mill, Ruskin, Tennyson, Browning and Arnold.

English 465. Twentieth Century British Literature.

5-0-5. No prerequisite.

Representative writers, including Conrad, Yeats, Joyce, Woolf, Lawrence and Thomas.

English 475. Modern American Literature.

5-0-5. No prerequisite.

American literature from 1914 to the present time, emphasizing Wolfe, Faulkner, Hemingway, Fitzgerald, Eliot, Frost.

Finance 350. Principles of Finance.

5-0-5. Prerequisite: Accounting 201 and Accounting 202.

Financial management of the business firm.

Finance 451. Financial Management.

5-0-5. Prerequisite: Finance 350.

A case approach to the analysis of financial problems and policies in the commitment of funds to current and long-term assets.

Finance 452. Investment Analysis.

5-0-5. Prerequisite: Finance 350.

Security analysis and selection and management of financial assets.

Finance 453. Institutional Finance.

5-0-5. Prerequisite: Finance 350.

Asset acquisition and liquidity management by financial institutions, focusing on commercial banks.

French 107. Elementary French.

5-0-5. No prerequisite.

Uses the principles of oral-aural drills to study the structure of grammar. Conducted in French.

French 108. Elementary French.

5-0-5. Prerequisite: French 107 or equivalent.

Basic linguistic skills, with emphasis upon language structure. Conducted in French.

French 207. Intermediate French.

5-0-5. Prerequisite: French 108 or equivalent.

Review of basic linguistic skills. Emphasizes vocabulary development, composition, reading and conversation. Designed to complete the student's knowledge of and ability to use basic grammar structures. Conducted in French.

French 208. Intermediate French.

5-0-5. Prerequisite: French 207 or equivalent.

French history, literature, and art, to acquaint student with culture of France. Conducted in French.

History 111. World Civilizations.

5-0-5. No prerequisite.

From primitive man to 1650 with emphasis on the development of political, social, cultural and intellectual institutions.

History 112. World Civilizations.

5-0-5. No prerequisite; History 111 recommended.

From 1650 to the present emphasizing industrialism, nationalism, liberalism and communism as major forces in the modern world.

History 251. American History to the Civil War.

5-0-5. No prerequisite.

The English colonies to the Reconstruction Period. Special attention to forming a national government, the political problems of the Civil War and Reconstruction.

History 252. American History since the Civil War.

5-0-5. No prerequisite; History 251 recommended.

Reconstruction to the present. Emphasizes political, social, economic and foreign affairs.

History 300. Introduction to the Study of History.

5-0-5. No prerequisite. (Required for Majors)

Historical research, organization and the use of evidence. Includes form and style in historical writing, philosophies of history, historiography, teaching techniques and job opportunities.

History 301. History of Science.

5-0-5. No prerequisite.

Scientific ideas and methods from ancient times to present, with special emphasis on intellectual trends that contributed to the modern world's scientific outlook.

History 311. The New South.

5-0-5. No prerequisite.

The South's social, political and economic development from 1865. Emphasizes reconstruction, the "New South Creed," industrialization, and the region's national contemporary position.

History 321. Diplomatic History of the United States.

5-0-5. No prerequisite.

Major trends in United States diplomacy from 1898 to the present. Emphasizes U.S. rise to power, the resulting problems, World Wars I, II, the Cold War and relations with developing world areas.

History 330. United States Social and Cultural History.

5-0-5. No prerequisite.

The United States from 1492 until 1900. Concerns developments in philosophy, religion, literature, technology, folkways, mores, minority problems, education and environment.

History 351. England from the Tudors to the Present.

5-0-5. No prerequisite.

English history from 1485. Emphasizes political, constitutional, legal, cultural and social developments.

History 361. Modern Russia.

5-0-5. No prerequisite.

Russian history from 1698 to the present. Emphasizes currents that encouraged revolutionary activity and the problems of Russian communism today.

History 366. Modern Latin America.

5-0-5. No prerequisite.

Latin America's political, social, intellectual, economic and diplomatic currents from independence in 1810 to present. Emphasizes the struggle between nationalist-socialist ideas and paternalist-capitalists theories.

History 372. Modern Asia.

5-0-5. No prerequisite.

China, Japan, Southeast, Asia, and India from 1498; emphasizes how the interaction produced today's East Asia.

History 382. The Middle East in Modern Times.

5-0-5. No prerequisite.

Arab civilization from 6th century A.D. Consideration of twentieth century includes the advent of military, international relations, economic development, social institutions, and problem of minorities.

History 400. Directed Study.

1-15. No prerequisite. Approval of instructor, major area committee and division chairman prior to registration.

Covers special topics and seminars external to regular course offerings. May require internship.

History 411. United States: Revolution — Early National.

5-0-5. No prerequisite.

Examination of political, social and economic factors that shaped the United States from 1763 through 1837. Will examine causes of the Revolution and the Ages of Jefferson and Jackson.

History 451. Civil War and Reconstruction.

5-0-5. No prerequisite.

Causes and development of the Civil War between 1845 and 1865. Includes an analysis of the political, social and economic aspects of the Reconstruction Era.

History 454. Twentieth Century Europe.

5-0-5. No prerequisite.

The major political, social, intellectual, economic and cultural developments in Europe since 1914. Emphasizes Europe's problems in the modern world.

History 461. United States: 1900 to World War II.

5-0-5. No prerequisite.

Major domestic and foreign policy in the United States between 1900 and 1939. Specific attention to the Progressive Movement, the New Deal, World War I and isolationism.

History 471. Recent United States History.

5-0-5. No prerequisite.

Growth of U.S. society from 1939 to the present. Emphasizes foreign and domestic topics.

Journalism 130. Introductory Reporting.

5-0-5. Prerequisite: English 101.

Basic principles of news writing and fundamentals and techniques of news reporting. Practical assignments.

Management 310. Business Law

5-0-5. No prerequisite.

The legal environment of business, emphasizing the Uniform Commercial Code.

Management 360. Principles of Management.

5-0-5. Prerequisite: Accounting 201 plus Economics 201 OR Economics 202 recommended.

The concepts and processes of management in planning, organizing, actuating and controlling.

Management 461. Personnel Administration.

5-0-5. Prerequisite: Management 360.

The principles and practices of personnel management, emphasizing human relations.

Management 462. Organization Theory.

5-0-5. Prerequisite: Management 360.

The theories of organization and the ways that structure, leadership and personality influence functions of an organization.

Management 463. Business Policy.

5-0-5. Prerequisite: Management 360.

Managerial decision-making under the pressures of the external environment, including social, political, legal and ethical forces that influence decision processes.

Marketing 370. Principles of Marketing.

5-0-5. Prerequisite: Accounting 201 plus Economics 201 OR Economics 202 recommended.

Marketing concepts and activities relating to the flow of goods and services to consumers.

Marketing 471. Retail Management.

5-0-5. Prerequisite: Marketing 370.

Retail functions, problems and practices, emphasizing development of retail management policies.

Marketing 472. Sales Management.

5-0-5. Prerequisite: Marketing 370.

Functions of sales management, including organization of sales department, sales policies and personnel policies and practices for salesmen.

Marketing 473. Marketing Research.

5-0-5. Prerequisite: Marketing 370.

Research process for marketing information, and analysis and interpretation of information for decision-making purposes.

Mathematics 099. Developmental Mathematics.

5-0-0. (No degree credit. Institutional credit 5 hours). Placement by examination, by Admissions Office, or by Special Studies Program.

A course preparatory to credit work in mathematics. Sets, the real number system, polynomials, factoring, algebraic expression involving fractions, integral and fractional exponents, radicals, linear equations and inequalities and simple quadratic equations.

Mathematics 101. College Algebra.

5-0-5. Prerequisite: Mathematics 099; or a total score above 799 on the SAT; or a satisfactory score on the mathematics portion of the Basic Studies Examination.

Provides elementary algebraic background needed in science and business fields. Topics include polynomials, fractions, exponents, and radicals (a review), linear and quadratic equations and inequalities, relations and functions, exponentials, logarithms, roots of polynomials and complex numbers.

Mathematics 102. Trigonometry.

5-0-5. Prerequisite: Mathematics 101.

The basic ideas of trigonometry, including the trigonometric functions, their graphs and inverses and applications to practical problems of solving triangles. Also some analytic geometry.

Mathematics 103. Analytic Geometry and Calculus I.

5-0-5. Prerequisite: Mathematics 101 and 102, or Mathematics 116.

Basic theory, techniques, and applications of differential calculus and brief introduction to theory and applications of integral calculus.

Mathematics 107. Introduction to Statistics.

5-0-5. Prerequisite: Mathematics 099; or a total score above 799 on the SAT; or a satisfactory score on the mathematics portion of the Basic Studies Examination.

Emphasizes techniques and applications rather than derivation. Examples and problems drawn from fields in which statistics are used.

Mathematics 111. Mathematical Ideas I.

5-0-5. Prerequisite: Mathematics 099; or a total score above 799 on the SAT; or a satisfactory score on the mathematics portion of the Basic Studies Examination.

Provides an understanding of and an appreciation for contemporary mathematics. Includes numeration methods; introduction to mathematical systems; set theory, symbolic logic, introduction to probability and statistics; understanding computers; and history of mathematics.

Mathematics 116. Elementary Functions—Precalculus.

5-0-5. Prerequisite: Mathematics 099; or a total score above 799 on the SAT; or a satisfactory score on the mathematics portion of the Basic Studies Examination.

For students with good mathematics backgrounds who need additional work before calculus. Including coordinate geometry, functions and algebra of functions, polynomial and rational functions, exponential and logarithmic functions, circular and trigonometric functions.

Mathematics 136. Principles of Decision Mathematics I.

5-0-5. Prerequisite: Mathematics 099; or a total score above 799 on the SAT; or a satisfactory score on the mathematics portion of the Basic Studies Examination.

Provides basic mathematical techniques required for analysis of decision problems in business. Techniques include linear models, systems, and programming; mathematics of finance, exponentials and logarithms.

Mathematics 137. Principles of Decision Mathematics II.

5-0-5. Prerequisite: Mathematics 136.

Continuation of Mathematics 136. Differential and integral calculus.

Mathematics 192. Number Systems and Geometry I.

5-0-5. Prerequisite: Mathematics 099; or a total score above 799 on the SAT; or a satisfactory score on the mathematics portion of the Basic Studies Examination.

Concerns mathematical competencies needed for elementary school teaching. Topics include development of whole numbers, integers and rational numbers; arithmetical and geometric relations and operations; applications, including probability and statistics.

Mathematics 201. Calculus II.

5-0-5. Prerequisite: Mathematics 103.

The basic theory, techniques and applications of integral calculus, and comprehensive exposition of the transcendental functions (exponential, logarithmic, trigonometric and inverse trigonometric) using both the differential and integral calculus.

Mathematics 202. Calculus III.

5-0-5. Prerequisite: Mathematics 201.

L'Hospital's rule, improper integrals, sequences and series, vector calculus, polar coordinates and three-dimensional analytic geometry.

Mathematics 203. Calculus IV.

5-0-5. Prerequisite 202.

Differential calculus of functions of several variables, multiple integration, and further topics in integration.

Mathematics 236. Decision Mathematics.

5-0-5. Prerequisite: Mathematics 101.

Basic mathematical techniques required for the analysis of decision problems found in a business setting. Lectures emphasize an intuitive approach to concepts rather than formal proofs.

Matrix algebra, linear systems, differential and integral calculus and set theory.

Mathematics 260. Elementary Linear Algebra.

5-0-5. Prerequisite: Mathematics 201 or consent of instructor.

Linear systems, vector spaces, matrices, determinants, inverse matrices, linear transformations.

Mathematics 292. Number Systems and Geometry II.

5-0-5. Prerequisite: Mathematics 192.

A continuation of Mathematics 192 emphasizing the interrelation between geometry and number systems.

Mathematics 310. Ordinary Differential Equations.

5-0-5. Corequisite: Mathematics 202.

Ordinary differential equations emphasizing linear differential equations and applications.

Mathematics 312. Business and Economics Statistics.

5-0-5. Prerequisite: Mathematics 137 or 201 or 236.

Applications of statistical techniques to business problems. Include descriptive statistics, business forecasting, statistical inference and regression.

Mathematics 345. Numerical Methods.

4-3-5. Prerequisite: Mathematics 260, Mathematics 310, Computer Science 245.

Numerical methods in the solution of classical problems in elementary mathematics through extensive computer use. Topics chosen from solutions to a single equation, systems of equations and ordinary differential equations, interpolation, approximation, integration and the eigenvalue problem.

Mathematics 361. Algebra I.

5-0-5. Prerequisite: Mathematics 201 or consent of instructor.

A survey of algebraic structures, such as groups, rings and fields.

Mathematics 362. Algebra II.

5-0-5. Prerequisite: Mathematics 361.

Field theory and advanced linear algebra, including vector spaces and matrix theory.

Mathematics 371. Applied Mathematics I.

5-0-5. Prerequisite: Mathematics 201 or consent of instructor.

Analysis of mathematical models whose structure and techniques are discrete in nature. Topics chosen from graph theory, combinatorics, measurement and utility, group decision making.

Mathematics 372. Applied Mathematics II.

5-0-5. Prerequisite: Mathematics 201 and Mathematics 260.

Analysis of mathematical models associated with optimization. Topics chosen from linear and nonlinear programming, game theory, calculus of variations, network theory, queuing theory, Markov chains.

Mathematics 373. Applied Mathematics III.

