

C. Sexton

1991-92 Catalog

CHOWAN

The Four-Year College

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1991-92 Catalog

CHOWAN COLLEGE



Murfreesboro, North Carolina 27855

College Calendar

Fall, 1991

- 22-24 August, Thursday-Saturday**
Faculty/Staff Workshop
- 24 August, Saturday**
New students arrive, Res. halls open, 8:00 a.m.
- 25 August, Sunday**
All new students meet in Columns Aud.
2:00 p.m.
Meeting with advisors to follow
- 26 August, Monday**
All students meet with advisors:
New students at 8:30 a.m.;
Returning students at 2:00 p.m.
- 27 August, Tuesday**
Registration
- 28 August, Wednesday**
Classes begin
- 2 September, Monday**
Labor Day (no classes)
- 3 September, Tuesday**
Fall Convocation (10:00 a.m.)
- 5 September, Thursday**
Last day to add classes
- 20 September, Friday**
Last day to drop classes without
academic record
- 5 October, Saturday**
Homecoming
- 10 October, Thursday**
Observance of Founders Day (10:00 a.m.)
- 18 October, Friday**
Mid-term grading period
- 18 October, Friday**
Mid-term break begins at conclusion of classes
Residence halls close 5:00 p.m.
- 22 October, Tuesday**
Residence halls open 1:00 p.m.
- 23 October, Wednesday**
Classes resume at 8:00 a.m.
- 25 October, Friday**
Last day to drop classes without
academic penalty
- 28 October - 1 November, Monday-Friday**
Campus Evangelism Week
- 5-8 November, Tuesday-Friday**
Pre-registration for spring semester
- 27 November, Wednesday**
Thanksgiving holidays begin at noon
Residence halls close 2:00 p.m.
- 1 December, Sunday**
Residence halls open 1:00 p.m.
- 2 December, Monday**
Classes resume at 8:00 a.m.
- 10 December, Tuesday**
Christmas Convocation at 10:00

14-19 December, Saturday-Thursday
Fall Semester Examinations


21 December, Saturday
Christmas holidays begin at end of examination
schedule
Residence halls close 5:00 p.m.

Spring, 1992

- 10 January, Friday**
Faculty/Staff Workshop
- 12 January, Sunday**
Students return. Res. halls open at 1:00 p.m.
- 13 January, Monday**
All Students meet with advisors:
Sophomores at 8:30 a.m.
Freshmen at 1:30 p.m.
- 14 January, Tuesday**
Class Registration
- 15 January, Wednesday**
Classes begin
- 20 January, Monday**
Martin Luther King Day (no classes)
- 21 January, Tuesday**
Spring Convocation at 10:00 a.m.
- 22 January, Wednesday**
Last day to add classes
- 7 February, Friday**
Last day to drop classes without academic
record
- 6 March, Friday**
Mid-term break begins at conclusion of classes
Residence halls close 5:00 p.m.
- 15 March, Sunday**
Residence halls open 1:00 p.m.
- 16 March, Monday**
Classes resume, 8:00 a.m.
- 16 March, Monday**
Fall room selection begins
- 20 March, Friday**
Last day to drop classes without academic
penalty
- 22-27 March**
Religious Emphasis Week
- 31 March - 3 April, Tuesday-Friday**
Pre-registration for fall semester
- 17 April, Friday**
Good Friday (no classes)
- 28 April, Tuesday**
Awards Day at 10:00 a.m.
- 2-7 May, Saturday-Thursday**
Spring Semester Examinations
- 9 May, Saturday**
Graduation Exercises
Residence halls close 3:00 p.m.

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The College

Chowan College, the second oldest of North Carolina's seven Baptist colleges, has entered its third age of service to young adults seeking an education. It opened in 1848 as a four-year college for women, Chowan Baptist Female Institute. Then, renamed Chowan College in 1910, and admitting men in 1931, it became a junior college in 1937. Now Chowan College is returning to four-year status in order to offer a complete college education in the sanctuary of a small campus with a Christian heritage and outlook.

While Chowan is expanding its academic program and recruiting well qualified faculty, the College enjoys its identity as a small Baptist institution where people know each other. The College wants to provide an environment that is comfortable and conducive to social and spiritual as well as intellectual growth. Administration and faculty believe in intellectual freedom, indeed, insist upon it. But they are proud of the school's Baptist heritage and committed to Christian principles.

Chowan College does not discriminate on the basis of sex, race, color, age, creed, national origin, or handicap in its policies concerning employment, admission, housing, scholarships and grants-in-aid, and public functions.

Purpose of the College

Chowan College, shaped by Christian ideals, endeavors to provide quality higher education and to help students gain a philosophy of life which will lead to their development as responsible citizens of the world community.

The College seeks to fulfill its purpose by: (1) employing faculty and staff who are compatible with the College's statement of purpose; (2) offering instruction in the standard academic disciplines for those students who plan to earn baccalaureate or associate degrees; (3) providing vocational instruction, on a liberal arts foundation, for those who complete their formal education with diplomas or associate degrees; and (4) striving to meet the personal needs of students through academic, social, and spiritual counseling.

Institutional Goals

1. To provide a qualified faculty and staff that is compatible with the purpose of the College.
2. To mold all curricula so as to include a foundation of general education courses (the humanities and/or fine arts, the social and/or behavioral sciences, the natural sciences and/or mathematics) enabling students to develop an understanding of their cultural and physical environments.
3. To provide students with a strong program of

academic advisement and support, and to provide academic, social, and spiritual counseling.

4. To promote throughout the campus an atmosphere that is conducive to study and learning.
5. To provide requisite courses and instruction for the baccalaureate or associate degree.
6. To furnish students in career programs with requisite skills and training.
7. To evaluate continually the educational offerings of the College in terms of appropriateness, need, and quality.
8. To ensure that completion requirements in all curricula include competence in reading, writing, oral communications, and fundamental mathematical skills.
9. To encourage students to develop intellectually, socially, emotionally, physically, spiritually, and morally.
10. To encourage students to think logically and rationally, and to develop problem-solving skills.
11. To provide a varied program of extra- and co-curricular activities for students and the community at large.
12. To provide an atmosphere which promotes community service and involvement.

Admissions Procedures

Admission Procedures for High School Graduates

High school graduates seeking admission to Chowan College should request necessary forms from:

The Office of Admissions
Chowan College
P. O. Box 1848
Murfreesboro, N. C. 27855-8848.

The Admissions Office will ask that you (1) fill out an application form and send it in with a \$20.00 non-refundable application fee; (2) arrange to have either SAT or ACT scores sent to the College; and (3) have your high school send a transcript of your high school record.

Admission Procedures or Transfer Students

If you have taken any course work at another college, you should (1) send in an application form and a \$20.00 non-refundable application fee; (2) have the college that you last attended fill out Chowan's "Transfer Form,"

indicating your eligibility to return to that college; then (3) have each college send academic transcripts of your work. Everything should go to the Office of Admissions.

Readmission Procedures for Former Students

A former Chowan student who was *in good standing* with the College at the time of withdrawal can gain readmission by contacting the Office of Admissions. If you took courses at other colleges, you will need to send transcripts of your work and have the other colleges complete our "Transfer Form," indicating your eligibility to return to their campuses.

Students *suspended for academic reasons* can seek readmission through the Office of Admission *after* a summer session at Chowan raising their academic records to acceptable standards.

Students *suspended for disciplinary reasons* may seek readmission after the disciplinary period of suspension through the Admissions Office.

Admission Procedures for International Students

International students should (1) send in an application form and a \$20.00 non-refundable application fee (in U.S. currency); (2) have your high school and any colleges you attended send transcripts; (3) have scores on the Test of English as a Foreign Language (TOEFL) sent (the College requires a minimum score of 450); (4) complete the College's Financial Statement Form for International Students. I-20s are issued to students who have been accepted and have made the advance payment of \$200.00.

Admission Procedures for Rising High School Seniors

Summer Sessions at Chowan: Between their junior and senior years, high school students in the upper one-third of their class can, with the recommendation of their principal, enroll in the College's summer school.

Regular Sessions at Chowan: Such students, if they live in the area and get release time from their high schools, may take courses at the College during regular terms as special students.

The admission procedures are the same as for high school graduates.

Admission for Adults 55 and Over

Anyone 55 years of age or older who meets our entrance requirements may take courses at \$25.00 for a 3-hour course and \$40.00 for a 4-hour course, as long as space is available. Special fees may apply. Follow the procedures outlined for high school graduates.

Admission for Part-time Students

Anyone living off campus who wants to take fewer than 12 hours of classes may be admitted as a Special Student. The same procedures apply as with other students.

Special Admission Procedures

High school graduates who demonstrate potential but who do not meet our entrance requirements may apply for admission to our "Pre-College Experience" program held in the summer. This two-week program provides guidance and testing, and it prepares students for college studies. If, after two weeks, the Pre-College Experience Faculty agree that the student should be able to meet college standards, the student will be admitted to the College in the fall semester.

Veterans

For information concerning educational benefits for veterans and their children, write to our Registrar or your nearest regional or county office of the Veterans Administration.

Note: North Carolina law requires that all students submit a medical report before entering Chowan College. International students must have hospitalization insurance through the College.

Advance Payment

When you have been accepted for admission, send the College a deposit, or advance payment, of \$200.00, which will be applied toward your expenses at the College. This is due two weeks after notification of admission. While this money is applied toward your expenses, it is refundable if you make your request in writing by April 30.

Financial Information

Student Fee Schedule for 1991-1992

	Per Semester	Per Year
Boarding Students		
Tuition & Fees	2,615	5,230
Board: 5-day meal plan (required)**	730	1,460
7-day meal plan (optional)	930	1,860
Room: Double occupancy	570	1,140
Private Room (optional)	770	1,540
Contingency/Key Fee	120	240
Health Services Fee	75	150
Commuting Students		
Tuition & Fees	\$125 per semester hour	

International students who are granted permission to live off campus are charged the same tuition and fees as boarding students.

*The College reserves the right to change these rates upon proper notice to its students.

**By order of the Board of Trustees, all boarding students must participate in one of the meal plans provided by the College.

Legal residents of the State of North Carolina will receive Legislative Tuition Grants (NCLTG) which will help to offset the scheduled fees. The amount awarded to each North Carolina student is determined annually by the State Legislature.

To qualify as a North Carolina resident, the applicant and/or parent must have permanent residence in the State for at least one year immediately preceding the beginning of the semester and must have been bona fide taxpayers to the State for the *full calendar year* immediately preceding registration.

Tuition and Fees include a *Student Activities Fee* to provide various extracurricular events under the administration of the Director of Student Activities. Activities include athletic events and intramurals, drama productions, and special religious, musical, and other events.

The *Contingency/Key* deposit of \$120.00 is required when a student receives a dorm room key. At the end of a student's residence at Chowan, when the student returns that *original key*, the College will refund any portion of the deposit not deducted for repairs or damages.

The *Health Services Fee* includes accident insurance and services at the Wellness Center.

Other Expenses

1. *Part-time students* (taking fewer than 12 semester hours) will, like commuting students, pay \$125.00 per semester hour and do not live in the dorms. In unusual cases where the Vice President for Student Development allows a student to live in the dorm as a part-time student, the student must pay tuition as a boarding student.
2. *Vehicle Registration* with the Office of Safety and Security is required of all motorized vehicles, at \$30.00 a semester. Bicycle registration is free.
3. An *Audit Fee* of \$25.00 is charged students who, with the permission of the Vice President for Academic Affairs, attend a class but do not take it for credit.
4. A *course overload* fee of \$125.00 per hour is assessed students taking more than 18 semester hours. A student must get permission from the Vice President for Academic Affairs to take more than 18 hours.
5. A *Music Fee* of \$100.00 per semester is charged music majors for lessons in major and minor instruments and for using practice rooms; non-music majors are charged \$50.00 for private instruction; non-college students are charged \$125.00 per semester for 30-minute per week private lessons.
6. A *Horseback Riding* fee of \$400.00 is charged for students taking that Physical Education activity course.
7. A *late registration* fee of \$10.00 is assessed students who do not register on the scheduled date in any semester.
8. A *Graduation fee* of \$25.00 is charged for cap, gown, and diploma. Graduation *in absentia* costs an additional \$15.00.
9. *Linen Service* may be obtained for a non-refundable charge of approximately \$65.00 per year.
10. *Refrigerator rental* is available for \$25.00 a semester.
11. *Telephones* may be rented for \$125.00 per semester, \$75.00 of which is refunded with the phone's return.
12. There are *miscellaneous* expenses not listed here. Books and supplies, for instance, will cost approximately \$450.00 a year.

Schedule of Payment

Tuition, fees, and other costs for the semester are payable at the time of registration. Where a student is receiving financial aid, the balance due the College must be paid at registration.

While this is the College's policy, unexpected problems sometimes arise that make payment difficult. In such cases, students or parents should make arrangements for deferred payment through the Business Office. There is a non-refundable \$20.00 application fee.

Refund Policy

If, as required, the semester's expenses have been paid at the time of registration, a student who withdraws from the College in the first two weeks of the semester is entitled to a refund of 80 per cent of fees paid. In the third week, a withdrawing student will receive 60 per cent, in the fourth week, 40 per cent of the fees paid; after the fourth week, but before mid-term, the student will receive a prorated portion of *only* room and board fees. No refunds are given after mid-term, except a prorated portion of board.

Any student who has paid all fees and, for disciplinary reasons, is dismissed from the College within the first four weeks of the semester will receive *only* a prorated portion of room and board fees. No refund is allowed after that period.

In all cases, financial aid programs will be refunded before any actual refund is given the student.

Financial Aid

The purpose of the financial aid program at Chowan College is to help students who might not otherwise go to school finance their education through a variety of scholarships, grants-in-aid, loans, and part-time employment. Applications for aid are evaluated without regard to race, creed, color, national origin, or sex.

In order to receive financial aid, a student needs to have been admitted to the College, and, after enrollment, must make satisfactory academic progress as indicated below. Since such aid is not automatically renewed, a student must reapply each year. Students should stay in touch with financial aid counselors.

Some restrictions apply: The College's scholarships and grants-in-aid cannot exceed a student's expenses, and financial aid cannot exceed a student's needs. The College's scholarships and grants-in-aid are not available for summer school, nor are they awarded to part-time students. Commuting students are eligible to receive half of scholarships and grants-in-aid.

How to Apply for Financial Aid

Your high school counselor has need-analysis forms printed by American College Testing and College Scholarship Service called "Family Financial Statement" or "Financial Aid Form." Get either need-analysis form and fill it out, and, where the form asks where you want the results sent, indicate that you want them to go to Chowan College. This information is used to determine the amount of assistance offered.

On the need-analysis form, indicate that you want to be considered for the Pell Grant. The company that processes your form will send you a Student Aid Report. Send the complete set of forms to Chowan.

Apply for a State Student Incentive Grant.

If you are a transfer student, have Financial Aid Transcripts from each college you have attended sent to Chowan.

Preference is given to applications filed before April 1.

Presidential Scholarships

Five Presidential Scholarships, worth *full tuition*, are awarded to students in the top ten per cent of their graduating classes who have a high school average of 3.3 or better, and an SAT score of 850 or better. These scholarships are renewed for up to four years if the student maintains a 3.0 or better.

Academic Honors Scholarships

Five Academic Honors Scholarships worth *three-fourths tuition* are awarded to students in the top twenty percent of their graduating classes who have a high school average of 3.2 or better, and an SAT score of 820 or better. These scholarships are renewed for up to four years if the student maintains a 3.0 or better.

Ten Academic Honors Scholarships worth *one-half tuition* are awarded to students in the top twenty-five percent of their graduating classes who have a high school average of 3.0 or better, and a satisfactory SAT score. These scholarships are renewed for up to four years if the student maintains a 3.0 or better.

Other Scholarships

Other scholarships are available, based on academic performance or potential, financial need, area of study, and other factors.

Grants

Pell Grants are Federal grants available to U.S. citizens enrolled in college. Awards range from \$200 to \$2,400 per year.

Supplemental Educational Opportunity Grants (SEOG) are Federal grants ranging from \$100 to \$4,000 per year. These go to full-time students who are U.S. citizens with exceptional financial need.

North Carolina Contractual Grants are awarded to citizens of North Carolina who have financial need. Funding is based each year on appropriations by the North Carolina Legislature.

North Carolina Legislative Tuition Grants are given to every North Carolina student enrolled in at least twelve hours of college work. Last year's awards were \$558 per semester or \$1,116 for the year.

North Carolina Student Incentive Grants (NCSIG) are funds appropriated by the State Legislature to match Federal funds in order to assist students with financial need. In order to be considered for this grant, a student should indicate on the need-analysis form that the financial aid information should be released to NCSIG. There is a fee for the application, and a deadline of March 15.

Loan Funds

Perkins Loan (formerly National Direct Student Loan) is a loan ranging up to \$4,500 for the first two years, made to students with exceptional need. Repayment, at 5%, is deferred until nine months after the student has left school.

Stafford Loan Program (formerly Guaranteed Student Loan Program) allows students with established need to borrow up to \$2,625 per year for the first two years of study and \$4,000 for each year thereafter. There is an origination fee of 5%, the interest is 8%, growing to 10% after five years, and repayment begins six months after the student leaves school. These loans are made by banks, credit unions, and savings and loans in the state of the student's residence. Procedures differ in each state. In North Carolina, most loans are made through College Foundation, Inc., an agency insured by the State Education Assistance Authority.

The T. M. Stanback Student Loan Fund, established by Mr. and Mrs. S.M. Stanback of Salisbury, N. C., and administered by College Foundation, Inc., Raleigh, is like the Stafford Loan Program. Apply directly through Chowan College's Financial Aid Office.

North Carolina Scholarship/Loan for Prospective Teachers is available to residents of the State who plan to teach. Each year for five years after graduation, part of the loan is forgiven if the student teaches in North Carolina. Apply to the Department of Public Instruction, Board of Higher Education, Raleigh, North Carolina. There is a deadline of March 1.

