
KENNESAW COLLEGE



GRADUATE CATALOG 1987•1988

This catalog was prepared in the winter of 1987. The material presented is for informational purposes only and should not be construed as the basis of a contract between students 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.

Every effort will be made to keep students advised of any changes in provisions listed in this catalog and/or new information. Quarterly course schedules will be considered as extensions of this catalog, and copies will be available in the Office of the Registrar.

It is incumbent on students to keep apprised of the graduation requirements for the degree they are pursuing.

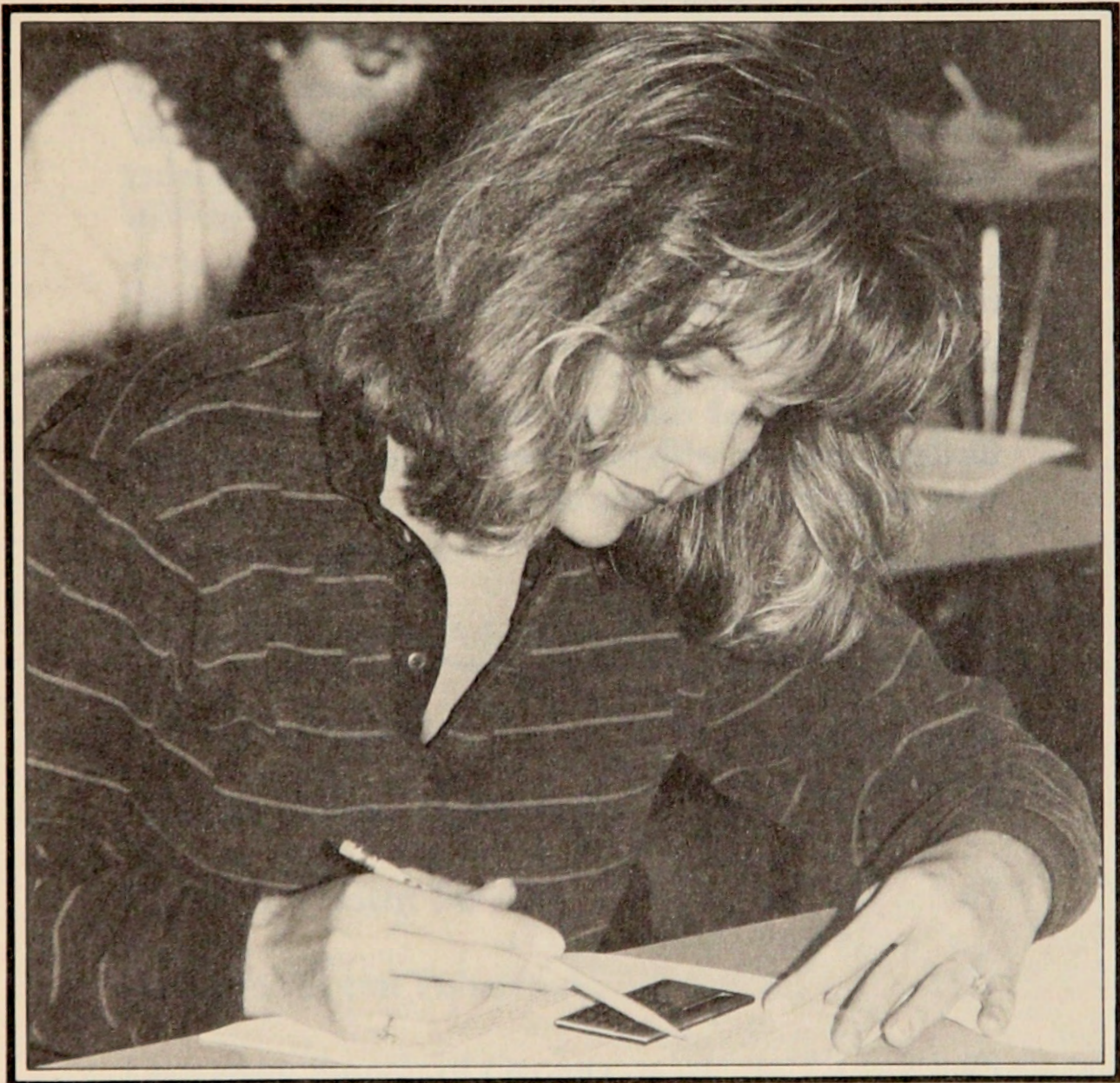
Students have the responsibility to read this catalog, official announcements, notices posted on bulletin boards and otherwise to be informed completely in regard to the programs of studies, credits, degree requirements, quality points and other facts relating to life at this college.

Kennesaw College 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.

FOR FURTHER INFORMATION, WRITE OR TELEPHONE:

**GRADUATE STUDIES
KENNESAW COLLEGE
P.O. BOX 444
MARIETTA, GA 30061
(404) 423-6500**

KENNESAW COLLEGE



GRADUATE CATALOG 1987•1988

VOLUME 3

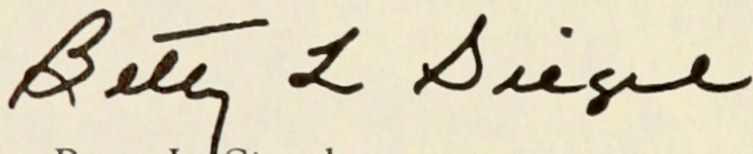
A SENIOR COLLEGE OF THE
UNIVERSITY SYSTEM OF GEORGIA
MARIETTA, GEORGIA 30061

Dear Graduate Students:

Welcome to Kennesaw College. You have chosen a premier institution that takes great pride in its strong and vital tradition of academic excellence. At Kennesaw, you will find a dedicated faculty, staff and administration deeply committed to high-quality graduate and undergraduate education. Kennesaw College is also proud of its cooperative campus environment, which facilitates the important learning and growth that take place here.

We are delighted that you are with us at Kennesaw College, and we wish you every success as you pursue your goals in higher education.

Sincerely,

A handwritten signature in cursive script that reads "Betty L. Siegel". The signature is written in dark ink and is positioned above the printed name and title.

Betty L. Siegel
President

TABLE OF CONTENTS

College Calendar	4
General Information	7
Admissions	9
Academic Regulations	15
Expenses	19
Financial Assistance	25
Master of Business Administration	27
School of Education	33
Graduate Course Descriptions	47
Graduate Student Services	67
Academic/Social Policies	71
University System of Georgia	75
Administrative Officers and Faculty	79
Index	90
Campus Map	94

KENNESAW COLLEGE CALENDAR

1987-88

SUMMER QUARTER 1987

June 15	Last Day to Apply for Admission
June 22	Registration for All Quarter, Session I and Session II
June 23	Classes Begin, All Quarter and Session I
June 23	Late Registration
June 23	Schedule Change Day
June 23-26	Regents' Test Sign-up Dates
July 3	Holiday
July 8	Last Day to Withdraw Without Penalty, Session I
July 21	Last Day of Classes, Session I
July 22	Study Day, Session I
July 23	Final Examinations, Session I
July 23	Registration for Session II
July 24	Classes Begin, Session II
July 24	Last Day to Withdraw Without Penalty, All Quarter
July 27	Schedule Change Day, Session II
August 7	Last Day to Withdraw Without Penalty, Session II
August 18	Last Day of Classes, All Quarter
August 19	Study Day, All Quarter
August 20-24	Final Examinations, All Quarter
August 20	Last Day of Classes, Session II
August 21	Study Day, Session II
August 24	Final Examinations, Session II
August 24	End of Quarter
September 1	Last Day to Apply for Admission for Fall Quarter, 1987

FALL QUARTER 1987

September 1	Last Day to Apply for Admission
September 7	Holiday
September 17	Registration
September 18	Registration
September 19	Classes Begin
September 21	Weekday Classes Begin
September 21	Late Registration
September 22-23	Schedule Changes
October 26	Last Day to Withdraw Without Penalty
November 26-29	Thanksgiving Holidays

December 1	Last Day of Classes
December 2-8	Final Examinations
December 8	End of Quarter
December 12	Graduation
December 15	Last Day to Apply for Admission for Winter Quarter, 1988
December 19-27	College Officially Closed

WINTER QUARTER 1988

December 15	Last Day to Apply for Admission
January 1	Holiday
January 4	Registration
January 5	Classes Begin
January 5	Late Registration
January 6-7	Schedule Changes
January 18	Holiday
February 11	Last Day to Withdraw Without Penalty
March 15	Last Day of Classes
March 15	Last Day to Apply for Admission for Spring Quarter, 1988
March 16-22	Final Examinations
March 22	End of Quarter

SPRING QUARTER 1988

March 15	Last Day to Apply for Admission
March 29	Registration
March 30	Classes Begin
March 30	Late Registration
March 31	Schedule Changes
April 1	Schedule Changes
May 5	Last Day to Withdraw Without Penalty
June 7	Last Day of Classes
June 7	Last Day to Apply for Admission for Summer Quarter, 1988
June 8-14	Final Examinations
June 14	End of Quarter
June 18	Graduation

SUMMER QUARTER 1988

June 7	Last Day to Apply for Admission
June 21	Registration
June 22	Classes Begin
June 22	Late Registration
July 4	Holiday
July 29	Last Day to Withdraw Without Penalty
August 17	Last Day of Classes
August 18-22	Final Examinations
August 22	End of Quarter

GENERAL INFORMATION

Purpose

Kennesaw College is a dynamic, developing senior college in the University System of Georgia, responding to the needs of the northwest region of the state for accessible, relevant and high-quality graduate, undergraduate and public service programs.

Committed to providing an inviting and supportive learning environment, Kennesaw College values and promotes excellence in its central missions of teaching and service. Scholarly activity and research are encouraged in support of these aims and to further professional development. The campus community provides a stimulating and challenging atmosphere, which fosters critical thinking, social responsibility and an understanding of differences among people and ideas.

Kennesaw College aspires to be a model senior college, respected for its contributions to excellence in education, the realization of personal potential and the improvement of the quality of life in the communities it serves.

Graduate Studies

The Office of Graduate Studies was created in 1984 by action of the Board of Regents of the University System of Georgia. Kennesaw College received approval for candidacy at the graduate level for accreditation by the Southern Association of Colleges and Schools, and granted full accreditation on December 18, 1986. Degrees offered include the Master of Business Administration and the Master of Education with majors in elementary education (K-4 and 4-8). Graduate programs are administered by individual departments and schools and are coordinated by the dean of graduate studies.

Graduate study provides well-qualified students the opportunity to obtain a master's degree, to increase their competencies and skills for their professions, and to become involved in scholarship and research that broaden their professional and cultural backgrounds.



ADMISSIONS

Graduates holding a baccalaureate degree from colleges or universities accredited by appropriate regional accrediting associations or from recognized institutions may apply for admission to graduate studies at Kennesaw College. The applicants must submit the credentials deemed necessary by the chosen degree program. Individual schools may have additional requirements or higher standards than those listed in this catalog.

APPLICATION PROCEDURES:

The application, transcripts and test scores should be received in the Office of Admissions at least 20 days prior to the proposed quarter of enrollment. Other supporting credentials should be sent to the director in the appropriate school by the announced deadline. All documents become the property of Kennesaw College and cannot be forwarded or returned.

After an applicant's file is completed, it will be reviewed for an admission decision. An acceptance/rejection letter will be sent to each applicant informing him/her of the decision. Admission to graduate studies does not imply that the student is a candidate for a degree. No commitment is made on this matter until the student is admitted to candidacy. (See Candidacy in the selected program study.)

Degree	Application Requirements
M.B.A.	<ul style="list-style-type: none">● Application form● Two official transcripts sent directly from the institution to the Office of Admissions from each institution attended. Proof of baccalaureate degree should be on one transcript.● Official Graduate Management Admissions Test (GMAT) scores.
M.Ed. (K-4, 4-8)	<ul style="list-style-type: none">● Application form● Application for degree program● Two official transcripts sent directly from the institution to the Office of Admissions from each institution previously attended. Proof of the baccalaureate degree should be on one transcript.● Official Graduate Record Examination (GRE) scores.● Three letters of recommendation (forms available from School of Education)● Personal statement of goals (forms available from School of Education)
Non-degree/ Post- baccalaureate	<ul style="list-style-type: none">● Application form● Two official transcripts from the undergraduate institution from which degree was awarded.

ADMISSIONS

M.Ed. Application Deadlines. Applications for admission to M.Ed. degree programs are considered once a quarter by the M.Ed. Admissions Committee. For consideration, all application materials must be **received** by the School of Education program director no later than the dates listed below:

To apply for:	All materials must be received by:
Fall Quarter, 1987	August 6, 1987
Winter Quarter, 1988	November 23, 1987
Spring Quarter, 1988	February 16, 1988
Summer Quarter, 1988	May 10, 1988
Fall Quarter, 1988	August 4, 1988

International Students

Students from other countries must meet all the requirements listed above. Any student whose native language is not English must have earned a minimum score of 550 on the Test of English as a Foreign Language (TOEFL). If the student graduated from a college in the United States or completed an intensive English language program and can demonstrate proficiency in the language, the TOEFL may be waived. In addition, international students must submit an affidavit of support from the sponsor and a certified financial statement from the sponsor's bank showing that funds are available for study for one year.

Applicants for Constitutional Amendment 23 Admission

Georgia residents who are 62 years of age or older and who meet all regular and special admission requirements for this category may register for graduate classes and receive credit without payment of tuition and fees on a space available basis. (Contact the Office of Admissions for detailed information.)

Admission Classifications

I. Admission to a Degree Program

An individual who is interested in pursuing a graduate degree may be admitted to a graduate program under any of the following classifications.

A. Full Standing

An applicant who meets all requirements for admission to a degree program and who has been recommended by the school in which he/she proposes to study will be considered for admission in full standing.

Degree	Admissions Requirements
M.B.A.	<ul style="list-style-type: none"> ● Baccalaureate degree from a regionally accredited institution. A combination of the cumulative undergraduate grade-point average and the total score on the Graduate Management Admission Test (GMAT) is used to develop an index number. This number must be a minimum of 980 (see General Requirement No. 2 on page 27 for explanation in determining the index number). However, if the index is below 980, the applicant may still be admitted using for extra consideration the junior/senior grade-point average, recent graduate work, work experience and other academic evidence of excellence.
M.Ed.	<ul style="list-style-type: none"> ● Baccalaureate degree from a regionally accredited institution ● Minimum cumulative undergraduate grade-point average of 2.5 on a 4.0 scale ● Minimum score of 800 (verbal and quantitative) on General Test of the GRE ● T-4 certificate ● Three acceptable letters of recommendation ● An acceptable statement of personal goals.

B. Provisional Standing

An individual whose credentials do not meet the requirements for full standing may be considered for provisional standing if, in the opinion of the program director or graduate committee, the applicant demonstrates potential to complete a graduate degree. A program to make up the deficiencies will be designed by the program director or adviser. No more than 15 quarter hours of graduate course work earned while in provisional standing may be applied toward the requirements of a degree program.

Because the provisional requirements may vary among programs, the student should be knowledgeable of any additional requirements within the degree program.

II. Non-Degree/Post-Baccalaureate Admission

An individual who is interested in earning graduate credit, but who is not an applicant for a graduate degree at Kennesaw College, may be admitted as a non-degree/post-baccalaureate student with the approval of the dean of graduate studies. Students who have earned a baccalaureate degree (or higher) from a recognized institution may enroll in applicable courses if all prerequisites have been taken. All applicants for non-degree/post-baccalaureate study must submit a graduate application for admission and two official undergraduate transcripts showing the baccalaureate degree.

Non-Degree/Post-Baccalaureate Admission Requirements:

- Bachelor's degree from a regionally accredited college or university
- Minimum undergraduate grade-point average of 2.0 on a 4.0 scale (2.5 for students interested in graduate studies in business administration).

ADMISSIONS

Students admitted to non-degree/post-baccalaureate study must submit additional credentials prior to entering a graduate degree program. Refer to the chosen degree program in this catalog for additional requirements. No more than 15 quarter hours may be applied toward a degree program at a subsequent time and then only after the credit is approved and evaluated by the program director at the time of admission to the degree program.

III. Transient Student Status

An applicant who is enrolled in a recognized graduate program at another institution may seek temporary admission to graduate study at Kennesaw College. The applicant must submit to the Office of Admissions the completed application for Transient Status and a graduate application for admission. These forms must be received at least 20 days prior to the quarter for which admission is desired. The Office of Admissions will send a copy of the application to the appropriate department, which will make the admission decision based on available space.

A Kennesaw graduate student who wishes to attend another institution as a transient student must be in good academic standing* and receive written approval from the program director and dean of graduate studies prior to enrolling elsewhere in order for the courses to transfer to the degree program. Transient work shall be considered as transfer credit.

*(Student must not be on probation and must have a cumulative GPA of at least 3.0.)

IV. Graduate Credit for Undergraduates

A Kennesaw undergraduate student who is within 10 quarter hours of graduation and who has a cumulative grade-point average of 2.0 and a 3.0 grade-point average in the major subject may enroll in graduate courses. In addition to submitting the application for graduate study, the student must obtain written approval from the school program director and be officially admitted to graduate studies by the dean of graduate studies. Graduate credit taken under this provision may not be used to meet undergraduate degree requirements. The student will be classified as non-degree post baccalaureate until acceptable scores, final transcripts and other supporting documents as required by the degree program are received in the appropriate offices.

No more than 10 quarter hours of graduate work may be completed prior to the completion of the baccalaureate degree and admission to a graduate degree program. No student will be allowed to pursue two degrees simultaneously.

Readmission to Graduate Study

A student must enroll at least one quarter in each four consecutive quarters in order to maintain current standing in a degree program without having to reapply for admission to the degree program.

Note: The School of Business Administration requires that students who do not enroll for two consecutive quarters apply for readmission.

A student must apply for readmission by completing an **Application for Readmission to a Graduate Degree Program** and submitting it to the program director for approval. If the student has taken course work at another institution during the

period of non-enrollment, the course work will be considered as transfer credit and, upon receipt of an official transcript, reviewed accordingly. The application is available in each program director's office.

If a student exceeds the six-year limit for completing a degree, he/she must apply for admission to the degree program as a new student and begin a new planned program of study. Course credit over six years old will not be accepted in the new program. Other previous course work will be evaluated on the basis of its applicability to the new program of study.

Individual degree programs or departments may add requirements regarding readmission.



ACADEMIC REGULATIONS

Course Load

Full-time enrollment for graduate students is 10 quarter hours. In order to enroll for more than 10 quarter hours, a student must obtain approval from the dean of graduate studies upon recommendation by his/her academic adviser or appropriate committee.

Residence Requirement

Of the 60 quarter hours required for a graduate degree, 45 quarter hours must be taken in full standing at Kennesaw College.

Academic Warning

If a graduate student makes a grade less than a B in any graduate course, the dean of graduate studies will send the student a letter of academic warning. This warning is intended to encourage the student to seek assistance from the adviser or program director. Academic Warning is not an official academic standing.

Academic Probation

Any degree or non-degree student in graduate studies whose cumulative graduate grade-point average drops below 3.0 will be placed on probation. While on probation, the student will not be permitted to apply for admission to candidacy, take comprehensive exams or obtain a graduate degree. Probation status must be removed by raising the cumulative GPA to a 3.0 or better within the next 15 quarter hours of graduate course work following the quarter in which probation was incurred. While on probation, the student must maintain a minimum quarterly graduate GPA of 3.0 in order to continue to enroll each quarter. Failure to do so will result in the student being dropped from Graduate Studies. (See Academic Exclusion below.)

Academic Exclusion

If probationary status is not removed during the 15 quarter hours of graduate course work following the quarter in which probation was incurred or if the quarterly graduate GPA falls below a 3.0 at any point while on probation, the student will be dropped from Graduate Studies.

Degree Ineligibility

Any three grades below B or two Fs make a student ineligible for a graduate degree from Kennesaw College.

Course Repetitions

Graduate students are allowed only two opportunities to retake graduate courses for academic reasons. All grades received for work attempted at Kennesaw are calculated in the cumulative grade-point average.

Grade-Point Average

The grade-point average (GPA) is the average grade made by the student on all graduate course work for which he/she has enrolled. It is calculated by dividing the total number of quality points earned by the total number of quarter hours attempted. Courses carrying S, U, W grades are not included.

Schedule Changes

Graduate students are permitted to drop and/or add classes only on the official schedule change day. The student should consult the Kennesaw College catalog or the Office of the Registrar for the applicable schedule change day each quarter. Graduate students must meet with their program director for approval of changes prior to entering the schedule change area.

Withdrawal from College or from Individual Courses

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

A student who officially withdraws from college with the approval of the program director and the registrar within the first 28 working days (including registration days) of the quarter will be assigned grades of "W," which will not affect the overall scholastic average. The student who stops attending classes and notifies no one is usually assigned failing grades, which jeopardize his/her chances of future academic success.

A student may, by means of the same withdrawal form and with the approval of the program director and the registrar, withdraw from individual courses while retaining other courses on the schedule. This option must be exercised within the first 28 working days 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 exception to these withdrawal regulations will be for those instances that involve unusual and fully documented circumstances.

Withdrawal forms are not processed during the last two class weeks of each quarter. Information regarding withdrawal and refund of student fees is found on page 20.

Grading System

All graduate students are required to maintain a 3.0 grade-point average. The college is organized on the quarter system, with three of the four quarters extending approximately 11 weeks and summer quarter extending approximately eight weeks. The quarter hour is the unit of credit in any course. The following grading system is used:

Grade	Grade Points
A Superior	4.0
B Average	3.0
C Below Average	2.0
F Failure	0.0

I — Incomplete grade (I) will be awarded only when the student has done satisfactory work, but for non-academic reasons beyond his/her control is unable to meet the full requirements of 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. However, if by the end of the subsequent quarter after the Incomplete has been assigned (whether or not the student is enrolled), the I has not been removed and replaced with the grade of A, B, C or F, the I will be changed to F and calculated in the cumulative grade-point average.

W — This symbol indicates that the student was permitted to withdraw from the course without penalty with the approval of the program director and registrar within the first 28 working days (including registration days) of the quarter. Withdrawals without penalty may be permitted after the official withdrawal period in hardship cases only with approval of the dean of graduate studies, program director and registrar. A course in which the grade of W has been assigned will not be included in calculating the student's scholastic average.

WF — This symbol indicates that the student was permitted to withdraw from a course while doing unsatisfactory work or withdrew after the first 28 working days of the quarter. The dropping of a course under these circumstances is equivalent to failure.

S — This symbol indicates that credit has been given for completion of degree requirements other than academic course work. The use of this symbol is approved for thesis hours, student teaching, clinical practicum, internship and proficiency requirements in graduate programs.

U — This symbol indicates unsatisfactory performance or progress in an attempt to complete degree requirements other than academic course work. The use of the U is approved for thesis hours, student teaching, clinical practicum, internship and proficiency requirements in graduate programs.

V — This symbol 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.

Transfer Credit

Graduate work taken at other accredited institutions must be evaluated and approved by the program director or graduate committee of the respective program in order to constitute part of the degree program at Kennesaw. Such transfer credit cannot exceed 15 quarter hours and cannot reduce residence requirements. No grade below a B may be accepted. Transfer grades are not used in calculating quarterly or cumulative grade-point averages.

Time Limit

All requirements for a master's degree must be completed within six years, beginning with the first registration following admission to the degree program. Extension of time may be granted only on conditions beyond the student's control.