5-0-5. Prerequisite: Mathematics 310.

Selected topics from first and second order linear differential equations, oscillations theory and boundary value problems, power series solutions, systems of first order equations, Laplace transforms, special functions of mathematical physics, calculus of variations.

Mathematics 381. Advanced Calculus I.

5-0-5. Prerequisite: Mathematics 203.

The real number system, continuity, differentiation, integration, vector calculus, sequences, series and applications.

Mathematics 382. Advanced Calculus II.

5-0-5. Prerequisite: Mathematics 381.

Continuation of Mathematics 381.

Mathematics 392. Teaching Mathematics in the Elementary School.

5-0-5. Prerequisite: Admission to Teacher Education Program.

Provides a framework for prospective elementary mathematics teachers. Emphasizes teaching competencies investigating mathematics in the elementary school curriculum, developing instructional materials, providing for individual differences and evaluating student achievement and teaching effectiveness. (This course does not meet mathematics requirements of Area II in the core curriculum.)

Mathematics 394. Teaching Mathematics in the Secondary School.

5-0-5. Prerequisite: Admission to the Teacher Education Program.

Provides framework for prospective secondary mathematics teachers to acquire teaching competencies. Emphasizes investigating curricula, developing instructional strategies, using instructional materials, providing for individual differences, evaluating student achievement and teaching effectiveness. (This course does not meet the mathematics requirements of Area II in the core curriculum.)

Mathematics 395. Geometry.

5-0-5. Prerequisite: Mathematics 103 or consent of instructor.

Topics chosen from Euclidean, projective, transformation and finite geometries.

Mathematics 399. Seminar.

1-0-1. Topics to be announced. May be taken junior and senior years.

Mathematics 400. Directed study.

1-15. Up to fifteen hours credit. Approval of instructor, major area committee and division chairman prior to registration.

Special topics of an advanced nature which are not in the regular course offerings; seminars; internships.

Mathematics 421. Mathematical Statistics I.

5-0-5. Prerequisite: Mathematics 203 or consent of instructor.

Discrete, continuous and limiting distributions. Selected topics in estimations and testing hypothesis.

Mathematics 422. Mathematical Statistics II.

5-0-5. Prerequisite: Mathematics 421.

Continuation from Mathematics 421 of estimation and testing hypothesis. Further topics selected from regression theory, analysis of variance and non-parametric methods.

Mathematics 450. Complex Analysis.

5-0-5. Prerequisite: Mathematics 202.

Topics from complex function theory, including contour integration, power series and residue theory.

Music 101. Music Appreciation.

5-0-5. No prerequisite.

Music literature from the Renaissance to the present. Develop musical awareness and understanding.

Music 110. Survey of Musical Styles.

2-2-3. Prerequisite: Music 121 or permission of the instructor.

Introduction to music literature of the major style periods.

Music 120. Elementary Theory I.

2-2-3. No prerequisite.

A correlated study of rhythmic, melodic, and harmonic aspects of 18th-century style. Keyboard harmony, sight singing and ear training are included.

Music 121. Elementary Theory II.

2-2-3. Prerequisite: Music 120 or permission of the instructor. For music majors.

Music 122. Elementary Theory III.

2-2-3. Prerequisite: Music 121 or permission of the instructor. For music majors.

Music 150. Ensemble I.

0-4-1. No prerequisite. (May be repeated for up to 6 hours graduation credit.)

Music 165. Class Keyboard (Piano).

1-2-2. No prerequisite.

Basic keyboard skills and techniques for non-keyboard majors.

Applied Music

Applied Music encompasses the areas of instrumental and vocal performance as well as composition. Offered for 1-2 hours credit in the form of private lessons for music majors; also open to non-music majors as schedule permits. A special fee will be charged for registration in all applied music courses. The registration fee for one 25-minute private lesson a week is \$50.00 per quarter; the fee for two 25-minute private lessons a week is \$100.00 per quarter. Each course may be repeated up to three quarters for graduation credit. In performance studies the particular instrument will be listed on the student's transcript as part of the course title.

Music 160. Performance.

(½ hour instruction-1 hour credit)

Music 163. Performance.

(1 hour instruction-2 hours credit)

Music 260. Performance.

(½ hour instruction-1 hour credit)

Continuation of Music 160.

Music 263. Performance.

(1 hour instruction-2 hours credit)

Continuation of Music 163.

Music 360. Performance.

(½ hour instruction-1 hour credit)

Continuation of Music 260.

Music 363. Performance.

(1 hour instruction-2 hours credit)

Continuation of Music 263.

Music 460. Performance.

(½ hour instruction-1 hour credit)

Continuation of Music 360.

Music 463. Performance.

(1 hour instruction-2 hours credit)

Continuation of Music 363.

Music 361. Performance for non-majors.

(½ hour instruction-1 hour credit)

Private instruction.

Music 362. Performance for non-majors.

(1 hour instruction-2 hours credit)

Private instruction.

Music 170. Composition.

(½ hour instruction-1 hour credit). Prerequisite: Music 121.

Music 173. Composition.

(1 hour instruction-2 hours credit). Prerequisite: Music 121.

Music 270. Composition.

(½ hour instruction-1 hour credit)

Continuation of Music 170.

Music 273. Composition.

(1 hour instruction-2 hours credit)

Continuation of Music 173.

Music 370. Composition.

(½ hour instruction-1 hour credit)

Continuation of Music 270.

Music 373. Composition.

(1 hour instruction-2 hours credit)

Continuation of Music 273.

Music 470. Composition.

(½ hour instruction-1 hour credit)

Continuation of Music 370.

Music 473. Composition.

(1 hour instruction-2 hours credit)

Continuation of Music 373.

Music 220. Advanced Harmony I.

2-2-3. Prerequisite: Music 122 or permission of the instructor.

A continuation of the harmonic principles and practices of the eighteenth century. Visual and aural analysis. Third quarter includes stylistic approach to the music of the classical, romantic, and impressionistic school, including an introduction to harmonic techniques of contemporary composers. Keyboard harmony, sight singing and ear training are included. For music majors.

Music 221. Advanced Harmony II.

2-2-3. Prerequisite: Music 220 or permission of the instructor. For music majors.

Music 222. Advanced Harmony III.

2-2-3. Prerequisite: Music or permission of the instructor. For music majors.

Music 311. History of Music I.

2-2-3. Prerequisite: Music 122.

History of music to 1600.

Music 312. History of Music II.

2-2-3. Prerequisite: Music 122.

History of music from 1600 to 1800.

Music 313. History of Music III.

2-2-3. Prerequisite: Music 122.

History of music from 1800 to present.

Music 314. Keyboard Literature.

3-0-3. Prerequisite: Music 122 or permission of the instructor.

Keyboard literature from 1600 to the present.

Music 315. Vocal Literature.

3-0-3. Prerequisite: Music 122 or permission of the instructor.

Solo vocal literature from 1600 to the present.

Music 316. Opera Literature.

3-0-3. No prerequisite.

Dramatic literature from the Florentine Camerata to the present.

Music 320. Form and Analysis.

2-2-3. Prerequisite: Music 122. Recommended Music 222.

Techniques of structural analysis of musical compositions.

Music 323. Choral Arranging.

1-2-2. Prerequisite: Music 122. Recommended Music 222.

Arranging in 2 to 8 parts for choral and vocal chamber ensembles.

Music 324. Instrumentation.

1-2-2. Prerequisite: Music 122. Recommended Music 222.

Characteristics of and arranging for band and orchestral instruments.

Music 331. Choral Conducting.

1-2-2. Prerequisite: Music 222 or permission of the instructor.

Basic baton and choral rehearsal techniques.

Music 332. Instrumental Conducting.

1-2-2. Prerequisite: Music 222 or permission of the instructor.

Basic baton and rehearsal techniques for band and orchestra.

Music 333. Accompanying.

0-2-1. Corequisite: Applied piano study or permission of the instructor.

For majors with piano, voice or instrumental emphasis. Concerns the practical application of accompaniment techniques. Up to 3 hours credit.

Music 334. Italian and English Diction.

0-2-1. No prerequisite.

Music 335. German Diction.

0-2-1. No prerequisite.

Music 336. French Diction.

0-2-1. No prerequisite.

Music 350. Ensemble II.

0-4-1. No prerequisite. Up to 6 hours credit.

Music 352. Opera Workshop.

1-2-2. Corequisite: Applied vocal study.

Techniques for the singing actor studied through the production of scenes from the dramatic repertory. Up to 6 hours credit.

Music 410. Contemporary Music Literature.

3-0-3. Prerequisite: Music 122 or permission of the instructor.

Standard literature from Impressionism to the present.

Music 411. Symphonic Literature.

3-0-3. Prerequisite: Music 110 or permission of the instructor.

Symphonic literature from pre-classic to present.

Music 412. Orchestral Program Music.

3-0-3. Prerequisite: Music 110 or permission of the instructor.

Concert overture, incidental music, program symphony and tone poem.

Music 420. Counterpoint I.

2-2-3. Prerequisite: Music 222.

Analysis and principles of writing in contrapuntal style of 16th century.

Music 421. Counterpoint II.

2-2-3. Prerequisite: Music 222.

Analysis and principles of writing in contrapuntal style from J.S. Bach to present.

Music 430. Piano Pedagogy.

1-2-2. Corequisite: Applied piano study or permission of the instructor.

Beginning, elementary and intermediate level teaching materials and methods.

Nursing 121. Basic Nursing I. (Fall Quarter).

3-6-5. Corequisite: Chemistry 101, Biology 103.

Provides basis for subsequent nursing courses. Includes basic concepts of growth and development, the nursing process and beginning manipulative skills.

Nursing 122. Basic Nursing II. (Winter Quarter).

3-6-5. Prerequisite: Chemistry 101, Nursing 121; Corequisite: Biology 221.

Emphasis on health problems related to immobility and to musculo-skeletal functioning with further manipulative skills.

Nursing 123. Basic Nursing III. (Spring Quarter).

3-6-5. Prerequisite: Nursing 122; Corequisite: Biology 222.

Emphasis on health problems related to the gastro-intestinal system and pre- and post-operative care.

Nursing 230. Advanced Nursing I. (Fall and Winter Quarters).

3-6-5. Prerequisites: Nursing 123, Biology 222, Psychology 201. Corequisite: Biology 261.

Focuses on needs of the child-bearing family, family interactions and nursing interventions. In the ante-, intra- and post-partial areas, the family-centered approach is utilized with an emphasis on well families.

Nursing 231. Advanced Nursing II. (Fall and Winter Quarters).

3-6-5. Prerequisites: Nursing 123, Biology 222, Psychology 201. Corequisite: Biology 261.

Nursing intervention techniques for the emotionally disturbed person. Psychiatric nursing emphasizing self-understanding as a therapeutic tool.

Nursing 232. Advanced Nursing III. (Fall and Winter Quarters).

5-15-10. Prerequisite: Nursing 123, Biology 222, Psychology 201. Corequisite: Biology 261.

Focuses on common nursing problems related to various body systems, emphasizing maintenance and/or restoration of homeostasis.

Nursing 233. Advanced Nursing IV. (Spring Quarter).

5-15-10. Prerequisite: Nursing 230, 231 and 232. Corequisite: Sociology 201.

Emphasis on development of leadership and organizational skills. Continued focus on common nursing problems.

Philosophy 101. Introduction to Religion.

5-0-5. Prerequisite: English 101, 102; recommended, History 111, 112, English 201, 202.

The major religious traditions of the West: Judaism, Christianity and Islam. Primary concentration on the historical settings of these traditions, and on the major periods of their development, including scriptural, doctrinal and structural aspects.

Philosophy 201. Introduction to Philosophy.

5-0-5. Prerequisite: English 101, 102; recommended, History 111, 112, English 201, 202.

Study of representative thinkers from classical antiquity to the twentieth century.

Philosophy 301. Ethics.

5-0-5. Prerequisite: English 101, 102.

Physical Education 102. Physical Fitness. (Fall, Winter)

1-2-2. No prerequisite.

Emphasizes an individualized exercise program. Provides understanding of the physiological effects of vigorous physical exercise and the part it plays in the acquisition and maintenance of a high level of total fitness.

Physical Education 103. Tennis, Beginning. (Fall, Spring, Summer).

1-2-2. No Prerequisite. (Racquet, 3 new USLTA approved tennis balls, tennis shoes, tennis outfit.)

Emphasis on basic ground strokes, service, footwork, strategy and rules.

Physical Education 104. Golf, Beginning. (Fall, Spring)

1-2-2. No prerequisite. (Beginner's set: 1 and 3 woods; 3, 5, 7, 9 irons; putter; 6 new golf balls.)

Includes chipping, pitching, putting and driving. Emphasizes rules, mechanics and etiquette.

Physical Education 105. Basketball, Beginning. (Winter)

1-2-2. No prerequisite.

Emphasizes basic skills, offensive and defensive play, endurance, teamwork and knowledge of strategy and rules.

Physical Education 106. Soccer. (Fall, Winter).

1-2-2. No prerequisite. (Sweat clothes.)

Emphasis on teamwork, basic skills and rules.

Physical Education 107. Gymnastics (Winter).

1-2-2. Prerequisite: Physical Education 109. (Leotards, tights or warm-ups).

Emphasizes apparatus, floor exercise and safety techniques.

Physical Education 109. Tumbling and Trampolining.(Fall, Winter).

0-2-1. No prerequisite. (Leotards, tights or warm-ups).