Supplemental Loans for Students are available to independent students at a variable interest rate based on the yearly average of T-Bill interest plus 3.75%, with a 12% ceiling. Students may borrow up to \$4,000 per year, and payment and interest can be deferred while the student is enrolled full-time.

Parents Loans for Undergraduate Students are available to parents at a variable interest rate based on the yearly average of T-Bill interest plus 3.75%. Parents may borrow the lesser of \$4,000 per year or educational costs minus other financial assistance the student receives. Interest begins with the loan's disbursement, and payments begin thirty days after disbursement.

The Education Resources Institute Supplemental Loan Program, obtained through the Bank of Boston, allows students, with their parents' co-signature, to borrow up to \$7,500 per year. Variable interest is prime plus 2%. Payments begin 45 days after the funds are received, but may be deferred while the student is enrolled full-time.

The Pickett and Hatcher Educational Fund, Inc., is a nonprofit, noncommercial educational trust fund created to assist full-time undergraduate students in fields of study other than law, medicine, or the ministry. Low interest loans with deferred payments are made to qualified residents of Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee, or Virginia. The deadline for applications is June 15. Write to Pickett and Hatcher Educational Fund, Inc., P. O. Box 8169, Columbus, Georgia 31908.

Grants-in-Aid

Athletic grants-in-aid in major sports are available. Contact the Director of Athletics, Chowan College.

The Roy Ray Achievement Award is a \$250 award given by the North Carolina Press Association Production Conference to a freshman in Graphic Communication with outstanding ability.

Scholarships for North Carolina Baptist Students (Baptist Bond) of \$100 per semester while at Chowan are given to students who are members of churches affiliated with the Baptist State Convention of North Carolina. If the student has a C average at the end of the freshman year, the scholarship becomes \$200 per semester. This award is an expression of the College's appreciation for its relationship with churches of the Baptist State Convention.

Ministerial Grants of 50% of tuition for eight semesters are available to ministerial students associated with the Southern Baptist Convention. These students must maintain requirements for continued enrollment, carry a normal college class load, actively participate in the Campus Ministerial Alliance and/or Baptist Student Union, and show evidence of good citizenship in the campus community. Recipients must sign notes, co-signed by their parents, guardians, or other responsible person, and indicating the intention of going into some area of the ministry. If, after five years, the recipient has met the conditions stated in the note and has entered the field for which the student received the grant, the note is cancelled; otherwise, the note must be paid.

Grants for other church-related vocations are available to students who are members of Southern Baptist churches. If a student maintains requirements for continued enrollment, carries a normal course load, is involved in the BSU, and shows evidence of good citizenship in the campus community, the student will receive a grant equal to 25% of tuition for eight semesters. Recipients must sign notes, co-signed by their parents, guardians, or other responsible person, and indicating the intention of going into some area of the ministry. If, after five years, the recipient has met the conditions stated in the note and has entered the field for which the student received the grant, the note is cancelled; otherwise, the note must be paid.

Ordained ministers serving pastorates will pay no tuition or fees except for \$25 per semester, medical insurance coverage, and special fees, such as music. Financial aid papers may be required by the Director of Financial Aid.

Dependent Children and Spouses of Ordained Ministers in the Southern Baptist Convention receive \$500 per semester for a maximum of eight semesters.

Dependents of full-time employees of the Baptist State Convention of North Carolina and of the Southern Baptist Convention and those institutions and agencies affiliated with one of the State Conventions of the Southern Baptist Convention will receive \$500 per semester for a maximum of four semesters.

Graduates of the Baptist Children's Homes of North Carolina receive grants-in-aid of \$250 per semester for a maximum of eight semesters.

Stu diact (Acteens) grants are given to young women who have demonstrated commitment to church and community during their high school careers. Grants are based on the achievement level:

<i>Queen or Service Aide</i>	\$300
<i>Queen with Scepter</i>	\$350
<i>Queen Regent</i>	\$400
<i>Queen Regent in Service</i>	\$450
<i>Queen Regent in Service, w/ Service Aide</i>	\$500
<i>State Acteens Citation</i>	\$550

At apply, contact the State Acteens Consultant at the Baptist State Convention, P. O. Box 1107, Cary, N.C. 27512-1107.

Service Aide (Baptist Young Men) grants are awarded to young men who have demonstrated commitment to church and community during their high school years. Grants are based on the achievement level:

<i>Base Unit</i>	\$300
<i>Second Unit</i>	\$350
<i>Third Unit</i>	\$400
<i>Fourth Unit</i>	\$450
<i>Fifth Unit</i>	\$500

To apply, contact the State Baptist Young Men's Consultant at the Baptist State Convention, P. O. Box 1107, Cary, N.C. 27512-1107.

Dependent children and spouses of full-time employees of Chowan College may attend Chowan for \$25 a semester. They must apply and gain admission, file a financial aid form, and apply for any grants that might be applied toward payment of tuition. Such students must pay special fees and, if they choose to live in the dorms, must pay normal room, board, and fees required of residential students.

Employees of the College who meet admissions standards may take or audit courses without charge.

Requirements for Maintaining Financial Aid

In order to maintain financial aid, a student must make satisfactory progress toward graduation. While some state programs and guarantors for GSL will have stricter requirements, a full-time student at Chowan must pass at least eighteen hours each academic year; part-time students must pass a prorated portion of semester hours.

Also, students need to demonstrate that they are profiting from education and that their financial aid is worthwhile. At the end of each academic year, their progress toward graduation will be reviewed on the basis of how their grades are in relation to the length of time (or hours of course work) they have had. The following grades per hours attempted are *minimally acceptable*:

HOURS ATTEMPTED GRADE AVERAGE

1-32 hours	1.20
33-49 hours	1.40
50-66 hours	1.60
67-83 hours	1.80
Over 83 hours	2.00

Residence Life

Students who choose to pursue their education at Chowan College should understand the College's purpose and philosophy. The College expects students to take their studies seriously and to respect the people around them. In order to be successful, students need to be able to study and rest and also play without distraction. Residents are expected to help maintain an effective, safe, and wholesome environment for social and academic growth.

Listed below are the College's policies concerning conduct and discipline that all residents must be aware of. Understand that **the College reserves the right at all times to exclude students whose conduct or academic standing it regards as undesirable, without specifying any further reason for exclusion.** In some cases, fees will not be refunded, in whole or in part, and neither the College nor any of its personnel or officials shall be under any liability whatsoever for such exclusion. Further, the College reserves the right to change its policies upon proper notice.

College Policies Regarding Social Conduct

1. The College will not tolerate student disorders. Violation of the Chowan College Policy on Student Conduct, explained at orientation programs, may lead to suspension or expulsion.
2. The College is opposed to the use of alcoholic beverages. Drinking or the possession of intoxicating beverages on the campus is not permitted. Violation of this policy may lead to suspension.
3. Gambling, lying, cheating, stealing, and other forms of unacceptable behavior may be cause for suspension.
4. Any student who, without medical prescription, possesses, transports, or engages in the illegal sale of amphetamines, barbiturates, hallucinogenics, narcotics, or marijuana will be dismissed from the College.
5. The possession of firearms and pyrotechnics, whether in residence halls or any other place on the campus, is prohibited both by College policy and state law, and may be cause for immediate dismissal.
6. The College maintains a system of single-sex residence halls. Women live in Belk and Jenkins Halls and on the fourth floor of McDowell Columns. Men live in Dunn, Simons, Mixon, and Parker Halls. Violation of the policy on single-sex residence halls may be cause for suspension.

Residence Hall Life

All students who do not live in the Murfreesboro area with their parents must live on campus.

Room assignments are made in the Student Development Office according to the date that the \$200.00 advance payment was made and according to information on a roommate compatibility questionnaire.

The College has a liberal room-change policy. However, no resident is permitted to change rooms without written permission from the Vice President of Student Development. Students making unauthorized changes are subject to penalties.

Residents are not to remove furnishings from any apartment, room, building, or other area without permission from the Director of Physical Plant. Violations will result in fines.

Pets are not allowed in residence halls. Residents are expected to keep their rooms clean and orderly. They are responsible for any damage to their rooms and furnishings. The \$120.00 Contingency/Key fee is to cover damages to rooms and furnishings. In addition, the cost of damage to the building outside the occupant's room may be charged on a prorata basis to all residents of the facility.

Other Residence Matters

Medical Records

All students are required to submit a *Chowan College Medical Examination and Health Report*, a part of which is a complete immunization record. These report forms are sent to students with admissions materials. Generally, a student will not be allowed to register for classes or participate in intercollegiate sports practice or games if his or her medical records are incomplete. Some students are admitted late: a student who is accepted after August 1 for the fall term and after January 1 for the spring term will have *three weeks after the first day of classes* in which to complete this file, after which the student may be suspended.

Identification Cards

All students are issued ID cards and are responsible for having them in their possession at all times, on and off the campus. ID cards are required for eating in the cafeteria, checking out books in the library, checking out equipment at the Helms Center and Braves Den, and

getting into College-sponsored events.

A Chowan student must present his or her ID card when requested to do so by an authorized official of the College or any authorized civil official.

Lending an ID card or using another student's ID card is strictly forbidden and is considered an act of falsification.

Lost ID cards may be replaced for \$3.00 through the Business Office.

The ID card is the property of Chowan College and must be surrendered upon withdrawal from the College for any reason.

Car Registration

All motor vehicles must be registered. The registration of \$30.00 per semester is not refundable under any circumstances.

At car registration, the student is given a decal showing the parking lot to which the vehicle is assigned. The decal must be displayed on the vehicle according to directions. Parking tickets are given to cars parked in unauthorized lots. Towing and immobilizing are enforced.

Students are expected to observe regulations. Violations may result in the forfeiture of the student's right to have a vehicle on campus. Parking fines are to be paid or the College will not release the student's transcript.

Bicycle Registration

The College encourages but does not require that students register bicycles with the Office of Security. Decals are given to students without charge.

Bicycles are not to be parked in residence hall rooms, halls, or stairwells. Racks for parking bicycles are provided in each residence hall area.

The Academic Program

Chowan College is returning to its original status as a four-year institution. It is evolving, developing courses and curricula in order to offer B. A. and B. S. degrees in addition to its Associate Degrees. Admitting its first junior class in the fall of 1992, Chowan will provide majors in Business Administration, Commercial Art/Studio Art, Education (pre-school through middle school), English, Liberal Studies, Printing Management, Recreation, Religion, and Science.

The College will continue to offer its two-year programs and degrees.

Requirements for Graduation

For the *baccalaureate degree*, a student must fulfill the following requirements:

1. Earn credit in a minimum of 120 semester hours of college-level work, exclusive of Physical Education activity courses, and complete all requirements specified for a major in a program of study. By the end of the first semester of the junior year, a student must have declared a major and been accepted into that program by the department offering the major.
2. Earn a minimum quality point average of 2.00 on all college work attempted *and* on all courses in the major field of study.
3. Complete at least 60 semester hours at an accredited four-year institution, the last 30 of which must be taken at Chowan College. At least 12 of those last 30 hours (exclusive of practicums, practice teaching, internships, etc.) must be coursework in the major field.
4. Discharge all financial obligations to the College.
5. Have the recommendation of the faculty and approval by the Board of Trustees.

For the *associate degree*, a student must fulfill the following requirements:

1. Earn credit in a minimum of 60 semester hours of college-level work, exclusive of Physical Education activity courses, and complete all requirements specified in a chosen curriculum.
2. Earn a minimum quality point average of 2.00 on all college work attempted. (After four semesters at Chowan, a student who has at least a 1.90 on all work attempted at Chowan may petition the Departmental Chairmen for permission to take work at another institution for the purpose of attempting to raise the QPA to a 2.00 average in order to graduate. A student may transfer no more than 9 hours back to Chowan for this purpose.)
4. If a transfer student, complete at least one semester of fifteen hours of college work, with a quality point ratio of 2.0 or better, at Chowan College.
5. Discharge all financial obligations to the College.
6. Have the recommendation of the faculty and approval by the Board of Trustees.

Other General Requirements

A student must choose to meet the requirements of the catalog he or she entered under or the current catalog, but may not use both interchangeably. The candidate must indicate on the application for graduation the catalog under which he or she intends to graduate.

All degree candidates, including transfer students, are allowed 6 years from the date of enrollment at the College to satisfy the curriculum requirements in effect at the time of enrollment. After 6 years, the current requirements must be met. For this purpose, the 6 years will be counted from August 1 of the year of enrollment to August 1 of the year of graduation. Any substitutions or changes in course requirements must be recommended by the department head and approved by the Vice President for Academic Affairs.

Note: While an academic adviser is assigned to all students to help them plan their programs of study and to provide academic counseling, each student is ultimately responsible for meeting requirements for graduation.

General Course Requirements for the Baccalaureate

The faculty and administration at Chowan College believe that there are some courses that all students, regardless of major field of study, should complete if they are to be truly educated. These courses form a core around which to build a sound program of study.

- College 101 (2 semester hours)
- English 101 and 102 (6 semester hours)
- Religion 101 and 102 or 101 or 102 and one other Religion course (6 semester hours)
- Physical Education Activity Courses (2 semester hours)
- History 101 and 102 or 201 and 202 (6 semester hours)
- Social Science Elective (3 semester hours):
 - Economics 251
 - Economics 252
 - Government 108
 - Psychology 201
 - Psychology 206
 - Sociology 107
 - Sociology 206
 - Geography 151
- Science with Laboratory (8 semester hours):
 - Biology 101
 - Biology 102
 - Chemistry 102
 - Chemistry 103
 - Physics 101
 - Physics 102
 - Physics 203
 - Physics 204
- Fine Arts (3 semester hours):
 - Art 161
 - Drama 161
 - Music 161
- Speech 210 or 211 (3 semester hours)
- Computers (2 or 3 semester hours)
- Humanities (6 semester hours)
- One course in Survey of Literature, English 201, 202 or 203, or 204 (3 semester hours)
- One other Humanities course: Literature, Philosophy, or Fine Arts (3 semester hours)
- Mathematics (3 semester hours)
- Health 101 (3 semester hours)

Academic Policies

CEEB Advance Placement Program

High school students enrolled in Advance Placement (AP) courses may receive college credit by taking AP examinations upon completion of the courses and forwarding the results to the Office of Admissions for evaluation. In general, Chowan College awards credit for courses on which the student earns a score of three or better on the appropriate test.

Credit awarded by AP will be reflected on the student's transcript in terms of semester hours only. No letter grade will be recorded and no quality points assigned. The actual score achieved on the AP examination will be recorded. A student's quality point average will be determined by grades earned in regular college courses.

College Level Examination Program (CLEP)

Chowan College participates in the College Level Examination Program of the College Entrance Examination Board. Credits are granted on the basis of scores on General Examinations or Subject Examinations where the student scores at or above the level most recently recommended by the CEEB. For information on specific CLEP credits acceptable at Chowan College, contact the Registrar of the College.

Credits by CLEP will be recorded on a transcript after the student has enrolled at the College and earned 18 semester hours.

A student will not receive credit for a Subject or General Examination if it duplicates in part or total any college level course for which the student has received credit.

The CLEP score will be entered on the student's transcript as semester hours completed, but no letter grade or quality points will be indicated: A student's average is determined by grades in regular college courses.

Course Waivers

In exceptional circumstances, students of proven ability who have independently pursued a systematic course of study may apply to have a course requirement waived.

Where no credit is to be given, the chairman of the department involved has the authority to grant such waiver. Where credit is sought, the student may attempt, upon recommendation of the department concerned and the Vice President of Academic Affairs, an examination to establish credit.

The following policies apply:

1. Departmental examinations for credit may be given only on those courses which have been designated by the department.
2. The student must consult in advance with his or her adviser and with the head of the department concerned.
3. Application must be made, and a letter of permission from the department head supplied to the Vice President of Academic Affairs.
4. If the application is approved, a non-refundable fee for the examination will be charged.
5. No more than 8 semester hours may be earned toward fulfillment of graduation requirements by this method.
6. Credit and quality points will be granted only if the level of performance is **C** or better.
7. Examinations for credit must be taken before the beginning of the last semester or before a summer session of work immediately preceding completion of requirements for graduation.

Transfer Credits

Generally, courses taken at an accredited college or university that are equivalent to courses offered at Chowan are accepted in transfer. Normally the College will accept only work on which the student has earned a grade of **C** or better; however, **Ds** may be accepted if the student has an average of **C** or better on all work attempted.

Transfer students who graduate with the associate degree must complete a minimum of 15 of their last semester hours at Chowan and earn at least a 2.00 average on work taken at Chowan.

Transfer students who graduate with a bachelor's degree must complete a minimum of 30 of their last hours at Chowan with at least a 2.00 average on work taken at Chowan.

Toward a student's *last* semester's work before graduation, the College will accept in transfer a maximum of 9 hours in the student's curriculum.

For information concerning transfer credit, contact the Registrar, who is responsible for evaluating transcripts.

Credit for Correspondence Courses

The College will accept a maximum of 12 semester hours in correspondence courses from accredited institutions.

System of Grades

- A Excellent
- B Above Average
- C Average
- D Below Average
- F Failing

- S Satisfactory
 U Unsatisfactory
 W Medical Withdrawal
 WP Withdrawal when making passing grades
 WF Withdrawal when making failing grades
 NG No Grade Reported
 I Incomplete (The course must be completed by the end of the next semester.)
 IP In Progress (The course must be repeated the next semester.)

The grade of *I* is recorded only in case of illness or emergency where the student cannot complete work for the course. If the work is not completed before the end of the following semester, it will become an *F* for the course.

The grades *S*, *U*, and *IP* are given only in non-credit courses.

All grades are final after three months.