Candidacy

The minimum requirements for admission to candidacy in any degree program shall be the successful completion of 15 quarter hours of graduate credit in a degree program at Kennesaw College with a minimum cumulative grade-point average of 3.0 and a grade of C or better in each course presented for candidacy. With the approval of the Graduate Curriculum Committee, individual degree programs may establish additional requirements to candidacy (e.g., interview or examination).

Graduation Requirements

Each candidate for a master's degree must apply for graduation through the individual program director. A student may request **in absentia** status by writing to the registrar prior to the graduation exercises.

Subject to the limitations and qualifications stated elsewhere in this bulletin, the requirements for an advanced degree are:

- a. An application for graduation must be filed by the quarter preceding the final quarter of enrollment. This form may be obtained from the school program director.
- b. Of the 60 quarter hours required for an advanced degree, 45 must be taken in full standing through Kennesaw College.
- c. Degree candidates must have an earned cumulative grade-point average of 3.0 in all graduate course work at Kennesaw College and a grade of C or better in each course presented to meet degree requirements.

With the approval of the Graduate Curriculum Committee, individual degree programs may establish additional graduation requirements (e.g., comprehensive exams, thesis).

Additional Academic Regulations

Individual degree programs may impose additional academic regulations. Consult with the program director, department head or adviser for this information.

EXPENSES

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; registration is not complete until all fees have been paid. Students are required to pay matriculation fees and, when applicable, non-resident tuition for enrollment in all courses even if no credit is earned.

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.**

Matriculation Fee

During 1987-88, graduate students are charged a matriculation fee of \$31 per quarter hour of course work up to 12 quarter hours. For a graduate student to register for more than 10 quarter hours, he or she must receive special permission. The matriculation fee for 12 or more hours is \$367 during 1987-88.

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 \$734 per quarter in addition to the matriculation fee and all other regular fees. Non-resident students registered for fewer than 12 credit hours are required to pay a tuition of \$63 per credit hour in addition to the matriculation fee and all other regular fees.

Student Activities Fee

All students are required to pay a non-refundable fee of \$34 per quarter to finance student activities, student publications, intercollegiate athletics and special student services.

Special Fees and Expenses

Diploma Fee: A diploma fee of \$15 is required of all degree candidates and is payable at the time a petition to graduate is presented to the registrar. The fee is non-transferable and non-refundable. It entitles the student to one diploma.

Penalty Fee For Returned Check: A penalty fee of \$15 will be assessed for each check returned by the bank.

Student Motor Vehicle Parking Fee

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

EXPENSES

A student with a debilitating physical handicap will be assigned a reserved parking space upon making a request through the Campus Safety and Security Office. 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 expenses.

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 30 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.

Summary of Expenses

(Fewer than 12 Hours)	Resident	Non-Resident
Matriculation Fee Per Credit Hour	\$ 31.00	\$ 31.00
Non-Resident Tuition Fee Per Credit Hour	-0-	63.00
Student Services Fee Per Quarter	34.00	34.00
Vehicle Registration Per Year	4.00	4.00
(Twelve Hours or More)	Resident	Non-Resident
Matriculation Fee Per Quarter	\$367.00	\$ 367.00
Non-Resident Tuition Fee Per Quarter	-0-	734.00
Student Services Fee Per Quarter	34.00	34.00
Vehicle Registration Per Year	4.00	4.00
Total	\$405.00	\$1,139.00

Withdrawal and Refund of Student Fees

Students desiring to withdraw from classes for any reason must secure the proper withdrawal forms from the Office of the Registrar. Withdrawal forms must be filled out completely and approved by the program director and the registrar.

Students withdrawing on or before Schedule Change Day are entitled to a 100 percent refund. Students completely withdrawing from the college during the four-week period after Schedule Change Day are entitled to a percentage refund of matriculation and non-resident tuition fees paid for that quarter as follows:

- Within the first week following Schedule Change Day 80%
- Within the second week following Schedule Change Day 60%
- Within the third week following Schedule Change Day 40%
- Within the fourth week following Schedule Change Day 20%
- After the fourth week No Refund

Refer to the quarterly Schedule of Courses for specific dates and times of each refund period. The date to be used in determining eligibility for a refund will be the date the withdrawal form is presented to the Office of the Registrar.

The student services fee is not refundable after Schedule Change Day.

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 a Legal Resident

An individual who enters the institution as a non-resident student but who later wishes to qualify as a legal resident must fill out a Request for Residence Classification form, which can be obtained in the Office of Admissions. A student's resident 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. A student is responsible for registering under the proper residency classification. A student classified as a non-resident who believes that he or she is entitled to be reclassified as a legal resident may petition the Residence Committee for a change in status. The petition must be filed no later than 60 days after the quarter begins in order for the student to be considered for reclassification for that quarter. If the petition is granted, reclassification will not be retroactive to prior quarters.

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 Vice President for Business and Finance, Kennesaw College, P.O. Box 444, Marietta, Georgia 30061.

Regents' Policies Governing the Classification of Students for Tuition Purposes

The following policies have been adopted by the Board of Regents for the purpose of determining the tuition status of students:

1. (a) If a person is 18 years of age or older, he or she may register as an in-state student only upon a showing that he or she has been a legal resident of Georgia for a period of at least 12 months immediately preceding the date of registration.
- (b) No emancipated minor or other person 18 years of age or older shall be deemed to have gained or acquired in-state status for tuition 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.

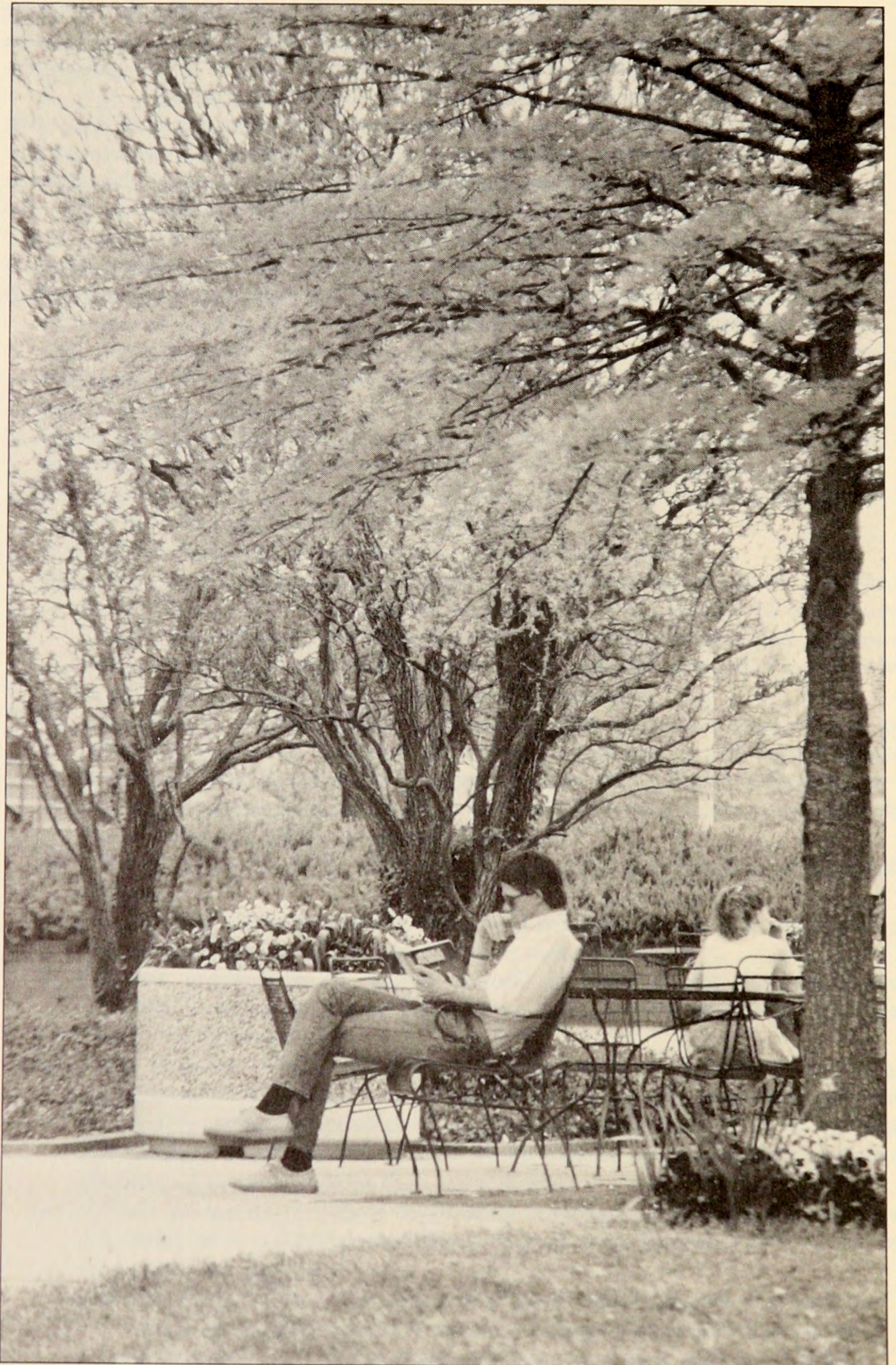
EXPENSES

2. If a person is under 18 years of age, he or she may register as an in-state 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 12 months immediately preceding the date of registration.
3. If a parent or legal guardian of a minor changes 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 12 consecutive months on the payment of in-state tuition. After the expiration of the 12 month period, the student may continue his or her registration only upon the payment of fees at the out-of-state rate.
4. 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 an in-state student until the expiration of one year from the date of court appointment, and then only upon a proper showing that such appointment was not made to avoid payment of the out-of-state fees.
5. Aliens shall be classified as non-resident students; provided, however, that an alien who is living in this country under an immigration document permitting indefinite or permanent residence shall have the same privilege of qualifying for in-state tuition as a citizen of the United States.
6. **Waivers:** An institution may waive out-of-state tuition for:
 - (a) non-resident students who are financially dependent upon a parent, parents or spouse who have been a legal resident of Georgia for at least 12 consecutive months immediately preceding the date of registration; provided, however, that such financial dependence shall have existed for at least 12 consecutive months immediately preceding the date of registration;
 - (b) international students whose matriculation fee and other required fees are paid by an agency of the federal government, a church or a civic club located in Georgia that has received specified approval of the Board of Regents, provided the number of such students does not exceed the quota approved by the Board of Regents for the institution concerned;
 - (c) full-time employees of the University System, their spouses and their dependent children;
 - (d) non-resident graduate students who hold teaching or research assistantships requiring at least one-third time service at such institution;
 - (e) full-time teachers in the public schools of Georgia and their dependent children. Teachers employed full-time on military bases in Georgia shall also qualify for this waiver;
 - (f) career consular officers and their dependents who are citizens of the foreign nation that their consular office represents, and who are stationed and living in Georgia under orders of their respective governments. This waiver shall apply only to those consular officers whose nations operate on the principle of educational reciprocity with the United States;
 - (g) military personnel and their dependents stationed in Georgia and on active duty unless such military personnel are assigned as students to system institutions for educational purposes.
 - (1) 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.

- (2) Legal dependents of military personnel who meet the resident waiver requirements stated above may also apply for a waiver of non-resident fees. The parent or guardian (sponsor) must furnish the affidavit described above and in addition a signed statement that 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.



FINANCIAL ASSISTANCE

Kennesaw College awards financial assistance to qualified graduate students in order that they may pursue an advanced degree. Different types of aid have varying eligibility requirements. The director of financial aid can provide information on requirements and application procedures.

Regents' Opportunity Scholarship

In 1978, the Georgia General Assembly created and funded this scholarship program for historically disadvantaged graduate students who are residents of Georgia and enrolled in graduate degree programs in which such students have been previously underrepresented. Recipients must maintain full-time student status (10 quarter hours) and maintain satisfactory academic standing. The dean of graduate studies provides applications and eligibility requirement information. Students must reapply annually.

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 aid varies according to need up to \$1000 per year for graduate students. Repayment of this scholarship may be made through service in the state of Georgia for a period of one year for each \$1000 of aid received or through repayment in cash with interest of 3 percent per annum. Students must reapply annually.

Guaranteed Student Loans

The Georgia Student Finance Authority is an organization created to guarantee low-interest loans made to Georgia residents who plan to attend any institution of higher education. Upon approval of the student's loan application by a participating lender, GSFA guarantees repayment of the loan with interest. A graduate student may borrow up to \$7,500 per year at the rate of 8 percent interest per year. In order to receive a loan, a student must demonstrate financial need by submitting a Financial Aid form to the College Scholarship Service. Repayment must begin six months after completing the program or dropping to less than full-time or half-time student status, depending on requirements of the lender. Maximum time for repayment is 10 years. For information and application forms, contact the Kennesaw College Office of Student Financial Aid, or the Georgia Student Finance Authority, 2082 East Exchange Place, Tucker, Georgia 30084.

Graduate Student Work Opportunities

There are a limited number of part-time positions available for graduate students in selected schools of the college. Interested persons should contact the particular department or school for information.

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 preparation 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 to their regional Veterans Administration Office. Application forms are available at Kennesaw College in the Registrar's Office at the time of acceptance to the college. Certain requirements must be met before students may be certified for non-credit remedial courses for V.A. payment purposes.

Students attending on the G.I. Bill are certified for V.A. benefits only for those courses required in their particular programs of study. Such students must maintain Kennesaw College standards for academic performance. Those students who are academically dismissed from school will have their benefits interrupted. Upon readmission and recertification of benefits at Kennesaw College, the V.A. will decide if further benefits may be paid for continuation of the program in which the academic deficiency occurred.

Current V.A. standards require that students attend class and that benefits be terminated when the student has been suspended for academic or disciplinary reasons. (Since V.A. regulations are subject to periodic change, it is the student's responsibility to keep up-to-date on requirements for V.A. benefits while in attendance at Kennesaw College.)

THE MASTER OF BUSINESS ADMINISTRATION

The Master of Business Administration (M.B.A.) degree is a professional degree providing a broad base of general business knowledge, which prepares people for middle- and upper-level management positions. The program seeks to develop in its students an understanding of managerial behavior and decision-making within the economic, social and political environment of business operations. Students will have the opportunity to improve their communication and leadership abilities, their analytical and decision-making skills, and their effectiveness at developing working relationships with subordinates, peers and supervisors, and external publics.

GENERAL REQUIREMENTS FOR ADMISSION TO M.B.A. PROGRAM

1. Baccalaureate degree from a regionally accredited college or university.
2. A minimum index score of 980. An index score is derived by multiplying the undergraduate grade-point average by 200 and adding this to the total score on the Graduate Management Admission Test (GMAT). However, if the index is below 980, the applicant may still be admitted using for extra consideration the junior/senior grade-point average, recent graduate work, work experience and other academic evidence of excellence.
3. **International students** must meet the requirements described on page 10.

Full Standing

May be accorded those applicants who are found to meet all of the above requirements for admission.

Provisional Standing

A student may be admitted with provisional standing prior to taking the GMAT. The student must remove this provisional status within the next two quarters by taking the GMAT and scoring sufficiently high to provide an index number of at least 980 (see General Requirements for special considerations when the index is below 980).

Course Exemption

Preparatory courses may be exempted through satisfactory completion of an institutional advanced-standing examination. No other courses may be exempted or waived.

Transfer Credit

A student may transfer up to 15 quarter hours of graduate core and area-of-concentration courses taken at an accredited institution. Any course accepted for transfer credit must have a grade of "B" or better and must be comparable to a course in the student's degree program. The evaluation of the courses that will be accepted will be made by the M.B.A. program director or M.B.A. Program Committee.

MASTER OF BUSINESS ADMINISTRATION

Grades on Graduate Courses

Students must earn a grade of "C" or better on all graduate-level courses and an overall average of "B."

Candidacy

The requirements for admission to candidacy shall be the successful completion of all required prerequisite courses (600 level courses); successful completion of 15 quarter hours of core courses with a cumulative grade-point average of 3.0 and a grade of "C" or better in each course presented for candidacy; and submission of an approved degree program in an area of concentration. The M.B.A. program director must approve the degree program. All M.B.A. students must petition to graduate at least one quarter prior to completion of program requirements.

Admission Criteria for Non-Degree/Post-Baccalaureate Students

1. Baccalaureate degree from regionally accredited college or university.
2. Minimum undergraduate grade-point average of 2.5 on a 4.0 scale.
3. Must meet all course prerequisite requirements.
4. Register on the late registration date (seat-available basis applies to all non-degree students).

Non-Degree/Post Baccalaureate to Degree Status

A student who wishes to change from non-degree post/baccalaureate status must follow all the procedures and meet all the requirements specified for the degree program and must have taken the GMAT with a total score sufficient to produce an index of 980 (see General Requirements for special considerations when the index is below 980). A maximum of 15 quarter hours of graduate credit earned as a non-degree post/baccalaureate student may be applied toward the requirements for the M.B.A. degree at Kennesaw College. No non-degree student may take more than 15 quarter hours without applying for and being accepted into the M.B.A. degree program.

Readmission to the M.B.A. Program

The M.B.A. program requires a student to apply for readmission if the student is not enrolled for two or more consecutive quarters.

MASTER OF BUSINESS ADMINISTRATION PROGRAM OF STUDY

The M.B.A. program is made up of three course groupings – prerequisite, core and area of concentration. Every student must complete 35 quarter hours of core courses and 25 quarter hours in one of the seven areas of concentration. This is a total of 60 quarter hours of 800-level coursework. Some students, particularly those without an undergraduate business major, will have to take one or more of the 600-level prerequisite courses. Each student's transcript is carefully analyzed; then, an acceptance letter is sent outlining which, if any, of the 600-level courses are needed to meet degree requirements.

MASTER OF BUSINESS ADMINISTRATION

Prerequisite Courses:

	Quarter Hours
GBA 620. Accounting Methods in Business	5
GBA 630. Economic Analysis	5
GBA 640. Applications of Computers/Statistical Analysis	5
GBA 650. Organization and Management Dynamics	5
GBA 670. Essentials of Marketing	5

Core Courses: (35 quarter hours required for all degree students)

GBA 811. Legal Environment and Business Ethics	5
GBA 821. Managerial Analysis and Cost Control	5
GBA 831. Financial Analysis and Decision Making	5
GBA 841. Effective Organization Communication	5
GBA 851. Organization Analysis and Change	5
GBA 861. International Business Perspectives	5
GBA 899. Effective Strategy Formulation and Goal Implementation	5

Area of Concentration: (25 quarter hours)

Specific course comprising the area of concentration must be selected with the graduate adviser and be reviewed and approved by the M.B.A. program director prior to beginning elective course work.

ACCOUNTING AREA OF CONCENTRATION

REQUIRED: GBA 822. Accounting for Analysis and Decision Making
GBA 823. Accounting Information Systems
GBA 824. Tax Consequences of Management Decisions
GBA 825. Controllership
GBA 826. Internal Auditing

BUSINESS INFORMATION SYSTEMS MANAGEMENT AREA OF CONCENTRATION

REQUIRED: GBA 845. Management Information Systems
GBA 846. Business Systems Analysis and Design

THREE COURSES FROM THE FOLLOWING:

GBA 823. Accounting Information Systems
GBA 847. Business Communications Technology Management
GBA 848. Strategic Information Systems – Planning/Control/
Effectiveness
GBA 875. Applied Marketing Research
GBA 881. Strategic Human Resource/Business Planning
GBA 886. Organization Development Technology
GBA 890. Special Topics in GBA Studies

MASTER OF BUSINESS ADMINISTRATION

FINANCIAL SERVICES AREA OF CONCENTRATION

REQUIRED: GBA 833. Investment Analysis
GBA 835. Money and Capital Markets

THREE COURSES FROM THE FOLLOWING:

- GBA 832. Capital Investment and Financial Decisions
- GBA 834. Investment and Portfolio Management
- GBA 836. Financial Management of Financial Institutions
- GBA 837. International Finance
- GBA 838. Real Property: Analysis and Investment
- GBA 839. Legal Aspects and Issues for Financial Service

HEALTHCARE MARKETING AREA OF CONCENTRATION

REQUIRED: GBA 871. Purchasing and Consumption Behavior
GBA 865. Introduction to Healthcare Marketing
GBA 866. Information for Healthcare Marketing
GBA 867. Promotion Strategy and Tactics in Healthcare Marketing
GBA 868. Healthcare Strategic Marketing Planning

HUMAN RESOURCES MANAGEMENT AND DEVELOPMENT AREA OF CONCENTRATION

REQUIRED: GBA 881. Strategic Human Resource/Business Planning
GBA 889. Human Resource/Organization Effectiveness

THREE COURSES FROM THE FOLLOWING:

- GBA 812. Contemporary Employment Law
- GBA 880. Human Resource Management and Development
- GBA 882. Human Resource Acquisition/Utilization
- GBA 883. Leadership Development and Career Growth
- GBA 884. Managing Behavior in Organizations
- GBA 885. Labor Relations
- GBA 886. Organization Development Technology
- GBA 887. Seminar in Human Resource Management Development
- GBA 888. Directed Study in Human Resource Management and Development

INSTITUTIONAL ADMINISTRATION AREA OF CONCENTRATION

REQUIRED: GBA 822. Accounting for Analysis and Decision Making
GBA 870. Marketing Management

MASTER OF BUSINESS ADMINISTRATION

ONE COURSE SELECTED FROM:

- GBA 880. Human Resource Management and Development
- GBA 881. Strategic Human Resource/Business Planning
- GBA 883. Leadership Development and Career Growth
- GBA 884. Managing Behavior in Organizations

ONE COURSE SELECTED FROM:

- GBA 832. Capital Investment and Financial Decisions
- GBA 833. Investment Analysis

ONE FREE ELECTIVE FROM ANY 800-LEVEL COURSE IN THE COLLEGE

MARKETING AREA OF CONCENTRATION

There are two tracks a student may follow in the marketing area of concentration: industrial marketing or marketing management.