Includes history, rules and basic skills. Proficiency in twenty skills required.

Physical Education 110. Flickerball. (Fall)

0-2-1. No prerequisite.

Basic football rules, history, strategy, running and passing skills in extensive competition.

Physical Education 111. Wrestling. (Fall, Winter)

0-2-1. No prerequisite. (Wrestling tights or warm-ups).

Physical Education 112. Weight Training. (Fall).

1-2-2. No prerequisite.

Covers history, physiological principles and techniques and safety factors.

Physical Education 115. Power Volleyball. (Fall).

0-2-1. No prerequisite.

Physical Education 116. Principles of Movement. (Winter).

0-2-1. No prerequisite. (Leotards and tights).

Application of the basic principles of efficient movement. Deals with several aspects of fitness, relaxation, posture, balance, rhythm and weight control.

Physical Education 118. Badminton. (Spring).

0-2-1. No prerequisite.

Stresses proper grip, forehand and backhand strokes, stance, footwork, court position.

Physical Education 119. Bowling. (Fall, Winter)

0-2-1. No prerequisite.

Physical Education 120. Swimming, Beginning. (Fall, Spring, Summer).

1-2-2. No prerequisite. (Bathing suit-no two-piece suits)

Concerns safety skills and knowledge. Proficiency in the American crawl, back crawl, elementary backstroke, sidestroke and the breast-stroke are required. Red Cross certification can be attained.

Physical Education 125. Canoeing. (Spring).

1-2-2. Prerequisite: Physical Education 120 or equivalent.

Emphasizes basic river canoeing techniques, equipment selection, river reading and trip planning. Students should be prepared to travel off campus for a variety of canoeing experiences.

Physical Education 130. Folk Dance. (Winter)

0-2-1. No prerequisite.

Traditional folk dances, history, lore and costumes of the countries of their origins.

Physical Education 131. Square Dance. (Fall, Winter).

0-2-1. No prerequisite.

Basic square dance formations, positions and figures. Utilizes the patter and western singing call.

Physical Education 132. Modern Dance, Beginning. (Fall, Winter).

1-2-2. No prerequisite. (Leotards and tights).

Includes treatment of traditional dance forms and elementary choreography. Emphasizes technique, locomotor, and axial movements, rhythmic devices, kinesthetic perception of line, rhythm and grouping.

Physical Education 134. Ballet, Beginning. (Winter).

1-2-2. No prerequisite. (Leotards, tights and ballet shoes).

Includes basic movements, positions and discipline of ballet. Emphasis upon posture, body alignment and technique.

Physical Education 140. Recreational Sports. (Spring, Summer)

0-2-1. No prerequisite.

This course is designed to offer a variety of low organized activities such as table tennis, paddleball and unicycle riding.

Physical Education 141. Archery. (Spring)

0-2-1. No prerequisite.

Instruction in the fundamental skills and correct techniques, history, etiquette, rules and selection and care of equipment.

Physical Education 142. Handball. (Fall, Spring, Summer).

1-2-2. No prerequisite.

Emphasizes skill, fitness, strategy, and knowledge of rules and play.

Physical Education 143. Ice Skating. (Fall, Winter)

0-2-1. No prerequisite.

Emphasizes fundamental skills including skating forward, backward, the crossover and stopping.

Physical Education 144. Snow Skiing. (Fall, Winter)

0-2-1. No prerequisite.

A basic approach and application to ski conditioning and knowledge of skiing as well as use of equipment. Basic skills include walking, climbing, straight running, snow plow, traversing, stem-turns, stem-christie and parallel skiing.

Physical Education 145. Cycling. (Spring, Summer)

1-2-2. No prerequisite.

Operation, care and maintenance of the bicycle, to improve endurance, technique and knowledge of safety rules and procedures used in city traffic and open road.

Physical Education 146. Roller Skating. (Fall, Winter)

1-2-2. No prerequisite.

Physical Education 147. Scuba Diving. (Fall, Spring).

1-2-2. Prerequisite: Physical Education 120 or Equivalent. (Bathing Suit — no two-piece suits). Mask, fins, boots and snorkel will be provided by student.

Training in the underwater field; emphasis on developing skill and confidence in open water. Upon successful completion, the student will receive the Professional Association of Diving Instructor's Open Water Diver Certification.

Physical Education 148. Racquetball. (Fall, Spring and Summer).

1-2-2. No Prerequisite.

Fundamental skill instruction emphasizes strategy, fitness, knowledge of rules, terminology and play.

Physical Education 150. Speedball

0-2-1. No prerequisite.

Instruction on the basic kicking, dribbling and throwing skills, combining skills of football, basketball and soccer.

Physical Education 160, 161, 162, 163, 164, 165. Special Exercises for Handicapped.
(All quarters — arrange with instructor).

0-2-1. No prerequisite.

For the student who has a medical certificate and cannot meet the physical activity requirements in the regular activity program.

Physical Education 176. Camping and Outdoor Recreation (Spring, Summer).

1-2-2. No prerequisite.

Use of tools, the building of fires, outdoor cooking, erection of shelters, use of ropes and knot tying and survival techniques.

Physical Education 187. Field Work, Elementary or Secondary. (Fall, Winter, Spring, Summer)

1-9-5. Prerequisite: Physical Education 260, Psychology 201.

Practical experience in planning and conducting a physical education program stressing philosophy, administration, finance, facilities and leadership in an organized elementary or high school physical education program.

Physical Education 203. Tennis Intermediate. (Fall, Spring)

1-2-2. Prerequisite: Physical Education 103 or equivalent. (Racquet, 3 new USLTA approved tennis balls, tennis shoes, tennis outfit.)

Physical Education 204. Golf, Intermediate. (Spring)

1-2-2. Prerequisite: Physical Education 104 or equivalent. (Golf clubs, glove, 6 new golf balls).

Emphasis on the swing, analysis of skills, club selection, etiquette, rules of play and terminology.

Physical Education 220. Swimming, Intermediate. (Winter)

1-2-2. Prerequisite: Physical Education 120 or equivalent. (Bathing suit — no two-piece suits).

Emphasis on American crawl, backcrawl, elementary backstroke, sidestroke and breaststroke, trudgen crawl and overarm sidestroke, endurance and stroke mechanics. Class will dress out the first session. Red Cross Certification can be attained.

Physical Education 223. Life Saving. (Winter)

0-4-2. Prerequisite: Physical Education 220 or equivalent. (Bathing suit — no two-piece suits.)

Must be able to demonstrate various rescue techniques and pass written examination. Can receive lifesaving certification from the American Red Cross. Class will dress out the first session.

Physical Education 224. Water Safety Instructor. (Spring)

2-2-3. Prerequisite: Red Cross Senior Lifesaving Certificate or equivalent. (Bathing suit — no two-piece suits).

An accredited course in the physical education department; certification as a Water Safety Instructor through the American Red Cross. Class will dress out the first session.

Physical Education 232. Modern Dance, Intermediate.

1-2-2. Prerequisite: Physical Education 132 or equivalent. (Leotards and Tights).

Physical Education 243. Intermediate Ice Skating. (Fall, Winter).

0-2-1. Prerequisite: Physical Education 143 or equivalent.

Backward crossovers, two-foot turns, three turns, two-foot spin, hockey stop, forward pivot, edges-forward and backward, mohawks and waltz jump.

Physical Education 263. Safety Education.

3-0-3. No prerequisite.

Problems, policies, principles and methods involved in accident prevention programs in the school and community, and development of an attitude of safe living.

Physical Education 311. Nutrition for Fitness

3-0-3. No prerequisite.

Physical Education 322. Measurement and Evaluation

3-0-3. No prerequisite.

Evaluation of tests in health, physical education and athletics; practice in handling test data by elementary statistical methods.

Physical Education 342. Physiology of Exercise

4-3-5. No prerequisite.

Fundamental concepts describing reaction of organic systems to exercise; study of work produced by muscle; sport conditioning, muscular fatigue, physiology and nutrition in exercise; physical fitness; exercise and environmental stress.

Physical Education 360. Introduction to Physical Education

3-0-3. No prerequisite.

Emphasis on administration, philosophy, history, physiology and kinesiology, test and measurement, and sociology of sport; stress on skills, personal characteristics and professional qualifications needed by the physical educator.

Physical Education 361. Personal Health

3-0-3. No prerequisite.

Emphasis on the scientific aspects of healthful living as well as practicality and common sense.

Physical Education 362. First Aid.

3-0-3. No prerequisite. (3 hours activity credit for Nursing Students only).

Students may receive the American Red Cross certificate.

Physical Education 372. Analysis of Movement

3-0-3. No prerequisite.

Practical application of basic mechanical principles fundamental to posture, body mechanics, sports, dance and related activities.

Physical Education 382. Physical Education in the Elementary Schools

5-0-5. No prerequisite.

Theory, teaching methods, techniques and materials with emphasis on basic movement education, lead-up activities, creative game analysis and sport and recreation skills.

Physical Education 412. Methods of Teaching Physical Education

3-0-3. No prerequisite.

Physics 101. Introductory Physics.

4-3-5. Prerequisite: Five credit hours of mathematics. With Physics 102 forms a complete sequence for non-science majors.

Emphasizes the development of classical physics, covering Newtonian mechanics, heat, light and basic electricity and historical development. Limited problem solving but a rigorous understanding of fundamental physical laws and their significance is demanded.

Physics 102. Introductory Physics.

4-3-5. Prerequisite: Physics 101.

Completes the study of classical physics with electromagnetic theory. Emphasis on the developments during the twentieth century and modern physics.

Physics 127. Mechanics and Kinetic Theory.

4-3-5. Prerequisite: Mathematics 101. Corequisite: Mathematics 102 or 116.

Kinematics, dynamics, statics and many-particle systems.

Physics 128. Electricity, Magnetism and Geometric Optics.

4-3-5. Prerequisite: Physics 127.

Basic principles of electricity, properties of light and simple optics.

Physics 129. Waves and Modern Physics.

4-3-5. Prerequisite: Physics 127.

Wave properties of light and sound, quantum mechanical foundations of atomic and molecular structure, interactions of radiation with matter.

Physics 201. General Physics I.

4-3-5. Prerequisite: Mathematics 103. Corequisite: Mathematics 201. With Physics 202 and 203 constitutes physics for science majors.

Covers mechanics including vector algebra, kinematics, Galilean transformations, Newton's law, work, work-energy principle, conservation of energy, conservation of momentum, rotational kinematics, equilibrium of rigid bodies, rotational dynamics and kinetic theory. More laboratory work and problems with calculus being used freely.

Physics 202. General Physics II.

4-3-5. Prerequisite: Physics 201; Mathematics 201.

Covers electromagnetism including Coulomb's law, electric fields, Gauss's law, potential, Ohm's law, electromotive force, energy transformation in a circuit, charging and discharging a capacitor, energy density in an electric field, ammeter and voltmeter construction, magnetic fields, Hall effect. Ampere's law, Faraday's law, energy density in a magnetic field, inductance, a-c circuits, electromagnetic waves; laboratory work.

Physics 203. General Physics III.

4-3-5. Prerequisite: Physics 202.

Covers sound waves, geometric and physical optics, Michaelson-Morley experiment, Lorentz transformations, relativistic form of the laws of conservation of momentum and energy, black-body radiation, photoelectric effect, Bohr model of hydrogen, wave particle duality and the uncertainty principles and other topics in modern physics with an introduction to quantum mechanics. Laboratory work in wave phenomena.

Physics 350. Electronics Instrumentation.

3-6-5. Prerequisite: Mathematics 103.

Basic electronics, linear, and digital integrated circuits in modern laboratory instruments. Extensive experience with the design, construction, use and maintenance of electronic instruments.

Physics 360. Spectroscopy.

5-0-5. Prerequisite: Mathematics 103.

Principles of vibration, rotation, and electronic spectroscopy, and resonance techniques in the study of atomic and molecular structure.

Political Science 201. American Government.

5-0-5. No prerequisite.

Constitutional laws, organization, and functioning of the American national government, recent and current trends.

Political Science 212. State and Local Government.

5-0-5. No prerequisite.

A general survey of state and local government; recent and current trends.

Political Science 303. Politics and Public Policy Formation.

5-0-5. Prerequisite: Political Science 201.

Origins, principles, structures, processes, and practices of American national government. Stresses different perspectives on democratic theory and the adequacy of government institutions.

Political Science 313. Constitutional and Public Interest Law.

5-0-5. Prerequisite: Political Science 201.

Traditional principles emphasizing contemporary constitutional problems, e.g., consumer affairs, civil rights, environmental protection, and religious liberty.

Political Science 323. Issues in Political Philosophy.

5-0-5. Prerequisite: Political Science 201.

Emphasizes the issues of individualism and limits of political authority as dealt with by major political and social theorists.

Political Science 333. Contemporary International Politics.

5-0-5. Prerequisite: Political Science 201.

The interstate system, the assumptions and ideas of international politics, determinants of foreign policy, and dynamics of political change using a comparative approach.

Political Science 343. Principles of Public Administration.

5-0-5. Prerequisite: Political Science 201.

Problems of personnel, finance, administrative law, and the growth and significance of administrative legislation and adjudication.

Psychology 201. General Psychology.

5-0-5. No prerequisite.

The scientific approach to the study of psychological phenomena, human development, learning and thinking, motivation and emotion, perception, testing and measurement, personality and behavior.

Psychology 202. Child Growth and Development.

5-0-5. No prerequisite.