Quality Point System

For the purpose of determining quality point ratio, each grade, A through F, is given a numerical value:

- A: 4 quality points per semester hour
 B: 3 quality points per semester hour
 C: 2 quality points per semester hour
 D: 1 quality points per semester hour
 F: 0 quality points per semester hour.

A 2.0 quality point ratio is required for graduation. This means that a student must have at least two quality points for every hour attempted.

Student Load

The normal academic load for a regular student is 15-16 credit hours per semester. No student may carry more than 18 semester hours except by special permission from the Vice President for Academic Affairs. **All regular students must carry a minimum of 12 hours per semester.**

Special or part-time students may carry up to 11 hours per semester. These may be credit hours, non-credit hours, or a combination of both.

Non-Credit Courses

During orientation, all new students are required to take placement tests in the areas of English, mathematics, and reading. These tests are diagnostic in nature and are designed to determine the student's level of proficiency in these areas. In cases where test results indicate specific academic deficiencies, a student may be advised or required to enroll in a non-credit course or courses. Because such work is developmental (i. e., preparatory for college-level work), no academic credit is awarded for successful completion.

Repeated Courses

Repeating courses for credit is permissible and, in some cases, required, as when a student fails a course or

makes a *D* in a course in the student's major area of concentration.

Transcripts record all grades; the grade for a repeated course will have an *R* beside it.

A student may have a maximum of six repeats without these counted as work attempted. Thereafter, all repeated courses are counted as work attempted.

Re-Examinations

A final semester candidate for graduation may apply for only *one* re-examination if extenuating circumstances justify it. The decision in this matter will be made by the professor involved, the Vice President for Academic Affairs, and the chairman of the department. If the chairman of the department is the professor, another professor will be called to act.

If the decision is made to re-test, the student will be given sufficient time to do further study.

No grade higher than a *C* may be assigned as a result of re-examination.

The re-examination must be authorized by the Vice President for Academic Affairs and preceded by the payment of a \$5.00 fee.

Grade Reports

At the end of each semester, a grade report is sent to each student, with the grades and number of absences for each class. These grades are recorded on the permanent records in the Registrar's Office. A progress report is sent to students at mid-semester.

Requirements for Continued Enrollment

In order to continue their enrollment at Chowan College, *full-time students* (taking at least 12 hours a semester) are expected to demonstrate steady progress toward graduation (which requires a minimum quality point average of 2.0). Such progress means earning at least the minimal semester hours credit and maintaining at least the minimal quality point average, as follows:

At the completion of	1st sem.	2nd sem.	3rd sem.	4th sem.	5th sem.	6th sem.	7th sem.	8th sem.	9th sem.
A student must have earned at least this many semester hours	12	24	36	48	60	72	84	96	108+
With at least this cumulative QPA	1.2	1.3	1.4	1.5	1.6	1.7	1.8	1.9	2.0

Any student who does not meet these minimum standards will be placed on academic probation for one semester. If after a semester of probation the continued enrollment requirements are not met, the student will be suspended and may not return to the College until the deficiency is removed in a summer session at Chowan

College. The summer session will be treated as an extension of the student's last semester completed.

In order to continue their enrollment at Chowan College, *special or part-time students* (taking fewer than 12 hours a semester) must meet the following minimal standards:

After attempting this Number of hours	15	30	45	60	75	90	105	120	135
A Student must have earned at least this many semester hours	12	24	36	48	60	72	84	96	108
With at least this cumulative QPA	1.2	1.3	1.4	1.5	1.6	1.7	1.8	1.9	2.0

Any special or part-time student who does not meet these requirements will be placed on academic probation. In order to be removed from academic probation, the student must meet the standards by the time the next level is attained. Failure to do this will result in suspension.

For purposes of meeting continued enrollment requirements only, successful performance in a non-credit academic support course will be considered the equivalent of earning a grade of **C** in a three-hour course. The College awards no actual credit for successful completion of such courses.

Academic Honors

Academic excellence earns recognition at graduation. The following honors are granted based on all work attempted throughout a student's entire college career:

<i>Summa Cum Laude</i>	3.80-4.00
<i>Magna Cum Laude</i>	3.50-3.79
<i>Cum Laude</i>	3.00-3.49

The following grade point averages for a semester's work entitle students, if they are full-time students, to honors at the completion of the semester:

<i>The President's List</i>	3.80-4.00
<i>The Dean's List</i>	3.00-3.79

Any grade below **C** in a particular semester will disqualify a student from placement on any honors list in that semester. A student who earns a grade below **C** at any point during his or her college career is ineligible for *summa cum laude* honors at commencement but may qualify for other honors. A grade of **U** in a non-credit course is considered less than **C** for these purposes.

Dropping or Adding Classes

With the approval of the professor and the Registrar, a student may *add* courses during the first week of each semester.

A course may be *dropped* during the first three weeks of the semester without academic record.

Classes may be dropped without academic penalty until one week after the mid-term grading period. That last date for dropping a course without penalty is listed in the College calendar. The student's transcript will reflect a **WP** or **WF** if the class is dropped during this period.

Withdrawal from a course after the official drop period or an unofficial withdrawal will result in a grade of **F**.

Under extenuating circumstances, a student may appeal to the Registrar in order to withdraw officially from a course and receive a grade of **W** for the course. See the *Withdrawal Policy* below.

Procedure for Changing Classes or Courses

1. Obtain a Drop/Add form from the Registrar's Office.
2. Get the advisor's approval and signature on the form.
3. Get the approval and signature of the professor(s) involved in the change.
4. Get the approval and signature of the Vice President for Academic Affairs.
5. Return the form to the Office of the Registrar. If the class change is a matter of convenience rather than necessity, the Registrar may charge a \$5.00 fee for each change.

Class Attendance Policy

The faculty and administration at Chowan College believe that class attendance is an important part of each student's educational experience.

Attendance policies will be established by each academic department of the College. The departmental attendance policy will be included in the syllabus of each course taught in the department and will be distributed to students in the first class meeting. It is the student's responsibility to be aware of the attendance policy for each course. As a minimum, a student will be allowed to make up any work missed which was due to participation in a college-sponsored activity, illness, or emergency, when such absences are verified by the Registrar. It is the student's responsibility to make up work missed.

If the number of absences exceeds 25% of the scheduled class meetings, the student will not normally receive credit for the course.

A student who wishes to appeal an absence decision should initiate such an appeal through the relevant departmental chairman. The chairman will normally render a decision on the appeal. A student may appeal the decision of the departmental chairman to the Vice President for Academic Affairs. If the course in question is taught by the departmental chairman, the Vice President will hear the appeal initially.

Classroom Conduct

All students are expected to behave in a mature and orderly manner. Disruptive and/or disorderly conduct will

not be tolerated in the classrooms or laboratories of Chowan College. After appropriate warning, a teacher may dismiss from class or laboratory a student whose conduct is, in his or her opinion, disruptive. In the case of a grievous offense, a student may be dismissed without prior warning. Such students will not be permitted reentry into the class until clearance is obtained from the faculty member, the appropriate departmental chairman, and/or the Vice President for Academic Affairs. Absences incurred during a dismissal from class will be recorded as unexcused.

In a case involving serious disruptive behavior, the College reserves the right to take additional disciplinary action through its established judicial process. If a student is found guilty of such an offense, the minimum penalty will be dismissal from the class in question with a semester grade of *F*, while the maximum penalty will be expulsion from the College, depending on the gravity of the offense.

Withdrawal Policy

A student who finds it necessary to withdraw from the College must consult first with the Director of Counseling and thereafter with the Registrar of the College, and arrange for official withdrawal. Honorable dismissal will not be granted without official withdrawal.

Students who withdraw from the College during the first three weeks of the semester will have no record of the courses taken. Students who withdraw from the College

after the first three weeks of the semester and up to one week after mid-term will receive **WP** or **WF**, and semester hours will not be counted as work attempted. Students who withdraw during the period from one week after mid-term until the end of the term will receive a grade of **F** in each course, and the semester hours will count as work attempted.

Exceptions to this policy may be made for any of the following reasons:

1. Illness of the student or illness in the family which requires the attention of the student. In either case, a physician's certificate must be presented and approved by the Registrar.
2. Death of a member of the student's family.
3. Other extenuating circumstances approved by the Vice President for Academic Affairs.

If any of these exceptions applies, the student will receive a grade of **W**, and semester hours will not be counted as work attempted.

For information concerning refunds at withdrawal, see the "Refund Policy" under "Financial Information."

Transcript Requests

Upon request, students are entitled to one free copy of their transcripts. For additional copies, there is a fee of \$2.00 each. No transcript will be released if the student has outstanding financial obligations to the College.

The Curricula

Chowan College offers the associate degree to those students who complete successfully all of the requirements in one of those curricula outlined in this catalog and who possess a minimum average of 2.00 on all work attempted. All associate degree programs require completion of a minimum of 62 semester hours (60 academic hours plus 2 hours in physical education activity courses), but some programs may require completion of a greater number of hours. The associate degrees offered by Chowan College are the following: Associate of Arts (A.A.), Associate of Science (A.S.), Associate in Fine Arts (A.F.A.), Associate in Commercial Art (A.C.A.), Associate in Photography (A.P.), Associate in Printing Technology (A.P.T.), Associate in Accountancy (A.Acct.), Associate in Computer Information Systems (A.C.I.S.), Associate in Merchandise Management (A.M.M.).

The college also offers a diploma program. The Three-Year Diploma in Commercial Art (A.D.C.A.) is an advanced diploma awarded those who complete all requirements in the three-year commercial art program and who possess a minimum average of 2.00 on all work attempted.

Following is additional information concerning each of the degrees and diplomas offered by Chowan College.

Associate of Arts (A. A.)

1. The A.A. degree is awarded to those students who complete successfully all of the requirements in one of the following curricula as outlined in the curriculum section of this catalog: Art (with foreign language), History, Liberal Arts, English, Pre-Journalism, Pre-Law, Pre-Religion, Pre-Psychology/Sociology. The curriculum section specifies both general and specialty courses that students must complete, as well as the number of credit hours that must be earned in these areas.

2. All degree programs at Chowan College require completion of a minimum of 60 semester hours in academic work, plus 2 semester hours in physical education activity courses. The physical education requirement may be waived for students with physical disabilities, as certified by a physician, but such students will be required to take the equivalent hours in an elective as approved by the adviser.

3. Graduates must possess a minimum average of 2.00 on all work attempted.

4. The liberal arts and the humanities are areas long associated with philosophical inquiry and critical facility. Students pursuing the A.A. degree are, therefore, expected to develop and deepen their sensitivity to the human condition in its social, cultural, aesthetic, and moral dimensions; they should also develop skills that enable them to interpret and evaluate experience logically and philosophically. These sensibilities cannot be measured objectively, but they are shown, to some degree, in a student's discussion, whether by essay or by self-expression, in and out of the classroom. These qualities are, to some degree, relative and individual. Students will, however, be able to demonstrate in their testing the following basic and minimum competencies: (a) Writing skills necessary to do college-level work as measured by the completion of composition courses; (b) Reading skills necessary to do college-level work as measured by standardized testing and the completion of courses in the humanities; (c) Mathematical skills up to and including the level of college algebra, as measured by the successful completion of at least two math courses; (d) Oral communication skills as measured by the successful completion of a course in speech; (e) A basic understanding of the Judeo-Christian heritage as measured by the successful completion of courses in religion; (f) A basic understanding of historical, literary, aesthetic, and cultural heritage as measured by completion of courses in these areas; (g) Basic conversational skills in a foreign language as measured by the completion of a language through the intermediate level; (h) An appreciation of scientific methods used in exploring and solving problems relative to the physical environment, as measured by the successful completion of the laboratory sciences specified by the student's curriculum; (i) A knowledge of safety and skills in a lifetime leisure sport or physical fitness activity.

Associate of Science (A.S.)

1. The A.S. degree is awarded to those students who complete successfully all of the requirements in one of the following curricula as outlined in the curriculum section of this catalog: Art Education (no foreign language), Business Administration, Business Education, Computer Information Systems (track 3), Music Education (no foreign language), Mathematics, Pre-Agriculture, Pre-Athletic Training Education, Pre-Dental, Pre-Dental Hygiene, Pre-Education, Pre-Engineering, Pre-Forestry, Pre-Health and Physical Education, Pre-Medical, Pre-Medical Illustration, Pre-Medical Record Administration,

Pre-Medical Technology, Pre-Nursing, Pre-Pharmacy, Pre-Physical Therapy, Pre-Pulp and Paper Science and Technology, Pre-Veterinary Medicine, Science, Social Studies. The curriculum section specifies both general education and specialty courses that students must complete, as well as the number of credit hours that must be earned in these areas.

2. All degree programs at Chowan College require completion of a minimum of 60 semester hours in academic work, plus 2 semester hours in physical education activity courses. The physical education requirement may be waived for students with physical disabilities, as certified by a physician, but such students will be required to take the equivalent hours in an elective, as approved by the adviser.

3. Graduates must possess a minimum average of 2.00 on all work attempted.

4. Students who receive the A.S. degree are expected to possess the following basic and minimum competencies: (a) Writing skills necessary to do college-level work as measured by the completion of composition courses; (b) Reading skills necessary to do college-level work as measured by standardized testing; (c) Mathematics skills as measured by the completion of those math courses designated in the particular curriculum; (d) Oral communication skills as measured by the successful completion of a course in speech; (e) A basic understanding of the Judeo-Christian heritage as measured by the successful completion of courses in religion; (f) Competence in the collection of quantitative and qualitative data and in analytically evaluating situations using the scientific approach; (g) A knowledge of safety and skills in a lifetime leisure sport or a physical fitness activity.

Associate in Fine Arts (A.F.A.)

1. The A.F.A. degree is awarded to those students who complete successfully all requirements in one of the following curricula as outlined in the curriculum section of this catalog: Music, Art (studio art). The curriculum section specifies both general education and specialty courses that students must complete, as well as the number of credit hours that must be earned in these areas.

2. All degree programs at Chowan College require completion of a minimum of 60 semester hours in academic work, plus 2 semester hours in physical education activity courses. The physical education requirement may be waived for students with physical disabilities, as certified by a physician, but such students will be required to take the equivalent hours in an elective, as approved by the adviser.

3. Graduates must possess a minimum average of 2.00 on all work attempted.

4. In addition to competence in fundamental reading, writing, and mathematical skills and competence in oral communications, students who receive the A.F.A. degree are expected to possess the following competencies:

Music: (a) Literature - Possess a basic acquaintance with the standard works of music history and the composers associated with these works, as well as the various style periods of music history to which the major composers belong; (b) Theory - Possess basic writing skills structure of 4 part harmony; sufficient skills to analyze and comprehend music compositions; including knowledge of the non-harmonic tones; (c) Theory Competency - Possess a knowledge of the techniques of composers of the 17th to the 19th centuries; have an awareness of the harmonic materials used in these historical periods from the simple triad through seventh chords, altered chords, ninth, eleventh, and thirteenth chords, simple and complex methods of modulation; (d) Ear Training - Development of the ear to the point that students can transcribe a melody as well as simple four part harmony; (e) Sight Singing - Possess sufficient proficiency to sing to sight melodies of a medium degree of difficulty; (f) Keyboard - Possess competence in playing all major and minor scales 2 octaves, hands together, all major and minor, diminished and dominant seventh arpeggios 2 octaves, hands together; in playing easy pieces from the various stylistic periods; in playing I V I V I cadences, in harmonizing simple melodies, and in playing the most simple hymns and songs.

In addition to the foregoing, music majors with a specialization in piano should be competent in playing all major and minor scales 4 octaves, hands together, all major and minor, dominant and diminished, seventh arpeggios 4 octaves, hands together in understanding and playing repertoire from the various stylistic periods; in playing basic chord progressions, in transposing simple songs, in harmonizing simple melodies.

In addition to the foregoing, music majors with a specialization in voice should be able to sing with proper vocal technique, have expanded their repertory of new songs (approximately 4-5 each semester), and be able to sing, with proper pronunciation, in at least one language other than English. Each semester of study should also include at least one aria from an oratorio or opera.

In addition to the foregoing, music majors with band instrument specialization should be able to play major and three forms of minor scales; major and minor arpeggios; have a working knowledge of basic chord progression; should be able to play Grade 5 solos from the North Carolina Band Association solo list.

Art: Students should be able to (a) Identify

major art styles and some representatives of each; (b) React to work in an aesthetic and articulate manner; (c) Create, render, and present art works on a professional level; (d) Demonstrate ability to use perspective, shading, composition, color, and other fundamentals effectively; (e) Design art in the third dimension.

Other General Competencies: (a) A basic understanding of the Judeo-Christian heritage as measured by the successful completion of courses in religion; (b) A knowledge of safety and skills in a lifetime leisure sport or physical fitness activity.

Associate in Commercial Art (A.C.A.)

1. The A.C.A. degree is awarded to those students who successfully complete all requirements for the first two years of the Commercial Art curriculum, as outlined in the curriculum section of this catalog. This section specifies both general education and specialty courses that students must complete, as well as the number of credit hours which must be earned in these areas.

2. All degree programs at Chowan College require completion of a minimum of 60 semester hours in academic work, plus 2 semester hours in physical education activity courses. The physical education requirement may be waived for students with physical disabilities, as certified by a physician, but such students will be required to take the equivalent hours in an elective, as approved by the adviser.

3. Graduates must possess a minimum average of 2.00 on all work attempted.

In addition to competence in fundamental reading, writing, and mathematical skills and competence in oral communications, students who receive the A.C.A. degree are expected to possess the following competencies: (a) Manipulate form through the use of line, shading, and perspective; (b) Create design based on systems of balance, pattern, and rhythm; (c) Know the dynamics of color and basic color systems; (d) Create prints based on the fundamental processes of wood, linoleum, intaglio, and silkscreen; (e) Create works of art in the third dimension; (f) Create works of art in the basic process of wheel thrown pottery; (g) Identify some major art styles and representatives of those styles; (h) Know how to do simple spot color separations; (i) Do simple type specking and copy fitting; (j) Do paste ups for camera-ready art; (k) Know the advertising elements and their purpose; (l) Know the principles of design for advertising and create ads based on those principles; (m) A basic understanding of the Judeo-Christian heritage; (n) A knowledge of safety and skills in a lifetime leisure sport or physical fitness activity.