REQUIRED: GBA 871. Purchasing and Consumption Behavior

Industrial Marketing Track:

- GBA 877. Professional Selling and Sales Management
- GBA 878. Industrial Marketing

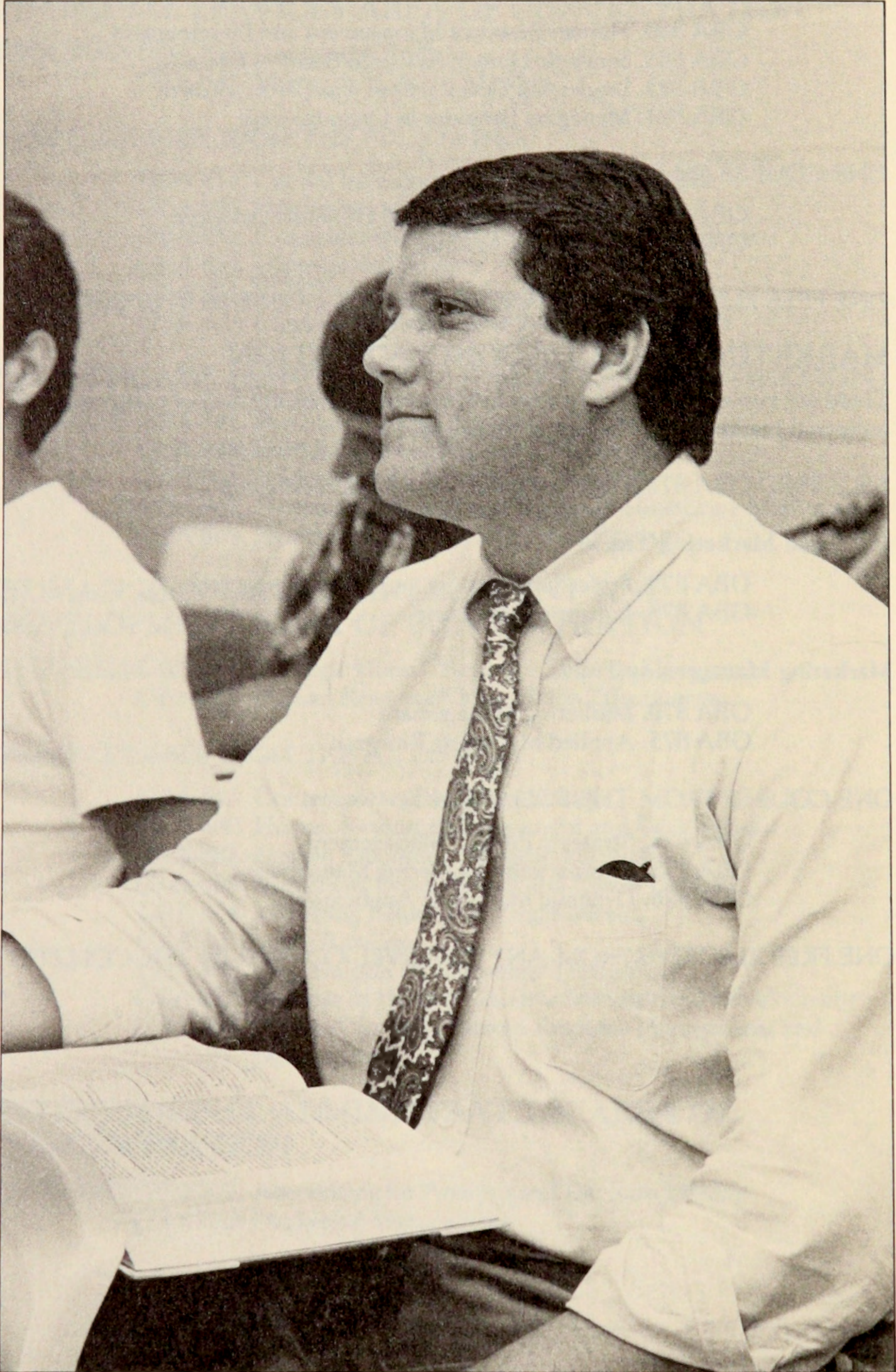
Marketing Management Track:

- GBA 870. Marketing Management
- GBA 875. Applied Marketing Research

ONE COURSE FROM THE FOLLOWING:

- GBA 872. Strategic Product Management
- GBA 873. International Marketing Management
- GBA 876. Dynamic Marketing Applications

ONE FREE ELECTIVE FROM ANY 800-LEVEL COURSE IN THE COLLEGE



THE SCHOOL OF EDUCATION

The Department of Curriculum and Instruction in the School of Education offers the Master of Education degree with majors leading to T-5 certification in elementary education (K-4) and elementary education (4-8).

In addition, the department offers graduate course work to meet requirements for initial T-4 certification and add-on and renewal T-4 and T-5 certification in elementary education, grades K-4 and 4-8. Contact the program director for further information about certification courses.

NON-DEGREE GRADUATE STUDY

Applicants who wish to take graduate courses but who do not want to pursue a degree program may be admitted to non-degree graduate study.

Admission Criteria

1. Baccalaureate degree from a regionally accredited college or university.
2. A minimum undergraduate cumulative grade-point average of 2.0 (on a 4.0 scale).

Non-degree to Degree Status

A student who wishes to change from non-degree to degree status must follow all the procedures and meet all the requirements specified for the degree program. A maximum of 15 quarter hours of graduate credit (with grades of B or better) earned as a non-degree student may be applied toward the requirements of an M.Ed. degree.

POST-BACCALAUREATE INITIAL CERTIFICATION

Elementary Education (K-4) and Elementary Education (4-8) Secondary Education (7-12) T-4 Certification

The Department of Curriculum and Instruction offers post-baccalaureate approved programs leading to T-4 certification in elementary education (K-4), elementary education (4-8) and secondary education (7-12) in the teaching fields of business education, English, mathematics, science and social studies.

The post-baccalaureate initial certification programs are intended for individuals who have completed baccalaureate degrees in disciplines other than education and wish to obtain initial certification in Georgia. These students may pursue certification as non-degree graduate students enrolled in one of the programs outlined below.

The post-baccalaureate initial certification programs are designed as **part-time NIGHT programs with the following exceptions:**

1. Many teaching field courses for secondary programs and for the 4-8 concentrations in art, music, health and physical education are available only as day classes.
2. Some teaching field courses in secondary programs and 4-8 concentrations are only offered biannually at night; day attendance may be necessary to complete a particular course in a specific year.

3. All methods courses and student teaching must be taken in the day due to field experiences.

The programs include graduate and undergraduate courses. Graduate-level initial certification courses have 500 numbers to indicate that the course content is essentially identical with undergraduate coursework. **No 500-level course may be counted toward a graduate degree in education at Kennesaw College.**

The initial certification courses may also be taken to meet requirements for add-on and renewal certification.

Students may meet the requirements for the courses in a planned program by a) transferring credit (with a grade of C or better in undergraduate course and B or better in a graduate course) from a previously attended institution b) taking the course for credit at Kennesaw or another institution or c) completing an institutional advanced standing examination according to the procedures specified in the undergraduate college catalog. (Option C is not permitted for courses with field experience components.)

Admissions Requirements

In order to complete a post-baccalaureate initial certification program, students must be admitted to a specific program in addition to being admitted to graduate studies.

Upon admission to graduate studies, students select a post-baccalaureate initial certification program of study and meet with the School of Education graduate program director for evaluation of transferrable coursework and program planning.

A. Admission to a Certification Program

Application for preliminary acceptance to a certification program **MUST** be made when students have completed 20 quarter hours.

Criteria

1. completed 20 quarter hours of certification coursework, including ECI 501, 502 or 503 and FED 531.
2. achieved a cumulative GPA of 3.0 in certification program coursework (overall, in the teaching field and in the professional sequence).
3. achieved grades of C or better in undergraduate-level and B or better in graduate-level certification program coursework.
4. received three acceptable faculty recommendations. (One from a teaching field faculty member and two from education faculty members or three from education faculty members.)
5. exhibited responsible professional behavior in classes, field experiences, and interactions with peers and faculty.

B. Admission to Student Teaching

Admission to student teaching means that students have successfully completed all their certification coursework except student teaching. Students **MUST** apply for student teaching at the beginning of the quarter preceding the student teaching quarter.

Criteria

1. completed all certification coursework except student teaching.
2. achieved a cumulative GPA of 3.0 in certification program coursework (overall, in the teaching field and in the professional sequence).
3. achieved grades of C or better in undergraduate-level and B or better in graduate-level certification program coursework.
4. successfully completed the field experience in the methods course.
5. exhibited responsible professional behavior in courses, field experiences and interactions with peers and faculty.
6. completed at least 15 quarter hours of certification program coursework within the last five years.

Additional Admission Policies

1. Students who are ineligible for admission to a post-baccalaureate certification program may pursue certification by completing the requirements of an undergraduate program.
2. All admissions applications and supporting recommendations must be submitted by the deadlines announced in the undergraduate catalog in order for students to be considered.
3. The admission requirements described above apply for all students admitted beginning with Fall Quarter, 1986. Students admitted to a post-baccalaureate initial certification program prior to Fall Quarter, 1986, will be admitted to student teaching if they meet the following criteria:
 - a. completed all certification coursework except student teaching
 - b. achieved an overall cumulative GPA of 2.5 in certification program coursework
 - c. achieved grades of C or better in undergraduate-level and B or better in graduate-level certification program coursework
 - d. successfully completed the field experience in the methods course

Certification

Certification requirements are established by the Georgia State Department of Education. When an approved program is completed, students desiring certification may obtain the necessary forms from the Office of the Dean, School of Education. Students desiring certification in other states should consult the State Department of Education in those states.

In order for certification to be issued, students must pass a Teacher Certification Test (TCT) in the field in which they wish to be certified. These tests are administered by the State Department of Education each quarter.

Students seeking add-on certification or renewing an expired or out-of-state certificate must contact the Georgia State Department of Education, Office of Certification, in order to obtain a written evaluation of required coursework prior to advisement and registration at Kennesaw.

Students renewing a current Georgia certificate should contact their employing school system to identify appropriate coursework prior to advisement and registration at Kennesaw.

**POST-BACCALAUREATE INITIAL CERTIFICATION
PROGRAM OF STUDY**

**Elementary Education (Grades K-4)
T-4 Certification**

Professional Education (50 quarter hours)

- 5 FED 501 Social Foundations of Education
- 5 ECI 501 Curriculum for Early Childhood Education
- 4 FED 531 Psychological Foundations of Education
- 5 Educ 304 Exceptional Children
- 5 Educ 307 Assessment
- 10 ECI 561 Methods in Early Childhood Education
- 15 Educ 473 Student Teaching

Teaching Field (45 quarter hours)

- 5 ECI 521 Introduction to Reading in the Early Grades
- 5 ECI 526 Language Arts for Early and Middle Childhood Education
- 5 Geog 201 Introduction to Geography
- 5 Math 501 Mathematics for Early and Middle Grades Teachers I
- 5 Math 502 Mathematics for Early and Middle Grades Teachers II
- 5 Sci 301 Science Concepts
- Art 201 Visual Art for Early and Middle Grades
- 5 or
- Mued 201 Music for Early and Middle Grades
- 5 HPER 367 Health and Physical Education Methods and Activities for
Early and Middle Grade Classroom Teachers
- 5 elective selected from undergraduate courses

**POST-BACCALAUREATE INITIAL CERTIFICATION
PROGRAM OF STUDY**

**Elementary Education (Grades 4-8)
T-4 Certification**

Professional Education (55 quarter hours)

- 5 FED 501 Social Foundations of Education
- 5 ECI 502 Curriculum for Middle Childhood Education
- 5 FED 531 Psychological Foundations of Education
- 5 Educ 304 Exceptional Children
- 5 Educ 307 Assessment
- 5 ECI 522 Introduction to Reading in the Middle Grades
- 10 ECI 562 Methods in Middle Grades Education
- 15 Educ 474 Student Teaching

Teaching Field (45 quarter hours)

Students will select two areas of concentration. The Primary Concentration (25 hours) may be selected from language arts, mathematics, science and social studies; the Secondary Concentration (20 hours) may be selected from language arts, mathematics, science, social studies, art, music and physical education.

Language Arts

- 5 ECI 526 Language Arts for Early and Middle Childhood Education
- 5 Engl 310 Advanced Grammar
- 5 Engl 311 Advanced Composition
- 5-10 electives selected from undergraduate courses in English or communications

Mathematics

- 5 Math 501 Mathematics for Early and Middle Grades Teachers I
- 5 Math 502 Mathematics for Early and Middle Grades Teachers II
- 5 Math 395 Geometry
- 5 CS 140 Introduction to Programming
- 5 elective selected from undergraduate courses in mathematics for which Math 101 is a prerequisite or courses in computer science for which CS 140 is a prerequisite

Science

- 5 Phys 105 Introduction to Physical Science
- 5 Chem 105 Fundamental Chemistry
- 10-15 electives selected from 300- to 400-level undergraduate courses in biology, chemistry or physics

Social Studies

- 5 SSCS 310 Research Methods
- 5 Geog 201 Introduction to Geography
- Hist 251 American History to the Civil War
- 5 or
- Hist 252 American History Since the Civil War
- 5 Hist 404 History of Georgia
- 5 elective selected from 300- to 400-level undergraduate courses in history, political science, economics or geography

Art

- Art 101 Principles of Art
- 5 or
- Art 110 Structure-Two Dimensional Design
- 5 Art 210 Introduction to Art
- 10 electives selected from 300- to 400-level undergraduate courses in art

SCHOOL OF EDUCATION

Music

- 3 Musi 110 Survey of Musical Styles
- 3 Musi 120 Elementary Theory I
- 2-4 Musi 350 Ensembles
- 3-5 Musi 361-362 Performance for Non-Majors
- 5/10 electives selected from 300- to 400-level undergraduate courses in music

Health and Physical Education

- 5 HPER 285 First Aid and Personal Safety
- 5 HPER 324 Personal and Community Health
- 5 HPER 367 Health and Physical Education Methods and Activities for
Early and Middle Grade Classroom Teachers
- 5 elective selected from 300- to 400-level undergraduate courses in health and
physical education

POST-BACCALAUREATE INITIAL CERTIFICATION PROGRAM OF STUDY

Secondary Education (Grades 7-12) Business Education T-4 Certification

Professional Education (55 quarter hours)

- 5 FED 501 Social Foundations of Education
- 5 ECI 503 Curriculum for Secondary Education
- 5 FED 531 Psychological Foundations of Education
- 5 Educ 304 Exceptional Children
- 5 Educ 307 Assessment
- 5 ECI 523 Introduction to Reading in the Secondary Grades
- 10 ECI 563 Methods in Secondary Education
- 15 Educ 475 Student Teaching

Teaching Field (60 quarter hours)

Courses taken at Kennesaw (35 quarter hours)

- 5 Acct 202 Principles of Accounting II
- 5 Acct 331 Intermediate Accounting I
- 5 BA 208 Business Communications
- 5 BL 310 Business Law I
- 5 Fin 351 Consumer Finance
- Econ 201 Principles of Economics-Macro
- 5 or
- Econ 202 Principles of Economics-Micro
- 5 elective selected from 300- to 400-level undergraduate courses in accounting,
business administration, business law, economics, finance, management or
marketing

Courses taken at Marietta-Cobb Vocational-Technical School (25 quarter hours)

Students should select either Option A or Option B

Option A

- 5 Typing I and Typing II
- 5 Shorthand I and Shorthand II
- 5 Office Procedures
- 10 Information Processing I

Option B

- 5 Typing I and Typing II
- 5 Office Procedures
- 10 Information Processing I
- 5 Information Processing II

**POST-BACCALAUREATE INITIAL CERTIFICATION
PROGRAM OF STUDY**

Secondary Education (Grades 7-12)

English

T-4 Certification

Professional Education (55 quarter hours)

- 5 FED 501 Social Foundations of Education
- 5 ECI 503 Curriculum for Secondary Education
- 5 FED 531 Psychological Foundations of Education
- 5 Educ 304 Exceptional Children
- 5 Educ 307 Assessment
- 5 ECI 523 Introduction to Reading in the Secondary Grades
- 10 ECI 563 Methods in Secondary Education
- 15 Educ 475 Student Teaching

Teaching Field (45 quarter hours)

- 5 Engl 310 Advanced Grammar
- 5 Engl 311 Advanced Composition
- 5 Engl 385 Shakespeare
- 5 Engl 401 History of the English Language
- 5 one course in English literature
- 10 two courses in American literature
- 10 electives selected from 300- to 400-level undergraduate courses in English or communications

**POST-BACCALAUREATE INITIAL CERTIFICATION
PROGRAM OF STUDY**

**Secondary Education (Grades 7-12)
Mathematics
T-4 Certification**

Professional Education (55 quarter hours)

- 5 FED 501 Social Foundations of Education
- 5 ECI 503 Curriculum for Secondary Education
- 5 FED 531 Psychological Foundations of Education
- 5 Educ 304 Exceptional Children
- 5 Educ 307 Assessment
- 5 ECI 523 Introduction to Reading in the Secondary Grades
- 10 ECI 563 Methods in Secondary Education
- 15 Educ 475 Student Teaching

Teaching Field (45 quarter hours)

- 5 Math 103 Analytic Geometry and Calculus I
- 5 Math 201 Calculus II
- 5 Math 260 Linear Algebra
- 5 Math 395 Geometry
- 10 electives selected from 100- to 200- level undergraduate courses in mathematics for which Math 101 is a prerequisite
- 15 electives selected from 300- to 400-level undergraduate courses in mathematics

**POST-BACCALAUREATE INITIAL CERTIFICATION
PROGRAM OF STUDY**

**Secondary Education (Grades 7-12)
Science
T-4 Certification**

Professional Education (55 quarter hours)

- 5 FED 501 Social Foundations of Education
- 5 ECI 503 Curriculum for Secondary Education
- 5 FED 531 Psychological Foundations of Education
- 5 Educ 304 Exceptional Children
- 5 Educ 307 Assessment
- 5 ECI 523 Introduction to Reading in the Secondary Grades
- 10 ECI 563 Methods in Secondary Education
- 15 Educ 475 Student Teaching

Teaching Field (70 quarter hours)

Students will complete 40 quarter hours in one area of concentration (biology or chemistry) and will complete 15 quarter hours in each of the other two areas (chemistry and physics or biology and physics). The starred courses must be selected for the two 15-hour areas.

Biology

- *5 Biol 200 Biological Principles I
- *5 Biol 201 Biological Principles II
- *5 Biol 300 General Genetics
- 5 one 300- to 400-level course in cell biology
- 5 one 300- to 400-level course in organismal biology
- 5 one 300- to 400-level course in population biology
- 10 electives selected from 300 to 400-level courses in biology

Chemistry

- *5 Chem 122 General Chemistry II
- *5 Chem 240 Organic Chemistry I
- *5 Chem 241 Organic Chemistry II
- 5 Chem 305 Fundamental Physical Chemistry
- 5 Chem 310 Inorganic Chemistry
- 15 electives selected from 300 to 400-level courses in chemistry

Physics

- *5 Phys 127 Mechanics and Kinetic Theory
- *5 Phys 128 Electricity, Magnetism and Geometric Optics
- *5 Phys 129 Heat, Light, Sound

**POST-BACCALAUREATE INITIAL CERTIFICATION
PROGRAM OF STUDY**

Secondary Education (Grades 7-12)

Social Studies

T-4 Certification

Professional Education (55 quarter hours)

- 5 FED 501 Social Foundations of Education
- 5 ECI 503 Curriculum for Secondary Education
- 5 FED 531 Psychological Foundations of Education
- 5 Educ 304 Exceptional Children
- 5 Educ 307 Assessment
- 5 ECI 523 Introduction to Reading in the Secondary Grades
- 10 ECI 563 Methods in Secondary Education
- 15 Educ 475 Student Teaching

SCHOOL OF EDUCATION

Teaching Field (75 quarter hours)

Students will complete 30 quarter hours in one area (history, political science or economics); 15 quarter hours in behavioral sciences; and 15 hours in each of two additional areas (selected from history, political science, economics and geography). The starred courses must be selected for the 15-hour areas.

History

- Hist 251 American History to the Civil War
- *5 or
- Hist 252 American History Since the Civil War
- *5 Hist 300 Introduction to the Study of History
- *5 Hist 404 History of Georgia
- 5 one course in area studies selected from Hist 366, Hist 373, Hist 374, Hist 382, Hist 392
- 10 electives selected from 300- to 400-level undergraduate courses in history

Political Science

- *5 Pols 315 American Constitutional Law I
- Pols 333 Contemporary International Politics
- *5 or
- Pols 334 Comparative Politics
- Pols 323 Issues in Political Philosophy
- *5 or
- Pols 424 American Political Thought
- 15 electives selected from 300- to 400-level undergraduate courses in political science

Economics

- Econ 201 Principles of Economics-Macro
- *5 or
- Econ 202 Principles of Economics-Micro
- *5 Econ 342 Comparative Economic Systems
- *5 Fin 351 Consumer Finance
- 15 electives selected from 300- to 400-level undergraduate courses in economics

Geography

- *5 Geog 201 Introduction to Geography
- *5 Geog 300 Urban Geography
- *5 Geog 310 Historical Geography

Behavioral Sciences

- Anth 201 Man and His Culture
- *5 or
- Anth 410 Cultural Anthropology
- *5 Soci 314 Racial and Ethnic Minorities
- *5 elective selected from 300- to 400-level undergraduate courses in anthropology, psychology or sociology

M.Ed. DEGREE PROGRAM

The Master of Education is a professional degree providing intellectually challenging opportunities for teachers to acquire the understanding and skill to apply interdisciplinary knowledge to the professional problems of teaching. The M.Ed. degree program is designed to strengthen:

- Theoretical and contextual understanding of teaching and learning
- Knowledge of the subject matter disciplines and their interrelationships
- Knowledge and skills in educational practices
- Expertise in the processes of educational problem solving

Admission Criteria

1. Baccalaureate degree from a regionally accredited college or university.
2. A minimum undergraduate cumulative grade-point average of 2.5 (on a 4.0 scale).
3. A T-4 certificate in elementary education (K-4) or elementary education (4-8). (Those applicants who do not hold a T-4 or have a degree in elementary education may complete a prerequisite program to obtain initial undergraduate certification prior to admission to a graduate program.)
4. Minimum score of 800 (verbal and quantitative) on the General Test of the Graduate Record Examination.
5. Three acceptable letters of recommendation.
6. An acceptable personal statement of goals for professional development. (NOTE: There are required forms for the recommendations and the personal statement.)

Individual degree programs may define acceptable letters of recommendation and specify higher grade-point average and GRE score requirements. Individual degree programs may also have additional admission criteria.

Full Standing

Applicants who meet all of the above criteria may be admitted to full standing in a degree program.

Provisional Standing

Applicants to a degree program who are deficient in one or more of the required criteria, but who are considered acceptable for graduate study, may be admitted to provisional standing. To be eligible for provisional standing, a student must have a minimum undergraduate cumulative grade-point average of 2.2 (on a 4.0 scale)

and a minimum score of 700 on the General Test of the Graduate Record Examination. The requirements that must be met to make up the deficiencies will be determined by the M.Ed. Admissions Committee. A student may remain in provisional standing until 15 quarter hours of graduate work have been attempted. Upon completion of the initial 15 hours of course work, with grades of B or better and the established requirements met, an applicant may be reconsidered for full standing in a degree program. A maximum of 15 quarter hours of graduate credit (with grades of B or better) earned while in provisional standing may be applied toward the requirements of a degree program.

Transfer Credit

Graduate courses taken at other accredited institutions must be evaluated and approved by the program director. A maximum of 15 quarter hours of transfer credit (with grades of B or better) may be applied toward a degree program. No courses will be accepted for transfer credit if they are more than five years old at the time of evaluation.

Candidacy

The minimum requirements for admission to candidacy are successful completion of 15 quarter hours of graduate credit in full standing in a degree program with a minimum grade point average of 3.0. Individual degree programs may have additional requirements for candidacy (e.g., interview or examination).

Degree Requirements

The minimum requirements for completion of an M.Ed. degree include:

1. completion of a minimum of 60 quarter hours of approved graduate course work.
2. completion of a minimum of 45 quarter hours of the minimum 60 hours in full standing at Kennesaw College.
3. an earned cumulative grade-point average of 3.0 in all graduate course work at Kennesaw.
4. successful completion of a written or oral comprehensive examination.
5. successful completion of a thesis, including successful completion of an oral examination on the thesis or practicum paper.

Individual degree programs may specify particular requirements options (e.g., oral or written exams, thesis or practicum) as well as additional requirements.

THE MASTER OF EDUCATION PROGRAM OF STUDY

Elementary Education (K-4) and Elementary Education (4-8) T-5 Certification

The M.Ed. degree program consists of a minimum of 60 quarter hours of course work beyond any required prerequisites. The program includes six professional education courses, five teaching field courses and one elective course, which may be selected from professional education or teaching field courses.