Focuses on child from conception to adolescence, with special emphasis on cognitive development, motivation and individual differences in abilities, maturities and values.

Psychology 258. The Psychology of Adjustment.

5-0-5. No prerequisite.

The dynamics of normal and non-integrative adjustment, including the study of appropriate and inappropriate reactions to frustrations and stress; resolutions of conflicts, fears and anxiety; building emotional stability and preventing mental illness.

Psychology 305. Developmental Psychology.

5-0-5. Prerequisite: Psychology 201.

Human development from conception to death, emphasizing biological, cognitive, emotional, social and personality development.

Psychology 315. Applied Behavioral Analysis.

5-0-5. Prerequisite: Psychology 201.

A study of the principles and techniques of practical behavioral management as applied in areas such as mental health, offender rehabilitation, education, business, child-rearing and self-control of behavior.

Psychology 325. Social Psychology.

5-0-5. Prerequisite: Psychology 201.

A survey of the effects of the social environment upon the behavior of the individual. Interpersonal attraction, affiliation, aggression, prejudice, conformity, attitudes and attitude change are discussed. Experimental research findings are emphasized.

Psychology 335. Theories of Personality.

5-0-5. Prerequisite: Psychology 201.

A survey of selected theories as well as research findings and possible therapeutic, educational, and social applications. The theories of Freud, Adler, Jung, Erikson, Rogers, Skinner and other major theoretical systems are covered.

Psychology 345. Conditioning and learning.

5-0-5. Prerequisite: Psychology 201.

An introduction to the basic learning processes of habituation, classical conditioning and operant conditioning in humans and lower organisms.

Reading 099. Special Studies.

5-0-0. (No degree credit. Instructional credit, 5 hours).

Individualized and classroom instruction in reading and study skills. Stressing comprehension, vocabulary and reading rate; work in textbook mastery, note-taking and organization.

Recreation 171. Introduction to Recreation. (Fall)

5-0-5. No prerequisite.

Designed to introduce the student to the basic concepts of recreation. Includes history of the recreation movement, theories of play and leisure, and philosophy of recreation.

Recreation 172. Recreation Leadership. (Winter)

5-0-5. No prerequisite.

Deals with the philosophy of recreation programs, program building, the development of leadership skills and procedures in conducting the program.

Recreation 174. Field Work.

1-9-5. Prerequisite: Recreation 171, 172.

Practical experience under supervision including work with an agency.

Recreation 321. Foundations of Leisure.

5-0-5. No prerequisite.

Philosophical, historical, scientific foundations and developments in leisure including function and settings for organized services.

Recreation 331. Orientation to Special Populations.

5-0-5. No prerequisite.

Institutional and community recreation programming for retarded, physically handicapped, delinquent, correctional, and aging groups including special leadership and administrative techniques and adapted activities.

Recreation 341. Principles of Outdoor Recreation

5-0-5. No prerequisite.

Administration of natural resources, multiple use of public lands and interpretative services.

Recreation 376. Camping.

3-0-3. No prerequisite.

Students will organize, lead and participate in group outdoor recreation experiences and week-end trips. Additional fee required.

Recreation 441. Organization and Administration of Recreation

5-0-5. Prerequisite: Recreation 321.

Personnel, finance, programming, budgets, liability, area and facility management.

Recreation 451. Program Planning and Leadership.

5-0-5. Prerequisite: Recreation 321

Procedures involved in establishing and operating a comprehensive recreation program, including leadership techniques, evaluation, facilities and activity selection.

Sociology 133. Introduction to Social Services.

5-0-5. Prerequisite: Sociology 201.

The broad spectrum of career options relating to meeting human needs existent in the mid-twentieth century. Emphasis on terminal and transfer levels, attention to developing a philosophy of the helping relationship and direct exposure to field experiences in human services.

Sociology 201. Principles of Sociology.

5-0-5. No prerequisite.

Emphasis on the social nature of human behavior, group behavior, the structure of society, culture, social problems, social change and the scientific study of society.

Sociology 203. Social Problems.

5-0-5. Prerequisite: Sociology 201.

Current social problems facing American society with attention to developing insights into meaningful solutions.

Sociology 204. Marriage and the Family.

5-0-5. Prerequisite: Sociology 201 or Psychology 201 or Psychology 133 or permission of instructor.

The family in relation to society, its history, its structure and indications of change and human sexuality.

Sociology 314. Racial and Ethnic Minorities.

5-0-5. Prerequisite: Sociology 201 recommended.

Analysis of intergroup relations, emphasizing origin, maintenance, and consequences of prejudice and discrimination.

Sociology 324. Sex Roles in Modern Society.

5-0-5. Prerequisite: Sociology 201 recommended.

The implications of the changes in the kinship, economic, and political structures related to male-female relations, their impact on female equality in contemporary society.

Sociology 334. Sociology of Religion.

5-0-5. Prerequisite: Sociology 201 recommended.

Religion as a social institution in historical, comparative and contemporary terms.

Sociology 344. Sociology of Education.

5-0-5. Prerequisite: Sociology 201 recommended.

Emphasis on group dynamics as well as sociological research conducted in educational settings.

Sociology 354. Social Stratification.

5-0-5. Prerequisite: Sociology 201 recommended.

An analysis of the distribution of wealth, power and social order in society, including class and caste systems, social mobility and individual life changes.

Spanish 113. Elementary Spanish.

5-0-5. No prerequisite.

Emphasis upon vocabulary development, sentence structure, grammar and the spoken and written language with time devoted to the culture, customs and civilization. Conducted in Spanish.

Spanish 114. Elementary Spanish.

5-0-5. Prerequisite: Spanish 113 or equivalent.

A continuation of Spanish 113. Conducted in Spanish.

Spanish 213. Intermediate Spanish.

5-0-5. Prerequisite: Spanish 114 or equivalent, subject to approval of instructor.

A review and completion of basic Spanish grammar with short stories and works of representative Spanish authors. Conducted in Spanish.

Spanish 214. Intermediate Spanish.

5-0-5. Prerequisite: Spanish 213 or equivalent, subject to approval of instructor.

Events in Spanish history; Spanish culture, customs, and geography. Emphasizing conversation, lectures, and readings. Conducted in Spanish.

Speech 208. Fundamentals of Speech.

5-0-5. No prerequisite.

Emphasis given to basic diction, public address, oral interpretation, contemporary theatre, speaker-listener relations, discussion and effective communication.

Studies Abroad, Spanish 297, 298, 299.

Credit 5-15. Prerequisite: Four quarters of the language or equivalent.

A student who participates in the University System Studies Abroad Program in the areas of Classical Culture, French, German and Spanish conducted in Europe may receive up to 15 quarter hours of credit at Kennesaw College. Credit is transferrable to other institutions within the University System of Georgia.

Studies Abroad, Classical Culture, 297, 298, 299.

(See description above.)

Studies Abroad, French, 297, 298, 299.

(See description above.)

Studies Abroad, German 297, 298, 299.

(See description above.)



Student Services

Counseling and Placement

The Office of Counseling and Placement provides services to students having vocational, educational or personal concerns about which they would like to discuss with a counselor. Professional counselors who have advanced degrees in counseling and psychological services provide this service at no additional cost to the student. All counseling sessions are considered confidential.

In addition to individual counseling the Counseling and Placement Office offers group experiences designed to meet a variety of student needs such as anxiety reduction, assertiveness training, career development, decision making, divorce and widowhood adjustment, personal growth and study skills. These groups are open to all students and can be joined by contacting the office before or during the first week of each quarter.

A career library is located in the Counseling and Placement Office to provide specific career information for the students. Tests and personal inventories are often used by the counselors to assist students in determining their career interests.

Information on current job openings is also available for students looking for part-time jobs while still enrolled and full-time jobs for the graduates.

Students may make appointments with a counselor by visiting the office on the second floor of the Carmichael Student Center or by calling 422-8770, ext. 291. Office hours are 8:00 a.m. to 5:00 p.m. Monday through Friday and 5:00 p.m. to 8:30 p.m. several nights each week.

Health

Kennesaw College, being a non-residential college, does not assume the parental responsibility for the overall health and physical well-being of its students. The college does assume, however, a reasonable degree of responsibility for the safety and welfare of its student body by encouraging all students to participate in a nominally priced accident and sickness insurance plan and maintaining adequately equipped first-aid stations at strategic locations on campus.

Should a student become seriously ill or be involved in an accident requiring medical attention, private physicians and comprehensive medical facilities are reasonably accessible to the campus.

In the event that it becomes necessary to seek medical attention beyond minor first aid treatment the following steps will be taken:

1. If the student is conscious, he/she will be asked for the name of his/her family physician and, if needed, an ambulance will be called;
2. If the student is unconscious, a college official will call an ambulance at the student's or parents' expense and have the student transported to the emergency room at Kennestone Hospital; and
3. Efforts will be made to contact the parents to inform them of the circumstances.

Student Housing

Kennesaw is a non-resident college. Students are expected to provide their own off-campus housing. In the event a student is unable to locate suitable living accommodations, assistance may be provided by the Office of the Dean of Student Affairs.

Student Due Process Procedures

A Kennesaw College student accused of misconduct or violation of any of the college's rules and regulations which subject him/her to disciplinary action shall be afforded due process in accordance with the Student Rules and Regulations as outlined below:

1. Minor infractions of college rules and regulations where penalties consist of small fines or reprimands which do not become part of a student's permanent record, will be handled summarily by the Dean of Student Affairs. Students will be informed of their right to appeal.
2. In instances where infractions of college rules and regulations are of a more serious nature and may lead to sanctions such as suspension, expulsion, or notation on a student's permanent record, the student will be afforded more formal procedures to insure that a miscarriage of justice is not perpetrated. These formal procedures will include a hearing by a faculty-student hearing committee. No member of the hearing committee who is personally involved in the particular case will sit in judgment. Before the hearing the student will be:
 - a. informed at least 72 hours in advance of the hearing, the date, time, and place of the hearing;
 - b. notified in writing of the infractions charged against him/her, including a summary of the evidence upon which the charges are based;
 - c. the names of witnesses scheduled to appear;
 - d. advised of his/her right to present evidence and witnesses in his/her behalf, including an advisor of his/her choice; and
 - e. informed as to the procedures to be followed at the hearing.
3. The hearing committee shall provide brief identically written copies of the findings and conclusions to the Dean of Student Affairs and the student (a copy to the parents or guardian if the student is a minor) as soon as possible after the Committee has adjudicated the case.
4. A student who has been suspended or expelled by action of the hearing committee or the Dean of Student Affairs, where he/she has not waived his/her right to further hearing, shall be notified in writing of his/her right to appeal the decision to the President of the College (see Student Rules and Regulations, XI, Section B, 2.f).
5. Exceptions to student rules and regulations may be made by the Executive Committee of the faculty upon petition by the student and the recommendation of his/her advisor (see Student Rules and Regulations, XVII).

Statement on Disruptive and Obstructive Behavior

The Board of Regents stipulates that any student, faculty member, administrator, or employee, acting individually or in concert with others, who clearly obstructs or disrupts, or attempts to obstruct or disrupt any teaching, research, ad-

ministrative, disciplinary or public service activity, or any other activity authorized to be discharged or held on any campus of the University System of Georgia is considered by the Board to have committed an act of gross irresponsibility and shall be subject to disciplinary procedures, possibly resulting in dismissal or termination of employment.

Co-curricular Activities

The co-curricular programs at Kennesaw College are many and diversified. The activities are designed to extend, reinforce and complement the academic experience and, thus, are an integral part of the college's educational program.

Students are encouraged to participate in out-of-classroom activities with the belief that such experiences are both enjoyable and beneficial for one's personal development. Activities include student government, publications, intramural athletics, preprofessional organizations, service organizations, volunteer programs and hobby and special interest groups. All activities are organized under the supervision of the Coordinator of Student Activities and the Office of Student Affairs.

STUDENT GOVERNMENT

The Student Government Association exists to develop a sense of individual and group responsibility, to promote understanding and involvement among all members of the college community, to encourage meaningful participation in student affairs and to represent and legislate the interest of the student body in accordance with the faculty statutes and policies of the Board of Regents.

Each student enrolled at the college is a member of this organization. Membership in the SGA entitles a student to attend all meetings, to participate in discussions within meetings, to assume as many committee memberships as one would desire and be appointed to and the right to hold office. Every student is encouraged to participate and become an active member of the SGA.

Elected officers include the president, vice-president, secretary, treasurer, and a maximum of fifteen senators (determined by size of enrollment).

Students serve on all major college councils with full voting privileges and have an active voice in the decision making process of the college. Students secure these positions either by virtue of holding elected office in SGA or are appointed by the SGA officers and senators.

STUDENT UNION

The Student Union is an organization whose purpose is to sponsor and coordinate through its committees out-of-class programming on campus.

The Union sponsors concerts featuring major artists, dances, major Hollywood films, coffeehouses and other special events. Artists appearing in the past have included "Wet Willie," "Fanny," "Goose Creek Symphony," George Carlin and Loudon Wainwright III.

Coffeehouses and movies are generally presented weekly. In addition, performances have recently been presented by the Atlanta Symphony Orchestra, the Marietta Community Symphony and operatic soprano, Irene Jordan. Also, nationally and internationally known authorities are brought to campus for lectures,

seminars, and discussion groups to enhance the intellectual, cultural, and religious atmosphere of the college. Recent speakers have included noted biologist and author Dr. Paul Ehrlich, actor Alan Arkin, ex-CIA agent and author Victor Marchetti and a debate between candidates seeking election to the U.S. Congress. Also sponsored by the Union are Fine Arts related programs, including professional drama, art exhibits and foreign films. Canoeing, backpacking, camping, table game competition and other recreational programs are offered.