Associate in Photography (A.P.)

1. The A.P. degree is awarded to those students who complete successfully all requirements in the Photography curriculum, as outlined in the curriculum section of this catalog. This section specifies both general education and specialty courses that students must complete, as well as the number of credit hours which must be earned in these areas.

2. All degree programs at Chowan College require completion of a minimum of 60 semester hours in academic work, plus 2 semester hours in physical education activity classes. The physical education requirement may be waived for students with physical disabilities, as certified by a physician, but such students will be required to take the equivalent hours in an elective, as approved by the adviser.

3. Graduates must possess a minimum average of 2.00 on all work attempted.

4. In addition to competence in fundamental reading, writing, and mathematical skills and competence in oral communications, students who receive the A.P. degree are expected to possess the following competencies and expertise: (a) Refined use of the 35mm camera, through-the-lens meter and interchangeable lenses in the shooting of editorial photography assignments; (b) Effective use of all standard B & W negative and color transparency still camera films in 35mm and 4x5 formats; (c) A practical understanding of the personalization of film speed indices and film development procedures; (d) A refined understanding of good B & W and color print quality and the techniques needed for consistent production; (e) Effective use of hand-held exposure meters; (f) Effective use of large format cameras and films, and of tungsten studio lighting equipment in small product illustration; (g) Basic familiarity with the design, construction, and propping of small product studio sets; (h) Successful application of the 4x5 view camera in pictorial, architectural, and industrial assignments; (i) A basic understanding of the application of automatic and manual camera-mounted electronic flash units and of studio flash units and associated equipment; (j) A basic understanding of the uses of lighting, medium format camera techniques, and posing in portrait photography and fashion illustration, in the studio and on location; (k) A basic understanding of the techniques needed for quality copying of 2 dimensional art; (l) Familiarity with the major types of assignments required of persons working in the major fields of photographic career specialization; (m) A basic understanding of the legal status of both freelance and staff photographers, with respect to civil and copyright laws; (n) A basic understanding of some aspects of the conduct of photographic

business, including estimating, charging, working effectively with photo finishing laboratories, selling through stock companies, and partial preparation and tailoring for job and client interviews; (a) A basic understanding of the Judeo-Christian heritage; (p) A knowledge of safety and skills in a lifetime leisure sport or physical fitness activity.

Associate in Printing Technology (A.P.T.)

1. The A.P.T. degree is awarded to those students who complete successfully all requirements in the Printing Technology curriculum, as outlined in the curriculum section of this catalog. This section specifies both general education and specialty courses that students must complete, as well as the number of credit hours which must be earned in these areas.

2. All degree programs at Chawan College require completion of a minimum of 60 semester hours in academic work, plus 2 semester hours in physical education activity courses. The physical education requirement may be waived for students with physical disabilities, as certified by a physician, but such students will be required to take the equivalent hours in an elective, as approved by the adviser.

3. Graduates must pass a minimum average of 2.00 on all work attempted.

4. In addition to competence in fundamental reading, writing, and mathematical skills and competence in oral communications, students who receive the A.P.T. degree are expected to pass the following competencies and expertise: (a) Operate typesetting and data storage terminals for input of information in phototypesetting computers to generate type matter for a variety of printing forms, including newspaper pages, advertisements, magazines and book pages, and commercial forms; (b) Prepare paste-up mechanicals for single and multi-color printing forms with the effective use and placement of type, photographs, art work, and other typographic elements; (c) Operate process cameras to produce offset film negatives from line and continuous tone copy and process via tray and automatic film processors; (d) Prepare a variety of offset printing plates through the effective use of stripping techniques for single and multi-color printing jobs; (e) Operate a color scanner computer to produce separations of full-color copy at various percentages and line rulings; (f) Operate a variety of presses to include hand-fed and automatic platens, offset duplicators, medium size single color sheet-fed, two-color offset, and a three-unit web offset to produce single and multi-color forms; (g) Possess a basic knowledge of

printing papers and inks to include the characteristics and application of each; (h) A basic understanding of the Judeo-Christian heritage; (i) A knowledge of safety and skills in a lifetime leisure sport or physical fitness activity.

Associate in Accountancy (A.Acct.)

1. The A. Acct. degree is awarded to those students who complete successfully all requirements in the Accounting curriculum, as outlined in the curriculum section of this catalog. This section specifies both general education and specialty courses that students must complete, as well as the number of credit hours which must be earned in these areas.

2. All degree programs at Chawan College require completion of a minimum of 60 semester hours in academic work, plus 2 semester hours in physical education activity courses. The physical education requirement may be waived for students with physical disabilities, as certified by a physician, but such students will be required to take the equivalent hours in an elective, as approved by the adviser.

3. Graduates must pass a minimum average of 2.00 on all work attempted.

4. In addition to competence in fundamental reading, writing, and mathematical skills and competence in oral communications, students who receive the A.Acct. degree are expected to pass the following competencies: (a) An introductory knowledge of business computer systems and application software using microcomputers; (b) The knowledge, experience, and skills needed to qualify for a position as an entry-level data entry operator; (c) An introductory knowledge of accounting as the language of business and an understanding of the elementary principles of recording, summarizing, reporting, and interpreting financial data; (d) Competence in maintaining accounting records and preparing external reports for proprietorships, partnerships, and corporations; (e) Competence in the preparation, analysis, and interpretation of accounting and financial data for internal reporting and decision making; (f) An introductory knowledge of taxation and the ability to prepare basic federal tax returns for individuals (primarily), partnerships, and corporations; (g) An understanding of the principles of macroeconomics and microeconomics; (h) An introductory knowledge of the American legal system as it relates to business situations; (i) A basic understanding of the Judeo-Christian heritage; (j) A knowledge of safety and skills in a lifetime leisure sport or physical fitness activity.

Associate in Computer Information Systems (A.C.I.S.)

1. The A.C.I.S. degree is awarded to those students who complete successfully all requirements in Tracks 1 and 2 of the Computer Information Systems curriculum, as outlined in the curriculum section of this catalog. This section specifies both general education and specialty courses that students must complete, as well as the number of credit hours which must be earned in these areas.

2. All degree programs at Chawan College require completion of a minimum of 60 semester hours in academic courses. The physical education requirement may be waived for students with physical disabilities, as certified by a physician, but such students will be required to take the equivalent hours in an elective, as approved by the adviser.

3. Graduates must pass a minimum average of 2.00 on all work attempted.

4. In addition to competence in fundamental reading, writing, and mathematical skills and competence in oral communications, students who receive the A.C.I.S. degree are expected to pass the following competencies: (a) An introductory knowledge of business computer systems and application software using microcomputers; (b) An introductory knowledge of computer program design and development; (c) Facility in the use of one or more computer programming languages; (d) The ability to apply the operating system functions and commands of popular microcomputer operating systems; (e) Experience in the use of spreadsheet, database, and word processing software for microcomputers; (f) A general knowledge of the methodologies used in developing business-oriented information systems; (g) Ability to create a database and generate programs to implement a business application; (h) An introductory knowledge of accounting as the language of business and an understanding of the elementary principles of recording, summarizing, reporting, and interpreting financial data; (i) Competence in maintaining accounting records and preparing external reports for proprietorships, partnerships, and corporations; (j) Basic competence in the preparation, analysis, and interpretation of accounting and financial data for internal reporting and decision making; (k) An understanding of the principles of macroeconomics and microeconomics; (l) A basic understanding of the Judeo-Christian heritage; (m) A knowledge of safety and skills in a lifetime leisure sport or physical fitness activity.

Associate in General Business (A.G.B.)

1. The A.G.B. degree is awarded to those students who complete successfully all requirements in the General Business curriculum, as outlined in the curriculum section of this catalog. This section specifies both general education and specialty courses that students must complete, as well as the number of credit hours which must be earned in these areas.

2. All degree programs at Chawan College require completion of a minimum of 60 semester hours in academic work, plus 2 semester hours in physical education activity courses. The physical education requirement may be waived for students with physical disabilities, as certified by a physician, but such students will be required to take the equivalent hours in an elective, as approved by the adviser.

3. Graduates must pass a minimum average of 2.00 on all work attempted.

4. In addition to competence in fundamental reading, writing, and mathematical skills and competence in oral communications, students who receive the A.G.B. degree are expected to pass the following competencies: (a) An comprehensive introductory knowledge of the business world through exposure to a variety of business topics; (b) A thorough knowledge of business computer systems development; a general knowledge of the methodologies used in developing business information systems; and a basic competence in identifying and explaining the functions of the basic hardware components of a typical computer system; (c) A knowledge of computer application software including database management systems, spreadsheets, word processing and operating systems; (d) A basic competence in creating a database, manipulating data within a database; developing spreadsheets and formulas in solving business problems; handling and caring for storage media; entering, retrieving, and revising documents using a word processor; and problem solving as it relates to hardware and software; (e) An introductory knowledge of finance, emphasizing comparative analyses of investments and loans; (f) An introductory knowledge of accounting as the language of business and an understanding of the elementary principles of recording, summarizing, reporting, and interpreting financial data; (g) Competence in maintaining accounting records and preparing external reports for proprietorships, partnerships, and corporations; (h) Basic competence in the preparation, analysis, and interpretation of accounting and financial data for internal reporting and decision making; (i) An understanding of the principles of macroeconomics and microeconomics; (j) An introductory knowledge of the American legal system as it

relates to business situations; (k) An awareness of the multitude of career opportunities in business; (l) An awareness of the appropriate grooming, attire, qualities, and personal characteristics commonly attributed to successful people in business and other professional organizations; (m) a desire to continue life-long learning practices and procedures in the area of business; (n) A basic understanding of the Judeo-Christian heritage; (o) A knowledge of safety and skills in a lifetime leisure sport or physical fitness activity.

**Associate in
Merchandise Management
(A.M.M.)**

1. The A.M.M. degree is awarded to those students who complete successfully all requirements in the Merchandise Management curriculum, as outlined in the curriculum section of this catalog. This section specifies both general education and specialty courses that students must complete, as well as the number of credit hours which must be earned in these areas.

2. All degree programs at Chowan College require completion of a minimum of 60 semester hours in academic work, plus 2 semester hours in physical education activity courses. The physical education requirement may be waived for students with physical disabilities, as certified by a physician, but such students will be required to take the equivalent hours in an elective, as approved by the adviser.

3. Graduates must possess a minimum average of 2.00 on all work attempted.

4. In addition to competence in fundamental reading, writing, and mathematical skills and competence in oral communications, students who receive the A.M.M. degree are expected to possess the following competencies: (a) An applicable understanding of the principles and practices of retail store operations, ownership, and management; (b) A knowledge of the fundamental principles of effective selling and how to analyze products/services and their potential markets; (c) An understanding of the techniques and theory of advertising and sales promotion activities as they relate to the retailing industry; (d) A knowledge of how the marketing functions encourage, permit, and secure the profitable distribution of goods and services from the producer to the ultimate consumer and industrial user; (e) A knowledge of and experience with the safe and effective visual presentation of merchandise; (f) An introductory knowledge of accounting as the language of business and an understanding of the elementary principles of recording, summarizing, reporting, and interpreting financial data; (g) An introductory knowledge of business

computer systems and application software using microcomputers; (h) An awareness of the appropriate grooming, attire, qualities, and personality characteristics commonly attributed to successful people in business and other professional organizations; (i) A basic understanding of the Judeo-Christian heritage; (j) A knowledge of safety and skills in a lifetime leisure sport or physical fitness activity.

**Three-Year Diploma in Commercial Art
(A.D.C.A.)**

1. The A.D.C.A. degree is awarded to those students who complete successfully all requirements in the three-year Commercial Art curriculum, as outlined in the curriculum section of this catalog. This section specifies both general education and specialty courses that students must complete, as well as the number of credit hours that must be earned in these areas.

2. Graduates must possess a minimum average of 2.00 on all work attempted, and in addition must earn a grade of C or better in each specialty course.

3. In addition to competence in fundamental reading, writing, and mathematical skills and competencies in oral communications, students who receive the A.D.C.A. are expected to possess the following competencies: (a) All of the competencies required of students who receive the Associate Degree in Commercial Art; (b) Ability to create ads for various mass media, including newspapers, magazines, posters, and television; (c) Ability to illustrate in a variety of styles with various media, including air brush; (d) Ability to operate various photo composition machines and computer "front end" terminals; (e) Ability to perform techniques used in pre-press operations for offset printing; (f) Ability to perform basic processes for black and white photography; (g) Preparation of a professional portfolio.

Liberal Arts

Requirements for the Associate Degree

First Year

First Semester

English 101	3
Mathematics 133*	3
Religion 101	3
Foreign Language 101	3
History 101	3
College 101	2
Physical Education	1
Total	18

Second Semester

English 102	3
Mathematics 135 or 151*	3
Religion 102	3
Foreign Language 102	3
History 102	3
Physical Education	1
Total	16

Second Year

First Semester

English 201 or 203	3
Laboratory Science	4
Foreign Language 201	3
Speech 210 or 211	3
Approved Elective	3
Total	16

Second Semester

English 202 or 204	3
Laboratory Science	4
Foreign Language 202	3
Music, Art or Drama 161	3
Approved Elective	3

SUGGESTED ELECTIVES FOR LIBERAL ARTS: Government 108, Geography 151, Sociology 205, 107, Economics 251-252, Mathematics 210, 211, 212, History 201-202, Philosophy 201, Health 101, Psychology 206.

*Mathematics 139 may be substituted.

Mathematics 130-131 will satisfy the requirement for Mathematics 133.

Pre-Education

Requirements for the Associate Degree

First Year

First Semester

English 101	3
Mathematics 133*	3
Religion 101	3
History 101 or 201	3
College 101	2
Physical Education	1
**Approved Elective or Language	3
Total	18

Second Semester

English 102	3
Mathematics 135 or 151*	3
Religion 102	3
History 102 or 202	3
Physical Education	1
**Approved Elective or Language	3
Total	16

Second Year

First Semester

English 201 or 203	3
Laboratory Science	4
Psychology 201	3
Health 101	3
Approved Elective or Language	3
Total	16

Second Semester

English 202 or 204	3
Laboratory Science	4
Music Appreciation 161, Drama 161 or Art Appreciation 161	3
Speech 210	3
Approved Elective or Language	3
Total	16

SUGGESTED ELECTIVES FOR PRE-EDUCATION: Government 108, Geography 151, Speech 211, Sociology 205, 107, Mathematics 210, 211, 212, Economics 251-252, Philosophy 201, Psychology 206.

*Mathematics 139 may be substituted.

**Students wishing a teacher's certificate in science should take Biology in their first year instead of this elective and take Chemistry the second year. Others should choose Biology over Chemistry the second year.

Math 130-131 will satisfy the requirement for Math 133.

Pre-Religion

Requirements for the Associate Degree

First Year

<i>First Semester</i>	
English 101	3
Religion 101	3
Mathematics 133*	3
Foreign Language 101	3
History 101	3
College 101	2
Physical Education	1
Total	18

<i>Second Semester</i>	
English 102	3
Religion 102	3
Mathematics 135 or 151*	3
Foreign Language 102	3
History 102	3
Physical Education	1
Total	16

Second Year

<i>First Semester</i>	
English 201 or 203	3
Foreign Language 201	3
Laboratory Science	4
Elective	3
Speech 210	3
Total	16

<i>Second Semester</i>	
English 202 or 204	3
Foreign Language 202	3
Laboratory Science	4
**Religion Elective	3
Elective	3
Total	16

*Suggested Electives for Pre-Religion: Health 101, Psychology 201, Sociology 205, Economics 251-252, Government 108, Philosophy 201, Art Appreciation 161, Music Appreciation 161, Dromo Appreciation 161.

**Religion 121 (Honors), Religion 131, Philosophy 201.

MoTh 130-131 will satisfy the requirement for MoTh 133.

Pre-Law

Requirements for the Associate Degree

First Year

<i>First Semester</i>	
English 101	3
Mathematics 133*	3
Religion 101	3
Foreign Language 101	3
History 101	3
College 101	2
Physical Education	1
Total	18

<i>Second Semester</i>	
English 102	3
Mathematics 135 or 151*	3
Religion 102	3
Foreign Language 102	3
History 102	3
Physical Education	1
Total	16

Second Year

<i>First Semester</i>	
English 201 or 203	3
Laboratory Science	4
Foreign Language 201	3
Economics 251	3
Government 108	3
Total	16

<i>Second Semester</i>	
Speech 210 or 211	3
Laboratory Science	4
Foreign Language 202	3
Economics 252	3
Elective	3
Total	16

Electives will be determined by student and adviser.

MoTh 130-131 will satisfy the requirement for MoTh 133.

Social Studies

Requirements for the Associate Degree

First Year

First Semester

English 101	3
Math 133	3
Religion 101	3
Government 108	3
History 101	3
College 101	2
Physical Education	1
Total	18

Second Semester

English 102	3
Math 135 or 151	3
Religion 102	3
Geography 151	3
History 102	3
Physical Education	1
Total	16

Second Year

First Semester

English 201 or 203	3
Laboratory Science	4
History 201	3
Music Appreciation 161 or Art Appreciation 161	3
Speech 210 or 211	3
Total	16

Second Semester

English 202 or 204	3
Laboratory Science	4
History 202	3
Sociology 205	3
Elective	3
Total	16

Electives will be determined by student and adviser.
Math 130-131 will satisfy the requirement for Math 133.