I. Professional Education (minimum of 30 quarter hours)

FED 601 Interdisciplinary Study of Educational Problems

FED 651 Microcomputer Applications in Education

FED 741 Educational Research Methods

FED 701 Advanced Studies in Learning

ECI 751 Instructional Design and Application in Early
Childhood Education

or

ECI 752 Instructional Design and Application in Middle Grades Education

EDI 798 Practicum

or

FED 799 Thesis

II. Teaching Field (minimum of 25 quarter hours)

From the following list of courses the elementary (K-4) degree candidate will select with the approval of an adviser 25 quarter hours; the elementary (4-8) degree candidate will select 15 quarter hours in **one** field for a major concentration and 10 quarter hours in **one** other field for a minor concentration:

Language Arts

ECI 611 Survey of the Humanities

ECI 613 Literature in the School Program

ECI 614 Language Arts in the Elementary School

ECI 616 Reading in the Elementary School

ECI 618 Reading in the Content Fields

ECI 716 Diagnosis and Correction of Reading Problems

ENG 601 Topics in English and American Literature

ENG 621 Figures in Literature

ENG 631 Advanced Grammar and Linguistics

ENG 635 Rhetoric and Advanced Composition

ENG 641 Mass Communications: Journalism and Other Media

ENG 651 Problems in Literary Criticism

Mathematics

- ECI 621 Survey of Mathematics and the Sciences
- ECI 623 Fundamental Ideas of Arithmetic and Algebra for Teachers
- ECI 624 Fundamental Ideas of Geometry for Teachers
- MATH 600 Elementary Set Theory
- MATH 601 History of Mathematics
- MATH 621 Methods of Statistical Inference I
- MATH 660 The Mathematical Foundations of Computer Graphics
- MATH 661 Abstract Algebra I
- MATH 674 Introduction to Combinatorics
- MATH 681 Real Analysis I
- MATH 695 Modern Geometry and Convexity

Science

- ECI 621 Survey of Mathematics and the Sciences
- ECI 626 Life Science for Teachers
- ECI 627 Physical Science for Teachers
- ECI 628 Earth Science for Teachers
- BIOL 610 Evolutionary and Population Biology
- BIOL 620 Molecular Biology
- CHEM 605 Modern Chemical Science
- CHEM 606 Environmental Chemistry
- PHYS 610 Classical Physics Demonstrations I
- PHYS 615 Classical Physics Demonstrations II

Social Studies

- ECI 631 Survey of the Social Studies
- ECI 633 Social Studies in the Elementary School
- GEOG 601 Peoples of the World
- HIST 610 Local History Research and Resources
- HIST 620 Continuity and Change in a Selected Nation/State
- HIST 630 Minorities in America
- POLS 605 Political Ideologies

Arts, Music, Health and Physical Education

- ECI 636 Art in the Elementary School
- ECI 641 Music in the Elementary School
- ECI 646 Health and Physical Education in the Elementary School

Elective (minimum of five quarter hours)

BUSINESS ADMINISTRATION COURSE DESCRIPTIONS

SCHOOL OF BUSINESS ADMINISTRATION COURSE DESCRIPTIONS

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

Graduate Business Administration (GBA)

GBA 620. ACCOUNTING METHODS IN BUSINESS

5-0-5

An accelerated course in accounting concepts and procedures; the accounting function in business with a managerial emphasis.

GBA 630. ECONOMIC ANALYSIS

5-0-5.

An accelerated course in economic principles and analysis with application to business decisions.

GBA 640. APPLICATION OF COMPUTERS/STATISTICAL ANALYSIS

5-0-5.

An accelerated course to provide an introduction to – and understanding of – the use, capabilities and characteristics of computers and business-oriented software; applications of computers emphasizing business programs for problem identification and decision making.

GBA 650. ORGANIZATION AND MANAGEMENT DYNAMICS

5-0-5.

An accelerated course to understand interrelationships of structure, operations and processes and how individual and group behavior influence operational, managerial and strategic activities in the firm.

GBA 670. ESSENTIALS OF MARKETING

5-0-5.

An accelerated course in marketing, the marketing function and its relation to business, the economy and society.

GBA 811. LEGAL ENVIRONMENT AND BUSINESS ETHICS

5-0-5.

Provides an appreciation of the purpose of law related to our economic, industrial and political systems with primary focus on the role of business in society.

GBA 812. CONTEMPORARY EMPLOYMENT LAW

5-0-5. Prerequisite: GBA 811

Provides an understanding of the regulatory environment of human resource management.

GBA 821. MANAGERIAL ANALYSIS AND COST CONTROL

5-0-5. Prerequisite: GBA 620 or equivalent

The study of cost terms and purposes, cost-volume-profit relationships, and cost standards and estimates as a basis for managerial analysis, planning and control.

GBA 822. ACCOUNTING FOR ANALYSIS AND DECISION MAKING

5-0-5. Prerequisite: GBA 821

Provides a comprehensive understanding of financial accounting concepts as they apply to the managerial process of decision making.

BUSINESS ADMINISTRATION COURSE DESCRIPTIONS

GBA 823. ACCOUNTING INFORMATION SYSTEMS

5-0-5. Prerequisite: GBA 821

Provides an introduction to system analysis and design with a focus on the accounting information flow.

GBA 824. TAX CONSEQUENCES OF MANAGEMENT DECISIONS

5-0-5. Prerequisite: GBA 821

The study of important tax consequences that are a result of business transactions.

GBA 825. CONTROLLERSHIP

5-0-5. Prerequisite: GBA 821

A study of how the controller's functions can be assessed, strengthened and utilized in management's top decision-making processes.

GBA 826. INTERNAL AUDITING

5-0-5. Prerequisite: GBA 821

A detailed overview of the internal audit function with emphasis on design of effective controls and performance evaluation for operational areas.

GBA 831. FINANCIAL ANALYSIS AND DECISION MAKING

5-0-5. Prerequisite: GBA 630 or equivalent

The study of capital investment strategies of the firm with emphasis on cost of capital, rate of return, capital replacement and risk taking in the competitive environment.

GBA 832. CAPITAL INVESTMENT AND FINANCIAL DECISIONS

5-0-5. Prerequisite: GBA 831

An advanced treatment of the major financial issues facing non-financial corporations, covering both theory and practice.

GBA 833. INVESTMENT ANALYSIS

5-0-5. Prerequisite: GBA 831

An introduction to the investment characteristics of individual stocks, bonds and other financial assets. Techniques for analyzing their expected returns and risk, and strategies and techniques for combining them efficiently into portfolios are also studied.

GBA 834. INVESTMENT AND PORTFOLIO MANAGEMENT

5-0-5. Prerequisite: GBA 833

An in-depth study of the conceptual framework for formulating investment policies, as well as their implications for individual and institutional portfolio management.

GBA 835. MONEY AND CAPITAL MARKETS

5-0-5. Prerequisite: GBA 831

An analysis of the role of financial intermediaries and financial markets in facilitating the efficient financing of economic activity.

GBA 836. FINANCIAL MANAGEMENT OF FINANCIAL INSTITUTIONS

5-0-5. Prerequisite: GBA 831

This course considers the financial decision-making framework related to issues of capital acquisition and allocation faced by major types of financial institutions.

GBA 837. INTERNATIONAL FINANCE

5-0-5. Prerequisite: GBA 831

An introduction to the concepts, institutions and financial structure facing multinational firms and the consequent implications for financial decision making in a multi-currency environment.

GBA 838. REAL PROPERTY: ANALYSIS AND INVESTMENT

5-0-5. Prerequisite: GBA 831

An analysis of the risk-return configuration, tax implications and investment characteristics and uses of real property.

GBA 839. LEGAL ASPECTS AND ISSUES FOR FINANCIAL SERVICES

5-0-5. Prerequisite: GBA 831

This course is an overview of basic legal elements financial advisers encounter in the areas of securities, limited partnerships, wills, gifts, estates, real estate and commercial paper.

GBA 841. EFFECTIVE ORGANIZATION COMMUNICATION

5-0-5. Prerequisite: GBA 650 or equivalent

The study of interpersonal, organizational and public communication processes as they relate to meshing individual and organizational goals; influence of communication processes on decision making, implementation of change and adaptation of organizations to their environments

GBA 845. MANAGEMENT INFORMATION SYSTEM

5-0-5. Prerequisite: GBA 640 or equivalent, microcomputer proficiency. An introduction to fundamental concepts of systems and information. Coverage will include the role of information systems in organizations, the organization of a system, information flows, basic techniques and skills in representing system structure, and computerized information management. Current software applications packages will be used.

GBA 846. BUSINESS SYSTEMS ANALYSIS AND DESIGN

5-0-5. Prerequisite: GBA 845 or equivalent
Analysis of problems relating to operational opportunities in the functional areas of business – accounting, economics/finance, management, marketing- and extensive study of computerized business applications packages useful in the solution of these problems. The course will require each student to complete an individual or group project involving the analysis and/or design of problem solutions using business applications software. Current software applications packages will be used.

GBA 847. BUSINESS COMMUNICATIONS TECHNOLOGY MANAGEMENT

5-0-5. Prerequisite: GBA 845 or equivalent
Coverage of a broad range of systems, processes and techniques available to the manager for use in communication and decision-making in the organizational setting. Specific course coverage will be selected from topical areas such as the following: telecommunications and data communications systems, local area networking of computers, electronic messaging systems, video conferencing, the use of computer graphics and simulation models.

GBA 848. STRATEGIC INFORMATION SYSTEMS-PLANNING/CONTROL/EFFECTIVENESS

5-0-5. Prerequisite: GBA 845 or equivalent
A course that examines the processes of management planning and information systems with a focus on corporate level strategic management. Corporate planning models are examined and evaluated against both conceptual and empirical research. Emphasis is on developing an understanding of the process by which large organizations gain competitive advantage.

GBA 851. ORGANIZATION ANALYSIS AND CHANGE

5-0-5. Prerequisite: GBA 650 or equivalent
Provides approaches to analyzing individuals, organizational components and other significant elements impacting the firm; focuses upon change processes and effect upon individuals, organization strategy and goals, and viability of the firm.

GBA 861. INTERNATIONAL BUSINESS PERSPECTIVES

5-0-5. Prerequisite: GBA 650 or equivalent

A study of economic, financial, political, social and cultural environments in which the American business operates abroad. Topical problems in developing empathy toward foreign behavior, understanding of international environments and analyzing practices of business firms operating in foreign environments will be explored.

GBA 865. INTRODUCTION TO HEALTHCARE MARKETING

5-0-5. Prerequisite: GBA 670 or equivalent

An introductory course to the world of healthcare marketing. Building upon marketing principles, the course will focus on crossover of the terms and methods to the healthcare market. Topics will include the changing healthcare marketplace; changing relationships among providers, patients and payers; channels of distribution; and the strategic alternatives available to healthcare marketers.

GBA 866. INFORMATION FOR HEALTHCARE MARKETING

5-0-5. Prerequisite: GBA 670 or equivalent

A course that focuses on the collection and use of marketing information in healthcare organizations. Methods of data collection, the use of secondary data, and the selection of sources of information and research are analyzed as to how and when to use each, how to measure effectiveness, and how to select service suppliers.

GBA 867. PROMOTION STRATEGY AND TACTICS IN HEALTHCARE MARKETING

5-0-5. Prerequisite: GBA 670 or equivalent

A course in which the use of promotion in healthcare organizations is studied. Methods of promotion-including public relations, advertising, professional selling and sales promotion-will be analyzed as to

how and when to use each, how to measure effectiveness, and how to select promotion service suppliers.

GBA 868. HEALTHCARE STRATEGIC MARKETING PLANNING

5-0-5. Prerequisite: GBA 670 or equivalent

A capstone course using cases and/or computer simulations in addition to text, readings and lectures to identify strategic alternatives in healthcare marketing, to develop methods to evaluate the alternative strategies, and select the strategy or strategies to follow. The development of marketing plans in healthcare organizations will be discussed and illustrated.

GBA 870. MARKETING MANAGEMENT

5-0-5. Prerequisite: GBA 670 or equivalent

An examination of strategic and tactical planning and decision making in consumer goods, service and not-for-profit organizations. Cases and/or computer simulations will be used to provide for applications experience.

GBA 871. PURCHASING AND CONSUMPTION BEHAVIOR

5-0-5. Prerequisite: GBA 670 or equivalent

Utilizes the behavioral sciences and research methods to analyze, forecast and meet consumer needs. The roles of advertising and ethical issues are analyzed.

GBA 872. STRATEGIC PRODUCT MANAGEMENT

5-0-5. Prerequisite: GBA 670 or equivalent

A focus upon the marketing person as a general manager in profit and non-profit organizations. Operating, managerial and strategic elements of a product manager are analyzed during various life stages of products and differing organization structures.

GBA 873. INTERNATIONAL MARKETING MANAGEMENT

5-0-5. Prerequisite: GBA 670 or equivalent

An examination of cultural, political, socio-economic and distribution patterns confronting the manager in both the multinational firm and the small business.

GBA 875. APPLIED MARKETING RESEARCH

5-0-5. Prerequisite: GBA 640 and GBA 670 or equivalent

Examination and evaluation of marketing information sources and systems for opportunity identification and analysis, planning, decision making, and control.

GBA 876. DYNAMIC MARKETING APPLICATIONS

5-0-5. Prerequisite: GBA 871 and any two of the following: GBA 870, 875, 877, 878

A capstone course employing current cases and computer simulation to analyze and integrate marketing strategies and techniques. Marketing executives may team teach with faculty.

GBA 877. PROFESSIONAL SELLING AND SALES MANAGEMENT

5-0-5. Prerequisite: GBA 670 or equivalent

The largest portion of marketing dollars in industrial marketing is spent in sales. This course will examine the roles and responsibilities of the industrial salesperson and the industrial sales manager. Role playing and cases will be used to provide applications experience.

GBA 878. INDUSTRIAL MARKETING

5-0-5. Prerequisite: GBA 670 or equivalent

An examination of the areas of strategic and tactical planning and implementation when dealing with industrial products to industrial buying organizations.

GBA 879. INDEPENDENT STUDY IN MARKETING

5-0-5. Prerequisite: Must have approval of faculty member and adviser

Designed to provide students opportunities to study and research in contemporary domestic and international areas.

GBA 880 HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT

5-0-5. Prerequisite: GBA 851

Provides a general understanding of the human resource management function in contemporary organizations. Intended for students who have not taken a basic human resource management course at the undergraduate level.

GBA 881. STRATEGIC HUMAN RESOURCE/BUSINESS PLANNING

5-0-5. Prerequisite: GBA 851

Advanced study of long-range human resource planning linked to business strategic planning, focusing on: human resource information systems; determination of employment needs; forecasting of available talent; environmental scanning; developing strategies for meeting demands of anticipated changes in internal and external environments; personnel research; and human resource audits.

GBA 882. HUMAN RESOURCE ACQUISITION/UTILIZATION

5-0-5. Prerequisite: GBA 851

Advanced study of the management of systematic flow of human resources into, through and out of organizations focusing on the design, implementation and evaluation of staffing and performance management strategies contributing to organizational effectiveness.

BUSINESS ADMINISTRATION COURSE DESCRIPTIONS

GBA 883. LEADERSHIP DEVELOPMENT AND CAREER GROWTH

5-0-5. Prerequisite: GBA 851

Advanced study of strategies designed to equip individuals for greater mastery of current and future leadership responsibilities, development of managerial/organizational competencies, and career growth.

GBA 884. MANAGING BEHAVIOR IN ORGANIZATIONS

5-0-5. Prerequisite: GBA 851

Advanced study of behavioral systems, reward systems and productivity improvement strategies focusing on their effects on individual and group behavior and organizational effectiveness.

GBA 885. LABOR RELATIONS

5-0-5. Prerequisite: GBA 851

Advanced study of employee-management relationships and their effect on human resource management and organizational effectiveness in union and non-union settings.

GBA 886. ORGANIZATION DEVELOPMENT TECHNOLOGY

5-0-5. Prerequisite: GBA 851

Advanced study and application of techniques for initiating change in organizations including: internal consulting skills, team building, survey feed-back, goal-setting and conflict resolutions.

GBA 887. SEMINAR IN HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT

5-0-5.

Advanced study of contemporary and relevant issues in human resource management based on current topics and student interests.

GBA 888. DIRECTED STUDY IN HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT

5-15 credit hours. Prerequisite: Must have approval of faculty member and adviser. Designed to provide individual students with opportunity to work with a designated faculty member to continue their study in a particular area or to conduct independent research in the area of human resource management.

GBA 889. HUMAN RESOURCE/ ORGANIZATIONAL EFFECTIVENESS

5-0-5. Prerequisite: GBA 881 and three of the following: GBA 812, 880, 882, 883, 884, 885, 886, 887.

Capstone course integrating human resource strategies and policies with organization strategies focusing on the contribution of human resource management to overall organizational effectiveness.

GBA 890. SPECIAL TOPICS IN GRADUATE BUSINESS ADMINISTRATION STUDIES

5-0-5. Prerequisite: Must be approved by adviser and department chairperson. Selected contemporary topics in a discipline of interest to faculty, students and employers.

GBA 895. SPECIAL PROJECTS IN GRADUATE BUSINESS ADMINISTRATION STUDIES

5-10 credit hours. Prerequisite: Must be approved by adviser and Graduate Committee. Special projects and/or thesis option for students who wish to pursue advanced work on a particular subject in a specialized area.

**GBA 899. EFFECTIVE STRATEGY
FORMULATION AND GOAL
IMPLEMENTATION**

5-0-5. Prerequisite: 25 hours of graduate core completed.

An integrative course designed to provide an executive viewpoint of strategy formulation and management of an enterprise. Knowledge from all business disciplines is applied as well as environmental forces, institutional resources and social values as they relate to the determination and implementation of strategy and policy.



SCHOOL OF EDUCATION

COURSE DESCRIPTIONS

Foundations of Education (FED)

FED 501. SOCIAL FOUNDATIONS OF EDUCATION

5-0-5. Prerequisite: Admission to graduate study

This course is designed for graduate students seeking T-4 certification. It includes an examination of issues and problems in American education and major educational philosophies that have implications for educational practice. The educational philosophies and issues will be examined in their historical, economic, political and sociological contexts. May not be counted toward a graduate degree at Kennesaw College.

FED 531. PSYCHOLOGICAL FOUNDATIONS OF EDUCATION

5-0-5. Prerequisite: ECI 501, ECI 502 or ECI 503

This course is designed for graduate students seeking T-4 certification. It includes study of the theory and principles of child and adolescent development, learning, motivation, classroom management and evaluation and their application in a classroom setting. May not be counted toward a graduate degree at Kennesaw College.

FED 601. INTERDISCIPLINARY STUDY OF EDUCATIONAL PROBLEMS

5-0-5. Prerequisite: Admission to M.Ed. program

An interdisciplinary examination of the cultural context of educational problems and practice. Includes an introduction to problem-solving processes and skills. Emphasis will be placed on how different cultural views have affected perceptions of the nature and purpose of education.

FED 641. EDUCATIONAL STATISTICS I

5-0-5. Prerequisite: Admission to graduate study

Applications of statistical techniques to educational problems. Includes descriptive statistics, probability, sampling techniques, correlation and selected inferential statistics.

FED 651. MICROCOMPUTER APPLICATIONS IN EDUCATION

5-0-5. Prerequisite: FED 741, admission to graduate study

This course will use the problem-solving model to introduce the student to structured programming and the computer's role in an educational environment. Particular focus will be on using the microcomputer as a research, instructional and administrative tool, as well as developing the student's ability to write, analyze and evaluate educational software.

FED 701. ADVANCED STUDIES IN LEARNING

5-0-5. Prerequisite: Admission to candidacy

An in-depth study of selected learning theories and concepts and their relationship to educational issues and problems. Particular focus will be on using various disciplines' methods to examine these theories, concepts and issues.

FED 741. EDUCATIONAL RESEARCH METHODS

5-0-5. Prerequisite: Admission to graduate study

Introduction to research designs and procedures, statistical analysis and the use of computers in educational problem solving.

SCHOOL OF EDUCATION COURSE DESCRIPTIONS

FED 790. SPECIAL TOPICS (repeatable)

1-15. Prerequisite: Permission of adviser and instructor

Exploration of a specifically designed topic or theme in education for experienced classroom teachers.

FED 795. DIRECTED STUDY (repeatable)

1-15. Prerequisite: Permission of adviser and instructor

A concentrated investigation of selected topics of an advanced nature. The content will be determined jointly by the instructor and the student.

FED 799. MASTER'S THESIS (repeatable)

1-10. Prerequisite: Successful completion of comprehensive examination

Supervised development and preparation of thesis.

Education Curriculum and Instruction (ECI)

ECI 501. CURRICULUM FOR EARLY CHILDHOOD EDUCATION

5-0-5. Prerequisite: Admission to graduate study

This course, designed for graduate students seeking T-4 certification, examines approaches to curriculum development and implications for educational practice. Emphasis will be placed on the development of instructional units, objective writing, and lesson and unit planning for grades K-4. May not be counted toward a graduate degree at Kennesaw College.

ECI 502. CURRICULUM FOR MIDDLE GRADES EDUCATION

5-0-5. Prerequisite: Admission to graduate study

This course, designed for graduate students seeking T-4 certification, examines approaches to curriculum development and implications for educational practice. Emphasis will be placed on the development of instructional units, objective writing, and lesson and unit planning for grades 4-8. May not be counted toward a graduate degree at Kennesaw College.

ECI 503. CURRICULUM FOR SECONDARY EDUCATION

5-0-5. Prerequisite: Admission to graduate study

This course, designed for graduate students seeking T-4 certification, examines approaches to curriculum development and implications for educational practice. Emphasis will be placed on the development of instructional units, objective writing, and lesson and unit planning for grades 7-12. May not be counted toward a graduate degree at Kennesaw College.

ECI 521. INTRODUCTION TO READING IN THE EARLY GRADES

5-0-5. Prerequisite: ECI 501

This course is designed for graduate students seeking T-4 certification. It is an examination of the regular process and problems of reading instruction as it relates to the needs of the early grades (K-4) learner. The course will explore the components of the reading process and organizational and management aspects of reading instruction specific to the early grades. May not be counted toward a graduate degree at Kennesaw College.

ECI 522. INTRODUCTION TO READING IN THE MIDDLE GRADES

5-0-5. Prerequisite: ECI 502

This course is designed for graduate students seeking T-4 certification. It is an examination of the regular process and problems of reading instruction as it relates to the needs of the middle grades (4-8) learner. The course will explore the components of the reading process and organizational and management aspects of reading instruction that are specific to the middle grades. May not be counted toward a graduate degree at Kennesaw College.

ECI 523. INTRODUCTION TO READING IN THE SECONDARY GRADES

5-0-5. Prerequisite: ECI 503

This course is designed for graduate students seeking T-4 certification. It is an examination of the regular process and problems of reading instruction in the secondary school (grades 7-12) subject matter areas. Strategies and activities that enable the classroom teacher to develop instruction around these processes and problems will be stressed. May not be counted toward a graduate degree at Kennesaw College.

ECI 526. LANGUAGE ARTS FOR EARLY AND MIDDLE GRADES EDUCATION

5-0-5. Prerequisite: ECI 501 or 502

This course is designed for graduate students seeking T-4 certification. It is a study of the procedures and techniques used to facilitate language arts instruction in the early (K-4) and middle (4-8) grades. Emphasis will be on application of theory and research evidence to classroom instruction and the development of the language arts curriculum within the oral communication, written communication and language strands. Particular emphasis will be given to the nature and purposes of children's literature in the language arts. May not be counted toward a graduate degree at Kennesaw College.

ECI 561. METHODS IN EARLY CHILDHOOD EDUCATION

5-15-10. Prerequisite: Permission of graduate studies director

This course is designed for graduate students seeking T-4 certification. It includes the study of instructional planning, implementation and evaluation in grades K-4, with focus on language arts, reading, mathematics, science and social studies. Includes an extensive field experience. May not be counted toward a graduate degree at Kennesaw College.