The Student Union is governed by the Union Board composed of executive officers, at-large representatives, major committee chairpersons and elected faculty. There are eight standing committees responsible for the following areas: cultural affairs, entertainment, lecture-programming, the cinematic arts, recreation, hospitality and decorations, and publicity and public relations.

Further information and application forms for committee membership are available at the Information Booth, the Union Office or the Office of the Coordinator of Student Activities, all located in the Student Center.

PUBLICATIONS

The *Sentinel*, the student newspaper is edited and published by students. It includes reports of campus activities, editorial comments, cartoons and feature articles. The *Sentinel* has established the reputation of being a leader among junior college newspapers in Georgia. Any student who has an interest in newspaper work or simply feels that he/she could and would like to contribute to this publication, is encouraged to join the staff. The *Sentinel* office is located on the second floor of the James V. Carmichael Student Center.

The *Montage* is the annual pictorial record of campus activities. The volume includes photographs of campus organizations, special interest groups, campus scenes and buildings as well as individual students, faculty and staff. The *Montage* office is located on the second floor of the James V. Carmichael Student Center.

Share is the Kennesaw College literary and creative magazine through which the creative and innovative talents of students, faculty and staff can be expressed. Within its pages are included poetry, short stories, photographs, art and other forms of creative expression. *Share* is published quarterly with the exception of summer quarter.

INTRAMURAL ATHLETICS

Although Kennesaw College does not participate in intercollegiate athletics, a comprehensive program of intramural activities is offered under the supervision of the Department of Physical Education in cooperation with the staff of the Office of Student Affairs.

A modern, well equipped gymnasium, indoor swimming pool and eight tennis/handball courts make it possible to provide a wide variety of individual and group competitive activities. These activities include, but are not limited to, flag football, soccer, basketball, handball, softball, volleyball, swimming and badminton. For detailed information concerning all intramural activities, consult the Department of Physical Education.

CLUBS AND ORGANIZATIONS

Described below are the clubs and organizations existing on the Kennesaw College campus at the time of this printing. Other groups may be recognized through established procedures. (See **Student Rules and Regulations** handbook or contact the Coordinator of Student Activities.) Membership in student clubs and organizations is open to all students.

Christian Fellowship—The purpose of this organization is to deepen and strengthen the spiritual life of members through the study of the Bible, prayer and Christian fellowship; to witness to the Lord Jesus Christ.

Drama Club (Socc and Buskin)—The Socc and Buskin players annually perform two or three plays. Past performances have included "The Canterbury Tales," "You're a Good Man Charlie Brown," "Medea," "Look Homeward Angel," and "Harvey." No previous acting experience is necessary; however, parts are secured through a system of tryouts. Tryouts are open to all members of the college community as well as the community at large.

KC Club for International Persons—The purpose of the International Persons Club is twofold: to encourage intercultural exchange between students of all nationalities and to help create for foreign students a sense of belonging to the Campus Community through a series of activities and programs of an international flavor.

Life Science Club—The purpose of this organization is to extend the experience of biology students beyond the limits of classroom exposure through such activities as seminars, tutorial aid, and field trips in such areas as marine biology, geology, botany and ecology.

To become a member of the Life Science Club, one must be either currently enrolled in a biology course or have satisfactorily completed one course in biology.

Mu Alpha Theta — Sponsored by the Mathematical Association of America, its purpose is the promotion of scholarship, and enjoyment and understanding of mathematics among Kennesaw College students. Membership requires an overall "B" average and a "B" in at least one mathematics course numbered 101 or above.

Music Club—Activities of this club center primarily around the Kennesaw College Chorale. Students enrolling in Vocal Ensemble receive two hours academic credit for each quarter of participation. In addition to performing at various campus functions, sponsoring concerts, and entertaining visiting artists, the chorale has traditionally performed off-campus at such places as service club meetings, churches, high schools and other colleges and universities.

Photography Club—This club promotes the technical, aesthetic and enjoyable aspects of photography. Individual photographic creativity and artistic expression are encouraged. The club also sponsors lectures, study classes and exhibits, and contributes to college publications.

Physical Education and Recreation Major Club — This club is the local pre-pro-

fessional organization for those persons registered as physical education or recreation majors, and all persons declaring this program of study are eligible for membership.

Student Affiliates of the American Chemical Society—This organization exists to afford an opportunity for students of chemistry and related disciplines to become better acquainted, to obtain experience in preparing and presenting technical material, to foster a professional spirit and pride in chemistry and to foster an awareness of the responsibilities and challenges of the modern chemist.

Student Nurses Association—The Student Nurses Association of Kennesaw College (SNAK) is the local pre-professional organization for student nurses. All students who are declared nursing majors are eligible for membership. SNAK aids in preparing student nurses to assume professional responsibilities.

Orientation

Prior to registration an orientation program is conducted for entering students. The program provides an opportunity for students to become acquainted with many aspects of Kennesaw College, including an introduction to the administrative staff of the college, student activities, academic information and registration procedures.

Students meet in small groups with student leaders and faculty members to get acquainted, answer questions, and discuss the information presented. Placement testing also takes place during orientation. All entering students are encouraged to attend these sessions.

Confidentiality of Student Records

The college recognizes its responsibility for maintaining accurate student information and academic records. Kennesaw College students have the assurance that their educational records, compiled and maintained by college officials, are recorded and retained in confidence in accordance with the regulations contained in the Family Education Rights and Privacy Act of 1974. Briefly, this act calls for:

1. Full access to student records by parents of students under 18, and to students 18 years of age and over.
2. Hearings to contest contents of personal records that are suspected to be inaccurate; and
3. Requirements of notice and written consent by students 18 and over and parents of students under 18, before the records can be transmitted to most third parties.

The college will furnish annual notification to students of their right to inspect and review their educational records; the right to request amendment of educational records that are incorrect or misleading or that violate privacy or other rights; and of their right to a hearing to amend such records, if necessary. This annual notice will be published in the college catalog.

STUDENT ACCESS TO RECORDS

Students have the right to be provided a list of the types of educational records maintained by the college which are directly related to the student (See **Student Rules and Regulations** pp. 4 & 5); the right to inspect and review the contents of these records; the right to obtain copies of these records; the right to a response from the college to reasonable requests for explanation and interpretation of these records; the right to an opportunity for a hearing to challenge the content of these records; and if any material or document in the educational record of a student includes information on more than one student, the right to inspect and review only the part of such material or document as relates to the student.

Students do not have access to financial records of their parents; confidential letters and statements of recommendation which are placed in the educational record prior to January 1, 1975, provided such letters or statements were solicited or designated as confidential and are not used for purposes other than those for which they were specifically intended; confidential recommendations, if the student signed a waiver of the right of access, respecting admission, application for employment, and the receipt of an honor or honorary recognition.

Students do not have access to instructional, supervisory, and administrative personnel records which are not accessible or revealed to any other individual except a substitute; campus security records which are maintained apart from educational records, which are used solely for law enforcement purposes and which are not disclosed to individuals other than law enforcement officials of the same jurisdiction; employment records except when such employment requires that the person be a student; and the alumni records.

Students do not have access to physical or mental health records created by a physician, psychiatrist, psychologist or other recognized professional acting in his/her capacity or to records created in connection with the treatment of the student under these conditions and which are not disclosed to anyone other than individuals providing treatment. These records, however, may be reviewed by a physician or appropriate professional of the student's choice.

PROCEDURE FOR ACCESS

The **STUDENT RULES AND REGULATIONS** handbook contains a complete list of educational records which are maintained by college officials. Copies of the Student Rules and Regulations handbook may be obtained through the Dean of Student Affairs Office. Students should contact the appropriate college official to inspect and review their records. The Registrar may require that a college official be present when a student inspects or reviews his/her educational records.

RELEASE OF DIRECTORY INFORMATION

"Directory Information" may be released by the college without the student's written consent. Directory information consists of name, address, telephone number, date and place of birth, major, participation in recognized activities and sports, weight and height of athletic participants, dates of attendance, degrees and awards received and the most recent educational institution attended. A student may deny the release of directory information by requesting in writing to the Registrar that such information not be released. However, requests that directory

information be withheld from a written publication must be received in sufficient time to prevent a delay in processing that publication.

RELEASE OF EDUCATIONAL RECORDS

The college will release a student's educational record(s) upon the student's written request. In doing so, the student must:

1. Specify the records to be released.
2. Include the reasons for such release.
3. Specify to whom the records are to be released.

The student may, upon request, receive a copy of the record that is released without charge.

The college may release a student's educational records, without the student's prior written consent, to the following:

1. College officials who have a legitimate educational interest.
2. Officials of other schools where the student seeks to enroll.
3. Representatives of Federal agencies authorized by law to have access to educational records.
4. State and local officials to whom information must be released pursuant to a state statute adopted prior to November 19, 1974.
5. Appropriate persons in connection with a student's application for or receipt of financial aid.
6. Organizations conducting studies for the college.
7. Accrediting organizations and associations.
8. Parents of a dependent student as defined in Section 152 of the Internal Revenue Code of 1954.
9. Appropriate persons in emergency situations to protect health and safety of the student or other individuals.
10. Persons designated in a lawfully issued subpoena or judicial order with the understanding that the student will be notified in advance insofar as possible.

No personal information on a student will be released without a statement from the college to the party receiving the information that no third party is to have access to such information without the written consent of the student.

Each office with educational records will maintain a record of each request and disclosure of personally identifiable information of a student except for information requested in writing by the student, information released to the student or the student's parents, directory information, and information released to college officials and instructors who have a legitimate educational interest in the records.

AMENDING EDUCATION RECORDS

A student may request that any information contained in his/her educational

records which he/she considers to be inaccurate, misleading, or in violation of his/her privacy or other rights be amended or deleted from the records (a grade or other academic evaluations may not be amended, except that the accuracy of recording may be challenged).

A student who requests that information in his/her records be amended should first contact the official with primary responsibility for the information (See **Student Rules and Regulations** pp. 4 & 5). If the matter is not resolved to the student's satisfaction, the student should direct his request to the Dean of the College. If the matter is not resolved to the student's satisfaction, he/she may request a formal hearing.

HEARING AND APPEAL PROCEDURE

A student may request a formal hearing to challenge information contained in his/her educational records. The hearing will be held within a reasonable time (not to exceed 45 days) and in a reasonable place. The student may be assisted or represented by a person of his choice and shall be afforded a full and fair opportunity to present evidence relevant to the issue(s).

The student or his representative should request the hearing in writing and should specifically identify the information he/she seeks to have amended. The request should be directed to the Dean of the College.

The Dean of the College will convene the Executive Committee of the faculty. Under the direction of the Dean, the Committee will render a decision within a reasonable period of time after the conclusion of the hearing and the decision shall be based solely upon the evidence presented at the hearing. The student shall be notified in writing of the reason(s) for the decision and summary of the evidence.

If the decision is that the information in the student's educational records is inaccurate, misleading or in violation of his/her rights and privacy, the statement(s) will be corrected or expunged from the student's records.

If the decision is that the information is not inaccurate, misleading, or in violation of the privacy or other rights of the student and that the information is to remain in the student's educational records, the student shall be notified and given the opportunity to enter a statement in his/her records setting forth his/her explanation of the contents thereof. Students wishing to appeal the decision of the Executive Committee may do so in writing to the President of the college within five days after the action of the committee. Students wishing to file a complaint directly to the review board of H.E.W. should write to the Family Educational Rights and Privacy Office, Department of Health, Education and Welfare, 330 Independence Avenue, S.W., Washington, D.C. 20201.

This policy is adopted pursuant to the Family Educational Rights and Privacy Act of 1974, as amended, and is not intended to impose any restrictions or grant any rights not specifically required by this Act.

TYPES OF EDUCATIONAL RECORDS AND OFFICIALS RESPONSIBLE FOR THEIR MAINTENANCE

The following are lists of student records and the officials responsible for their maintenance. These records will be made available to students upon individual written requests from the students concerned. Such requests must be addressed to the official responsible for the maintenance of the record.

REGISTRAR AND DIRECTOR OF ADMISSIONS

Application for Admission
Health Statement Required for Admission
High School and College Transcripts
Basic Skills Examination Scores
Placement Test Scores
CEEB Scholastic Aptitude Test Scores
College Level Examination Program Scores
Grades and Academic Standing Status
Petition for a Degree
Regents' Test Results
Georgia and U.S. History and Constitution Test Results
Letters of Recommendation

DIRECTOR OF STUDENT FINANCIAL AID

Institutional Application for Financial Assistance
Regents' Scholarship Application
Georgia Incentive Scholarship Application
Law Enforcement Education Program Application
Georgia Higher Education Assistance Corporation Application
Parents' Confidential Statement (not available to student)
Students' Financial Statement (not available to parent of student)
Available Letters of Recommendation for Regents' Scholarship
Basic Education Opportunity Grant Student Eligibility Report
College Work Study Program Job Assignment
Award Letter
Financial Aid Form

DIRECTOR OF COUNSELING AND PLACEMENT

Standardized Test Scores and Interest Inventories
Institutional Scholastic Aptitude Test Scores
Regents' Testing Program Scores
Georgia and U.S. History and Constitution Exam Scores

DEAN OF STUDENT AFFAIRS

Discipline File
Letters of Recommendation

COORDINATOR OF VETERANS AFFAIRS

Veterans Records





Development and Public Services

Continuing Education

"Education is a life-long process."