Pre-Psychology or Sociology

Requirements for the Associate Degree Leading to a B.A. Degree

First Year

First Semester

English 101	3
Math 133	3
Religion 101	3
*Foreign Language	3
History 101 or 201	3
College 101	2
Physical Education	1
Total	18

Second Semester

English 102	3
Math 135 or 151	3
Religion 102	3
*Foreign Language	3
History 102 or 202	3
Physical Education	1
Total	16

Second Year

First Semester

English 201 or 203	3
*Foreign Language	3
Psychology 201	3
**Sociology 205	3
Laboratory Science	4
Total	16

Second Semester

Speech 210 or 211	3
*Foreign Language	3
**Psychology 206 or Sociology 107	3
Elective	3
Laboratory Science	4
Total	16

* Students must satisfy Foreign Language requirements through the intermediate level. For those who complete their Foreign Language requirements the first year, electives will be substituted in second year, subject to approval of advisor.

**Sociology 205 is a required course.

Math 130-131 will satisfy the requirement for Math 133.

History

Requirements for the Associate Degree

First Year

<i>First Semester</i>	
English 101	3
Moth 133	3
Religion 101	3
*Foreign Language	3
History 101	3
College 101	2
Physical Education	1
Total	18

<i>Second Semester</i>	
English 102	3
Moth 135 or 151	3
Religion 102	3
*Foreign Language	3
History 102	3
Physical Education	1
Total	16

Second Year

<i>First Semester</i>	
English 201 or 203	3
Laboratory Science	4
History 201	3
Elective	3
*Foreign Language	3
Total	16

<i>Second Semester</i>	
Speech 210 or 211	3
Laboratory Science	4
History 202	3
Sociology 205	3
*Foreign Language	3
Total	16

*Students must satisfy Foreign Language requirements through the intermediate level. For those who complete their Foreign Language requirement the first year, electives will be substituted in second year, subject to approval of adviser.

Moth 130-131 will satisfy the requirement for Moth 133.

English

Requirements for the Associate Degree

First Year

<i>First Semester</i>	
English 101	3
Mathematics 133*	3
Religion 101	3
Foreign Language 101	3
History 101 or 201	3
College 101	2
Physical Education	1
Total	18

<i>Second Semester</i>	
English 102	3
Mathematics 135 or 151	3
Religion 102	3
Foreign Language 102	3
History 102 or 202	3
Physical Education	1
Total	16

Second Year

<i>First Semester</i>	
English 201	3
English 203	3
Laboratory Science	4
Foreign Language 201	3
Music, Art, or Dromo 161	3
Total	16

<i>Second Semester</i>	
English 202	3
English 204	3
Laboratory Science	4
Foreign Language 202	3
Approved Elective	3
Total	16

SUGGESTED ELECTIVES FOR ENGLISH MAJORS: Special Honors Courses in English; Philosophy 201; Sociology 205, 107; Psychology 206; Government 108; Geography 151; Health 101.

*Moth 130-131 will satisfy the requirement for Moth 133.

Music

Requirements for the Associate Degree Leading to the Bachelor's Degree in Music Performance, Music Education, or Church Music

First Year

First Semester

Second Semester

English 101	3
Music Literature 171	2
Music Theory 151	3
Music Theory	1
Physical Education	1
Ensemble	1
*Applied Music	2
Moth 130 (or 133)	3
College 101	2
Total	17 or 18

English 102	3
Music Literature 172	2
Music Theory 152	3
Music Theory	1
Physical Education	1
Ensemble	1
*Applied Music	2
Moth 131 (or 135/151)	3
Total	16

Second Year

First Semester

Second Semester

English 201, 203, or 204	3
Religion 101	3
Music Theory 251	3
Music Theory 201	1
Ensemble	1
*Applied Music	2
Class Methods, Music 221	1
History 101, 102, 201 or 202	3
Total	17

Speech 210 or 211	3
Religion 102	3
Music Theory 252	3
Music Theory 202	1
Ensemble	1
*Applied Music	2
Class Methods 222	1
Elective	3
Total	17

* If the student does not already possess a basic level of keyboard proficiency, additional study in piano will be required. Such study may continue throughout the two years of Chowon or until a basic proficiency is acquired.

Music Business

Associate in Fine Arts Degree in Music Business

First Year

First Semester

Second Semester

English 101	3
Music Theory 151	3
Music Theory 101	1
Music Literature 171	2
*Piano 111	1
Music Ensemble	1
Moth 130 (or 133)	2 or 3
History 101, 102, 201 or 202	3
College 101	2
Total	18 or 19

English 102	3
Music Theory 152	3
Music Theory 102	1
Music Literature 172	2
Piano 112	1
Music Ensemble	1
Moth 131 (or 135/151)	2 or 3
Approved Elective	3
Physical Education	1
Total	17 or 18

Second Year

First Semester

Second Semester

English 201, 202, 203 or 204	3
Religion 101	3
Piano 211	1
Music Ensemble	1
Woodwind Methods	1
Economics 252	3
Laboratory Science	4
Physical Education	1
Total	17

Speech 210 or 211	3
Religion 102	3
Piano 212	1
Music Ensemble	1
Bross Methods	1
Accounting 141	4
Psychology 201	3
Total	17

* If a student already possesses an acceptable keyboard proficiency (as determined by an audition before the music faculty) he/she may elect some other instrument (or voice) for study.

Art

Requirements for the Associate Degree Leading to the B.F.A. or B.A. in Studio Art

First Year

First Semester	
English 101	3
Religion 101	3
Physical Education	1
Color and Design 171	3
Fundamentals of Drawing 101	3
Social Science Elective	3
College 101	2
Total	18

Second Semester	
English 102	3
Religion 102	3
Physical Education	1
Ceramics 151	3
Figure Drawing 102	3
Mathematics 101 or 133*	3
Total	16

Second Year

First Semester	
English 201 or 203	3
Painting 201	3
Art History 211	3
Printmaking 191	3
Laboratory Science or Foreign Language***	4-3
Total	16-15

Second Semester	
Speech 210 or 211	3
Painting 202	3
Art History 212	3
3-D Design 131	3
Laboratory Science or Foreign Language***	4-3
Total	16-15

*Many senior institutions require Mathematics 133 for the B.A. and B.F.A. Degrees.

**Many senior institutions require a foreign language for the B.A. Degree.

Mathematics 130-131 will satisfy the requirement for Mathematics 133.

Art

Requirements for the Associate Degree Leading to the B.S. in Art Education

First Year

First Semester	
English 101	3
Religion 101	3
Physical Education	1
Color and Design 171	3
Fundamentals of Drawing 101	3
Social Science*	3
College 101	2
Total	18

Second Semester	
English 102	3
Religion 102	3
Physical Education	1
Figure Drawing 102	3
Printmaking 191	3
3-D Design 131	3
Total	16

Second Year

First Semester	
English 201 or 203	3
Mathematics 101 or 133	3
Painting 201 or 202	3
Art History 211	3
Laboratory Science	4
Total	16

Second Semester	
Speech 210 or 211	3
Elective	3
Ceramics 151	3
Art History 212	3
Laboratory Science	4
Total	16

*Social Science requirement may be selected from the following: Geography, Western Civilization, Sociology, and Psychology.

Mathematics 130-131 will satisfy the requirement for Mathematics 133.

Commercial Art

**Requirements for the Associate Degree and the Three Year Diploma*

Requirements of the Associate Degree in Commercial Art are the same as the first two years of study in the Three Year Diploma program. The associate degree program is oriented toward those students who wish to transfer to a senior institution and earn a bachelor's degree.

The Three Year Diploma in Commercial Art is oriented toward those students who wish to terminate their formal education at Chowan College. Its purpose is to develop a portfolio the student may use to enter the job market. An Associate Degree in Commercial Art or its equivalent is a prerequisite for the third year of study. All 300 level courses are for art majors only and a C or better is required in each course in order to graduate. (Note: As a minimum, transfer students wishing to obtain the Three Year Diploma in Commercial Art must complete the last full year of study at Chowan College.)

First Year

<i>First Semester</i>		<i>Second Semester</i>	
English 101	3	English 102	3
Religion 101	3	Religion 102	3
Physical Education	1	Physical Education	1
Fundamentals of Drawing 101	3	Figure Drawing 102	3
Art Foundation	3	Art Foundation	3
Art Foundation	3	Art Foundation	3
College 101	2	Total	16
Total	18		

Second Year

<i>First Semester</i>		<i>Second Semester</i>	
Literature 201, 202, 203 or 204	3	Intro. to Graphic Arts 101	3
Math 101 or 133**	3	Speech 210 or 211	3
Art History 211	3	Art History 202	3
Intro. to Commercial Art 261	3	Social Science Elective	3
Art Foundation	3	Art Foundation	3
Total	15	Total	15

Third Year

<i>First Semester</i>		<i>Second Semester</i>	
Advertising Design 361	3	Advertising Design 362	3
Illustration 371	3	Illustration 372	3
Laboratory Science	4	Preparatory Offset 121	4
Photography 101	4	Portfolio 391	3
Typesetting Technology 166***	3-4	Total	13
Total	18		

Art Foundations: 3-D Design 131, Ceramics 151, Color & Design 171, Lettering Design 181, Printmaking 191, Pointing 201 or 202.

*Many senior institutions require a foreign language for the BA degree.

**Math 133 is the preferred course for fulfilling the math requirement. Some senior institutions require College Algebra for the bachelor's degree.

***Keyboarding for Information Processing 101 or its equivalent is a prerequisite for Typesetting Technology 166.

NOTE: This program will be discontinued after Chowan moves to four year status.

Pre-Medical Illustration

Requirements for the Associate Degree
Leading to the B.S. Degree

First Year

<i>First Semester</i>	
English 101	3
Math 101 or 133	3
Biology 101	4
Physical Education	1
Color and Design 171	3
Fundamentals of Drawing 101	3
College 101	2
Total	19

<i>Second Semester</i>	
English 102	3
Social Science Elective	3
Biology 102	4
Physical Education	1
Religion 101	3
Figure Drawing 102	3
Total	17

Second Year

<i>First Semester</i>	
Biology 221	4
Art History 211	3
Illustration 371	3
Painting 201	3
Literature	3
Total	16

<i>Second Semester</i>	
Biology 222	4
Art History 212	3
Illustration 372	3
Religion 102	3
Speech 210 or 211	3
Total	16

Math 130-131 will satisfy the requirement for Math 133.

Mathematics

Requirements for the Associate Degree

First Year

<i>First Semester</i>	
Mathematics 139*	5
English 101	3
Science Elective or Foreign Language	3-4
Religion 101	3
College 101	2
Physical Education	1
Total	17-18

<i>Second Semester</i>	
Mathematics 210	4
English 102	3
Science Elective or Foreign Language	3-4
Religion 102	3
Physical Education	1
Elective	3
Total	17-18

Second Year

<i>First Semester</i>	
Mathematics 211	4
English 201, 202, 203 or 204	3
Physics 101	4
Social Science Elective	3
Fine Arts Elective	3
Total	17

<i>Second Semester</i>	
Mathematics 212 or Elective	3-4
Speech 210 or 211	3
Physics 102	4
Social Science Elective	3
Mathematics 289 or Elective	3
Total	16-17

*Mathematics 133 and 135 will satisfy this requirement.

Electives must be approved by student's adviser.

Pre-Computer Science

Requirements for the Associate Degree

First Year

First Semester

English 101	3
Mathematics 139*	5
Religion 101	3
Science Elective**	4
College 101	2
Physical Education	1
Total	18

Second Semester

English 102	3
Mathematics 210	4
Religion 102	3
Science Elective**	4
Program Design & Development 172	3
ar Computer Science Elective	3
Total	17

Second Year

First Semester

English 201, 202, 203, or 204	3
Mathematics 211	4
Physics 101	4
Economics 251	3
Social Science Elective	3
Total	17

Second Semester

Speech 210 or 211	3
Mathematics 151	3
Physics 102	4
Introduction to Pascal 295	3
Physical Education	1
Elective	3
Total	17

*Math 133 and 135 will meet this requirement.

**Both must be in the same area.

Electives must be approved by student's advisor.

Science

Requirements for the Associate Degree

First Year

First Semester

English 101	3
Mathematics 133*	3
Religion 101	3
Biology 101	4
Chemistry 102	4
College 101	2
Total	19

Second Semester

English 102	3
Mathematics 135*	3
Religion 102	3
Biology 102	4
Chemistry 103	4
Total	17

Second Year

First Semester

English 201 or 203	3
Physics 101	4
Approved Electives	6
Psychology 201	3
Physical Education	1
Total	17

Second Semester

Speech 210 or 211	3
Physics 102	4
Pascal 295	3
Approved Electives	6
Physical Education	1
Total	17

SUGGESTED ELECTIVES: Chemistry 275-276, Anatomy 221, Physiology 222, Mathematics 210, 211, French 101-102, History 101-102, Government 108, Economics 251-252, Sociology 205, Philosophy 201, Geography 151.

*Mathematics 139 may be substituted.

Math 130-131 will satisfy the requirement for Math 133.

NOTE: The two-year program in Science will be discontinued after a four-year program is implemented.

Pre-Engineering

Requirements for the Associate Degree

First Year

<i>First Semester</i>	
English 101	3
Mathematics 139*	5
Mathematics 111	2
Chemistry 102	4
Religion 101	3
College 101	2
Total	19

<i>Second Semester</i>	
English 102	3
Mathematics 210	4
Elective	3
Chemistry 103	4
Religion 102	3
Total	17

Second Year

<i>First Semester</i>	
English 201, 202, 203 or 204	3
Physics 203	4
Mathematics 211	4
Economics 251	3
Physical Education	1
Total	15

<i>Second Semester</i>	
Any History	3
Physics 204	4
Mathematics 212 or Elective	3 or 4
Mathematics 289 or Elective	3
Physical Education	1
Speech 210 or 211	3
Total	17 or 18

*Mathematics 133 and 135 will satisfy this requirement.
Electives must be approved by student's advisor.

Pre-Optometry

Requirements for the Associate Degree Leading to a Bachelor's Degree

First Year

<i>First Semester</i>	
English 101	3
Mathematics 133*	3
Biology 101	4
Chemistry 102	4
College 101	2
Religion 101	3
Total	19

<i>Second Semester</i>	
English 102	3
Mathematics 135*	3
Biology 102	4
Chemistry 103	4
Physical Education	1
Religion 102	3
Total	18

Second Year

<i>First Semester</i>	
Chemistry 275	4
Physics 101	4
Psychology 201	3
Speech 210 or 211	3
History 101	3
Physical Education	1
Total	18

<i>Second Semester</i>	
Math 151 or 210	3 or 4
Physics 102	4
Microbiology 241	4
Elective	3
History 102	3
Total	17 or 18

*Mathematics 139 or 210 will satisfy this requirement.

SUGGESTED ELECTIVES: Mathematics 210-212, Mathematics 151, Chemistry 276.

Math 130-131 will satisfy the requirement for Math 133.

Pre-Forestry

Requirements for the Associate Degree
Leading to B. S. Degree

First Year

First Semester

English 101	3
Mathematics 133*	3
Biology 101	4
Chemistry 102	4
College 101	2
Physical Education	1
**Total	17

Second Semester

English 102	3
Mathematics 135*	3
Biology 102	4
Chemistry 103	4
Physical Education	1
Elective	3
**Total	18

Second Year

First Semester

Mathematics 210	4
English 211	3
Physics 101	4
Economics 251	3
Religion 101	3
Total	17

Second Semester

Mathematics 211	4
English 201, 202, 203 or 204	3
Physics 102	4
Economics 252	3
Religion 102	3
Total	17

*Mathematics 139 will satisfy this requirement.
Suggest elective, Computer Applications 295 or Accounting 141.
Moth 130-131 will satisfy the requirement for Moth 133.

Pre-Pulp and Paper Science and Technology

Requirements for the Associate Degree
Leading to B. S. Degree

First Year

First Semester

English 101	3
Mathematics 133*	3
Biology 101	4
Chemistry 102	4
Religion 101	3
College 101	2
**Total	19

Second Semester

English 102	3
Mathematics 135*	3
Biology 102	4
Chemistry 103	4
Religion 102	3
Physical Education	1
**Total	18

Second Year

First Semester

Elective	3
Chemistry 275	4
Mathematics 210	4
Mathematics 111	2
Physics 101 or 203	4
Physical Education	1
Total	18

Second Semester

Speech 211	3
Chemistry 276	4
Economics 251	3
Mathematics 211	4
Physics 102 or 204	4
Total	18

*Mathematics 139 will satisfy this requirement.
Suggested elective, Computer Applications 295.
Moth 130-131 will satisfy the requirement for Moth 133.

Pre-Agriculture

Requirements for the Associate Degree Leading to B.S. Degree

First Year

First Semester	
English 101	3
Math 133*	3
Biology 101	4
Chemistry 102	4
College 101	2
Physical Education	1
Total	17

Second Semester	
English 102	3
Math 135*	3
Biology 102	4
Chemistry 103	4
Physical Education	1
Total	15

Second Year

First Semester	
English 201, 202, 203, or 204	3
Religion 101	3
Physics 101	4
Math 210	4
Economics 251	3
Total	17

Second Semester	
Speech 211	3
Religion 102	3
Physics 102	4
Economics 252	3
Elective	3
Total	16

*Mathematics 139 will satisfy this requirement.

Suggested electives — Math 211, Biology 241, Sociology 205, Philosophy 201, Geography 151, Accounting 141, Typewriting 101, Computer Applications 295.

Math 130-131 will satisfy the requirement for Math 133.

Pre-Dental Hygiene*

Requirements for the Associate Degree Leading to the B.S. Degree

First Year

First Semester	
English 101	3
Biology 101	4
Math 133	3
Chemistry 102	4
Religion 101	3
College 101	2
Total	19

Second Semester	
English 102	3
Biology 102	4
Math 151	3
Chemistry 103	4
Religion 102	3
Total	17

Second Year

First Semester	
English 201 or 203	3
Biology 221	4
Psychology 201	3
History 101	3
Speech 210	3
Physical Education	1
Total	17

Second Semester	
Elective	3
Biology 222	4
Sociology 205	3
History 102	3
Biology 241	4
Physical Education	1
Total	18

Math 130-131 will satisfy the requirement for Math 133.