ECI 562. METHODS IN MIDDLE GRADES EDUCATION

5-15-10. Prerequisite: Permission of graduate studies director

This course is designed for graduate students seeking T-4 certification. It includes the study of instructional planning, implementation and evaluation in grades 4-8, with focus on language arts, reading, mathematics, science and social studies. Includes an extensive field experience. May not be counted toward a graduate degree at Kennesaw College.

ECI 563. METHODS IN SECONDARY EDUCATION

5-15-10. Prerequisite: Permission of graduate studies director

This course is designed for graduate students seeking T-4 certification. It includes the study of instructional planning, implementation and evaluation of courses in various subjects in grades 7-12. Includes an extensive field experience. May not be counted toward a graduate degree at Kennesaw College.

ECI 590. SPECIAL TOPICS (repeatable)

1-15. Prerequisite: Permission of adviser and instructor

Exploration of a specifically designed topic or theme in education. For graduate-level certification students; may not be counted toward a graduate degree at Kennesaw College.

SCHOOL OF EDUCATION COURSE DESCRIPTIONS

ECI 592. WORKSHOP

(repeatable)

1-15. Prerequisite: Permission of adviser and instructor

Examination of practical problems or activities in education. Each workshop will have an identified focus. For graduate-level certification students; may not be counted toward a graduate degree at Kennesaw College.

ECI 595. DIRECTED STUDY

(repeatable)

1-15. Prerequisite: Permission of adviser and instructor

A concentrated investigation of appropriate selected topics. The content will be determined jointly by the instructor and the student. For graduate-level certification students; may not be counted toward a graduate degree at Kennesaw College.

ECI 597. PRACTICUM

0-15-5. Prerequisite: Permission of graduate studies director and coordinator of educational field experiences

A supervised teaching experience for teachers meeting certification requirements. May not be counted toward a graduate degree at Kennesaw College.

ECI 611. SURVEY OF THE HUMANITIES

5-0-5. Prerequisite: Admission to graduate study

A study of the development and relationship of art, drama, literature and music. Emphasis is placed on the concepts and processes of these areas in relation to the creative process as a whole. Individual projects will focus on topics appropriate for particular age groups.

ECI 613. LITERATURE IN THE SCHOOL PROGRAM

5-0-5. Prerequisite: Admission to graduate study

A study of the various genres of literature with emphasis on the use of books and

non-print materials as an integral part of the curriculum. Focuses on books that provide the student with an opportunity for the application of reading skills, for reading for pleasure and for understanding himself/herself in relation to the world. Individual projects will focus on materials appropriate for particular age groups.

ECI 614. LANGUAGE ARTS IN THE ELEMENTARY SCHOOL

5-0-5. Prerequisite: Admission to graduate study

A study of the various components of the language arts and their interrelationship. Emphasis is placed on reception and production of oral and written communication. Individual projects will focus on these processes in particular age groups.

ECI 616. READING IN THE ELEMENTARY SCHOOL

5-0-5. Prerequisite: Admission to graduate study

A study of the principles and practices of developmental reading. Emphasis is placed on the study of the reading process and the organizational and management aspects of reading instruction.

ECI 618. READING IN THE CONTENT FIELDS

5-0-5. Prerequisite: Admission to graduate study

A study of the concepts and specific skills involved in reading in the content areas. Emphasizes development and selection of materials and teaching strategies appropriate for the classroom.

ECI 621. SURVEY OF MATHEMATICS AND THE SCIENCES

5-0-5. Prerequisite: Admission to graduate study

A study of the concepts and processes of mathematics and the natural science disciplines. Emphasis is placed on examination of scientific and technological developments in relation to society and social issues. Individual projects will focus on topics appropriate for particular age groups.

ECI 623 FUNDAMENTAL IDEAS OF ARITHMETIC AND ALGEBRA FOR TEACHERS

5-0-5. Prerequisite: Admission to graduate study and 15 hours in undergraduate math
A course designed to give the K-8 teacher a clearer understanding of fundamental arithmetic and algebraic structures. Individual projects will focus on materials appropriate for particular age groups.

ECI 624. FUNDAMENTAL IDEAS OF GEOMETRY FOR TEACHERS

5-0-5. Prerequisite: Admission to graduate study and 15 hours in undergraduate math
A course designed to give the K-8 teacher a clear understanding of fundamental concepts, structures and applications of geometry. Individual projects will focus on materials appropriate for particular age groups.

ECI 626. LIFE SCIENCE FOR TEACHERS

5-0-5. Prerequisite: Admission to graduate study
This course will explore concepts and processes in the biological sciences appropriate to primary and middle grade students and teachers. Emphasis will be placed on ecological relationships. Individual projects will focus on materials appropriate for particular age groups.

ECI 627. PHYSICAL SCIENCE FOR TEACHERS

5-0-5. Prerequisite: Admission to graduate study
This course will explore concepts and processes in chemistry and physics appropriate to primary and middle grades students and teachers. Emphasis will be placed on relationships between energy and matter. Individual projects will focus on materials appropriate for particular age groups.

ECI 628. EARTH SCIENCE FOR TEACHERS

5-0-5. Prerequisite: Admission to graduate study
This course will explore concepts and processes in the earth sciences appropriate to primary and middle grade students and teachers. Areas of exploration will include astronomy, geology, meteorology and oceanography. Individual projects will focus on materials appropriate for particular age groups.

ECI 631 SURVEY OF THE SOCIAL SCIENCES

5-0-5. Prerequisite: Admission to graduate study
A study of the concepts, skills and processes of the social science disciplines. Emphasis is placed on the application of these aspects of the disciplines to the analysis of social issues. Individual projects will focus on topics appropriate for particular age groups.

ECI 633. SOCIAL STUDIES IN THE ELEMENTARY SCHOOL

5-0-5. Prerequisite: Admission to graduate study
This course will examine concepts and processes of the social studies appropriate to primary and middle grades students and teachers. Individual projects will focus on materials appropriate for particular age groups.

ECI 636. ART IN THE ELEMENTARY SCHOOL

5-0-5. Prerequisite: Admission to graduate study
An examination of the problems and processes in teaching art in the elementary grades. Emphasis will be placed on specific media techniques as related to the planning and implementation of art instruction. Correlation of art activities with other curriculum areas will be addressed along with a review of child development in art. Individual projects will focus on activities appropriate for particular age groups.

SCHOOL OF EDUCATION COURSE DESCRIPTIONS

ECI 641. MUSIC IN THE ELEMENTARY SCHOOL

5-0-5. Prerequisite: Admission to graduate study

Designed for the graduate student in education, the course develops skills in employing standard music teaching methods, familiarizes the student with current textbooks, printed music and other resources, and explores current philosophies, practices and problems involved with implementation of music in the general elementary classroom. Individual projects will focus on materials appropriate for particular age groups.

ECI 646. HEALTH AND PHYSICAL EDUCATION IN THE ELEMENTARY SCHOOL

5-0-5. Prerequisite: Admission to graduate study

A research-based approach to the curriculum and methods of elementary health and physical education. Requires peer teaching and practical term research project. Emphasizes a developmental approach. Individual projects will focus on activities appropriate for particular age groups.

ECI 651. METHODS AND MATERIALS IN LANGUAGE ARTS INSTRUCTION

5-0-5. Prerequisite: Admission to graduate study

A study of methods and materials for elementary teachers, which focuses upon organization, implementation and evaluation processes. Individual projects will focus on methods and materials appropriate for particular age groups.

ECI 652. METHODS AND MATERIALS IN READING INSTRUCTION

5-0-5. Prerequisite: Admission to graduate study

A study of methods and materials that may be used by elementary classroom teachers for reading instruction. Individual projects will focus on methods and materials appropriate for particular age groups.

ECI 653. METHODS AND MATERIALS IN MATHEMATICS INSTRUCTION

5-0-5. Prerequisite: Admission to graduate study

A study of methods and materials used by elementary classroom teachers of mathematics. Individual projects will focus on methods and materials appropriate for particular age groups.

ECI 654. METHODS AND MATERIALS IN SCIENCE INSTRUCTION

5-0-5. Prerequisite: Admission to graduate study

A study of methods and materials appropriate for elementary science instructors. Individual projects will focus on methods and materials appropriate for particular age groups.

ECI 655. METHODS AND MATERIALS IN TEACHING SOCIAL STUDIES

5-0-5. Prerequisite: Admission to graduate study

A study of instructional techniques, materials and evaluation processes used in teaching the social studies in grades K-4, 4-8. Individual projects will focus on methods and materials appropriate for particular age groups.

ECI 716. DIAGNOSIS AND CORRECTION OF READING PROBLEMS

5-0-5. Prerequisite: ECI 616 or equivalent

A study of the causes of reading difficulties, the instruments used in diagnosing specific reading problems and the application of various remedial techniques. Individual projects will focus on methods and materials appropriate for particular age groups.

ECI 751. INSTRUCTIONAL DESIGN AND APPLICATION IN EARLY CHILDHOOD EDUCATION

5-0-5. Prerequisite: FED 701

The study of instructional planning, implementation and evaluation in grades K-4. The focus will be on selection of content, instructional strategies, activities, materials, media and evaluation methods within the context of curricular and instructional theory. Course will include supervision in a classroom setting.

ECI 752. INSTRUCTIONAL DESIGN AND APPLICATION IN MIDDLE CHILDHOOD EDUCATION

5-0-5. Prerequisite: FED 701

The study of instructional planning, implementation and evaluation in grades 4-8. The focus will be on selection of content, instructional strategies, activities, materials, media and evaluation methods within the context of curricular and instructional theory. Course will include supervision in a classroom setting.

ECI 771. SUPERVISION FOR STUDENT TEACHING

5-0-5. Prerequisite: A professional four-year certificate, one year of teaching experience and recommendation by principal

This course is designed to provide the theoretical and practical basis for supervising student teachers.

ECI 772. INTERNSHIP IN SUPERVISION OF STUDENT TEACHING

5-0-5. Prerequisite: ECI 771

An extension of ECI 771. The student must be supervising a student teacher at the time this course is taken. This course will stress the applied practices of supervising student teachers.

ECI 790. SPECIAL TOPICS (repeatable)

5-0-5. Prerequisite: Permission of adviser and instructor

Exploration of specifically designed topic or theme in education for experienced classroom teachers.

ECI 795. DIRECTED STUDY (repeatable)

1-15. Prerequisite: Permission of adviser and instructor

A concentrated investigation of selected topics of an advanced nature. The content will be determined jointly by the instructor and the student.

ECI 798. PRACTICUM (repeatable)

1-12-5. Prerequisite: Successful completion of comprehensive examination
A supervised field placement for the purpose of implementing integrated and problem-solving instruction. Includes seminar or conference discussion of problems encountered and presentation of an approved study conducted during the experience.

Biology (BIO)

BIO 610. EVOLUTIONARY AND POPULATION BIOLOGY

4-3-5. Prerequisite: Admission to graduate study and BIO 300 or equivalent

A theoretical and quantitative analysis of evolutionary mechanisms underlying adaptation. Topics will include population genetics; speciation; physiological, ecological, morphological and developmental adaptations; sociobiology; and paleontology. Laboratory will emphasize experimental design problems.

SCHOOL OF EDUCATION COURSE DESCRIPTIONS

BIO 620. MOLECULAR BIOLOGY

4-3-5. Prerequisite: Admission to graduate study, BIO 201 and CHEM 240 or equivalent

Physiochemical analysis of cellular structure and function. Topics will include the individual regulation of cells and their functioning within coordinated groups up to the level of tissues and organs. Laboratory will emphasize experimental design problems.

BIO 790. SPECIAL TOPICS (repeatable)

1-15. Prerequisite: Permission of adviser and instructor

Exploration of a specifically designed topic.

BIO 795. DIRECTED STUDY (repeatable)

1-15. Prerequisite: Permission of adviser and instructor

A concentrated investigation of selected topics of an advanced nature. The content will be determined jointly by the instructor and the student.

Chemistry (CHEM)

CHEM 605. MODERN CHEMICAL SCIENCE

5-0-5. Prerequisite: Admission to graduate study and CHEM 240 or consent of the instructor

Chemistry of pesticide, food, drugs, polymers, industrial processes, nuclear chemistry and other topics of current interest.

CHEM 606. ENVIRONMENTAL CHEMISTRY

5-0-5. Prerequisite: CHEM 605 or consent of instructor

Chemistry of the air, earth and water environment, including a balanced treatment of environmental issues of current importance.

CHEM 790. SPECIAL TOPICS (repeatable)

1-15. Prerequisite: Permission of adviser and instructor

Exploration of a specifically designed topic.

CHEM 795. DIRECTED STUDY (repeatable)

1-15. Prerequisite: Permission of adviser and instructor

A concentrated investigation of selected topics of an advanced nature. The content will be determined jointly by the instructor and the student.

English (ENG)

ENG 601. TOPICS IN ENGLISH AND AMERICAN LITERATURE

5-0-5. Prerequisite: Admission to graduate study

A treatment (on a rotating basis) of themes and issues in both English and American literature.

ENG 621. FIGURES IN LITERATURE

5-0-5. Prerequisite: Admission to graduate study

A study of the work of a major American or British writer.

ENG 631. ADVANCED GRAMMAR AND LINGUISTICS

5-0-5. Prerequisite: Admission to graduate study

A study of the principles of both traditional grammar and of more recent developments in linguistics.

ENG 635. RHETORIC AND ADVANCED COMPOSITION

5-0-5. Prerequisite: Admission to graduate study

A study of the basic principles of classical rhetoric and an examination of developments in the teaching of rhetoric.

ENG 641. MASS COMMUNICATIONS: JOURNALISM AND THE OTHER MEDIA

5-0-5. Prerequisite: Admission to graduate study

A study of the principles, processes and influences of print journalism, radio and television.

ENG 651. PROBLEMS IN LITERARY CRITICISM

5-0-5. Prerequisite: Admission to graduate study

An examination of the principles of literary criticism and the application of those principles to selected texts.

ENG. 790. SPECIAL TOPICS (repeatable)

1-15. Prerequisite: Permission of adviser and instructor

Exploration of a specifically designed topic.

ENG 795. DIRECTED STUDY (repeatable)

1/15. Prerequisite: Permission of adviser and instructor

A concentrated investigation of selected topics of an advanced nature. The content will be determined jointly by the instructor and the student.

Geography (GEOG)

GEOG 601. PEOPLES OF THE WORLD

5-0-5. Prerequisite: Admission to graduate study

This course takes a group of people from five nations representing different parts of the world and compares and contrasts their cultures, political and economic systems, and lifestyles.

History (HIST)

HIST 610. LOCAL HISTORY RESEARCH AND RESOURCES

5-0-5. Prerequisite: Admission to graduate study

An examination of local historical resources and how to gain access to them. The class will explore what history is and how historians go about the process of uncovering and interpreting the past. Students will also learn how to develop a local history course and how to use local historical material in illustrating or challenging major viewpoints about Georgia or national history.

HIST 620. CONTINUITY AND CHANGE IN SELECTED NATION/STATE

5-0-5. Prerequisite: Admission to graduate study

An examination of how the traditional culture and the forces of modernity have interacted in the modern history in a particular nation/state (Japan, Mexico, Iran, etc.). Focus will shift to nations of the greatest contemporary interest.

HIST 630. MINORITIES IN AMERICA

5-0-5. Prerequisite: Admission to graduate study

A discussion of the role minorities have played in the development of America. Special attention will be given to racial, ethnic and political minorities.

HIST 790. SPECIAL TOPICS (repeatable)

1-15. Prerequisite: Permission of adviser and instructor

Exploration of a specifically designed topic.

HIST 795. DIRECTED STUDY (repeatable)

1-15. Prerequisite: Permission of adviser and instructor

A concentrated investigation of selected topics of an advanced nature. The content will be determined jointly by the instructor and the student.

SCHOOL OF EDUCATION COURSE DESCRIPTIONS

Mathematics (MATH)

MATH 501. MATHEMATICS FOR EARLY AND MIDDLE GRADES TEACHERS I

5-0-5. Prerequisite: Admission to graduate study

This course is designed for graduate students seeking T-4 certification. The course covers fundamental arithmetic and algebraic concepts needed for early and middle grades teaching. Topics include development of whole numbers, integers, rational and real numbers, as well as arithmetic relations and operations. May not be counted toward a graduate degree at Kennesaw College.

MATH 502. MATHEMATICS FOR EARLY AND MIDDLE GRADES TEACHERS II

5-0-5. Prerequisite: Admission to graduate study

This course is designed for graduate students seeking T-4 certification. The course covers fundamental geometric concepts needed for early and middle grades teaching. The course will also include an introduction to the programming language LOGO, which will be used to illustrate selected algebraic and geometric concepts. May not be counted toward a graduate degree at Kennesaw College.

MATH 600. ELEMENTARY SET THEORY

5-0-5. Prerequisite: Admission to graduate study

A course in the theory of sets with application to the development of the real number system. A problem-solving approach will be taken.

MATH 601. HISTORY OF MATHEMATICS

5-0-5. Prerequisite: Admission to graduate study and MATH 201, MATH 236 or equivalent

A historical development of selected topics in mathematics.

MATH 621. METHODS OF STATISTICAL INFERENCE I

5-0-5. Prerequisite: Admission to graduate study and five credit hours in Statistics and MATH 201 or MATH 236 or equivalent

Topics from estimation and inference using probability distributions, analysis of variance and covariance, and regression and correlation.

MATH 660. THE MATHEMATICAL FOUNDATIONS OF COMPUTER GRAPHICS

5-0-5. Prerequisite: Admission to graduate study and 10 credit hours of high level programming language, familiarity with computer architecture, and MATH 260 or equivalent

A study of the mathematics necessary for understanding and developing computer graphics in a variety of applications.

MATH 661. ABSTRACT ALGEBRA I

5-0-5. Prerequisite: Admission to graduate study and MATH 361 or equivalent

A study of major topics in abstract algebra, which includes topics from group, ring and field theories.

MATH 674. INTRODUCTION TO COMBINATORIC

5-0-5. Prerequisite: Admission to graduate study

A study of combinatorial structures, which underlie the analysis of computer systems, discrete operations research problems and finite probability.

MATH 681. REAL ANALYSIS I

5-0-5. Prerequisite: Admission to graduate study and MATH 381 or equivalent

A study of the reals, measure, measurable functions, metric spaces, connectedness and compactness.

MATH 695. MODERN GEOMETRY AND CONVEXITY

5-0-5. Prerequisite: Admission to graduate study and MATH 395 or equivalent
A study of modern geometry centered around the theory of convex sets and functions in which applications to extremum problems play a central role.

MATH 790. SPECIAL TOPICS (repeatable)

1-15. Prerequisite: Permission of adviser and instructor
Exploration of a specifically designed topic.

MATH 795. DIRECTED STUDY (repeatable)

1-15. Prerequisite: Permission of adviser and instructor
A concentrated investigation of selected topics of an advanced nature. The content will be determined jointly by the instructor and the student.

Physics (PHYS)

PHYS 610. CLASSICAL PHYSICS DEMONSTRATIONS I

4-3-5. Prerequisite: Admission to graduate study and 10 hours of general algebra-based physics, and five hours of mathematics beyond college algebra-calculus preferred.
A laboratory-centered study of the basic principles and processes of classical physics. Demonstrations that reinforce statics, Newton's law of motion (translational and notational), torque, work and energy. The major thrust is an effective presentation of the physical principles with emphasis given to improving the conceptual level of physics.

PHYS 615. CLASSICAL PHYSICS DEMONSTRATIONS II

4-3-5. Prerequisite: PHYS 610
A laboratory-centered study of the basic principles and processes of classical physics. Demonstrations that reinforce electrostatics, electrical potentials, electrical circuits, fluids (static and

dynamics), optics and thermal physics. The major thrust is an effective presentation of the physical concepts with emphasis given to improving the conceptual level of physics.

PHYS 795. DIRECTED STUDY (repeatable)

1-15. Prerequisite: Permission of adviser and instructor
A concentrated investigation of selected topics of an advanced nature. The content will be determined jointly by the instructor and the student.

Political Science (POLS)

POLS 605. POLITICAL IDEOLOGIES

5-0-5. Prerequisite: Admission to graduate study
A description and assessment of the most common ideologies facing the world and their economic, social and political consequences. Emphasis will be placed on capitalism, socialism, fascism, democracy and totalitarianism.

POLS 790. SPECIAL TOPICS (repeatable)

1-15. Prerequisite: Permission of adviser and instructor
Exploration of a specifically designed topic.

POLS 795. DIRECTED STUDY (repeatable)

1-15. Prerequisite: Permission of adviser and instructor
A concentrated investigation of selected topics of an advanced nature. The content of the directed study will be determined jointly by the instructor and the student.



GRADUATE STUDENT SERVICES

Library

The Kennesaw College Library houses collections of more than 250,000 volumes of books and government publications. There are more than 1,200 periodical subscriptions and 350,000 microfilms in the college library. The public catalog is stored throughout the library on microfilm terminals. The library makes available a number of in-house computer indexes and full-text data services to faculty and students. For research purposes, on-line bibliographic searching is available.

The library is a member of OCLC/SOLINET, a major computer network of libraries in the U.S. The Kennesaw College Library is a selected depository of U.S. Government documents.

For check-out of materials, the college identification card (ID) serves as a library card. Professional library assistance and guidance is available for use of library resources.

Computing Resources

An increasingly rich array of computing resources is developing at Kennesaw College. Interest in and use of computers are expanding rapidly in the academic programs and administrative operations of the college.

The primary computing resource supporting the academic programs is the University System Computer Network (USCN). The USCN links all of Georgia's public institutions of higher education and is regarded as one of the finest educational computer networks in the country.

Through the college's more than 60 terminals connected to the network, students and faculty at Kennesaw have access to the computing power and extensive software libraries of large mainframes such as the CDC CYBER 180/850 and the IBM 3081 at the University of Georgia. These systems support an extensive array of programming languages, statistical analysis packages and computer-assisted instruction libraries and are used in an increasing number of courses in many different fields of study at Kennesaw College.

Multi-user and single-user microcomputers are also available to support the academic programs at Kennesaw. IBM PCs and compatibles and Apple II e's with a generous software library are available for student use in the Academic Computing Laboratory, second floor, Old Library. (A microcomputer lab is also housed in the Business Administration building, Room 126.)

In addition, most administrative data processing is conducted on the college's two TI 990/12s. These microcomputers are also used to provide high speed printing services for faculty and student users of the network system.

Center for Excellence in Teaching and Learning (CETL)

Located on the fourth floor of the library, the Center for Excellence in Teaching and Learning (CETL) combines facilities for media services, learning laboratories, faculty development, a curriculum resource center and an area teacher center in an innovative approach to learning and instructional effectiveness. A variety of audio and visual instructional materials and equipment is available to the campus community.

Counseling, Advisement and Placement Services (CAPS) Center

The CAPS Center is a comprehensive service center where students obtain help with educational, career and personal concerns from a trained staff of counselors, specialists and faculty advisers. Such assistance is intended to support Kennesaw College's academic programs by offering relevant resources that facilitate the student's orientation to the college, contribute to personal development, enhance academic success and encourage career planning and placement. Special activities and professional staff are available for adult, minority, international, developmental and handicapped students. All students are invited to come to the center or phone 423-6600 from 8:00 a.m. to 8:30 p.m. Monday through Thursday and 8:00 a.m. through 5:00 p.m. Friday.