And Kennesaw College provides the opportunity for adults to continue to learn.

Non-degree short courses, seminars and workshops are offered through Kennesaw's "College on Wheels" program in the counties served by the college — Bartow, Cherokee, Cobb, North Fulton and Paulding. Topics cover a broad range, including interior decorating, goal setting and achievement, ardenics: the new fit bit, creative writing, watercolor painting, photography, astronomy.

The Georgia Banking Association Bank Audit School at Kennesaw College is held semi-annually and attracts internal bank auditors from over the state of Georgia. Other professional growth courses are held for nurses and allied health personnel, real estate and insurance agents, teachers, sales people, scout leaders, volunteer probation officers, persons employed in the field of aging, women in business and others.

The college is one of the sponsors of an annual Cobb Symposium designed to bring together physicians, ministers, attorneys, educators, dentists, pharmacists and other interested persons to explore timely subjects. The 1978 Symposium was entitled "The Human Response to Change" and featured Norman Cousins, editor, **Saturday Review**, and other noted speakers.

Past symposia themes have included family values, frontiers of the mind, progress toward the year 2000, the human condition, the struggle to communicate, the creation of man, the search for relevance in the seventies.

"Growth" seminars for retired persons are held on the campus and at the South Cobb Community Center.

Saturdays for Singles are held quarterly and feature miniworkshops on such topics as building relationships, divorce adjustment, single parenting, living alone.

The Office of Development and Public Services invites suggestions for courses, seminars, conferences and workshops from individuals, business and industrial firms, public officials and organizations.

Kennesaw College Foundation, Inc.

The Kennesaw College Foundation, Inc., organized in 1969, is dedicated to the expansion of the educational opportunities offered by the college. It provides the organizational means through which interested individuals, groups of individuals, organizations and agencies may give support for the continued growth and development of the college.

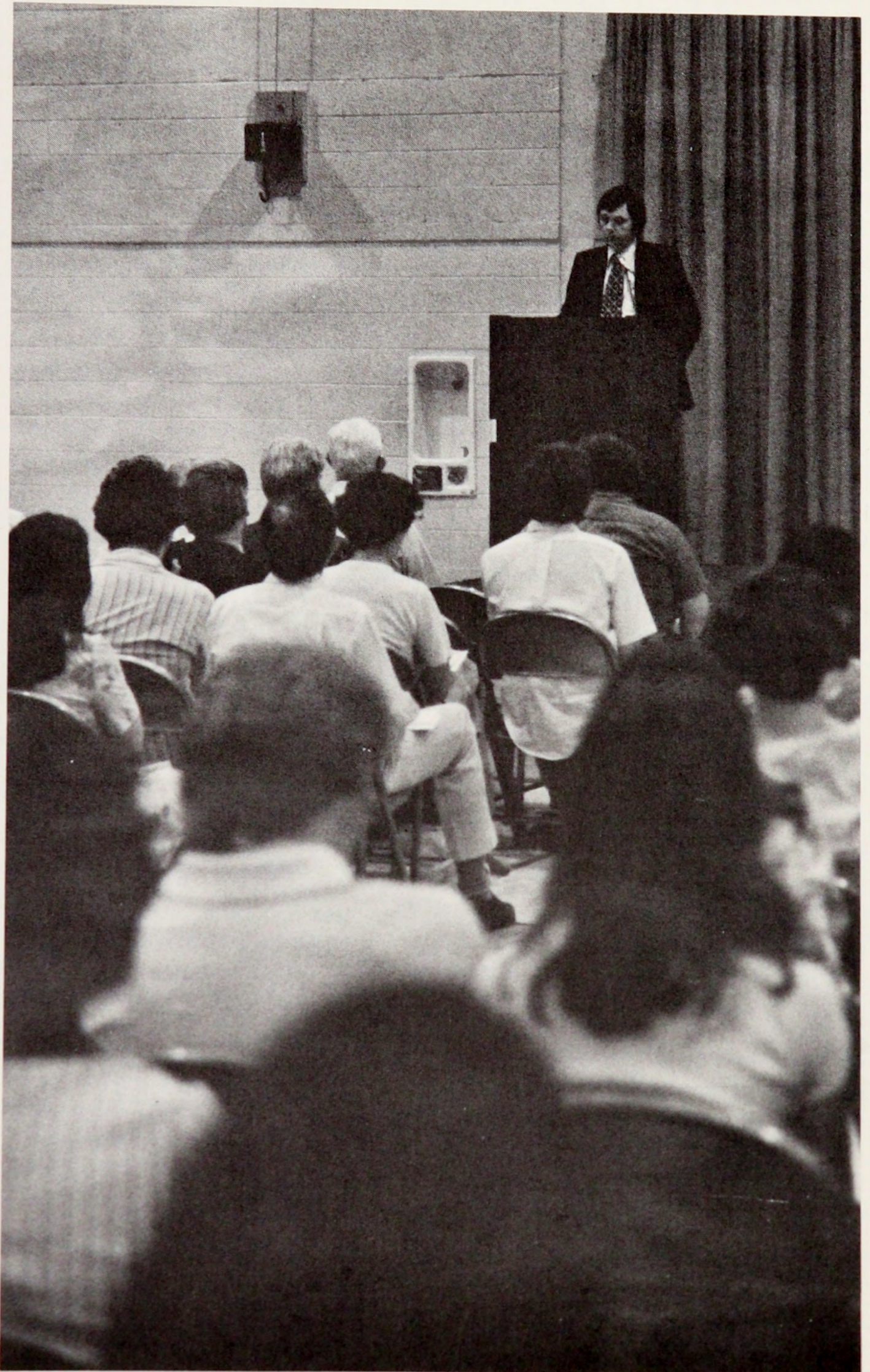
Fund drives are conducted annually by the Foundation to provide student honor scholarships, to support the development of an alumni association and to promote the college.

The Foundation Board of Trustees is composed of 36 business and professional leaders from Bartow, Cherokee, Cobb, Fulton and Paulding counties. The trustees are:

Sidney Clotfelter, President, Sidney Clotfelter Enterprises, Chairman; **W. Wyman Pilcher**, President, United Federal Savings and Loan, Vice-Chairman; **Wilder G. Little**, President, Marietta Federal Savings & Loan, Secretary-Treasurer; **James T. Anderson, Jr.**, President, Anderson Motor Company; **H. Neil Barfield**, President, First Bank and Trust Co.; **Ernest W. Barrett**, President, Fair Oaks Cleaners & Laundry, Inc.; **Fred D. Bentley, Sr.**, Attorney.

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G. Conley Ingram, Senior Law Partner, Alston, Miller & Gaines; **Ebbie T. Lance, Jr.**, Retired, Business Manager, Marietta Board of Education, **J. E. Massey, Jr.**, Chairman of the Board, First National Bank of Cobb County; **Harry H. McNeel**, President, McNeel Builder, Inc.; **Henry D. Meaders**, M.D.; **Noah D. Meadows**, M.D.; **Ed Mulkey**, Vice President, First Bank and Trust Co.; **Marion T. Pope, Jr.**, Judge, Blue Ridge Judicial Circuit; **Lee Rogers**, Special Assistant to the President, Lockheed-Georgia Company; **Parks Rusk**, PR Public Relations, Inc.; **J. Alan Sellars**, President, Marietta Hardware Company; **W. N. Shadden, Jr.**, President, First National Bank, Cartersville; **Horace W. Sturgis**, President, Kennesaw College, **Ken F. Thigpen**, President, Citizens Bank, Dallas; **R. Steve Tumlin**, President, Marietta Lumber Company; **Charles R. Underwood**, M.D.





Personnel

BOARD OF REGENTS

Regent	District	Term
O. Torbitt Ivey, Jr.	State-at-Large	1977-1984
Rufus B. Coody	State-at-Large	1976-1983
Jesse Hill, Jr.	State-at-Large	1978-1985
Milton Jones	State-at-Large	1974-1981
Marie W. Dodd	State-at-Large	1978-1981
Erwin A. Friedman	First	1976-1983
Charles T. Oxford	Second	1975-1982
John H. Robinson, III	Third	1972-1979
Scott Candler, Jr.	Fourth	1977-1984
Elridge W. McMillan	Fifth	1975-1982
Lamar R. Plunkett	Sixth	1978-1985
James D. Maddox	Seventh	1973-1980
Thomas A. Frier	Eighth	1978-1985
P. R. Smith	Ninth	1973-1980
Carey Williams	Tenth	1972-1979

Officers and Staff

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 Erwin A. Friedman (Vice Chairman)
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 John W. Hooper, Vice Chancellor
 Henry G. Neal, Executive Secretary
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 Mario J. Goglia, Vice Chancellor - Research
 Howard Jordan, Jr., Vice Chancellor - Services
 Harry B. O'Rear, Vice Chancellor - Health Affairs
 Haskin R. Pounds, Assistant Vice Chancellor
 James L. Carmon, Assistant Vice Chancellor - Computing Systems
 Mary Ann Hickman, Assistant Vice Chancellor - Personnel
 Robert M. Joiner, Assistant Vice Chancellor - Communications

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 Audrey J. Wrigley, Administrative Assistant

Academic Affairs

Eugene R. Huck, Ph.D., Dean of the College
 Eleanor T. Hopper, Ed.D., Assistant Dean of the College

Student Affairs

Carol L. Martin, Ed.D., Dean of Student Affairs
 Frank F. Wilson, M.Ed., Coordinator of Student Activities

Business Affairs

Roger E. Hopkins, B.B.A., Controller
William E. Durrett, B.B.A., Associate Controller
Roy B. Nugent, B.B.A. Assistant Controller

Development and Public Services

Cullene M. Harper, B.A., Director
Stephen B. Gossett, B.S., Public Information Coordinator

Admissions, Records and Student Aid

Thomas H. Rogers, M.Ed., Registrar and Director of Admissions
Thomas I. Patterson, M.A., Assistant Director of Admissions and Director of Student Financial Aid
William C. Watson, M.Ed., Coordinator of Veterans' Affairs and Assistant Registrar

Counseling and Placement

Inez P. Morgan, Ed.S., Director
William R. Granger, M.Ed., Counselor
Diane W. Wilkerson, M.A., Counselor

Data Processing and Registration

James W. Woods, Director
Randall C. Goltz, A.S., Computer Operations Supervisor

Library

Robert J. Greene, Ph.D., Librarian
Martha M. Giles, MLn., Associate Librarian
Valerie B. Yarbrough, MLn., Assistant Librarian
Laurelle H. Hampton, MLn, Assistant Librarian

Chairpersons

George H. Beggs, Ph.D., Social Sciences Division
Herbert L. Davis, Jr., Ph.D., Natural Sciences & Mathematics Division
Robert L. Driscoll, Ph.D., Education Division
John C. Greider, Ph.D., Humanities Division
I. David Harris, Ed.D., Physical Education Department
William P. Thompson, Ph.D., Business Administration Division

Nursing Education

Charlotte S. Sachs, M.S. Director

Special Studies

Morgan L. Stapleton, Ph.D. Head

STAFF

Auxiliary Enterprises

Robert W. EisenhardtDirector

Plant Operations

James T. StuddardDirector
Burton S. Baldwin Assistant Director of Plant Operations and Shops Supervisor

COUNCILS**Administrative Council**

Horace W. Sturgis, Convener	President
George H. Beggs	Chairperson, Division of Social Sciences
Herbert L. Davis, Jr.	Chairperson, Division of Natural Sciences & Mathematics
Robert L. Driscoll	Chairperson, Division of Education
Robert J. Greene	Librarian
John C. Greider	Chairperson, Division of Humanities
Cullene M. Harper	Director of Development and Public Services
I. David Harris	Chairperson, Department of Physical Education
Roger E. Hopkins	Controller
Eleanor T. Hopper	Assistant Dean of the College
Eugene R. Huck	Dean of the College
Carol L. Martin	Dean of Student Affairs
Inez P. Morgan	Director of Counseling & Placement
Thomas I. Patterson	Assistant Director of Admissions & Director of Student Financial Aid
Thomas H. Rogers, Jr.	Registrar and Director of Admissions
Morgan L. Stapleton	Head, Department of Special Studies
William P. Thompson	Chairperson, Division of Business Administration
Frank F. Wilson	Coordinator of Student Activities
James W. Woods	Director, Data Processing and Registration
Two elected faculty members	
Student Government Association	President

Academic Council

Eugene R. Huck, Convener	Dean of the College
Carol L. Martin	Dean of Student Affairs
Thomas H. Rogers, Jr.	Registrar and Director of Admissions
Robert J. Greene	Librarian
John C. Greider	Chairperson, Division of Humanities
Herbert L. Davis, Jr.	Chairperson, Division of Natural Sciences & Mathematics
Robert L. Driscoll	Chairperson, Division of Education
George H. Beggs	Chairperson, Division of Social Sciences
I. David Harris	Chairperson, Department of Physical Education
William P. Thompson	Chairperson, Division of Business Administration
Eight elected Faculty Members	
Two elected Students from the Student Affairs Council	

Student Affairs Council

Carol L. Martin, Convener	Dean of Student Affairs
Eugene R. Huck	Dean of the College
Roger E. Hopkins	Controller
Thomas H. Rogers, Jr.	Registrar and Director of Admissions
Thomas I. Patterson	Assistant Director of Admissions and Director of Student Financial Aid

Frank F. WilsonCoordinator of Student Activities
Ten elected Faculty Members
Four Executive Officers of the Student Government Association
Ten Senators of the Student Government Association

COMMITTEES OF THE FACULTY

Standing Committees

Academic Standing

Huck (Convener), Martin (C.L.), Rhyne, Rogers and Silver

Admissions

Rogers (Convener), Ellis, Granger, Huck, Martin (C.L.), Morgan and Patterson

Executive

Huck (Convener), Beggs, Davis (H.L.), Driscoll, Greider, Harris, Martin (C.L.),
Ridley, Rogers, Thompson and Wilson

Faculty Hearing

Jones, Lance, Martin (C.L.), Rodgers, Sparks and TeBeest

Faculty Personnel

Bostick, Gibson, Giles, Tate and Willey

Nominating

Galliano, Martin (Charles), Meeks, Salter, Sawyer, Schaufele, Schwartz, Smith,
Turner, Yarbrough and Zalkow

State Residence

Hopkins (Convener), Martin (C.L.), Patterson and Rogers

Statutes

Hunt, Jarrell, Ridley and Straley

Student Activities

Martin (C.L.) (Convener), Hopkins, Karcher, Morgan, Wilson and four executive
officers of the Student Government Association.