*The program listed includes most of the requirements for entrance in most Dental Hygiene schools. Specific Dental Hygiene schools may, however, have different admission requirements. Therefore, students enrolling in the above program at Chowan should review with their advisor the requirements of the particular school they wish to transfer. This program with the advisor's approval may be altered to fit the needs of the particular student.

Pre-Pharmacy

*Requirements for the Associate Degree
Leading to a Bachelor's Degree
First Year*

First Semester

Second Semester

English 101	3
Biology 101	4
Chemistry 102	4
Mathematics 133*	3
College 101	2
Total	16

English 102	3
Biology 102	4
Chemistry 103	4
Mathematics 135*	3
Religion 101	3
Total	17

Second Year

First Semester

Second Semester

Physical Education	1
Economics 251	3
Physics 101	4
Chemistry 275	4
English 201 or 203	3
Religion 102	3
Total	18

Physical Education	1
Physics 102 or Biology 241	4
Chemistry 276	4
Electives	3
Speech 210 or 211	3
Total	15

*Mathematics 139 will satisfy this requirement.

SUGGESTED ELECTIVES: French 101-102, Math 210-211, Computer Applications 295, Economics 252, Music Appreciation 161, Sociology 205, Government 108, Art Appreciation 161, Drama Appreciation 161, any History, any Literature.

Math 130-131 will satisfy the requirement for Math 133.

Pre-Medical, Pre-Dental, Pre-Veterinary Medicine

*Requirements for the Associate Degree Leading
to B.S. Degree or Preparatory for a Professional School*

First Year

First Semester

Second Semester

English 101	3
Mathematics 133**	3
Chemistry 102	4
Biology 101	4
College 101	2
Physical Education	1
Total	17

English 102	3
Mathematics 135**	3
Chemistry 103	4
Biology 102	4
Physical Education	1
Total	15

Second Year

First Semester

Second Semester

Religion 101	3
Chemistry 275	4
Physics 101	4
Approved Elective*	3
Psychology 201 or Sociology 205	3
Total	17

Religion 102	3
Chemistry 276	4
Physics 102	4
Approved Elective	3
Speech 210 or 211	3
Total	17

* SUGGESTED ELECTIVES: French 101-102, History 101-102, Anatomy and Physiology 221-222, Government 108, Microbiology 241, Geography 151, Speech 211, Art Appreciation 161, Music Appreciation 161, Math 210, 211, 212, Philosophy 201, History 201, 202, English 201, 202, English 203-204, Computer Applications 295.

**Math 139 will satisfy this requirement.

Math 130-131 will satisfy the requirement for Math 133.

Pre-Physical Therapy

Requirements* for the Associate Degree
Leading to the Bachelor of Science in Physical Therapy

First Year

First Semester	
English 101	3
Biology 101	4
Chemistry 102	4
Mathematics 133	3
College 101	2
Physical Education	1
Total	17

Second Semester	
English 102	3
Biology 102	4
Chemistry 103	4
Mathematics 151	3
Physical Education	1
Total	15

Second Year

First Semester	
English 201 or 203	3
Physics 101	4
Psychology 201	3
Religion 101	3
Elective	3-4
Total	16-17

Second Semester	
English 202 or 204	3
Speech 210	3
Sociology 205	3
Religion 102	3
Physics 102	4
Total	16

Math 130-131 will satisfy the requirement for Math 133.

Suggested Electives: French 101-102; Spanish 101-102; History 101-102; United States History 201-202; Music Appreciation 161; Art Appreciation 161; Mathematics 210, Computer Applications 295.

*All colleges and universities do not have the same requirements. It is, therefore, advisable that students entering this program decide early the senior college they wish to attend so that adjustments in the above curriculum can be made to meet the requirements of that institution.

Pre-Medical Technology

Leading to a B.S. Degree

First Year

First Semester	
English 101	3
Chemistry 102	4
Biology 101	4
Math 133*	3
Religion 101	3
College 101	2
Total	19

Second Semester	
English 102	3
Chemistry 103	4
Biology 102	4
Math 151	3
Religion 102	3
Physical Education	1
Total	18

Second Year

First Semester	
Chemistry 275	4
Psychology 201	3
Biology 221	4
History 101 or 201	3
Elective	3
P.E.	1
Total	18

Second Semester	
Biology 241	4
Sociology 205	3
Biology 222	4
Chemistry 276	4
Speech 210 or 211	3
Total	18

*Math 139 will satisfy this requirement.

Math 130-131 will satisfy the requirement for Math 135.

Recommended elective: English 201 or 203.

All colleges and universities do not have the same requirements. It is therefore advisable that students entering this program decide early the senior college they wish to attend so that adjustments in the above curriculum can be made to meet the requirements of that institution.

Pre-Nursing

Requirements for the Associate Degree
Leading to B.S. Degree**

First Year

First Semester

English 101	3
Biology 101	4
College 101	2
Moth 133	3
Chemistry 102	4
Physical Education	1
Total	17

Second Semester

English 102	3
Biology 102	4
Religion 101	3
Chemistry 103	4
Physical Education	1
Speech 211	3
Total	18

Second Year

First Semester

English 201 or 203	3
Anatomy 221	4
History 101	3
Psychology 201	3
Religion 102	3
Approved Elective*	3
Total	19

Second Semester

English 202 or 204	3
Sociology 205	3
Physiology 222	4
History 102	3
Biology 241	4
Total	17

* SUGGESTED ELECTIVES FOR PRE-NURSING: Music 161, English 203, 204, Sociology 107.

**All colleges and universities do not have the same admission requirements. Therefore, students should apply to once to the senior college of their choice so that adjustments in the above curriculum can be made to meet the requirements of the senior institution.

Moth 130-131 will satisfy the requirement for Moth 133.

Pre-Physical Education and Health

Requirements for the Associate Degree

First Year

First Semester

English 101	3
Religion 101	3
Mathematics 101 or 133*	3
Health 101	3
Sports Officiating 103	3
College 101	2
Physical Education	1
Total	18

Second Semester

English 102	3
Religion 102	3
Mathematics 102 or 135 or 151*	3
First Aid and Safety 102	3
Sports Officiating 104	3
Physical Education	1
Total	16

Second Year

First Semester

English 201 or 203	3
History 201 or 101	3
Psychology 201	3
Biology 101	4
Speech 210	3
Physical Education	1
Total	17

Second Semester

English 202 or 204	3
History 202 or 102	3
Elective	3
Biology 102	4
Music, Art or Dromo 161	3
Physical Education	1
Total	17

Suggested Electives: Sociology 205-107, Government 108, Geography 151, Philosophy 201, Economics 251-252, Biology 221-222.

Moth 130-131 will satisfy the requirement for Moth 133.

Pre-Athletic Training Education

Requirements for the Associate Degree

First Year

<i>First Semester</i>		<i>Second Semester</i>	
English 101	3	English 102	3
Math 101/133	3	Math 102, 135, or 151	3
Biology 101	4	History 102/202	3
First Aid/Safety 102	3	Health 101	3
History 101/201	3	Fundamentals of Athletic Training 105	3
Athletic Training		Athletic Training	
Practicum 111	1	Practicum 112	1
College 101	2	Physical Education	2
Total	19	Total	17

Second Year

<i>First Semester</i>		<i>Second Semester</i>	
English 201, 202, 203, or 204	3	Speech 210 or 211	3
Biology 221	4	Biology 222	4
Religion 101	3	Religion 102	3
Nutrition for Athletes 106	3	Psychology 201	3
Prevention and Management of Athletic Injuries 207	3	Elective	3
Athletic Training		Athletic Training	
Practicum 211	1	Practicum 212	1
Physical Education	1	Total	17
Total	18		

Math 130-131 will satisfy the requirement for Math 133.

Department of Business

The basic purpose of business is to provide young men and women with the necessary specialized training for a future of self-reliance and economic opportunity. Because the student of business should know the art of living as well as working, opportunities are offered for study in the arts and humanities.

The Department of Business offers transfer and vocational courses and varied curricula to serve the needs of all students.

1. **Program for Transfer Students.** Two years of studies are available to the student who plans to graduate from a four-year institution. The student who wishes to major in business administration, business education, accounting, computer information systems, economics, finance, marketing, management, or public administration, may qualify for junior-level status at a senior college or university by completing the first two years at Chawan College.

2. **Program for Vocational Students.** For the student who does not plan to continue his education beyond Chawan College, the Department of Business offers comprehensive programs in business vocational training. Vocational programs prepare students for immediate employment in the fields of accounting, computer information systems, merchandise management, or general business. Students in vocational programs who desire to transfer to four-year institutions should contact the chairperson of the department for additional information.

Keyboarding Policy

Because keyboarding skill is needed when working with computers, any student who has not completed one year of high school typewriting with a grade of "C" or better is advised to enroll in Keyboarding 101.

Any exception to the above guideline is to be approved by the student's adviser and the departmental chairperson.

Business Administration

*Requirements for the Associate Degree
Leading to the B.S. Degree in Business Administration or Accounting*

First Year

First Semester

English 101	3
Religion 101	3
Mathematics 133	3
Accounting 141 or Lab Science	4
Physical Education	1
Keyboarding 101, Intra. to Bus. 110, or Approved Elective	3
College 101	2
Total	19

Second Semester

English 102	3
Religion 102	3
Mathematics 135 or 151	3
Accounting 142 or Lab Science	4
Intra. to Computers 171	3
Physical Education	1
Total	17

Second Year

First Semester

English 201, 202, 203, or 204	3
Laboratory Science or Accounting 141	4
Economics 251 or 252	3
Legal Environment of Business 281	3
Accounting 240 or Approved Elective	3
Total	16

Second Semester

Speech 210	3
Laboratory Science or Accounting 142	4
Psychology 201, Accounting 243, or Approved Elective	3
Computers 172, 178, or Approved Elective	3
Economics 252 or 251	3
Total	16

APPROVED ELECTIVES FOR BUSINESS ADMINISTRATION: History 101-102, 201-202; Government 108; Geography 151; Sociology 107, 205; Foreign Language sequence; any fine arts, mathematics, business, English, religion, or science electives approved by adviser.
Math 130-131 will satisfy the requirement for Math 133.

General Business

The major in General Business is designed for students who wish two years of collegiate study in a variety of business courses as well as study in general college courses. IT IS NOT DESIGNED AS A TRANSFER CURRICULUM.

First Year

First Semester

English 101	3
Religion 101	3
Math of Finance 161	3
Introduction to Business 110	3
Keyboarding 101 or Approved Elective	3
College 101	2
Physical Education 101	1
Total	18

Second Semester

English 102	3
Religion 102	3
Math 133	3
Introduction to Computers 171	3
Economics 251 or 252	3
Professional Development	2
Total	17

Second Year

First Semester

English 201, 202, 203 or 204	3
Computer Applications 178	3
Accounting 141	4
Laboratory Science or Approved Elective	4 or 3
Legal Environment of Business 281	3
Total	17-16

Second Year

Speech 210 or 211	3
Economics 251 or 252	3
Accounting 142	4
Laboratory Science or Approved Elective	4 or 3
Physical Education	1
Approved Elective	3
Total	18-17

APPROVED ELECTIVES FOR GENERAL BUSINESS: History 101, 102, 201, 202; Government 108; Geography 151; Health 101; Sociology 107, 205; any fine arts, mathematics, business, English, religion, psychology, philosophy, or science electives approved by adviser.

Computer Information System

Track 1

Requirements for the Associate Degree

Students who complete this sequence will be qualified to enter careers in which they function as microcomputer specialists or application developers for microcomputer systems.

First Year

First Semester	
English 101	3
Religion 101	3
Intro. to Computers 171	3
Math 133	3
Accounting 141	4
College 101	2
Total	18

Second Semester	
English 102	3
Economics 251 or 252	3
Program Des. & Dev. 172	3
Computer Appl. 178	3
Accounting 142	4
Total	16

Second Year

First Semester	
English 201, 202, 203 or 204	3
Religion 102	3
Micro. Oper. Syst. 274	2
Approved Electives	6
Physical Education	1
Total	15

Second Year	
Speech 210 or 211	3
Computer Sys. Devel. 273	3
Economics 251 or 252	3
Approved Electives	6
Physical Education	1
Total	16

APPROVED ELECTIVES will be determined by the student and the advisor.

Math 130-131 will satisfy the requirement for Math 133.

Computer Information Systems

Track 2

Requirements for the Associate Degree

This sequence prepares students for entry-level positions as programmers. Students who complete the sequence successfully will be able to write codes for program modules from design documents and specifications prepared by senior programmers or analysts. (Students are not expected to acquire, in two academic years, sufficient depth or breadth of knowledge to function as systems or program analysts.)

First Year

First Semester	
English 101	3
Religion 101	3
Introduction to Computers 171	3
Math 133	3
Accounting 141	4
College 101	2
Total	18

Second Semester	
English 102	3
Religion 102	3
Program Design & Development 172	3
Computer Applications 198	3
Accounting 142	4
Total	16

Second Year

First Semester	
English 201, 202, 203 or 204	3
Programming Lang I 271	3
Micro. Operating Systems 274	2
Economics 251 or 252	3
Approved Electives	6
Physical Education	1
Total	18

Second Semester	
Speech 210 or 211	3
Programming Lang II 272	3
Systems Anal. & Design 276	3
Economics 251 or 252	3
Computer Systems Development 273	3
Physical Education	1
Total	16

APPROVED ELECTIVES will be determined by the student and the advisor.

Math 130-131 will satisfy the requirement for Math 133.

Computer Information Systems

Track 3

Requirements for the Associate Degree
Leading to the B.S. Degree

This sequence is aimed at preparing students who wish to transfer to a senior institution and receive a bachelor of science degree with a major in information systems.

First Year

First Semester	
English 101	3
Religion 101	3
Accounting 141	4
Moth 133	3
Intro. to Computers 171	3
College 101	2
Total	18

Second Semester	
English 102	3
Religion 102	3
Accounting 142	4
Prog. Design & Dev. 172	3
Economics 251 or 252	3
Physical Education	1
Total	17

Second Year

First Semester	
English 201, 202, 203 or 204	3
Laboratory Science	4
Economics 251 or 252	3
Programming Language 271	3
Computer Applications 178	3
Physical Education	1
Total	17

Second Semester	
Voice & Diction 210	3
Laboratory Science	4
Psychology 201	3
Programming Language 272	3
Approved Elective	3
Total	16

APPROVED ELECTIVES: Any social science, foreign language sequence, fine arts, mathematics, science, business or computer information systems courses.

Moth 130-131 will satisfy the requirement for Moth 133.

Accounting

Requirements for the Associate Degree

The major in Accounting is designed for students who desire careers in accounting or accounting-related occupations. The associate degree prepares students for the positions of bookkeeper, payroll clerk, accounts receivable clerk, accounts payable clerk, tax returns preparer, accountant for small businesses, and for more advanced accounting work positions under the supervision of a staff accountant.

First Year

First Semester	
English 101	3
Religion 101	3
*Mathematics	3
Accounting 141	4
Keyboarding 101 or Approved Elective	3
College 101	2
Total	18

Second Semester	
English 102	3
Religion 102	3
Mathematics	3
Accounting 142	4
Data Entry 175	2
Physical Education	1
Total	16

Second Year

First Semester	
English 201, 202, 203, or 204	3
Accounting 240	3
Economics 251 or 252	3
Legal Environment of Business 281	3
Computers 171	3
Physical Education	1
Total	16

Second Semester	
Computers 178, Psychology 201 or Approved Elective	3
Speech 210 or 211	3
Accounting 243	3
Economics 251 or 252	3
Business Communications 202 or Approved Elective	3
Total	15

*Complete six hours of mathematics as approved by advisor.

Approved Electives for Accounting: History 101-102, 201-202; Geography 151; Sociology 107, 205; Philosophy 201; any fine arts, science, mathematics or business elective.

Merchandise Management

Requirements for the Associate Degree

First Year

First Semester

English 101	3
Religion 101	3
Retail Merchandising 151	3
Selling 153	3
Keyboarding 101 or Approved Elective	3
Professional Development 101	2
College 101	2
Total	19

Second Semester

English 102	3
Religion 102	3
Mathematics of Finance 161	3
Advertising and Sales Promotion 152	3
Economics 251 or 252	3
Data Entry 175	2
Total	17

Second Year

First Semester

Visual Merchandising 155	3
Speech 210 or 211	3
Computers 171	3
Accounting 141	4
Economics 251, 252, or Approved Elective	3
Physical Education	1
Total	17

Second Semester

English 201, 202, 203, 204, or Business Communications 202	3
Psychology 201, Legal Environment of Business 281, History 101 or Approved Elective	3
Accounting 142, or CIS 172, or CIS 178	4-3
Management 261	3
Marketing 262	3
Physical Education	1
Total	16-17

Course substitutions may be determined by the adviser and the department chairman.

Department of Graphic Communications

The program offered by the Department of Graphic Communications is recognized as among the finest in the country, and credit for courses completed are accepted by senior colleges and universities.

The department enjoys a reputation for leadership in educating young men and women for opportunities in the printing and publishing industries, as well as photography. This reputation has grown as a result of constant updating of modern facilities and equipment, improving the curricula and maintaining a competent and experienced faculty.

The basic objective of the Department of Graphic Communications is to prepare students for successful careers and/or transfer to senior institutions to pursue the baccalaureate degree. All educational programs of the department are offered with a backdrop of liberal arts.

Entrance Requirements— General requirements of admission to the programs are given in the Academic Program section of this catalog. Other requisites include such things as an interest in graphic communications, a keen and inquiring mind and industrious habits.