Counseling and Testing—In an atmosphere of confidentiality, professional counselors offer assistance to students with a variety of concerns. Special seminars in study skills, time management, stress management, assertiveness and test-taking are conducted each quarter during the academic year. All institutional testing is coordinated by the staff.

Placement and Career Development—Placement personnel are available to assist the Kennesaw student or alumnus with career-related concerns. Students are encouraged to use these services early in their college careers. Among the services offered are: career exploration and development, including self-assessment and occupational interest testing; notices of job openings; assistance in resume writing, interviewing and job search; on-campus recruitment for seniors and alumni; and resume referral.

CAPS Resource Room—This room is located within the CAPS Center and is open to all students without appointment. It houses informational material about careers, part-time and full-time employment, SIGI plus (System for Interactive Guidance and Information), other colleges and graduate schools, CLEP, CASSI (Career Assisted Study Skills Instruction), and free handouts covering a wide range of educational, career and counseling information.

Health

Kennesaw College, being a non-residential college, does not assume 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 students to participate in a nominally priced accident and sickness insurance plan and maintaining adequately equipped first-aid stations at strategic locations on campus.

No student with a contagious disease may attend classes. Every student is held individually responsible for adhering to this regulation.

Any student who requires special consideration because of any physical handicap should have his/her physician write an explanatory letter to the dean of Student Development giving full details of the disability and any limitations/restrictions on his/her activities.

If an individual becomes seriously ill or involved in an accident requiring medical attention, the Campus Police should be contacted by dialing the campus operator and requesting assistance. There are police officers, who are trained and state-certified emergency medical technicians, on duty at all times. Comprehensive medical facilities are reasonably accessible to the campus.

In the event it becomes necessary to seek medical attention beyond minor first aid treatment, the following steps will be taken:

1. If the individual is conscious and alert and indicates a desire for an ambulance to be called, the attending officer will comply with the request.
2. If the individual is unconscious, he/she will be treated and transported to the hospital by ambulance. The attending officer will call the ambulance (at the individual's expense) to transport him/her to the emergency room at Kennestone Hospital.
3. In the case of injury to students participating in sanctioned Intercollegiate Athletics activities, the college will assume responsibility for the expense of the ambulance.
4. Efforts will be made to notify parents/spouse/next of kin to inform them of the circumstances.

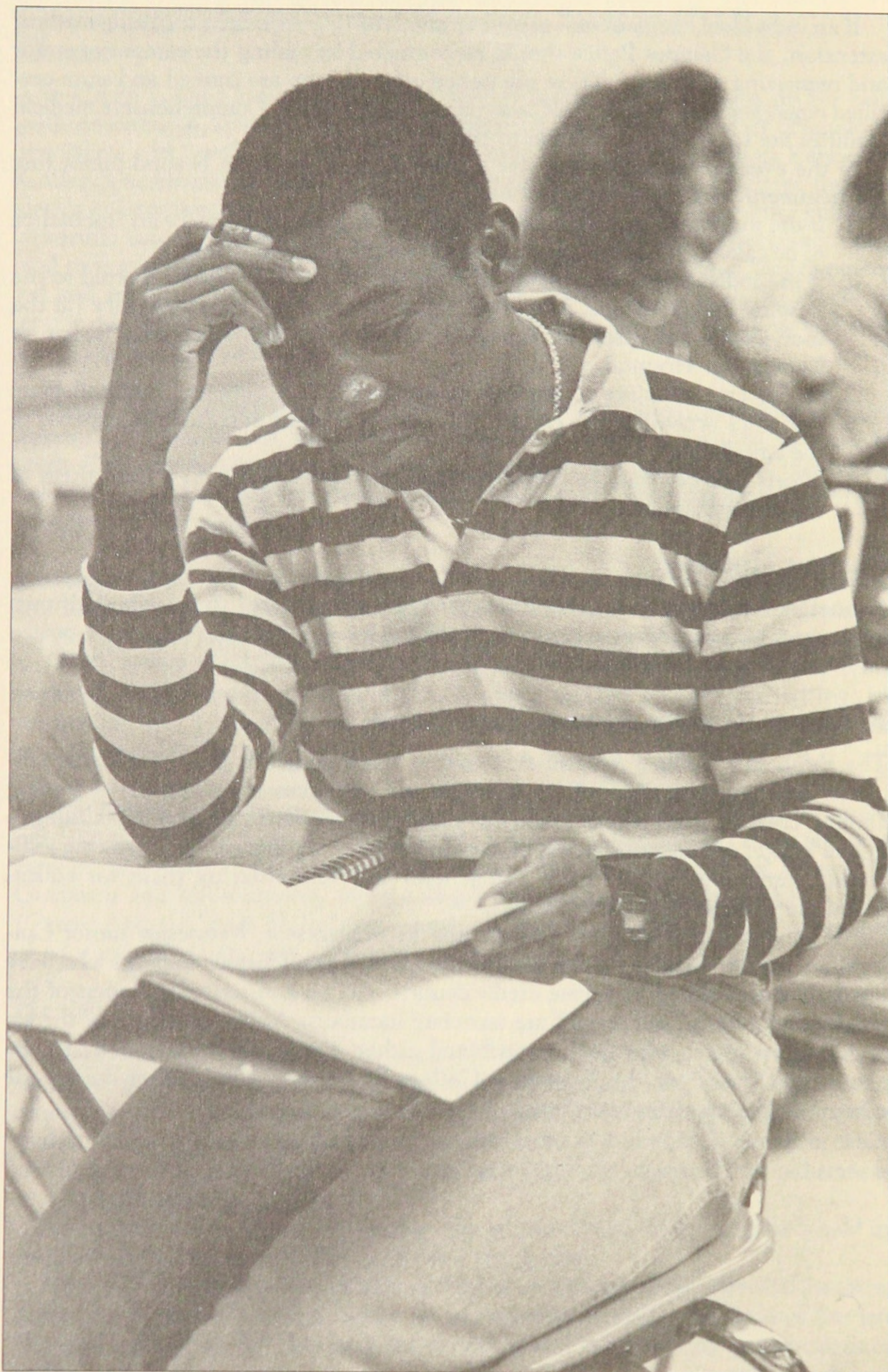
Student Housing

Kennesaw is a non-residential college. Students are expected to provide their own off-campus housing. Notices regarding available housing near the college are posted on the housing bulletin board, located on the upper level of the Student Center.

Kennesaw College Alumni Association

The Kennesaw College Alumni Association was founded in 1977. Particular emphasis and concentration of its energies and resources are directed to serving alumni; creating institutional pride; developing and enhancing Kennesaw College's public image; and meeting needs by raising funds, investing wisely, allocating judiciously, retaining reserves for contingencies and administering them for educational purposes at Kennesaw College.

All graduates of Kennesaw College and its predecessor, Kennesaw Junior College, are regular members of the association, as well as all former students who were regularly matriculated in degree credit courses. Active and retired members of the faculty and administrative staff are associate members. Active members of the association are those who have contributed either financially or personally to the alumni association or the Kennesaw College Foundation Inc., either during the current or the preceding fiscal year.



ACADEMIC/SOCIAL POLICIES

Code of Conduct

Board of Regents' 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, administrative, 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.

"The board reaffirms its belief that all segments of the academic community are under a strong obligation and have a mutual responsibility to protect the campus community from disorderly, disruptive or obstructive actions that interfere with academic pursuits of teaching, learning and other campus activities."

Policy on Ethical and Professional Behavior

Kennesaw College expects that graduate students will pursue their academic programs in an ethical, professional manner. Any work that students present in fulfillment of program or course requirements should represent their own efforts, achieved without giving or receiving any unauthorized assistance. Any student who is found to have violated these expectations will be subject to disciplinary action.

A faculty member who finds that a student has presented work that is not his/her own or received unauthorized assistance in completing a course assignment may impose a grade penalty for the assignment or in the course that he/she deems appropriate to the seriousness of the infraction.

A faculty committee (e.g., thesis, exam) that finds that a student has presented work that is not his/her own or received unauthorized assistance in completing a degree requirement may impose a penalty for the requirement that they deem appropriate to the seriousness of the infraction.

If the faculty member or faculty committee believes that an infraction is of such a serious nature that a more serious penalty should be considered, he/she or they may request the dean of the school to appoint an ad hoc committee to consider the situation. A faculty member or faculty committee may also request the appointment of an ad hoc committee to consider a case of disruptive, unethical or unprofessional behavior of a student.

The ad hoc committee shall consist of (a) three faculty members approved to teach graduate courses, one of whom shall be designated by the dean of the school to chair the committee, and (b) two graduate students. One faculty member and one graduate student must be from the student's department. The faculty member or faculty committee that requested the appointment of the ad hoc committee shall submit to the ad hoc committee a written statement describing the circumstances of the infraction, the student's behavior in the circumstances and the requested penalty. The ad hoc committee shall notify the student of the charge and shall request from the student a written statement of his/her perception of the situation. The committee shall decide whether the requested penalty or some other penalty

is necessitated by the situation and shall notify the faculty member, the student and the dean of the school of their decision.

The ad hoc committee may impose such penalties as exclusion from a degree program and exclusion from graduate studies and may recommend to the president the penalty of revocation of a previously awarded degree. Any decision by an ad hoc committee will become part of the student's permanent record and will appear on his/her official transcript after all appeals have been exhausted and the decision has been sustained.

If the student disagrees with a decision of a faculty member or a committee, he/she may appeal it according to the procedures described in the Appeals Policy, Section 3: All Other Appeals.

Appeals Policy

The policy governing appeals by graduate students of any decisions affecting their progress toward a degree at Kennesaw College is based on the following assumptions.

1. A student should initiate an appeal with the individual or group that made the contested decision.
2. In all appeals situations, the dean of graduate studies is the level of final appeal.

Appeals procedures are provided for the following three classes of situations.

1. Appeal of Time Extension to Complete Degree.

A student who wishes to request a time extension due to extenuating circumstances should complete a Request for Time Extension form and submit it to his/her adviser. The adviser will recommend approval or nonapproval and forward the request to the department chairperson. The department chairperson will recommend approval or nonapproval and forward the request to the graduate program director of the school. The program director will forward the request to the dean of graduate studies. The dean of graduate studies will approve or disapprove the request and notify all parties of the final decision.

2. Appeal of a Decision of Denial of Admission to a Degree Program

A student who wishes to appeal a decision of denial of admission to a degree program should submit a letter to the program director of the school stating the reasons for appealing the decision. The program director shall call a meeting of the program admissions committee to consider the appeal. The admissions committee shall notify the student of its decision.

If the student is dissatisfied with the decision of the admissions committee he/she may request that the program director forward the appeal to the Appeals Committee of Graduate Curriculum Committee. The Appeals Committee shall notify the student and the program director of its decision.

If the student wishes further appeal, he/she request that the Appeals Committee chairperson forward the appeal to the dean of graduate studies. The dean of graduate studies shall notify all parties of his/her decision.

3. All Other Appeals

A student who wishes to appeal any other decision (e.g., grades, comprehensive exams, thesis, discrimination, arbitrary and capricious behavior, exclusion from school, exclusion from degree program) should submit a letter stating the reasons for requesting the appeal to the individual or committee that made the contested decision. The individual or committee shall notify the student of his/her decision.

If the student wishes further appeal he/she may request that the individual or committee forward the appeal to the appropriate department chairperson. The department chairperson shall notify the student and individual/committee of his/her decision.

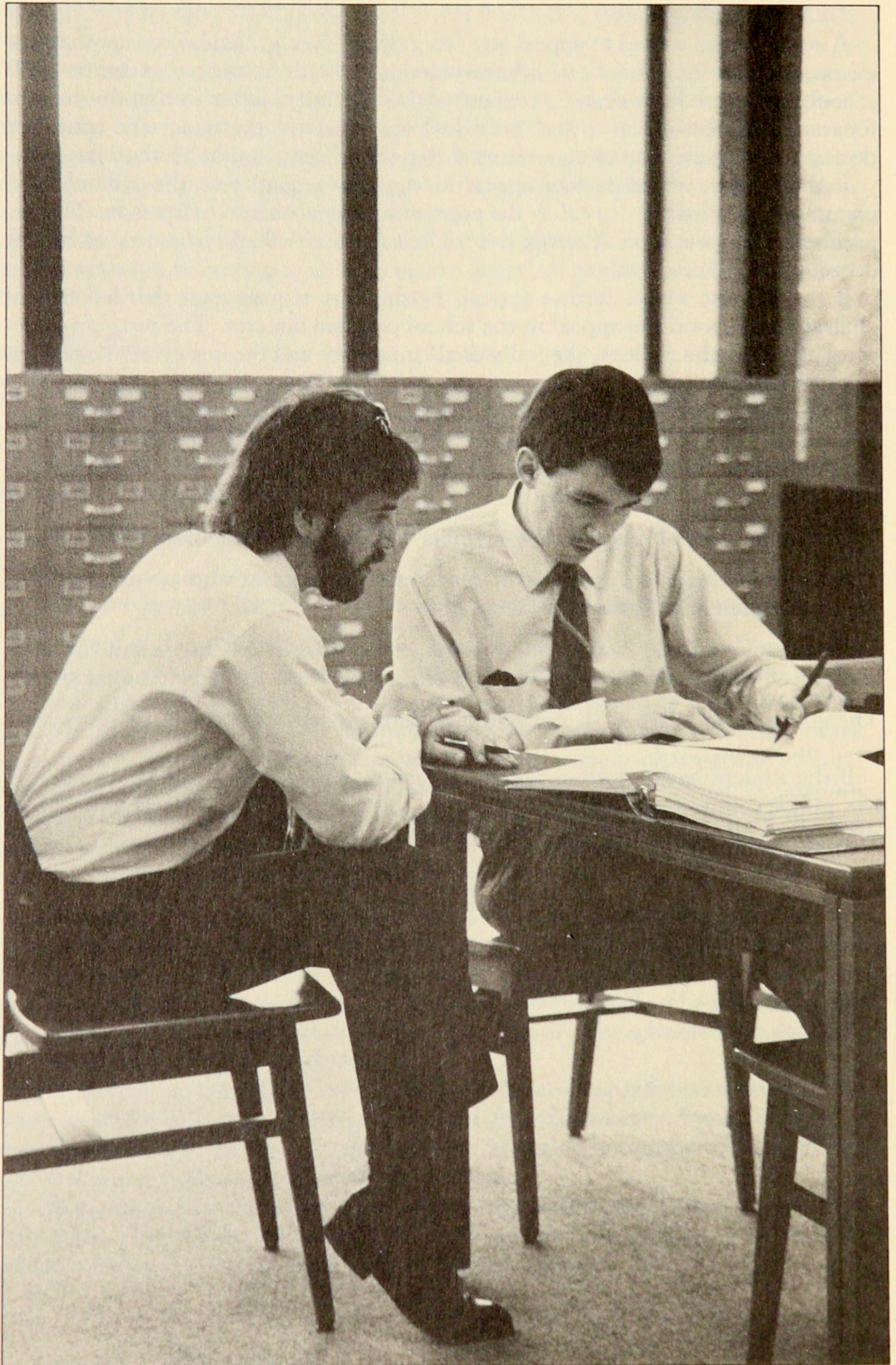
If the student wishes further appeal, he/she may request that the department chairperson forward the appeal to the school program director. The program director shall notify the student, the individual/committee and the department chairperson of his/her decision.

If the student wishes further appeal, he/she may request that the program director forward the appeal to the chairperson of the Graduate Curriculum Committee who shall appoint an ad hoc committee to consider the appeal. The membership of the ad hoc committee shall consist of

- 1) A chairperson who is a faculty member of Graduate Curriculum Committee.
- 2) two faculty members approved to teach graduate courses who are not members of the Graduate Curriculum Committee.
- 3) two graduate students who are not members of Graduate Curriculum Committee, one of whom must be in the same graduate program as the appealing students.

The ad hoc committee shall notify the student program director of its decision.

If the student wishes further appeal, he/she may request that the chairperson of the ad hoc committee forward the appeal to the dean of graduate studies. The dean shall notify all parties of his/her decision.



UNIVERSITY SYSTEM OF GEORGIA

BOARD OF REGENTS

Regent	District	Current Term Expires
JOHN H. ANDERSON, JR., Hawkinsville	State-at-Large	1990
MARIE W. DODD, Atlanta	State-at-Large	1988
CAROLYN D. YANCEY, Atlanta	State-at-Large	1992
JOSEPH D. GREENE, Thomson	State-at-Large	1991
JOHN E. SKANDALAKIS, Atlanta	State-at-Large	1988
ARTHUR M. GIGNILLIAT, JR., Savannah	First District	1990
WILLIAM T. DIVINE, JR., Albany	Second District	1989
WILLIAM B. TURNER, Columbus	Third District	1992
JACKIE M. WARD, Atlanta	Fourth District	1991
ELDRIDGE W. McMILLAN, Atlanta	Fifth District	1989
EDGAR L. RHODES, Bremen	Sixth District	1992
W. LAMAR COUSINS, Marietta	Seventh District	1994
THOMAS H. FRIER, SR., Douglas	Eighth District	1992
SIDNEY O. SMITH, JR., Gainesville	Ninth District	1987
JOHN W. ROBINSON, JR., Winder	Tenth District	1993

OFFICERS AND STAFF MEMBERS OF THE BOARD OF REGENTS

- ELDRIDGE W. McMILLAN, Chairman*
- JACKIE M. WARD, Vice Chair*
- H. DEAN PROPST, Chancellor*
- HENRY G. NEAL, Executive Secretary*
- JACOB H. WAMSLEY, Vice Chancellor-Fiscal Affairs and Treasurer*
- FREDERICK O. BRANCH, Vice Chancellor-Facilities
- W. RAY CLEERE, Vice Chancellor-Academic Affairs
- THOMAS F. McDONALD, Vice Chancellor-Student Services
- HASKIN R. POUNDS, Vice Chancellor-Research and Planning
- WANDA K. CHEEK, Assistant Vice Chancellor-Planning
- T. DON DAVIS, Assistant Vice Chancellor-Fiscal Affairs/Personnel
- ANNE FLOWERS, Assistant Vice Chancellor-Academic Affairs
- GORDON M. FUNK, Assistant Vice Chancellor-Fiscal Affairs-Accounting
Systems and Procedures
- MARY ANN HICKMAN, Assistant Vice Chancellor-Affirmative Action
- H. GUY JENKINS, JR., Assistant Vice Chancellor-Facilities
- THOMAS E. MANN, Assistant Vice Chancellor-Facilities
- DAVID M. MORGAN, Assistant Vice Chancellor-Academic Affairs
- ROGER MOSSHART, Assistant Vice Chancellor-Fiscal Affairs-Budgets
- JOSEPH H. SILVER, Assistant Vice Chancellor-Academic Affairs

*Officers of the Board

THE UNIVERSITY SYSTEM OF GEORGIA

The University System of Georgia includes 34 state-operated institutions of higher education located throughout the state—four universities, 15 senior colleges and 15 junior colleges.

The 15-member constitutional Board of Regents governs the system, which has been in operation since 1932. Appointments for seven-year terms of five board members from the state-at-large and one board member from each of the state's 10 congressional districts are made by the governor, subject to confirmation by the state senate.

The chairperson, vice chairperson and other board officers are elected by the members of the board. The chancellor, who is not a board member, is the board's chief executive officer and the chief administrative officer of the University System.

Overall, programs and services of the University System are offered through three major components—instruction, public service/continuing education and research.

INSTRUCTION encompasses programs of study leading toward degrees, ranging from the two-year associate level through the doctoral level, and certificates.

Each institution determines requirements for admission of students to instructional programs, pursuant to policies of the Board of Regents. The board, which establishes minimum academic standards, leaves to each institution the prerogative of establishing higher standards. Applications for admission should be addressed in all cases to the institutions.

For students whose goal is a degree beyond the associate level, a Core Curriculum of study for the freshman and sophomore years is in effect at each institution. The Core Curriculum, which facilitates transfer of freshman and sophomore degree credits within the University System, requires 90 quarter-credit-hours: 60 in general education and 30 in the student's chosen major.

PUBLIC SERVICE/CONTINUING EDUCATION encompasses, primarily, non-degree activities, including short courses, seminars, conferences, lectures, and consultative and advisory services. Some college-degree-credit courses of special types are also offered, typically through extension center programs and teacher education consortiums.

RESEARCH encompasses on-campus and off-campus investigations conducted primarily by the universities but also in moderate scope at some of the senior colleges, for discovery and application of knowledge. Research topics cover a large variety of matters related to the educational objectives of the institutions and to general needs of society.

The policies of the Board of Regents and the administrative actions of the chancellor provide for each institution autonomy of high degree in academic administrative matters. The executive head of each institution is the president, whose election is recommended by the chancellor and approved by the board.

State appropriations for the University System are registered by the Board of Regents. The largest share of state appropriations (approximately 52 percent) is allocated by the Board for Instruction. Percentages of funds derived from all sources for instruction in the 1980-81 fiscal year were: 77 percent from state appropriations, 20 percent from student fees, 3 percent from other internal income from institutions.

Matriculation and non-residential tuition fees for all institutions are set by the board. All resident students pay matriculation fees; out-of-state students pay non-resident tuition in addition to matriculation. Fees for student services and activities are established by each institution, subject to the board's approval.