AFFIRMATIVE ACTION OFFICERS

Dr. Eleanor T. Hopper, Assistant Dean of the College
EEO Officer
Title IX Coordinator (for faculty)

Mr. Roger E. Hopkins, Controller
Deputy EEO Officer
Title IX Coordinator (for non-academic personnel)
504 Coordinator

Dr. Carol L. Martin, Dean of Student Affairs
 Deputy Title IX Coordinator (for students)
 Deputy 504 Coordinator (for students)

Special Committees

Affirmative Action:

Hopper (Convener), Huck (ex officio), Davis (H. L.), Hopkins, Jones, Karcher, Martin (C.L.), Myers and Sachs

Campus Welfare:

Huck, Martin (C.L.) (Co-Conveners), Beggs, Davis (H.L.), Fay (Secretary), Greider, Harper, Harris (I.D.), Hopkins, Hopper, Roach, Tate and Walker

Ceremonies:

Harper (Convener), Gibson, Hopkins, Palmer and Rogers

Computer Services:

Stapleton (Convener), Dobson, Greene, Hopkins (ex officio), Huck (ex officio), Martin (C.L.) (ex officio), Sawyer, Scherer, Thompson and Woods

Faculty Fund:

Garrett (Convener), Giles and Lance

Honors Day:

Greider (Convener), Johnson, Larsen and Roach

Registration:

Martin, C.L. (Convener), Durrett, Hopkins, Huck, Rogers, Stapleton and Woods

Steering:

Huck (Convener), Beggs, Bostick, Davis (H.L.), Driscoll, Greene, Greider, Harper, Harris (I.D.), Hopkins, Hopper, Jones, Martin (C.L.), Roach, Rogers, Stapleton and Thompson

Symposium:

Harper (Convener), Durrett, Harris (I.D.), Huck and Wilson

FACULTY

Akerman, Robert H., Instructor of History (part-time), Ph.D., American University, 1967.

Angel, Donna W., Instructor of Music (part-time), M.M., Northwestern University, 1964.

Bairan, Libby Annette, Assistant Professor of Nursing, M.N., Emory University, 1972.

Bargo, Martha W., Assistant Professor of English, M.A., Georgia State University, 1972.

- Barrier, Robert G.**, Instructor of English, M.A., Vanderbilt University, 1967.
- Beggs, George H.**, Professor of Political Science and Chairperson of the Division of Social Sciences, Ph.D., University of Arizona, 1966.
- Bennett, A. Elizabeth**, Instructor of Music (part-time), M.F.A., University of Georgia, 1974.
- Black, Cameron H.**, Instructor of Business Administration, M.B.A., Georgia State University, 1971.
- Black, Larry B.**, Instructor of Music (part-time), M.M., Northwestern University, 1966.
- Bledsoe, Audrey S.**, Instructor of English (part-time), Ph.D., Emory University, 1975.
- Bostick, Peter E.**, Professor of Biology, Ph.D., University of North Carolina, 1966.
- Casavant, Albert R., Jr.**, Instructor of Business Administration (part-time), Ph.D., Georgia State University, 1976.
- Chan, Micah Y.**, Assistant Professor of Mathematics, M.S., University of Tennessee, 1965.
- Clark, Dorothy G.**, Instructor of English, M.A., University of Georgia, 1977.
- Coats, Jonnell R.**, Instructor of English (part-time), M.A., Vanderbilt University, 1968.
- Commins, Richard H.**, Instructor of English (part-time), M.A., Georgia State University, 1974.
- Crawford, Loretta B.**, Instructor of English, M.A., Georgia State University, 1976.
- Cutrer, M. Wayne**, Assistant Professor of Mathematics, Ph.D., Tulane University, 1969.
- Darden, George W.**, Instructor of Criminal Justice (part-time), J.D., University of Georgia, 1967.
- Davis, Bowman O., Jr.**, Associate Professor of Biology, Ph.D., Emory University, 1970.
- Davis, Gail F.**, Instructor of Nursing, M.S.N., Medical College of Georgia, 1976.
- Davis, Herbert L., Jr.**, Professor of Biology and Chairperson of the Division of Natural Sciences and Mathematics, Ph.D., Emory University, 1965.
- Dickinson, Charlotte M.**, Instructor of Chemistry (part-time), Ph.D., Emory University, 1975.
- Dobson, Charley G., Jr.**, Assistant Professor of Physics, M.S., Georgia Institute of Technology, 1966.
- Dominguez T., Mauricio**, Assistant Professor of History, Ph.D., Tulane University, 1970.
- Driscoll, Robert L.**, Associate Professor of Education and Chairperson of the Division of Education, Ph.D., Michigan State University, 1970.
- Durrett, William E.**, Associate Controller, B.B.A., Georgia State University, 1964.
- Ellis, Ann W.**, Assistant Professor of History, Ph.D., Georgia State University, 1975.
- Fay, Donald J.**, Assistant Professor of English, M.A., Emory University, 1973.
- Fleiszar, Kathleen Ann**, Assistant Professor of Biology, Ph.D., University of Illinois, 1976.
- Galliano, Grace**, Instructor of Psychology, M.A., New School for Social Research, New York, 1969.
- Garrett, Charles S.**, Instructor of Business Administration, M.B.A., Georgia State University, 1973.

- Gayler, Richard A.**, Assistant Professor of Mathematics, Ph.D., Florida State University, 1976.
- George, Bettina B.**, Instructor of Physical Education (part-time), M.A.T., University of South Carolina, 1974.
- Gibson, R. Wayne**, Associate Professor of Music, Ph.D., Northwestern University, 1972.
- Giles, Kenneth N.**, Instructor of Art (part-time), M.A., California State-Fullerton, 1969.
- Giles, Martha A.**, Associate Librarian, MLn, Emory University, 1949.
- Golden, Ben R.**, Assistant Professor of Biology, Ph.D., Brown University, 1971.
- Gooch, Thomas L.**, Assistant Professor of Mathematics, M.A., University of Georgia, 1970.
- Gossett, Stephen B.**, Public Information Coordinator, B.S., Georgia Institute of Technology, 1971.
- Granger, William R.**, Counselor, M.Ed., Clemson University, 1974.
- Greene, Robert J.**, Librarian, Ph.D., Florida State University, 1973.
- Greider, John C.**, Professor of English and Chairperson of the Division of Humanities, Ph.D., University of Liverpool, 1966.
- Gustafson, Harriet S.**, Instructor of Mathematics (part-time), M.A., University of South Florida, 1966.
- Hampton, Laurelle H.**, Assistant Librarian, MLn, Atlanta University, 1977.
- Harper, Cullene Morgan**, Director of Development and Public Services, B.A., University of Alabama, 1955.
- Harris, I. David**, Professor of Physical Education and Chairperson of the Department of Physical Education, Ed.D., University of Southern Mississippi, 1969.
- Hein, Diane L.**, Instructor of Reading, M.S. Ed., University of Wisconsin—Whitewater, 1975.
- Hicks, Betty Jo**, Instructor of Biology, M.S., University of Alabama, 1975.
- Hill, Charles A., Jr.**, Instructor of Mathematics, M.A., University of California—Berkeley, 1974.
- Hill, Elliott M.**, Associate Professor of English, Ph.D., Emory University, 1969.
- Hinton, Virginia C.**, Associate Professor of English, Ph.D., University of Georgia, 1967.
- Hopkins, Roger E.**, Controller, B.B.A., Georgia State University, 1960.
- Hopper, Eleanor T.**, Associate Professor of Physical Education and Assistant Dean of the College, Ed.D., University of Alabama, 1970.
- Hoskins, Laurel R.**, Assistant Professor of Nursing, M.S., Florida State University, 1969.
- Hubbard, Elaine M.**, Instructor of Mathematics, M.S., Georgia Institute of Technology, 1974.
- Huck, Eugene R.**, Professor of History and Dean of the College, Ph.D., University of Alabama, 1963.
- Hunt, Hugh C., Jr.**, Instructor of Philosophy, M.A., Emory University, 1975.
- Hutchins, William W.**, Instructor of Music (part-time), M.F.A., Carnegie-Mellon University, 1950.
- Ikona, Peter J.**, Instructor of Economics, M.A., St. Mary's University, 1974.
- Jamieson, William J., Jr.**, Instructor of Criminal Justice (part-time), M.S., Georgia State University, 1976.
- Jarrell, Willoughby G.**, Assistant Professor of Political Science, Ph.D., Emory University, 1974.

- Johnson, Carl W.**, Assistant Professor of Mathematics, M.A., University of Alabama, 1962.
- Jones, David M., Jr.**, Associate Professor of English, M.A., University of Georgia, 1954.
- Jozsa, Frank P., Jr.**, Assistant Professor of Economics, Ph.D., Georgia State University, 1977.
- Karcher, Barbara C.**, Assistant Professor of Sociology, Ph.D., University of Georgia, 1974.
- Keene, Thomas H.**, Assistant Professor of History, Ph.D., Emory University, 1974.
- King, Nancy S.**, Instructor of English (part-time), M.A., Georgia State University, 1970.
- Kordell, Idee**, Instructor of Music (part-time), M. M. Peabody Conservatory of Music, 1972.
- Lance, Mary L.**, Associate Professor of Biology, Ed.D., University of Georgia, 1964.
- Landrum, Mildred W.**, Assistant Professor of Business Administration, Ph.D., Georgia State University, 1974.
- Larsen, Judith C.**, Assistant Professor of French, M.A., Emory University, 1963.
- Martin, Carol L.**, Associate Professor of Education and Dean of Student Affairs, Ed.D., University of Georgia, 1966.
- Martin, Charles F.**, Assistant Professor of Economics, M.A., University of Mississippi, 1957.
- McGraw, Susan L.**, Instructor of Nursing, M.N., Emory University, 1977.
- Meeks, Joseph D.**, Assistant Professor of Music, M.F.A., University of Georgia, 1963.
- Moore, Karen R.**, Assistant Professor of English, Ph.D., Georgia State University, 1975.
- Morgan, Ann L.**, Instructor of Physical Education, M.S., Pennsylvania State University, 1976.
- Morgan, Inez P.**, Director of Counseling and Placement, Ed.S., Georgia State University, 1973.
- Morris, Karen C.**, Instructor of Physical Education (part-time), M.Ed., Georgia State University, 1976.
- Myers, Johnnie D.**, Instructor of Criminal Justice, M.S., Georgia State University, 1976.
- Myers, Judy A.**, Instructor of Spanish, M.A., University of Georgia, 1972.
- Norman, Claude D.**, Associate Professor of Physics, Ph.D., Oklahoma State University, 1976.
- Nugent, Roy B.**, Assistant Controller, B.B.A., Georgia State University, 1960.
- Ogburn, Lloyd A.**, Instructor of Business Administration (part-time), M.B.A., Georgia State University, 1973.
- Ogden, Judith K.**, Instructor of English (part-time), M.A., Southwest Texas State University, 1969.
- Ogg, David B.**, Assistant Professor of Music, M.M., Florida State University, 1971.
- Palmer, C. Grady**, Associate Professor of Physical Education, Ed.D., University of Georgia, 1973.
- Patterson, Thomas I.**, Assistant Director of Admissions and Director of Student Financial Aid, M.A., University of Alabama, 1966.
- Pattishall, Charlene H.**, Audio-Visual Coordinator, M.Ed., Georgia State University, 1974.