The two-year programs are two-fold in that they offer the student an opportunity to prepare for a variety of positions in the printing and publishing industry. In addition, completion of the program earns the student an Associate Degree and prepares him for further study and a degree at a four-year institution.

Printing Technology Program—Although a description of courses in the graphic communications program follows, it is pertinent to present a brief picture of specific opportunities available to students.

Students receive thorough instruction in printing production, including modern newspaper publishing, books, and commercial printing. They undergo intensive study and training of computerized phototypesetting equipment, "desktop publishing" computers, several types of process cameras, and the various sizes and models of offset presses, including a two-color sheet-fed press and, a three-unit web offset press. Students also receive training in the techniques of color separation, stripping, platemaking, and operation of an HCM computerized color scanner.

Printing Technology majors become proficient in their skills through participation in the production of printing for the college, including catalogs, brochures, yearbooks, and the student newspaper and monthly college news-magazine.

Photography Program—The department offers a comprehensive program leading to the Associate Degree in Photography, and is designed to provide a working knowledge of the creative and artistic aspects of the art.

The curriculum is tailored both to the needs of the student planning a career in photography immediately following his two years of study at Chawan, and for the student who plans to pursue the baccalaureate degree at a senior institution.

Printing Technology

Requirements for the Associate Degree

The following courses must be completed by all students enrolled in the Associate Degree program in Printing Technology:

English 101, 102	6 semester hours
Religion 101, 102	6 semester hours
College 101	2 semester hours
Typewriting 101*	3 semester hours
Mathematics 101 or 161	3 semester hours
Introduction to Computers 171	3 semester hours
Legal Environment of Business 281	3 semester hours
Physical Education	2 semester hours
Psychology 201	3 semester hours
Speech 210	3 semester hours
Elective	3 semester hours

In addition to the basic requirements listed above, the following professional courses must be completed by students majoring in Printing Technology:

Typography 111	4 semester hours
Preparatory Offset 121	4 semester hours
Elementary Presswork 131	4 semester hours
Introduction to Graphic Arts 101	3 semester hours
Typography 213	4 semester hours
Advanced Preparatory Offset 223	4 semester hours
Advanced Offset Methods 233	4 semester hours

*An elective may be substituted if the student has credit for one year of typing in high school.

Photography

Requirements for the Associate Degree

First Year

First Semester

Photography 101	4
English 101	3
Religion 101	3
Western Civilization 101	3
Mathematics 101 or 133	3
College 101	2
Physical Education	1
Total	19

Second Semester

Photography 102	4
English 102	3
Religion 102	3
Western Civilization 102	3
Moth 102, 135 or 151	3
Physical Education	1
Total	17

Second Year

First Semester

Photography 201	4
Photography 204	3
Psychology 201	3
Speech 210	3
Elective	3
Total	16

Second Semester

Photography 202	4
Photography 205	3
Sociology 205 or Economics 251	3
Electives	6
Total	16

*Sequence of mathematics is required.
 Elective courses are subject to the approval of the adviser.
 Moth 130-131 will satisfy the requirement for Moth 133.

Courses of Instruction

Chowan College reserves the right to change its course offerings upon proper notice.

Department of Business

Mrs. Darathy A. Wallace
Chairperson

Business Administration and Economics

100 Professional Development — 2 semester hours

A course designed to aid the career-minded individual to realize his or her potential in the areas of grooming, personality, public speaking, leadership, selling, and social and professional development.

Required of all Merchandise Management and Office Systems Management majors and optional for all other students.

101 Keyboarding for Information Processing — 3 semester hours

Designed to teach basic "touch" keyboarding skills to students entering a variety of fields, such as computer science, data processing, accounting, or any occupation that utilizes keyboards similar to the typewriter for input information. Adaptable for business and personal use.

110 Introduction to Business — 3 semester hours

A comprehensive introductory look at the business world. Includes topics related to the business environment, organization, management, marketing, finance, accounting, risk management, social responsibility of business, international business, and career opportunities in business.

141 Principles of Accounting — 4 semester hours

A first course in accounting principles and procedures. Emphasis is on analyzing, recording, and reporting business transactions for proprietorships and corporations. Topics studied include special books of original entry, working papers, financial statements, selected asset and liability accounts, and accounting applications. Six hours per week.

142 Principles of Accounting — 4 semester hours

Accounting 142 is a continuation of Accounting 141. Emphasis is on the accounts of partnerships and corporations, internal and external reports,

manufacturing operations, managerial accounting topics, and the decision-making process. Six hours per week.

PREREQUISITE: Accounting 141 or equivalent.

161 Mathematics of Finance — 3 semester hours

Comprehensive treatment of financial problems in modern living as related to mathematics of finance. Basic topics include: Simple interest, bank discount, multiple payment plans, compound interest, annuities, sinking funds, and amortization. Optional topics include accounting mathematics and retail mathematics. Added depth and breadth are afforded through independent research in selected areas of financial investment.

202 Business Communications — 3 semester hours

Development of skills in reading and composition, in listening and using audio tapes, with emphasis on the most used types of business letters and reports. Emphasis is placed also on human relations as well as the underlying psychology of effective business letter writing.

Offered only in the spring semester.

240 Managerial Accounting — 3 semester hours

An intermediate course in accounting in preparation, analysis, and interpretation of accounting and financial data for decision making.

PREREQUISITES: Accounting 141 and 142.

Offered only in the fall semester.

243 Income Tax Accounting — 3 semester hours

An introduction to taxation with emphasis on income concepts, tax accounting methods, exclusions, deductions, credits, prepayments, business income, capital gains and losses, and the tax planning process.

PREREQUISITE: Accounting 141

COREQUISITE: Accounting 142

Offered only in the spring semester.

249 Independent Study in Accounting — 1 semester hour

PREREQUISITES: College credit in accounting with a grade of "C" or better and permission of instructor. May be repeated for credit.

251 Principles of Economics — 3 semester hours

Economics 251 involves macroeconomics. The objective of the course is to introduce the student to the principles essential to an understanding of fundamental economic problems and the policy alternatives society may utilize to contend with these problems.

252 Principles of Economics — 3 semester hours

Economics 252 is from the microeconomics approach. Specific economic units are examined

and a detailed consideration of the behavior of these individual units is made.

261 Management — 3 semester hours

An analysis of underlying theory and principles of business organization and management. Administrative functions of planning, organizing, directing, and controlling organizational activity are studied with the practical application of theory to actual business situations.

Offered only in the spring semester.

281 Legal Environment of Business — 3 semester hours

This course concentrates on laws and regulations that guide and protect business activities. Topics include the U.S. legal system and public policy formulation the American philosophy of law, contracts, sales and product liability, debtor-creditor relationships, and government regulation of business.

Computer Information Systems

171 Introduction to Computers — 3 semester hours

This course surveys the need for information processing, the basic information processing cycle and functions, the processing capabilities of computers and systems development. Key application areas in business are examined, including word processing, transaction processing, database systems, file management, communications, spreadsheets, and graphics. The end-user perspective is emphasized. Three hours lecture; 1½ hours laboratory.

172 Program Design and Development — 3 semester hours

This is a language-independent introductory course on computer program design and development. Emphasis will be on business problem identification and solution through systems of computer programs. Programs will be described and designed through such tools as structure charts and pseudocode. A selected programming language will be used to implement designs. Three hours lecture; three hours laboratory.

PREREQUISITE: CIS 171 or permission of the instructor.

Offered only in the spring semester.

175 Data Entry — 2 semester hours

This course provides students with the background and skills needed to qualify for entry-level positions as data entry operators. Students will learn both initial data capture routines and perform verification for files already captured on provided diskettes. Students

will learn about and practice using a variety of source documents as a basis for building experience and skills through assignments that resemble actual working conditions. Three hours laboratory.

PREREQUISITE: Keyboarding 101 or equivalent.

178 Computer Applications — 3 semester hours

This course is intended as an indoctrination for users and/or operators who will apply microcomputers to transaction processing, accounting operations, and financial reporting in business situations. Students will process transactions, build files, maintain files, and produce output on microcomputers. Software packages will be used to teach students how to construct and document a usable spreadsheet; how to develop a database management program to create files, enter and update data, and retrieve information; how to use word processing software to retrieve, format, type, edit, save and print documents; how to construct simple graphics displays.

PREREQUISITE: CIS 171

221 Word Processing — 3 semester hours

Students will be trained in the use of a microcomputer word processing package. Upon completion of this course, students should qualify as entry-level users of the package on which they receive instructions. Students learn to load the package, prepare data or text for processing, use appropriate menus or commands, use the vendor's manual, and produce predesigned results. In addition, they should be familiar enough with the concepts of word processing to transfer these basic skills to other packages. Students should become familiar with basic word processing skills to include, but not limited to, basic editing and formatting skills, creating headers and footers, using global search and replace, and the spell checker and thesaurus. Two hours lecture; four hours laboratory.

PREREQUISITE: OSM 101 or equivalent.

Offered only in the fall semester.

222 Advanced Word Processing — 3 semester hours

Emphasizes advanced document preparation techniques and use of features available with popular word processing software. Focuses on real-life tasks and advanced applications. Topics include all aspects of major reports and scholarly papers—indexing, tables of contents, footnotes, abstracts, and special characters for equations and foreign languages; document merging and assembly, including techniques for handling forms, labels and envelopes, building and using macros—including custom menu creation; sorting tables and lists; learning to use the package as an integrated software tool for spreadsheet

applications, database management, outline processing, and graphics. Students should qualify as power users of the package on which they receive instructions. Three hours lecture; three hours laboratory.

PREREQUISITE: CIS 221.

Offered only in the spring semester.

271 Programming Language I — 3 semester hours

A fundamental course in programming using the COBOL language. Skills to be mastered include file maintenance, control break reporting, array processing and documentation of programs for maintainability. Three hours lecture; three hours laboratory.

PREREQUISITE: CIS 171 and 172

Offered only in the fall semester.

272 Programming Language II — 3 semester hours

A continuation of Programming Language I. Emphasis will be on more complex file structures and programming problems. Skills to be mastered include multiple file processing (sequential, indexed, and direct), automatic report generation, string processing, and use of operating system resources to support originally developed programs or subprograms. Three hours lecture; three hours laboratory.

PREREQUISITE: CIS 271

Offered only in the spring semester.

273 Database Processing for Microcomputers — 3 semester hours

This course will use system development tools to build a relational database and a database application complete with menus, forms, and reports. The course will encompass a survey of established and evolving methodologies for the development of a business-oriented information system. Three hours lecture; three hours laboratory.

PREREQUISITE: CIS 172

Offered only in the spring semester.

274 Microcomputer Operating Systems — 2 semester hours

Students will receive substantial lab time to learn about and apply the operating systems functions and commands that are valuable or necessary in a working environment. Popular microcomputer operating systems will be reviewed. Three hours laboratory/lecture.

PREREQUISITES: CIS 171 and 178

Offered only in the fall semester.

276 System Analysis and Design — 3 semester hours

The study of a structured and orderly process for identifying and solving problems, with a

particular emphasis on computer information systems designed to meet the needs of business and industry for increased productivity. Applies traditional and emerging development and design methodologies. Three hours lecture; two hours laboratory.

PREREQUISITES: CIS 271

Offered only in the spring semester.

289-290 Independent Study in Computer Information Systems — 1-2 semester hours each

This is an individual problem course designed to give the interested student additional experience in the design and development of a computer related project. Each student will work under the direction of a faculty member on some problem of mutual interest. At the end of the semester a report on the project will be submitted to the Department of Business faculty.

Merchandise Management

151 Retail Merchandising — 3 semester hours

Principles and practices in retail store ownership and management; buying, receiving, pricing, and selling; sales campaigns; inventory and stock control; customer relations; and personnel management.

Offered only in the fall semester

152 Advertising and Sales Promotion — 3 semester hours

A study is made of specific principles and techniques surrounding advertising and sales promotion activities in business. Emphasis is placed on the use of advertising and sales promotion in the retail industry. Preparation of advertising copy, layout, types of media and promotional techniques are discussed. Career opportunities in advertising and sales promotion are explored.

Offered only in the spring semester.

153 Selling — 3 semester hours

A study is made of the fundamental principles of selling and an analysis of the product and the market. Other topics include: career development, consumer behavior, ethics, and communication styles and skills.

Offered only in the fall semester.

155 Visual Merchandising — 3 semester hours

A course in techniques and theory of display as they relate to retail establishments. Classroom displays, display construction, and the use of display equipment are studied, emphasized, and practiced.

Offered only in the fall semester.

262 Marketing — 3 semester hours

Salesmanship, communications, records and credit, personnel management, human relations, means and methods of marketing, and trends in the marketing functions. Includes total understanding of flow and distribution of goods from production to the ultimate consumer. Classroom instruction is related to job experience with special attention to problems encountered.

Offered only in the spring semester.

Department of Fine Arts

Dr. James M. Chamblee
Chairperson

Division of Art

Mr. David W. Parker, Head

The Division of Art offers training in several fields of art which enable the student to continue his study at the junior level in most college and university art departments, as well as professional art schools. The student can place emphasis in one of the following areas:

1. Creative studio work
2. Art history
3. Commercial art

161 Art Appreciation — 3 semester hours

A selective study of the major periods in the history of Art. Emphasis is placed on helping the student to recognize and understand the major objectives and techniques which are characteristic of periods and outstanding artists and their influence on current trends and developments in Art. Supplemented by color slides and individual research.

171 Color and Design — 3 semester hours

An introduction to the fundamental principles of design and color theory.

101 Fundamentals of Drawing — 3 semester hours

Instruction and practice in the basic skills and techniques of drawing and composition. Various media such as pencil, charcoal, ink, collage, etc., are used. A terminology unique to art is used in an active dialogue both individually and as a group activity.

102 Figure Drawing — 3 semester hours

An introduction to rendering and understanding the human figure with various media.

151 Ceramics — 3 semester hours

An introduction to handbuilding techniques and throwing simple forms on the wheel. Pieces are either stoneware or sawdust fired. Assignments range in content from traditional pottery to abstract sculpture.

152 Ceramics — 3 semester hours

An advanced course in ceramics to develop skills and artistic expression in one or more methods covered in the beginning course. Content includes glaze chemistry and kiln firing with a special emphasis on Raku firing.

171 3-D Design — 3 semester hours

A study of the principles of design in the third dimension.

181 Lettering Design — 3 semester hours

An introduction to basic letter forms and lettering techniques.

191 Printmaking — 3 semester hours

Instruction and practice in various printing processes.

201 Painting — 3 semester hours

Instruction and practice in the basic media and techniques of painting. Emphasis is placed on composition and color usage. Critical awareness is developed with periodic seminar-critique activities.

202 Painting — 3 semester hours

Continuation of Painting 201 with emphasis placed on advanced painting problems which involve experimentation with color, composition, and the human figure. The development of creativity and individual style are of prime importance.

211-212 Art History Survey — 3 semester hours each

Painting, sculpture, architecture, and the minor arts are traced from prehistoric up to and including the present day. Augmented by color slides, research projects, seminars, and field trips.

261 Introduction to Commercial Art — 3 semester hours each

An introduction to layout and design methods with an emphasis on skills development.

291-292 Art Problems — 1-3 semester hours each

A specialized course of individual study in any chosen studio area. May be repeated as Art Problems 292 when further study is desired.

361 Advertising Design — 3 semester hours

A course oriented toward the creation of advertisements for various mass media.

362 Advertising Design — 3 semester hours
A continuation of Advertising Design 361 with an emphasis on design.

371 Illustration — 3 semester hours
An introduction to the various media and techniques used in creating illustrations.

372 Illustration — 3 semester hours
A continuation of Illustration 371 with an emphasis on illustration as a communication vehicle.

391 Portfolio — 3 semester hours
Involves the preparation and presentation of a professional portfolio.

NOTE: Prerequisite to all 300 level courses is the Associate Degree in Commercial Art, except that Pre-Medical Illustration students are permitted to take Illustration 371-372.

Division of Drama

107 Drama Workshop — 1 semester hour
This course involves supervised individual projects in play performances. The course may be repeated for credit.

161 Drama Appreciation — 3 semester hours
This course involves a study of the development of drama, play analysis, types of theatrical production, acting theories and exercises, and a comparison of the stage with other forms of dramatic media.

Daniel School of Music

Dr. James M. Chamblee, Head

The courses in music are designed to serve three purposes:

1. To provide thorough training in the practice, literature, theory, and history of music for the student who wishes to concentrate on music in the liberal arts curriculum leading to the associate degree.

2. To provide a solid foundation for the student who elects music as his major subject in the curriculum leading to the A.B. and B.M. degrees.

3. To provide students in other departments with elective courses in music designed to increase knowledge of religious music and to add cultural value and enjoyment to the general liberal arts program.

101-102 Notation, Sight-singing, and Diction — 1 semester hour each

Introductory course, intended to provide a basic knowledge of the common terminology of

music, rhythms, intervals, and scales. Required of all music majors. Two laboratory hours per week.

151-152 Harmony — 3 semester hours each
A beginning course in the elements of musical composition, including triads, inversions, seventh chords, nonharmonic tones, elementary modulation, keyboard harmony, and short composition.

PREREQUISITE OR COREQUISITE: Music 101-102.

161 Music Appreciation — 3 semester hours
An introduction to musical understanding, emphasizing elements, styles, and forms. Integrated with the other arts and the humanities in general. Lectures, research, recordings, and concerts.

171-172 Introduction to Music Literature — 2 semester hours each

A course for the music major designed to acquaint him with representative examples of the types, form, and styles of music with which he will have experience during his lifetime. Emphasis is placed on good listening techniques. Required of all music majors.

201-202 Notation, Sight-singing, and Diction — 1 semester hour each

Continuation of Music 101-102, with work in clef-reading, rhythms, intervals, chords, and melodies, utilizing exercises from musical literature. Required of all music majors. Two laboratory hours per week.

PREREQUISITE: Music 101-102.