INSTITUTIONS OF THE UNIVERSITY SYSTEM OF GEORGIA

h — On-Campus Student Housing Facilities
Degrees Awarded: A-Associate; B-Bachelor's; J-Juris Doctor;
M-Master's; S-Specialist in Education; D-Doctor's

UNIVERSITIES

Athens 30602
University of Georgia, h; B, J, M, S, D
Atlanta 30332
Georgia Institute of Technology
h; B, M, D
Atlanta 30303
Georgia State University, A, B, M, S, D
Augusta 30912
Medical College of Georgia,
h; A, B, M, D

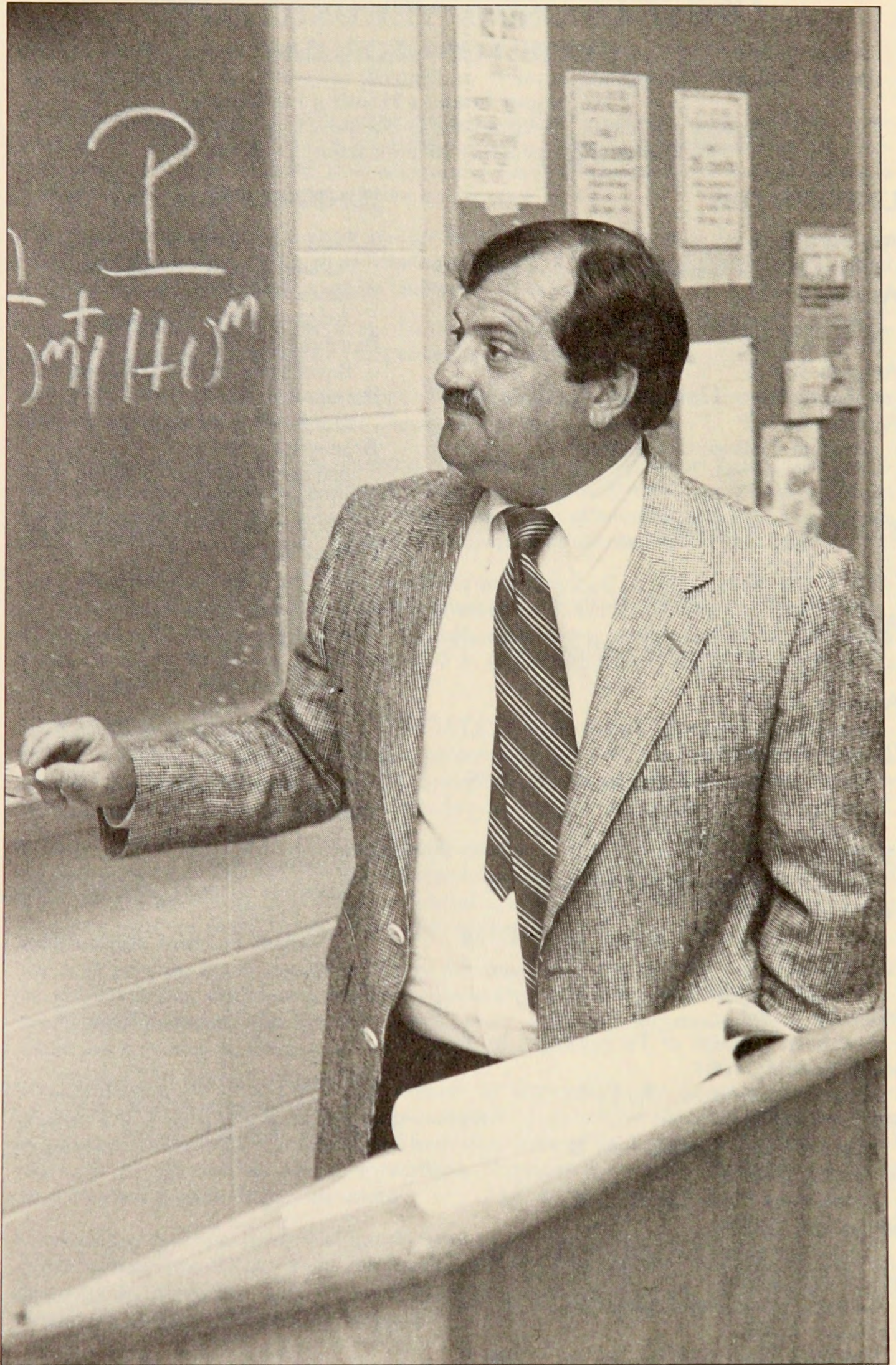
SENIOR COLLEGES

Albany 31705
Albany State College, h; B, M
Americus 31709
Georgia Southwestern College,
h; A, B, M
Augusta 30910
Augusta College, A, B, M
Carrollton 30118
West Georgia College, h; A, B, M, S
Columbus 31993
Columbus College, A, B, M
Dahlonega 30597
North Georgia College, h; A, B, M
Fort Valley 31030
Fort Valley State College, h; A, B, M
Marietta 30061
Kennesaw College, A, B, M
Marietta 30060
Southern College of Technology, h; A, B
Milledgeville 31061
Georgia College, h; A, B, M, S
Morrow 30260
Clayton State College, A, B
Savannah 31406
Armstrong State College, A, B, M
Savannah, 31404
Savannah State College, h; A, B, M
Statesboro 30460
Georgia Southern College, h; A, B, M, S
Valdosta 31601
Valdosta State College, h; A, B, M, S

JUNIOR COLLEGES

Albany 31707
Albany Junior College, A
Atlanta 30310
Atlanta Junior College, A
Bainbridge 31717
Bainbridge Junior College, A
Barnesville 30204
Gordon Junior College, h; A
Brunswick 31523
Brunswick Junior College, A
Cochran, 31014
Middle Georgia College, h; A
Dalton 30720
Dalton Junior College, A
Decatur 30089-0601
DeKalb College, A
Douglas 31533
South Georgia College, h; A
Gainesville 30403
Gainesville Junior College, A
Macon 31297
Macon Junior College, A
Rome 30161
Floyd Junior College, A
Swainsboro 30401
Emanuel County Junior College, A
Tifton 31793
Abraham Baldwin Agricultural
College, A
Waycross 31501
Waycross Junior College, A

University System of Georgia
244 Washington Street, S.W.
Atlanta, Georgia 30334



ADMINISTRATIVE OFFICERS & FACULTY

ADMINISTRATIVE OFFICERS

Betty L. Siegel, Ph.D.	President
James W. Kolka, Ph.D.	Vice President for Academic Affairs
Roger E. Hopkins, M. Ed.	Vice President for Business and Finance
Edwin A. Rugg, Ph.D.	Executive Assistant to the President
James A. Fleming, M.A.	Assistant to the President for College Advancement
Eleanor T. Hopper, Ed.D.	Dean, Student Development
Arthur N. Dunning, Ph.D.	Dean, Graduate Studies, Sponsored Research and International Programs
George H. Beggs, Ph.D.	Dean, School of Arts and Behavioral Sciences
Herbert L. Davis, Ph.D.	Dean, School of Science and Allied Health
Robert L. Driscoll, Ph.D.	Dean, School of Education
Harry J. Lasher, Ph.D.	Dean, School of Business Administration

FACULTY

ANDERSON, THOMAS C. (1985) Associate Professor of Economics and Finance. Ph.D. University of California at Berkeley 1972, M.S. Utah State University 1966, B.S. Utah State University 1965.

ARONOFF, CRAIG E. (1983) Holder of the Chair of Private Enterprise and Professor of Management. Ph.D. University of Texas at Austin 1975, M.A. University of Pennsylvania 1974, B.S.J. Northwestern University 1971.

ATKINSON, MELVIS E. (1985) Professor of Mathematics. Ed. D. Rutgers University 1979, M.S. Atlanta University 1963, B.A. Spelman College 1962.

BAIRAN, L. ANNETTE (1972) Associate Professor of Nursing. Ph.D. Georgia State University 1985, M.N. Emory University 1972, B.S.N. Medical College of Georgia 1970.

BARGO, MARTHA E. (1972) Associate Professor of English. Ph.D. Georgia State University 1984, M.A. Georgia State University 1972, M.R.E. Southern Baptist Theological University of Louisiana 1952, B.A. Furman University 1948.

BARRIER, ROBERT G. (1976) Assistant Professor of English. Ph. D. University of Georgia 1980, M.A. Vanderbilt University 1967, B.A. Berea College 1965.

BEGGS, GEORGE H. (1966) Dean of the School of Arts and Behavioral Sciences and Professor of Political Science. Ph.D. University of Arizona 1966, M.A. Stetson University 1962, B.A. Emory University 1959.

BENNETT, DAVID N. (1986) Associate Professor of Nursing. M.S.N. University of Alabama in Birmingham 1979, B.S.N. Jacksonville State University 1975, B.S. Jacksonville State University 1973.

BENZEL, SARA S. (1986) Assistant Professor of Psychology. Ph.D. Georgia State University 1980, M.A. Georgia State University 1976, B.S. Georgia State University 1973.

FACULTY

- BOBIA, ROSA** (1984) Assistant Professor of French. Ph.D. Vanderbilt University 1984, M.A. Vanderbilt University 1981, M.A. University of North Carolina at Chapel Hill 1972, B.A. North Carolina Central University 1966.
- BOSTICK, PETER E.** (1971) Professor of Biology. Ph.D. University of North Carolina at Chapel Hill 1966, M.A. University of North Carolina at Chapel Hill 1964, B.S. University of Alabama 1961.
- BRADHAM, JO ALLEN** (1986) Associate Professor of English. Ph.D. Vanderbilt University 1964, M.A. Vanderbilt University 1960, M.Ln. Emory University 1971, A.B. University of South Carolina 1959.
- BRODZINSKI, JAMES D.** (1986) Assistant Professor of Management. Ph.D. Ohio University 1983, M.A. Ohio University 1978, B.F.A. Ohio University 1973.
- BROOKS, PEGGY R.** (1986) Assistant Professor of Psychology. Ph.D. University of Florida 1977, M.A. University of Florida 1975, B.A. University of Florida 1973.
- BUCHANAN, W. WRAY** (1984) M.B.A. Program Director, Director of the Small Business Development Center and Professor of Marketing. Ph.D. University of Georgia 1972, M.S. Georgia Institute of Technology 1959, B.S. Georgia Institute of Technology 1952.
- BUMGARNER, MARY** (1985) Assistant Professor of Economics Ph.D. Georgia State University 1984, B.B.A. Georgia State University 1976.
- CARLEY, SUSAN S.** (1985) Assistant Professor of Marketing. Ph.D. University of Georgia 1983, B.A. Louisiana State University 1975.
- CARUSO, VIRGINIA M.** (1984) Chair, Department of Health, Physical Education and Recreation, and Associate Professor of Physical Education. Ed.D. University of Massachusetts 1980, M.Ed. East Stroudsburg University 1972, B.S. Salem State College 1969.
- CHAN, MICAH Y.** (1966) Associate Professor of Management Science. Ph.D. University of Georgia 1982, M.S. University of Tennessee 1965, B.S. University of Southern Mississippi 1963.
- CHRISTENSON, CHRISTINA** (1984) Assistant Professor of Management. Ph.D. Georgia State University 1983, M.B.A. Georgia State University 1978, B.A. University of Georgia 1974.
- CURLEY, MICHAEL D.** (1984) Chair, Department of Economics and Finance, and Associate Professor of Economics and Finance. Ph.D. University of Kentucky 1974, M.A. University of Kentucky 1969, M.B.A. University of Missouri 1967, B.S. University of Missouri 1965.
- DAVIS, BOWMAN O.** (1970) Professor of Biology. Ph.D. Emory University 1971, M.A. East Tennessee State University 1967, B.S. East Tennessee State University 1965.
- DAVIS, HERBERT L.** (1970) Dean of the School of Science and Allied Health and Professor of Biology. Ph.D. Emory University 1965, M.S. Emory University 1961, B.S. Berry College 1957.
- DENARD, CAROLYN C.** (1986) Assistant Professor of English. Ph.D. Emory University 1986, M.A.T. Indiana University 1978, B.A. Jackson State University 1973.

DENNIS, RODNEY W. (1983) Assistant Professor of Psychology. Ph.D. University of Kansas 1982, M.A. University of Kansas 1978, B.A. Brown University 1973.

DEVINE, PATRICK J. (1980) Assistant Professor of Psychology. Ph.D. Illinois Institute of Technology 1980, M.Ed. Georgia State University 1975, B.A. John Carroll University 1974.

DRISCOLL, ROBERT L. (1978) Dean of the School of Education and Professor of Education. Ph.D. Michigan State University 1970, M.S. Alfred University 1961, B.S. State University College at Brockport, New York 1958.

DUNNING, ARTHUR N. (1983) Dean of Graduate Studies, Sponsored Research and International Programs and Associate Professor of Education. Ph.D. University of Alabama 1976, M.A. University of Alabama 1970, B.A. University of Alabama 1969.

ECONOMOPOULOUS, VASSILIS C. (1979) Professor of Sociology. Ph.D. Emory University 1977, M.S. Florida State University 1967, B.A. "PANTIOS" Athens, Greece 1962.

ELLIS, ANN W. (1976) Chair, Department of History, and Associate Professor of History. Ph.D. Georgia State University 1975, M.A. University of Georgia 1967, B.S. University of Georgia 1965.

FLEISZAR, KATHLEEN A. (1976) Associate Professor of Biology. Ph.D. University of Illinois 1976, B.S. Loyola University 1969.

FORRESTER, DONALD W. (1981) Associate Professor of Music. Ed.D. University of Georgia 1969, M.C.M. New Orleans Baptist Seminary 1962, A.B. Mercer University 1960.

FOWLER, JOANNE E. (1982) Chair, Department of Developmental Studies, and Assistant Professor of English/Developmental Studies. Ph.D. Emory University 1982, M.Ed. Emory University 1971, B.A. Duke University 1962.

FRANKLIN, BARRY M. (1984) Assistant Professor of Education. Ph.D. University of Wisconsin – Madison 1974, M.S.Ed. University of Wisconsin – LaCrosse 1978, M.A.T. University of Chicago 1969, A.B. California State University – Northridge 1966.

FREY, RALPH W. (1984) Professor of Accounting. CPA (Maryland, Pennsylvania, North Carolina, Georgia), D.B.A. University of Maryland 1972, M.B.A. University of Maryland 1966, B.S. University of Maryland 1964.

GALLIANO, GRACE (1974) Assistant Professor of Psychology. Ph.D. Georgia State University 1980, M.A. New School for Social Research 1969, B.A. City College of New York 1965.

GAYLER, RICHARD A. (1976) Associate Professor of Mathematics. Ph.D. Florida State University 1976, M.S. Florida State University 1974, B.S. Northwest Missouri State University 1971.

GENTILE, JOHN S. (1985) Assistant Professor of Speech. Ph.D. Northwestern University 1984, M.A. Northwestern University 1980, B.A. State University of New York at Geneseo 1978.

GIACOLETTI, ROBERT R. (1986) Associate Professor of Accounting. D.B.A. University of Kentucky 1981, M.S. Northern Illinois University 1972, B.S. Indiana University 1962.

GIBSON, R. WAYNE (1972) Chair, Department of Music and Performing Arts, and Professor of Music. Ph.D. Northwestern University 1972, M.M. Northwestern University 1962, B.A. Huntingdon College 1961.

FACULTY

GOLDEN, BEN R. (1976) Associate Professor of Biology. Ph.D. Brown University 1971, M.A. George Peabody College 1960, B.S. Middle Tennessee State University 1958.

GOODWIN, RANDALL B. (1982) Assistant Professor of Economics. Ph.D. University of Georgia 1982, B.A. Armstrong State College 1976.

GRAHAM, DOROTHY H. (1977) Assistant Professor of English. Ph.D. Georgia State University 1985, M.A. University of Georgia 1977, A.B. Mercer University 1971.

GRASHOF, JOHN F. (1984) Chair, Department of Management and Marketing, and Professor of Marketing. Ph.D. Michigan State University 1968, M.B.A. Pennsylvania State University 1965, B.S. Pennsylvania State University 1964.

GREIDER, JOHN C. (1966) Professor of English. Ph.D. University of Liverpool 1966, M.A. George Peabody College 1956, B.D. New Orleans Baptist Theological Seminary 1955, B.A. University of Georgia 1953.

HALE, B. EDWARD, JR. (1978) Assistant Professor of Sociology. Ph.D. University of Georgia 1980, M.A. University of Georgia 1974, B.A. North Georgia College 1970.

HARPER, INGRID, G. (1986) Assistant Professor of Art. M.F.A. University of Iowa 1983, M.A. University of Iowa 1981, M.A.T. University of New Hampshire 1979, B.A. University of New Hampshire 1978.

HARRISON, BENJAMIN (1985) Instructor of Management. Ph.D. University of Wisconsin 1972, M.A. University of Wisconsin 1968, B.A. Swarthmore College 1964.

HART, LYNN C. (1986) Assistant Professor of Mathematics Developmental Studies. Ph.D. Georgia State University 1984, M.Ed. Georgia State University 1981, B.S. Georgia State University, 1977.

HAYNES, JOEL B. (1985) Professor of Marketing. D.B.A. University of Colorado 1973, M.B.A. Ohio State University 1967, B.I.E. Ohio State University 1966.

HENSSLER, GENE W. (1986) Professor of Finance. Ph.D. University of Michigan, Ann Arbor 1971, B.B.A. Wayne State University 1962.

HEPLER, G. RUTH (1978) Chair, Department of Psychology, and Associate Professor of Psychology. Ph.D. Georgia State University 1977, M.A. Georgia State University 1973, M.N. Emory University 1965, B.S.N. Emory University 1964.

HESS, W. GEORGE (1984) Assistant Professor of Education. Ph.D. University of Iowa 1974, M.A. University of Iowa 1971, B.A. Fresno State University 1966.

HILL, ELLIOTT M. (1969) Associate Professor of English. Ph.D. Emory University 1969, M.A. University of Kentucky 1961, A.B. University of North Carolina at Chapel Hill 1956.

HILL, GEORGE W., IV (1979) Associate Professor of Psychology. Ph.D. University of Georgia 1979, M.S. University of Georgia 1977, B.A. University of Georgia 1972.

HILL, ROBERT W. (1985) Chair, Department of English, and Professor of English. Ph.D. University of Illinois, Urbana 1972, M.A. University of North Carolina at Chapel Hill 1964, B.A. University of North Carolina at Chapel Hill 1963.

HODGES, LINDA C. (1980) Associate Professor of Chemistry. Ph.D. University of Kentucky 1979, B.S. Centre College of Kentucky 1972.

HOLZMAN, JUDY M. (1972) Assistant Professor of Spanish. Ph.D. Georgia State University 1980, M.A. University of Georgia 1972, Certificate, University of Madrid 1970, B.A. Auburn University 1969.

- HOPPER, ELEANOR T.** (1970) Dean of Student Development and Associate Professor of Education. Ed.D. University of Alabama 1970, M.A. University of Alabama 1965, B.S. University of Alabama 1950.
- HUBBARD, ELAINE M.** (1975) Assistant Professor of Mathematics/Developmental Studies. Ph.D. Georgia Institute of Technology 1980, M.S. Georgia Institute of Technology 1974, B.S. Georgia Institute of Technology 1972.
- HUCK, EUGENE R.** (1973) Distinguished Professor of History and International Affairs. Ph.D. University of Alabama 1963, M.A. University of Alabama 1954, A.B. Temple University 1952.
- HUNT, HUGH C., JR.** (1976) Assistant Professor of Philosophy. Ph.D. Emory University 1979, M.A. Emory University 1975, B.A. Emory University 1964.
- IMPEY, WILLIAM D.** (1986) Assistant Professor of Curriculum and Instruction. Ph.D. University of Missouri, Columbia 1979, M.Ed. University of Missouri, Columbia 1974, B.A. University of Missouri, Columbia 1970.
- JARRELL, WILLOUGHBY G.** (1976) Chair, Department of Political Science, and Associate Professor of Political Science. Ph.D. Emory University 1974, M.A. Indiana University 1964, B.A. Indiana University 1962.
- KARCHER, BARBARA C.** (1974) Associate Professor of Sociology. Ph.D. University of Georgia 1974, M.A. University of Georgia 1970, A.B. Loyola University 1967.
- KEENE, THOMAS H.** (1973) Associate Professor of History. Ph.D. Emory University 1974, M.A. Emory University 1969, A.B. Dickinson College 1967.
- KELLY, JOSEPH R.** (1984) Director of CETL and Associate Professor of Education. Ed.D. Oregon State University 1973, M.S. Cornell University 1963, B.S. New York State College for Teachers at Albany 1956.
- KING, NANCY S.** (1972) Acting Director of Counseling, Placement and Advisement Services and Assistant Professor of English. Ph.D. Georgia State University 1984, M.A. Georgia State University 1970, B.A. Mercer University 1964.
- KOLKA, JAMES W.** (1983) Vice President for Academic Affairs and Professor of Political Science. Ph.D. University of Kansas 1969, J.D. University of Wisconsin – Madison 1963, B.S. University of Wisconsin – Eau Claire 1960.
- KOSOWSKI, MARGARET M.** (1986) Assistant Professor of Nursing. M.S.N. State University of New York, Buffalo 1979, B.S.N. D'Youville College 1970.
- LANDRUM, MILDRED W.** (1977) Associate Professor of Management. Ph.D. Georgia State University 1974, M.B.E. Georgia State University 1967, B.C.S. University of Georgia 1950.
- LASHER, HARRY J.** (1984) Dean of the School of Business Administration and Professor of Management. Ph.D. Syracuse University 1970, M.B.A. Syracuse University 1966, B.S. Syracuse University 1965.
- LESTER, ARMY, III** (1985) Assistant Professor of Biology. Ph.D. Atlanta University 1985, M.S. Georgia College 1981, B.S. Mercer University 1978.
- LEWIN, JONATHAN WALTER** (1983) Assistant Professor of Mathematics. Ph.D. University of Wisconsin-Madison 1970, M.A. University of Wisconsin-Madison 1968, B.Sc. Witwatersrand University-Johannesburg 1964.

FACULTY

- LEWIS, GRACE G.** (1986) Associate Professor of Nursing. M.S. Georgia State University 1980, B.S. Hampton Institute 1970.
- LOSURE, KATHLEEN A.** (1986) Assistant Professor of Nursing. M.S. University of Oklahoma 1985, M.S. Oklahoma State University 1979, B.S.N. University of Oklahoma 1969.
- MBAKU, JOHN M.** (1985) Assistant Professor of Economics. Ph.D. University of Georgia 1985, M.I.B.S. University of South Carolina-Columbia 1979, B.S. Berry College 1977.
- McALLISTER, ELAINE** (1986) Associate Professor of Spanish/French. Ph.D. Georgia State University 1982, M.A. Georgia State University 1970, A.B. Georgia State University 1968.
- McHANEY, JANE H.** (1986) Professor of Education. Ed.D. Mississippi State University 1975, M.Ed. Mississippi State University 1972, B.S. David Lipscomb College 1970.
- MITCHELL, BEVERLY F.** (1985) Associate Professor of Physical Education. Ph.D. Florida State University 1977, M.A. Michigan State University 1969, B.S. Wesleyan College 1968.
- MITCHELL, JUDITH ANN** (1978) Chair, Department of Curriculum and Instruction, and Associate Professor of Education. Ph.D. University of Wisconsin-Madison 1977, M.S. University of Wisconsin-Madison 1971, A.B. University of California-Los Angeles 1963.
- MOORE, J. THOMAS** (1984) Associate Professor of Accounting (CPA (Kentucky)). D.B.A. University of Kentucky 1982, M.B.A. Indiana University 1959, B.S. Miami University 1956.
- MORGAN DAVID L.** (1978) Associate Professor of Mathematics. Ph.D. University of Wisconsin-Madison 1968, M.A. Washington State University 1963, B.A. Washington State University 1961.
- MOSES, ORAL L.** (1984) Assistant Professor of Music. D.M.A. University of Michigan 1984, M.M. University of Michigan 1978, B.M. Fisk University 1975.
- NELSON, GARY T.** (1982) Assistant Professor of Mathematics/Developmental Studies. Ph.D. Georgia State University 1985, M.S. University of Georgia 1983, B.A. Georgia College 1980.
- NOBLE, LINDA M.** (1985) Assistant Professor of Psychology. Ph.D. University of Georgia 1985, M.S. University of Georgia 1983, B.A. Georgia College 1980.
- NORMAN, C. DONALD** (1977) Associate Professor of Physics. Ph.D. Oklahoma State University 1976, M.S. University of Georgia 1967, B.S. Berry College 1958.
- PALMER, C. GRADY** (1966) Associate Professor of Physical Education. Ed.D. University of Georgia 1973, M.A. Middle Tennessee State University 1966, B.S. Middle Tennessee State University 1956.
- PAPAGEORGE, LINDA M.** (1978) Assistant Professor of History. Ph.D. Michigan State University 1973, M.A. Michigan State University 1966, B.A. St. Norbert College 1964.
- PARKER, RONALD I.** (1986) Assistant Professor of Business Law. J.D. Columbia University School of Business Law 1972, B.A. North Carolina Central University-Durham 1969.
- PAUL, ROBERT C.** (1978) Associate Professor of Biology. Ph.D. State University of New York, Stony Brook 1975, B.S. State University of New York, Stony Brook 1968.
- PERKINS, JULIA L.** (1973) Chair, Department of Nursing, and Associate Professor of Nursing. D.S.N. University of Alabama 1982, M.S.N. University of California at San Francisco 1973, B.S.N. Medical College of Georgia 1965.