- Perkins, Julia L.**, Assistant Professor of Nursing, MSN, University of California at San Francisco, 1973.
- Powell, Ann M.**, Instructor of Mathematics (part-time), M.A., University of Mississippi, 1961.
- Powell, Charles V.**, Assistant Professor of Psychology, Ph.D., University of Georgia, 1973.
- Rhyne, Pamela J.**, Assistant Professor of Biology, Ph.D., Georgia State University, 1973.
- Rice, Ronald C.**, Instructor of Organ (Part-Time), M.M., Cincinnati College — Conservatory of Music, 1962.
- Richardson, Connie S.**, Instructor of Nursing, MSN, Medical College of Georgia, 1976.
- Ridley, Helen S.**, Assistant Professor of Political Science, Ph.D., Emory University, 1975.
- Roach, S. Frederick, Jr.**, Associate Professor of History, Ph.D., University of Oklahoma, 1972.
- Roberts, Vanice W.**, Instructor of Nursing, M.S., Georgia State University, 1977.
- Robson, Gordon M.**, Instructor of Music (part-time), M.Mus., University of Arizona, 1976.
- Rodgers, Fay H.**, Assistant Professor of Business Administration, D.B.A., Georgia State University, 1976.
- Rodman, Richard E.**, Instructor of Reading, S.C.T., Murray State University, 1975.
- Rogato, Mary E.**, Assistant Professor of English, M.A., George Peabody College, 1965.
- Rogers, Thomas H., Jr.**, Registrar and Director of Admissions, M.Ed., University of Virginia, 1965.
- Romer, K. Gird, Jr.**, Assistant Professor of History, Ph.D., University of Georgia, 1970.
- Rozelle, Peggy E.**, Instructor of Nursing, M.N., Emory University, 1976.
- Russ, Donald D.**, Instructor of English, M.A., University of Florida, 1969.
- Sachs, Charlotte S.**, Associate Professor of Nursing and Director of Nursing Education, M.N., Emory University, 1961.
- Salter, M. Thomson**, Associate Professor of Art, M.F.A., University of Georgia, 1950.
- Sawyer, Jerry D.**, Instructor of Business Administration, M.B.A., Georgia State University, 1976.
- Scott, Thomas A.**, Assistant Professor of History, Ph.D., University of Tennessee, 1978.
- Scherer, Stephen E.**, Assistant Professor of Mathematics, Ph.D., Georgia Institute of Technology, 1974.
- Schwartz, Barbara B.**, Instructor of Physical Education, M.A.T., Emory University, 1976.
- Sherrod, Robert B.**, Instructor of Sociology, M.A., George Peabody College, 1975.
- Silver, Joseph H.**, Instructor of Political Science, M.A., Atlanta University, 1977.
- Smith, Betty Ann**, Assistant Professor of Anthropology, Ph.D., University of Georgia, 1975.
- Sparks, Donald J.**, Assistant Professor of Mathematics, M.Ed., University of Georgia, 1967.
- Stapleton, Morgan L.**, Associate Professor of Mathematics and Head of the

- Department of Special Studies, Ph.D., Georgia Institute of Technology, 1974.
- Stephens, Linda**, Instructor of Sociology, M.A., West Georgia College, 1976.
- Stewart, Duncan F., Jr.**, Assistant Professor of Military Science, M.A., University of Georgia, 1976.
- Stowe, John R.**, Instructor of Biology, M.S., Florida State University, 1976.
- Straley, Tina H.**, Associate Professor of Mathematics, Ph.D., Auburn University, 1971.
- Sturgis, Horace W.**, President, Ph.D., New York University, 1958.
- Tate, James B.**, Assistant Professor of History, M.A., George Peabody College, 1960.
- TeBeest, Ronald H.**, Assistant Professor of Political Science, M.A., Emory University, 1965.
- Thompson, William P.**, Associate Professor of Business Administration and Chairperson of the Division of Business Administration, Ph.D., Georgia State University, 1970.
- Thomson, Thomas R.**, Assistant Professor of Mathematics, Ph.D., Georgia State University, 1976.
- Turner, Carol L.**, Assistant Professor of English, M.A., Georgia State University, 1967.
- Wadley, Theodore C.**, Instructor of English, M.A., University of Wisconsin—Madison, 1975.
- Walker, Frank W.**, Associate Professor of Chemistry, Ph.D., Georgia Institute of Technology, 1969.
- Walker, Gail B.**, Instructor of English, M.A., University of Alabama, 1973.
- Walls, June S.**, Assistant Professor of Nursing, M.N., Emory University, 1970.
- Walthall, Marilyn M.**, Instructor of Music (part-time), M.Mus., Georgia State University, 1974.
- Watson, William C.**, Coordinator of Veterans' Affairs and Assistant Registrar, M.Ed., Georgia State University, 1978.
- White, Richard M.**, Instructor of Physical Education (part-time), M.Ed., Georgia State University, 1977.
- Wilkerson, Diane W.**, Counselor, M.A., Stanford University, 1972.
- Willey, Diane L.**, Assistant Professor of Education, Ph.D., The University of Iowa, 1976.
- Williams, Daniel J.**, Assistant Professor of Chemistry, Ph.D., University of Georgia, 1974.
- Williams, Olleen**, Instructor of Art, M.F.A., University of Georgia, 1953.
- Wilson, Frank F.**, Coordinator of Student Activities, M.Ed., West Georgia College, 1971.
- Woods, James W.**, Director, Data Processing and Registration.
- Wright, William D.**, Instructor of Music (part-time), M.M., University of Miami School of Music, 1976.
- Wrigley, Audrey J.**, Administrative Assistant to the President.
- Yarbrough, Valerie B.**, Assistant Librarian, M.Ln, Emory University, 1972.
- Zalkow, Vera B.**, Associate Professor of Chemistry, Ph.D., Wayne State University, 1960.
- Ziros, Apostolos D.**, Assistant Professor of History, Ph.D., University of Georgia, 1969.
- Zoghby, Mary**, Instructor of English, Ph.D., Georgia State University, 1978.

Correspondence Directory

Academic and Personal Concerns	Counselors
Admissions	Director of Admissions
Career Planning	Counselors
Catalog Requests	Director of Admissions
Continuing Education Courses	Director of Development and Public Services
Educational Program	Dean of the College
Financial Aid	Director of Financial Aid
Financial or Business Matters	Controller
Gifts, Bequests	President
Public Information	Public Information Coordinator
Scholarships	Director of Financial Aid
Selection of Program of Study	Director of Counseling
Special Testing (CLEP, Regents, and History/Constitution)	Counselors
Student Activities	Coordinator of Student Activities
Student Employment (on-campus)	Director of Financial Aid
Student Employment (off-campus)	Counselors
Transcripts and Academic Records	Registrar
Transfer of Credits	Director of Admissions
Veterans' Affairs	Coordinator of Veterans' Affairs

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NOTES

NOTES

APPLICATION FOR ADMISSION TO

KENNESAW COLLEGE

Marietta, Georgia 30061

A Unit of the University System of Georgia

**PLEASE TYPE OR PRINT THE INFORMATION REQUESTED BELOW
DO NOT USE NICKNAMES OR DIMINUTIVES**

Legal Name _____
Last
First
Middle or Maiden
/ /
Social Security Number

Address _____
Number & Street
City
State
Zip Code
Telephone Number

Have you been enrolled previously at Kennesaw College? Yes [] No []

Degree To Be Earned Bachelor's Proposed Program of Study _____
Associate (see reverse side of this application)

(Check One)

White (not of Hispanic origin) []	Black (not of Hispanic origin) []	American Indian or Alaskan Native []	Hispanic []	Asian or Pacific Islander []	5
------------------------------------	------------------------------------	---------------------------------------	--------------	-------------------------------	---

(Race and sex information required by HEW for statistical purposes only.)

County of Residence _____ Veteran: Yes [] No []

Are you a legal resident of Georgia? Yes [] No [] (See reverse side of application)

How long have you resided in Georgia? From _____ To _____
Month
Year
Month
Year

U. S. Citizen? Yes [] No [] If not; Country of Citizenship _____

High School last attended _____
Name
Address

DO NOT WRITE IN SPACES BELOW
Program
Race
Classification
County
State
H. S.
College

County of Residence _____ Veteran: Yes [] No []
Are you a legal resident of Georgia? Yes [] No [] (See reverse side of application)

How long have you resided in Georgia? From _____ To _____
Month Year Month Year

U. S. Citizen? Yes [] No [] If not; Country of Citizenship _____

High School last attended _____
Name Address

Year graduated _____ GED Certificate? Yes [] No []

College last attended _____ Did you graduate? Yes [] No []

Age _____ Birthdate _____ Birthplace _____
Month Day Year City County State

Male [] Female [] Do you live with your parents or guardian? Yes [] No [] If not and
(Sex information for statistical purposes only)

you are under 18 years of age, please give name and address of parents or guardian: _____

List date you took, or will take, the College Board SAT test: _____

(Check quarter you plan to enroll) Summer [] Fall [] Winter [] Spring [] _____
Year

List all colleges and vocational schools previously attended:

Name of College/School	City and State	Dates Attended

Did you graduate?
Yes [] No []
Yes [] No []
Yes [] No []

Failure to list all colleges previously attended will disqualify applicant.

Date

Signature of Applicant

Return application to Director of Admissions, Kennesaw College, Marietta, Georgia 30061. Kennesaw College is an affirmative action/equal educational and employment opportunity institution and does not discriminate on the basis of race, religion, color, sex, age, handicap, or national origin.

County
State
H. S.
College
Birth Year
Sex
H. S. Avg.
PFAG
Living With Parents
CEEB Scores
V M

Definition of Legal Residents

Individuals who enter the institution as non-resident students but who wish to later qualify as legal residents must fill out a Request for Residence Classification form which can be obtained in the Office of Admissions and Records. A student's residence status is not changed automatically, and the burden of proof that the student qualifies as a legal resident under the regulations of the Board of Regents of the University System of Georgia rests with the student.

If there is any question in the mind of the student concerning his/her residence status, application for clarification should be made immediately or not later than two weeks prior to the registration date in order to avoid delay and inconvenience of registration. Applications should be addressed to Residence Committee, Office of the Controller, Kennesaw College, Marietta, Georgia 30061.

To be considered a legal resident of Georgia for the purpose of registering at an institution of the University System of Georgia, a student must establish the following facts to the satisfaction of the Residence Committee of that Institution:

REGENTS' REQUIREMENTS FOR RESIDENT STATUS

Students/applicants who are classified by Kennesaw College as non-residents but who later claim to qualify as legal residents must file a "Petition for Georgia Residence Classification" form with the Residence Committee, Office of the Controller. A student's residence status is not changed automatically, and the burden of proof that the student qualifies as a legal resident under the regulations of the Board of Regents of the University System of Georgia rests with the student. Applications should be made three weeks prior to registration date to: Residence Committee, Office of the Controller, Kennesaw College, Marietta, Georgia 30061.

A person's legal residence is his/her permanent dwelling place. It is the place where he/she is generally understood to reside with the intent of remaining there indefinitely and returning there when absent. There must be a concurrence. To be considered a legal resident of Georgia, the applicant/student must establish the following facts to the satisfaction of the Residence Committee.

1. (a) If a person is 18 years of age or older, he or she may register as a resident student only upon a showing that he or she has been a legal resident of Georgia for a period of at least twelve months immediately preceding the date of registration.
(b) No emancipated minor or person 18 years of age or older shall be deemed to have gained or acquired in-state residence status for fee purposes while attending any educational institution in this State, in the absence of a clear demonstration that he or she has in fact established legal residence in this State.
2. If a person is under 18 years of age, he or she may register as a resident student only upon a showing that his or her supporting parent or guardian has been a legal resident of Georgia for a period of at least twelve months immediately preceding that date of registration.

3. A full-time employee of the University System and his or her spouse and dependent children may register on the payment of resident fees.
4. Non-resident graduate students who hold teaching or research assistantships requiring at least one-third time service may register as students in the institution in which they are employed on payment of resident fees.
5. Full-time teachers in the public schools of Georgia and their dependent children may enroll as students in the University System institutions on the payment of resident fees, when such teaches have been legal residents of Georgia for the immediately preceding nine months, were engaged in teaching during such nine month period, and have been employed to teach full time in the public schools of Georgia during the ensuing school year.
6. All aliens shall be classified as non-resident students; provided, however, that an alien who is living in this country under a visa permitting permanent residence shall have the same privilege of qualifying for resident status for fee purposes as a citizen of the United States.
7. Foreign students who attend institutions of the University System under financial sponsorship of civic or religious groups located in this State, may be enrolled upon the payment of resident fees, provided the number of such foreign students in any one institution does not exceed the quota approved by the Board of Regents for that institution.
8. If the parents or legal guardian of a minor change his or her legal residence to another state following a period of legal residence in Georgia, the minor may continue to take courses for a period of twelve consecutive months on the payment of resident fees. After the expiration of the twelve month period the student may continue his registration only upon the payment of fees at the non-resident rate.
9. In the event that a legal resident of Georgia is appointed as guardian of a non-resident minor, such minor will not be permitted to register as a resident until the expiration of one year from the date of court appointment, and then only upon proper showing that such appointment was not made to avoid payment of the non-resident fees.
10. Career Consular Officers and their dependents who are citizens of the foreign nation which their Consular Office represents, and who are stationed and living in Georgia under orders of their respective governments, shall be entitled to enroll in University System institutions on payment of resident fees. This arrangement shall apply to those Consular Officers whose nations operate on the principle of educational reciprocity with the United States.
11. **Payment of Fees by Military Personnel.** Military personnel and their dependents stationed in Georgia and on active duty, except military personnel assigned to System institutions for educational purposes, shall pay the same fees assessed residents of Georgia.

PROGRAMS OF STUDY AND DEGREES

Four Year Programs of Study Leading To a Bachelor's Degree	Two Year Programs of Study Leading To an Associate Degree
Biology Business Administration Education English History Mathematics Music	Criminal Justice & Law Enforcement Business Administration (Career) Business Administration—Accounting Business Administration—Data Processing Nursing Secretarial Science Social Services Teacher Assistance

Photographs by Dr. John C. Greider
Chairman, Division of Humanities

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Kennesaw College

Marietta, Georgia 30061

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