- PERRY, GLADYS E.** (1985) Assistant Professor of Economics and Finance. Ph.D. University of Illinois at Urbana-Champaign 1981, M.A. Northern Illinois University, DeKalb 1971, B.S. Northern Illinois University, DeKalb 1969.
- PINKETT, KATHLEEN L.** (1985) Assistant Professor of Education. Ph.D. Georgia State University 1984, M.Ed. Towson State University 1975, B.S. Towson State University 1968.
- PINTOZZI, FRANK J.** (1984) Associate Professor of Reading/Developmental Studies. Ed.D. North Carolina State University 1978, M.A. University of Dayton 1969, B.A. St. John's University 1967.
- POWELL, TERRY E.** (1984) Associate Professor of Marketing. Ph.D. University of Arkansas 1980, M.B.A. University of Arkansas 1978, B.A. Arkansas State University 1969.
- RANSOM, TIMOTHY P.** (1986) Assistant Professor of English/Developmental Studies. Ph.D. Southern Illinois University – Carbondale 1983, M.A. Southern Illinois University – Carbondale 1971, B.A. Utica College of Syracuse 1969.
- RASCATI, RALPH J.** (1985) Associate Professor of Biology. Ph.D. University of Massachusetts 1975, B.S. Rensselaer Polytechnic Institute 1969.
- RASHEED, KENNETH R.A.** (1984) Assistant Professor of Business Law. J.D. Howard University 1984, M.B.A. Tulane University 1979, B.S. Xavier University of Louisiana 1977.
- REGGIO, PATRICIA H.** (1979) Associate Professor of Chemistry. Ph.D. University of New Orleans 1978, Certificate, St. Mary's Dominican College 1975, B.S. Louisiana State University in New Orleans 1971.
- RHYNE, PAMELA JEAN** (1974) Professor of Biology. Ph.D. Georgia State University 1973, M.S. Clemson University 1968, B.S. Clemson University 1967.
- RIDLEY, HELEN S.** (1975) Associate Professor of Political Science. Ph.D. Emory University 1975, M.A. Emory University 1954, B.A. Southwestern at Memphis 1953.
- ROACH, FREDERICK, JR.** Professor of History. Ph.D. University of Oklahoma 1972, M.A. Villanova University 1964, B.A. Georgia State College 1962.
- ROBERTS, GARY B.** (1985) Assistant Professor of Management. Ph.D. Georgia State University 1982, M.B.A. Georgia State University 1977, A.B. Bowdoin College 1968.
- ROBERTS, MORRIS W.** (1985) Chair, Department of Computer Science and Information Systems and Professor of Mathematics and Computer Science. Ph.D. Georgia Institute of Technology 1968, B.S. Tennessee Technological University 1955.
- RODGERS, FAY H.** (1973) Associate Professor of Accounting CPA (Georgia). D.B.A. Georgia State University 1976, B.B.A. Georgia State College 1966.
- ROMANO, FRANK A. III** (1984) Assistant Professor of Biology. Ph.D. Syracuse University 1980, B.S. Ohio University 1970.
- ROMER, K. GIRD** (1970) Associate Professor of History. Ph.D. University of Georgia 1970, M.A. University of Georgia 1966, A.B. University of Georgia 1964.
- ROPER, THOMAS B., JR.** (1978) Associate Professor of Business Law. J.D. Emory University 1968, M.B.A. Georgia State University 1978, B.S.I.M. Georgia Institute of Technology 1966.

FACULTY

RUGG, EDWIN A. (1982) Executive Assistant to the President and Associate Professor of Education. Ph.D. George Peabody College 1975, M.A. George Peabody College 1973, B.A. Florida Presbyterian 1971.

RUSS, DONALD D. (1975) Assistant Professor of English. Ph.D. Georgia State University 1981, M.A. University of Florida 1969, B.A. University of Florida 1966.

SABBARESE, DONALD M. (1978) Assistant Professor of Economics. Ph.D. Georgia State University 1984, B.A. California State College 1972.

SAWYER, JERRY D. (1976) Associate Professor of Management. Ph.D. Georgia State University 1980, M.B.A. Georgia State University 1976, M.B.I.S. Georgia State University 1972, B.C.E. Georgia Institute of Technology 1964.

SCHAUFLE, CHRISTOPHER B. (1974) Professor of Mathematics. Ph.D. Florida State University 1964, M.S. Florida State University 1963, B.S. University of Florida 1961.

SCHERER, STEPHEN E. (1974) Professor of Mathematics and Coordinator of Computer Services-Academic. Ph.D. Georgia Institute of Technology 1974, M.S. Georgia Institute of Technology 1970, B.S. Georgia Institute of Technology 1967.

SCHLACT, S. ALAN (1980) Associate Professor of Business Law. J.D. Emory University 1978, B.A. University of North Carolina at Chapel Hill 1975.

SCOTT, THOMAS A. (1968) Associate Professor of History. Ph.D. University of Tennessee 1978, M.A. University of Tennessee 1966, B.S. University of Tennessee 1964.

SETZER, CHARLES B. (1985) Associate Professor of Mathematics. Ph.D. Harvard University 1972, M.A. Harvard University 1969, A.B. Princeton University 1968.

SHAW, ROYCE Q. (1984) Associate Professor of Political Science. Ph.D. University of Virginia 1976, M.A. University of Virginia 1973, B.A. Harvard University 1970.

SHEALY, E. HOWARD, JR. (1978) Associate Professor of History. Ph.D. Emory University 1977, M.A. Emory University 1975, A.B. West Georgia College 1971.

SHORE, TED H. (1986) Assistant Professor of Management. Ph.D. Colorado State University 1985, M.A. City College of New York 1978, B.A. State University of New York at Buffalo 1971.

SIEGEL, BETTY L. (1981) President and Professor of Psychology and Education. Ph.D. Florida State University 1961, M.Ed. University of North Carolina at Chapel Hill 1953, B.A. Wake Forest College 1952.

SIMCOE, GEORGE VI (1985) Associate Professor of Communications. Ph.D. University of Denver 1974, M.A. Murray State University 1970, B.A. Florida Atlantic University 1968.

SMITH, AUSTIN M. (1984) Associate Professor of Accounting CPA (Texas). Ph.D. University of Illinois 1967, M.B.A. Southern Methodist University 1960, B.B.A. Southern Methodist University 1957.

SMITH, BETTY A. (1976) Associate Professor of Anthropology. Ph.D. University of Georgia 1975, M.A. University of Georgia 1972, B.S. University of Tennessee 1969.

- SOUTHERN, LLOYD J.F.** (1983) Associate Professor of Management. Ph.D. Georgia State University 1977, M.B.A. Georgia State College 1968, B.S.I.M. Georgia Institute of Technology 1965.
- SPIKES, W. CURTIS** (1986) Professor of Mathematics. Ed.D. University of Georgia 1979, M.S. Atlanta University 1963, B.S. Clark College 1960.
- STAH, CHRISTINE D.** (1983) Assistant Professor of Computer Science. Ph.D. State University of New York at Binghamton 1978, B.S. State University of New York at Albany 1973.
- STATHAS, JOHN J.** (1985) Acting Director of Cooperative Education. Ph.D. Georgia State University 1975, Ed.S. Georgia State University 1973, M.Ed. Georgia State University 1972, B.S. University of Wisconsin-Madison 1964.
- STEVENSON, BARBARA J.** (1984) Assistant Professor of English. Ph.D. Georgia State University 1985, M.A. University of Georgia 1979, B.A. Georgia Southern College 1978.
- STIVERS, BONNIE L.E.P.** (1984) Assistant Professor of Accounting CPA (Georgia). Ph.D. Georgia State University 1983, M.P.A. Georgia State University 1978, B.A. Rice Institute 1960.
- TASHCHIAN, ARMEN** (1985) Associate Professor of Marketing. Ph.D. University of Texas at Austin 1980, M.B.A. University of Texas at Austin 1977, B.B.A. University of Texas 1975.
- TAYLOR, PATRICK L.** (1982) Assistant Professor of Art. Ph.D. University of Georgia 1982, M.A.E. University of Georgia 1978, B.A. Valdosta State College 1970.
- TERLEMEZIAN, MARGUERITE W.** (1986) Assistant Professor of Nursing. M.S.N. University of Lowell 1981, B.S.N. Northeastern University 1976.
- THOMSON, KAREN M.** (1976) Assistant to the Dean of the School of Arts and Behavioral Sciences and Associate Professor of English. Ph.D. Georgia State University 1975, M.A. University of Georgia 1969, A.B. Wesleyan College 1967.
- THOMSON, THOMAS R.** (1971) Associate Professor of Mathematics. Ph.D. Georgia State University 1976, M.S. University of South Carolina 1968, B.S. Stevens Institute of Technology 1964.
- TURNER, CAROL L.** (1967) Associate Professor of English. Ph.D. Georgia State University 1978, M.A. Georgia State University 1967, A.B. Bucknell University 1957.
- URBAS, JOHN V.** (1986) Assistant Professor of Biology. Ph.D. Southern Illinois University-Carbondale 1979, B.S. University of Illinois 1973.
- VORNHOLT, TORY S.** (1985) Assistant Professor of Accounting. M.S. University of Virginia 1983, J.D. Emory University 1980, B.S. University of Virginia 1977.
- WALKER, FRANK W.** (1968) Chair, Department of Chemistry and Physics, and Professor of Chemistry. Ph.D. Georgia Institute of Technology 1969, M.S. Ohio University 1964, B.S. Ohio University 1962.
- WALKER, GAIL B.** (1976) Assistant Professor of English. Ph.D. University of Georgia 1978, M.A. University of Alabama 1973, B.A. Jacksonville State University 1970.
- WALKER, JAMES E.** (1985) Associate Professor of Political Science. Ph.D. Claremont Graduate School 1981, M.U.P. Wayne State University 1970, B.A. Miami University 1960.

FACULTY

WALLACE, DEBORAH S. (1985) Assistant Vice President for Academic Affairs, Director of Academic Services and Professor of Education. Ph.D. Ohio State University 1976, M.A. Ohio State University 1974, B.S. Ohio University-Athens 1969.

WILLEY, DIANE L. (1972) Director of Graduate Programs in Education and Associate Professor of Education. Ph.D. University of Iowa 1976, M.Ed. Georgia State University 1969, B.A. Emory University 1967.

WILLIAMS, DANIEL J. (1977) Associate Professor of Chemistry. Ph.D. University of Georgia 1974, B.A. Hiram College 1970.

WINGFIELD, HAROLD L. (1985) Assistant Professor of Political Science. Ph.D. University of Oregon 1982, M.A. University of Oregon 1973, B.A. Fisk University 1970.

YASIN, MAHMOUD (1986) Assistant Professor of Management Science. Ph.D. Clemson University 1986, M.S. Clemson University 1983, B.S. Clemson University 1981.

YOW, PAULA P. (1982) Assistant Professor of English. Ph.D. University of Georgia 1980, M.A. University of Georgia 1973, B.A. Agnes Scott College 1970.

ZALKOW, VERA B. (1976) Associate Professor of Chemistry. Ph.D. Wayne State University 1960, M.A. Smith College 1955, B.S. University of Michigan 1953.

ZEIGLER, MARY B. (1986) Associate Professor of English. Ph.D. University of Georgia 1983, M.A. Atlanta University 1973, B.A. South Carolina State College 1970.

ZINSMEISTER, DOROTHY D. (1978) Chair, Department of Biology, and Associate Professor of Biology. Ph.D. University of Illinois 1970, M.S. University of Illinois 1967, B.S. University of Illinois 1965.

ZIROS, APOSTOLOS D. (1969) Associate Professor of History. Ph.D. University of Georgia 1969, M.A. University of Georgia 1951.

ZOGHBY, MARY (1977) Associate Professor of English. Ph.D. Georgia State University 1978, M.A. The Catholic University of America 1968, B.A. Mt. St. Agnes-Loyola 1959.

ZUMOFF, NANCY E. (1978) Assistant Professor of Mathematics. Ph.D. New York University-Courant Institute 1973, M.S. New York University-Courant Institute 1970, B.A. New York University-University Heights 1968.

INDEX

A

Academic Exclusion	15
Academic Probation	15
Academic/Social Policies	72
Academic Regulations	15
Academic Warning	15
Accounting Area of Concentration	29
Administrative Officers	79
Admission Classification	10
Admission, Degree	11
Admission, Non-Degree/Post-baccalaureate	11
Admission to M.B.A. Program, General Requirements for	27
Admission to M.Ed. Program, General Requirements for	34
Alumni Association	69
Appeals Policy	72
Application Deadlines, M.Ed.	10
Application Procedures	9

B

Biology, Courses in	61
Board of Regents	75
Business Education, Certification in	38
Business Information Systems Management Area of Concentration	29

C

Candidacy	18
Career Resource Library	68
Center for Excellence in Teaching and Learning (CETL)	67
Certification Programs in Education	36
Chemistry, Courses in	62
Civil Rights Compliance	Inside Front Cover
Classification of Students for Tuition Purposes, Regents' Policies Governing the	21
College Calendar	4
Computing Resources	67
Conduct, Code of	71
Constitutional Amendment 23 Admission, Applicants for	10
Counseling, Advisement and Placement Services (CAPS) Center	68
Course Descriptions, School of Business Administration	47
Course Descriptions, School of Education	55
Course Exception	27
Course Load	15
Course Repetitions	15
Curriculum & Instruction (ECI)	50

D

Degree Admission	11
Degree Ineligibility	15
Degree Requirements	18
Directory for Information	89

E

Education, Courses in	55
Elementary Teaching Field, Courses in	45
English, Certification	62
English, Courses in	62
Ethical and Professional Behavior, Policy on	71
Exclusion, Academic	15
Expenses	19

F

Faculty	79
Financial Assistance	25
Financial Services Area of Concentration	27
Full Standing	10

G

General Information	7
Geography, Courses in	63
Grade-Point Average	16
Grades on Graduate Courses	16
Grading System	16
Graduate Course Descriptions	47
Graduate Credit for Undergraduates	12
Graduate Student Services	67
Graduate Student Work Opportunities	25
Graduation Student Requirements	18
Guaranteed Loans	25

H

Health	68
Healthcare Marketing Area of Concentration	30
History, Courses in	63
Housing, Student	69
Human Resources Management and Development Area of Concentration	30

I

Institutional Administration Area of Concentration	30
Institutions of the University of Georgia	77
International Students	10

INDEX

L

Legal Resident, Definition of a	21
Library	67
Loans, Guaranteed	25

M

Marketing Area of Concentration	31
Master of Business Administration	27
Master of Education	43
Mathematics, Certification	40
Mathematics, Courses in	64
Matriculation Fee	19
Motor Vehicle Parking Fee, Student	19

N

Non-Degree/Post baccalaureate Admission	11
Non-Degree/Post-baccalaureate Graduate Study	33
Non-Degree/Post-baccalaureate to Degree Status	33
Non-Resident Tuition Fee	19

P

Parking Permit Fee	19
Physics, Courses in	65
Placement Services	62
Political Science, Courses in	65
Post-baccalaureate/Non-Degree Admission	11
Post-baccalaureate Initial Certification Program of Study	36
Probation, Academic	15
Professional Sequence	45
Provisional Standing	11

R

Readmission to Graduate Study	12
Readmission to the M.B.A. Program	28
Refund of Student Fees, Withdrawal and	20
Regents' Opportunity Scholarship	25
Regents' Scholarships	25
Repetitions, Course	15
Resident Requirement	15

S

Schedule Changes	16
Scholarship, Regents' Opportunity	25
Scholarships, Regents'	25
School of Business Administration Course Descriptions	47
Science, Certification in	40
Social Studies, Certification in	41
Standing, Full	10
Standing, Provisional	11
Student Activities Fee	19

T

Teacher Certification	36
Teaching Field	45
Time Limit	18
Transfer Credit	17
Transient Student Status	12

U

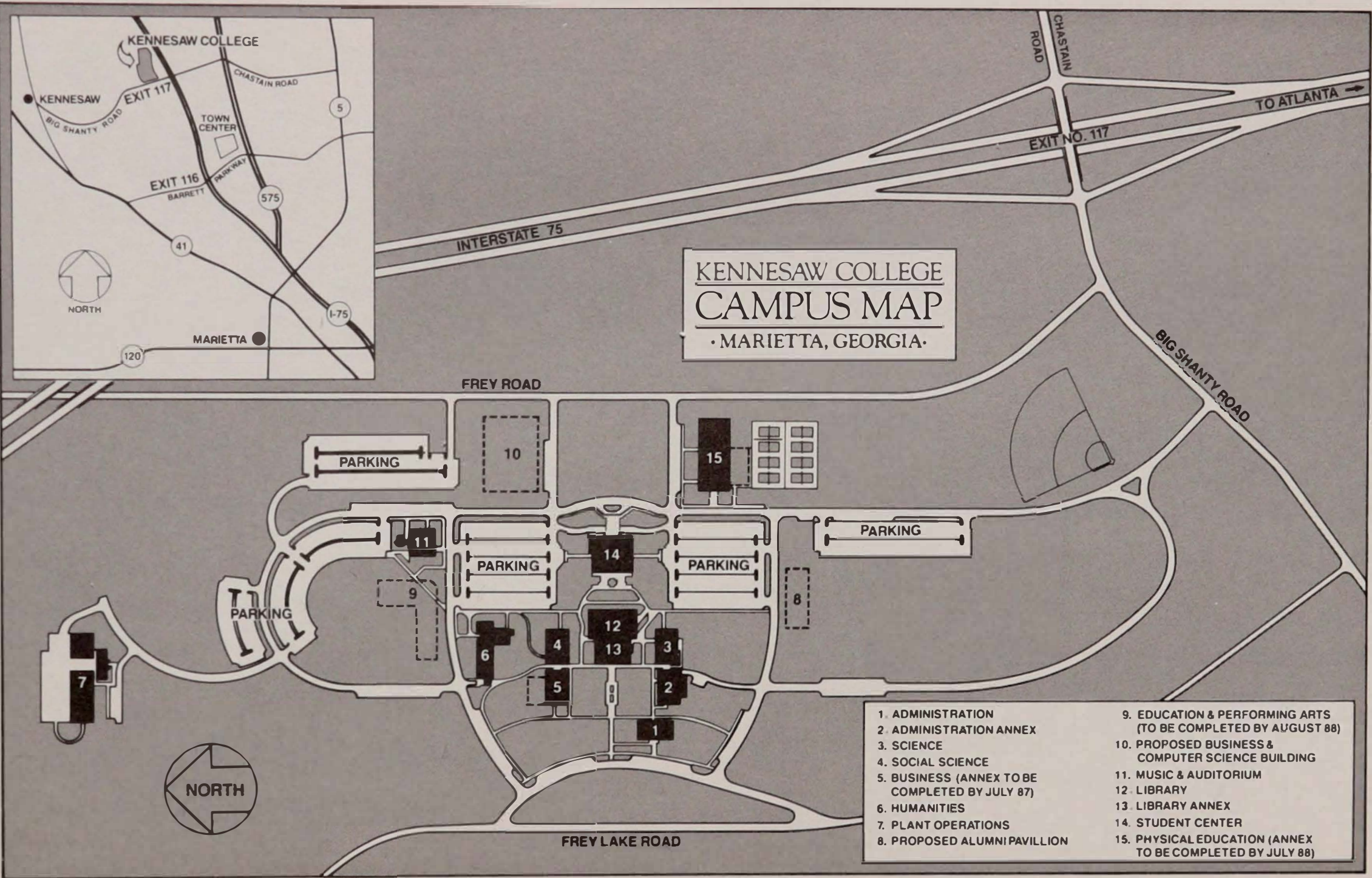
Undergraduates, Graduate Credit for	12
University System of Georgia, The	75

V

Veterans' Benefits	26
------------------------------	----

W

Warning, Academic	15
Withdrawal and Refund of Student Fees	20
Withdrawal from College or from Individual Courses	16
Work Opportunities, Graduate Student	25



KENNESAW COLLEGE
CAMPUS MAP
 • MARIETTA, GEORGIA •

- | | |
|---|--|
| 1. ADMINISTRATION | 9. EDUCATION & PERFORMING ARTS
(TO BE COMPLETED BY AUGUST 88) |
| 2. ADMINISTRATION ANNEX | 10. PROPOSED BUSINESS &
COMPUTER SCIENCE BUILDING |
| 3. SCIENCE | 11. MUSIC & AUDITORIUM |
| 4. SOCIAL SCIENCE | 12. LIBRARY |
| 5. BUSINESS (ANNEX TO BE
COMPLETED BY JULY 87) | 13. LIBRARY ANNEX |
| 6. HUMANITIES | 14. STUDENT CENTER |
| 7. PLANT OPERATIONS | 15. PHYSICAL EDUCATION (ANNEX
TO BE COMPLETED BY JULY 88) |
| 8. PROPOSED ALUMNI PAVILLION | |

5. Do you claim to qualify as a resident student for fee purposes as defined by Regents' requirements (12 consecutive months immediately prior to matriculation)? Yes No

6. How long have you resided in Georgia? From _____ to _____
Month, Year Month, Year

7. Date of Birth _____

8. Race/Ethnic group Black Hispanic Caucasian American Indian/Alaskan Asian

9. Sex Male Female

10. When do you plan to enter? Check quarter 19 ____ Fall Winter Spring Summer
(Sept) (Jan) (Mar) (Jun)

11. For which graduate program are you applying?

Master of Business Administration Master of Education Non-degree-business Non-degree-education Transient

11a. Desired area of concentration in the M.B.A.: Accounting Business Information Systems Management Financial Services
 Healthcare Marketing Human Resource Planning and Development Institutional Administration Marketing

11b. Desired area of concentration in Education:

M.Ed.

K-4

4-8

Non-Degree:

Renewal Certificate

Add-on Certificate

Initial Certificate

Personal Enrichment

12. If you are applying for the M.B.A. program, will you be financially supported by a business corporation, government agency, or other organization?

Yes No If yes, please specify _____

(over)

-
13. List all colleges and universities previously attended, including Kennesaw College (use extra sheet if necessary).
Failure to list *all* colleges previously attended will disqualify applicant. Official credentials must be mailed directly to Admissions by the sending institution or agency.

Institution	Location	From Mo/Yr	To Mo/Yr	Concentration	Degree
a)	_____				
b)	_____				
c)	_____				

14. Approximate date you requested (or intend to request) two official transcripts from each institution listed in No. 13.
-

15. Test scores to be submitted: GRE GMAT Approximate date requested _____ Date of test _____

16. Foreign students only: Date you took (or intend to take) Test of English as a Foreign Language (TOEFL) _____

17. Professional experience or other employment (including present position)

	Dates		Institution or Organization	City/State	Last Position Held	Full Time	Part Time
	From (Mo/Yr)	To (Mo/Yr)					
a)	_____						
b)	_____						
c)	_____						
d)	_____						

Total number of years of full-time employment experience: _____

18. Your approximate overall average in: (Based on 4.0 scale)

Undergraduate school? _____ Undergraduate major? _____ Graduate school? _____

19. Have you applied in previous quarters for admission to Kennesaw College? Yes No

a) Quarter/Year _____ b) Accepted Denied File never completed

c) Undergraduate Graduate

d) Comments: _____

EMERGENCY CONTACT INFORMATION

20. Emergency contact relationship: Parent Guardian Spouse Other

Name of contact: _____ Country of address (if not USA) _____

Permanent address of contact _____

Home phone () _____ Business phone () _____

I certify that the information given above is complete and true, and if my application is accepted and I become a student, I agree to abide by the published regulations of the College and the policies of the Board of Regents of the University System of Georgia

Signature of Applicant: _____ Date: _____

Mailing Instructions: Mail application to Director of Admission, P.O. Box 444, Marietta, GA 30061



KENNESAW COLLEGE

P.O. BOX 444

MARIETTA, GA. 30061

Non Profit Org.
U.S. POSTAGE
PAID
MARIETTA, GA.
Permit No. 325

ADDRESS CORRECTION
REQUESTED

COST 794
COVER 800