221 Brass Methods — 1 semester hour

A study of brass instruments to acquaint students with basic techniques and pedagogical principles.

222 Woodwind Methods — 1 semester hour

A study of woodwind instruments to acquaint students with basic techniques and pedagogical principles.

251-252 Advanced Harmony — 3 semester hours each

A continuation of Music 151-152, including chromatic harmony, advanced modulation, advanced keyboard harmony, and larger compositions. Required of all music majors.

PREREQUISITES: Music 101-102, 151-152.

COREQUISITES: Music 201-202.

Applied Music

The following courses in applied music are open to any student in the college. Work in applied music is regarded not merely as

technical training in performance, but also as a study of the standard literature. Credit in applied music is given on the basis of (1) the stage of development and (2) the number of lessons per week. The general prerequisite for credit in applied music is a basic knowledge of the instrument to be studied.

All students taking applied music for credit are required to attend weekly student workshop-recitals and college sponsored concerts. Music majors must also participate in a musical organization and take part in prescribed concerts. A minor in piano is required of all music majors not having piano as their major.

100 Workshop/Recital — No credit

One laboratory hour per week. Attendance is required of all students taking applied music.

110 Beginning Instruction — 1 semester hour

Beginning instruction in voice, piano or band instruments. This course is designed for the student who has had no prior training on the instrument to be studied. One lesson and four practice hours per week. (May be taught as a class or private lesson)

111-112 First Year — 1 or 2 semester hours each

One or two half-hour lessons per week and six or twelve practice hours per week, respectively. (Prerequisite: Music 110, prior study or permission of instructor)

211-212 Second-Year — 1 or 2 semester hours each

One or two half-hour lessons per week and six or twelve practice hours per week, respectively. (Prerequisite: Music 111-112)

213-214 Advanced Study — 1 or 2 semester hours

One or two half-hour lessons per week and six or twelve practice hours per week, respectively. (Prerequisite: Music 211-212)

NOTE: The same course numbers are used for all instruments studied. The specific instrument is indicated by the following abbreviations placed after the course number:

- Voice - A
- Piano - B
- Organ - C
- Woodwind - D
- Brass - E
- Percussion - F
- Strings - G

(Example - 110 A—beginning instruction in voice; 110 B—beginning instruction in piano.)

Ensembles

191 College Choir — 1 semester hour

Membership is open to any college student.

Performances include fall, Christmas, and spring concerts, as well as numerous other on-campus engagements throughout the year. Three rehearsal hours per week. May be repeated for credit.

191T Touring Choir— 2 semester hours

Membership selected from the Callege Choir by the director. Performs various off-campus programs throughout the year, including an extensive tour in the spring. Four rehearsal hours per week. May be repeated for credit.

103 Stage Band — 1 semester hour

Open to all qualified instrumentalists on the campus. Three hours per week. May be repeated for credit.

104 Concert Band — 1 semester hour

Open to all qualified instrumentalists on campus. Two rehearsal hours per week. May be repeated for credit. Offered only if membership is sufficient.

181 College Orchestra — 1 semester hour

Open to all students with the permission of the director. Offered only if membership is sufficient. May be repeated for credit. One two-hour rehearsal per week.

Community Chorus — No credit

Open to all students and community persons. No audition required. Performs twice a year accompanied by orchestra. Participation is required of all students taking voice for credit. One rehearsal per week.

Other ensembles (no credit) are organized, from time to time for student participation.

**Department of
Graphic Communications**

*Mr. Dean Gilbert
Chairman*

Printing Technology Courses

101 Introduction to Graphic Arts — 3 semester hours

A survey of the history of printing from Gutenberg to the present, and a study of the various printing processes, including letterpress and offset. Instruction is also provided in basic cast estimating and copyfitting.

107-108 Publications Workshop — 1 semester hour each

A course to provide instruction in the production of college publications, with emphasis on the

yearbook and/or student newspaper. Classroom and laboratory experiences cover photography, layout, design, copy preparation, and editing. Enrollment limited to twenty (20) students.

PREREQUISITE: Permission of the instructor and/or departmental chairman.

111 Principles of Typography — 4 semester hours

A review of the basic fundamentals of graphic arts. Course includes instruction in printers' mathematics, elements in operation of photocomposition machines, both manual and automated, to set display and body type for various printing forms. Instruction is also provided in "desktop publishing" techniques with personal computers and laser printers. Laboratory projects cover the assembling of various forms for newspaper production and commercial printing. Two hours lecture and three hours of laboratory per week.

121 Introductory Preparatory Offset — 4 semester hours

The study of techniques used in the prepress area of offset printing. Special emphasis is placed on darkroom techniques in reproduction photography to include basic line and halftone photography, contact printing and proofing. Detailed instruction is given on offset plates and platemaking equipment and processes.

131 Elementary Presswork — 4 semester hours

Basic fundamentals are stressed in the operation of hand-fed, automatic platen presses and duplicator presses. Laboratory experiences include make-ready methods and procedures, imposition, lockup, color printing, and the care and maintenance of equipment. A study is made of inks, papers, and chemicals used in offset printing. Also a study is made of common pressroom problems.

213 Advanced Typography — 4 semester hours

Development and practice of efficient procedures in producing layouts for newspaper advertisements, commercial forms, book work, with a continuation of Typography 111 to provide additional experience in photocomposition. Laboratory periods include preparation of working layouts and composition of various forms for printing by offset methods. Two hours lecture and three hours of laboratory per week.

PREREQUISITE: Principles of Typography 111.

223 Advanced Preparatory Offset — 4 semester hours

The course is the study of color theory in both indirect and direct methods of color separation. Emphasis is placed on advanced halftone techniques, special effects, duotones, flat color, and separating techniques. Instruction is provided on theory and operation of a laser

scanning computer. Detailed study is given to color proofing, stripping, registering, and platemaking.

PREREQUISITE: Introductory Preparatory Offset 121.

233 Offset Methods — 4 semester hours

This course consists of theory; practice and problems of offset printing. Pressroom efficiency with emphasis on one and two color sheet-fed and web offset presses. Special problems which are encountered in the maintenance and operation of the sheet-fed and web offset presses, producing two, three and four color printing, are an integral part of the course.

PREREQUISITE: Elementary Presswork 131.

Photography

101 Basic Photography — 4 semester hours

A course in the fundamentals of black and white photography. Small format cameras are used for instruction in camera handling and photojournalistic techniques. Course provides instruction basic, technical, shooting assignments and practical laboratory work. Laboratory work covers B&W film processing, enlarger operation, print manipulation, processing and finishing. Assignments stress 35mm camera operation and exposure, and assignments stress the photojournalistic use of subject matter, light quality, intensity and direction, and photographic simplicity, in an effort to make pictures that speak to the viewer about people.

102 Photography — 4 semester hours

A course in the standardizing and control of film exposure and development through an introduction to sensitometry. Instruction includes refinement of B&W printing and the interpretation of print quality. Small format cameras are used in assignments divided between news photography and those of a technical, experimental nature, exploring differential film exposure, development for expansion and compaction of negative tonal range, and the use of special purpose film developers. The news photography assignments emphasize using the 35mm camera to make good "feature" photographs, pictures which concentrate on telling the story of people, their work and leisure, their good and bad times, pictures which are about what life looks like.

PREREQUISITE—Photography 101

201 Photography, Color Material and Processes — 4 semester hours

A course investigating 3-color photographic theory, structure of color materials, formation of color photographic images, color sensitometry, and practical experience in exposure and

development of color negative and color transparency films. Instruction is also given in fundamental of custom color enlargement and color print finishing. Course technical assignments involve experimentation with color transparency roll film, color negative film in roll and sheet formats, and practical work in color enlargement. Collateral with this technical study are instruction and assignments in color feature picture story preparation, and in the fundamentals of audio-visual program preparation, all shot in 35mm transparency film.

PREREQUISITE—Photography 202

Photography 202, Portfolio Development — 4 semester hours

A course stressing the importance of the portfolio as a showcase for visual imagination, compositional and shooting skills, darkroom, finishing, and presentation skills. The course provides an initial overview of the contents and stylistic emphasis of commercial illustration, industrial/corporate, fashion, architectural, fine arts and news photography portfolios. The preparation of a professional portfolio is the prime objective of the course. Allowance is made for each student's particular strengths and shooting preferences. Building on the experience gained in each of the previous courses, students divide their time among weekly commercial and editorial photography assignments done in preparation for the 15-item final portfolio. A major area of study is the relationship between the photographer and civil law—the legal status of freelance and staff photographers, the Copyright laws, and the ownership and use of images.

PREREQUISITE—102 and 201 Photography

Photography 204, Commercial Photography — 3 semester hours

A photograph-making course having four major areas of study and exercise: 1) understanding and using the hand-held exposure meter, large and medium format cameras and films, and tungsten studio lighting equipment; 2) understanding the essential techniques of commercial photography, using and manipulating available light, correctly exposing different types of film for conditions, and fundamental studio lighting for advertising illustration; 3) becoming acquainted through illustrated instruction and shooting assignments, with three types of commercial photography — architectural and pictorial photography, and product illustration; and 4) exercising and developing the creative visual imagination, in which to communicate more powerfully through photographs.

PREREQUISITE — Photography 201, 202

Photography 205, Portraiture — 3 semester hours

A course combining instruction in fundamental

portrait lighting and shooting techniques with instruction in allied areas and in some aspects of the business side of professional photography. Subjects of investigation and assignment include the use of small and studio-sized electronic flash in general still photography, "corrective" portraiture through lighting, posing, camera handling and retouching, special portrait assignments, including location work, photographing two or more people together, weddings, fashion fundamentals, and copy and restoration of photographs. Pricing of photographic services, working with professional photofinishers, and the free lance market comprise business-related areas of study.

PREREQUISITE—Photography 204

206 Photography, Photography Workshop — 3 semester hours

A course in personal skills for development and broadening of understanding of still photography. The student will do independent reading, research, and perform a schedule of required assignments. Each piece will be of portfolio quality, and the assignments, collectively, constitute a semester portfolio. (Offered during summer sessions, or in the fall semester when a student candidate for graduation has previously completed the entire sequence of photography courses.)

Department of Health and Physical Education

Mr. Daniel Surface
Chairman

The Department of Health and Physical Education offers a curriculum to promote the total fitness of all students. The physical, mental, emotional, social, and spiritual growth of the individual is stressed. Students should acquire carry-over skills and habits which will enable them to live a healthy and active life. The aim is toward lifetime physical activity.

All students are required to elect a minimum of two semester hours of activity courses. Students are permitted to enroll in only one activity course per semester. All Physical Education students are expected to wear regulation uniforms which may be purchased in the college bookstore. All physical education courses are co-educational.

Professional courses are offered for students enrolled in either the Pre-Health and Physical Education Curriculum or the Pre-Athletic Training Education Curriculum.

Activity Courses

121 Beginning Swimming — 1 semester hour

A beginners course in swimming, which

teaches elementary water activities, and starts teaching the basic strokes with particular emphasis on the "American Crawl." Two hours per week.

122 Intermediate Swimming — 1 semester hour

This course is offered for students who have passed the Beginning Swimming course or its equivalent. Emphasis is placed on improving the mechanics and strength of the four basic strokes (American crawl, elementary backstroke, backstroke, side stroke) and other water skills such as treading water, etc. Two hours per week.

258 Advanced Swimming — 1 semester hour

Physical Education 122 or its equivalent is a prerequisite for this course. This course is sanctioned by "The American Red Cross" and a Senior Lifesaving credit is received upon the successful completion of it. Two hours per week.

123 Beginning Tennis — 1 semester hour

A beginners course designed to teach basic rules and skills of the game. Two hours per week.

124 Advanced Tennis — 1 semester hour

This course provides the student the opportunity to further his skills in tennis with emphasis on the strategy of singles and doubles. Physical Education 123 or its equivalent is a prerequisite. Two hours per week.

125 Volleyball — 1 semester hour

This course provides the opportunity for students to enhance their skills and knowledge of volleyball through instruction and participation. Two hours per week.

126 Beginning Weight Training — 1 semester hour

Introduction to the values, techniques, and safety of weight training. Instruction in a variety of lifts with circuit lifting being emphasized as a developmental and maintenance program for the body muscles. Two hours per week.

127 Advanced Weight Training — 1 semester hour

This course is designed to provide the student further opportunity in weight training. Different weight training programs will be emphasized for developmental work of body muscles. Physical Education 126 or its equivalent is a prerequisite for this course. Two hours per week.

129 Basketball — 1 semester hour

This course provides the opportunity for students to enhance their skills and knowledge of basketball through instruction and participation. Two hours per week.

130 Baitcasting — 1 semester hour

A beginning course designed to introduce a variety of fishing techniques and equipment. Two hours per week.

140 Racquetball — 1 semester hour

This course is an introduction to the rules and skills of racquetball with emphasis on the strategy of singles and doubles. Two hours per week.

141 Advanced Racquetball — 1 semester hour

This course provides further emphasis on the strategy of singles and doubles. Two hours per week.

142 Badminton — 1 semester hour

This course is an introduction to the rules and skills of Badminton with emphasis on the strategy of singles and doubles. Two hours per week.

143 Physical Fitness — 1 semester hour

This course is designed to provide knowledge and experiences in exercise, running, and agility activities as related to muscular strength, endurance, coordination, cardiorespiratory fitness and weight control. Two hours per week.

144 Golf — 1 semester hour

This course is an introduction to the etiquette, rules, equipment, skills and strategy of the game. Two hours per week.

145 Horsemanship — 1 semester hour

Primary focus of this program is to assist the student in acquiring the proper knowledge, skills and experience in riding, stable management, and horsecare in order to become an effective, knowledgeable, and responsible equestrian.

PROFESSIONAL COURSES

101 Health — 3 semester hours

A course designed to give a general knowledge of the body that will result in a quality life. Personal health problems are emphasized. Mental, physical and social factors influencing health are studied. Three hours per week.

102 First Aid and Safety — 3 semester hours

A basic course designed to teach the fundamentals of administering care and aid to someone taken suddenly ill or injured. Emphasis is placed on accident prevention and practical application of basic rescue skills in the event of an emergency.

103 Sports Officiating — Football/Volleyball — 3 semester hours

Rules, techniques, and procedures for of-

ficiating in athletics will be provided. The course will involve the observation and participation in the officiating of games. Three hours per week. Offered only in the fall semester.

104 Officiating — Basketball/Softball — 3 semester hours

Rules, techniques, and procedures for officiating in athletics will be instructed. The course will involve observation and participation in the officiating of games. The course is designed for the official and sports spectator. Three hours per week. Offered only in the spring semester.

105 Fundamentals of Athletic Training — 3 semester hours

This course is designed to introduce the student to the roles and responsibilities of the athletic trainer in sports. The course emphasizes the basic principles of physical fitness and the prevention, recognition and management of common sports injuries. Three hours per week.

106 Nutrition for Athletes — 3 semester hours

A study of the principles of human nutrition with instruction in dietary management and basic body composition assessment for application to the training of athletes. The course will look at how diet affects performance and how performance can be improved with proper nutritional practices. Three hours per week.

207 Prevention and Management of Athletic Injuries — 3 semester hours

Course is designed to provide advanced instruction in the prevention, recognition and management of athletic injuries. Instruction for sound conditioning and rehabilitation programs for athletic injuries will be presented. Three hours per week.

111 Athletic Training Practicum — 1 semester hour

Course involves practical application of athletic injury taping and wrapping skills and introduces the student to the evolution techniques for muscle testing and function. In addition the student completes a minimum of 200 hours of internship serving as a student trainer in the athletic program.

112 Athletic Training Practicum — 1 semester hour

Course involves the practical application of athletic injury assessment. The student will be instructed in the various techniques of injury evaluation and recognition. In addition the student will complete a minimum of 200 hours of internship serving as a student trainer in the athletic program.

211 Athletic Training Practicum — 1 semester hour

The course introduces the student to the principles and practices associated with the rehabilitation of athletic injuries. Course involves practical application of the techniques involved with athletic injury rehabilitation. In addition the student will complete a minimum of 200 hours of internship serving as a student trainer in the athletic program.

212 Athletic Training Practicum — 1 semester hour

This course introduces the student to the different modalities used in treating athletic injuries. The student will study the basis for modality usage as well as the proper set-up and application. In addition the student will complete a minimum of 200 hours of internship serving as a student trainer in the athletic program.

NOTE: Athletic Training Practicums 111, 112, 211, 212 are restricted to students enrolled in the Pre-Athletic Training Curriculum.

Department of Language and Literature

*Dr. G. Kenneth Wolfskill
Chairperson*

Division of English
Dr. G. Kenneth Wolfskill, Head

Honors Sections

Each fall and spring semester, the English Division wants to recognize outstanding students by offering an honors section of freshman composition and an honors section of a sophomore literature course. While these courses have the same basic objectives and materials as the regular courses, enrollment is limited to students having a B average on all work attempted.

101 Composition — 3 semester hours

A course in expository writing, this course is designed primarily to train the student in the writing skills necessary to do competent academic work on the college level. Primary emphasis is given to the various ways of developing the expository theme. Readings are used as models for writing.

102 Composition and Introduction to Literature — 3 semester hours

English 102 is a genre-studies course, concentrating on form and meaning in the literary

modes, poetry, drama, and fiction. Writing is emphasized as in 101, but it is aimed specifically at the interpretation of literature. The course also introduces research skills.

PREREQUISITE: English 101

English 151-152 Creative Writing — 1 semester hour

This course concerns the writing of short stories, personal sketches, and poetry. Students are encouraged to read their works during the class sessions and assistance is given in the marketing of acceptable material.

201 English Literature to 1800 — 3 semester hours

A survey of major British writers from the Anglo-Saxon period through the 18th century. See note below. Three hours per week.

PREREQUISITES: English 101 and 102

202 English Literature Since 1800 — 3 semester hours

A survey of major British writers from 1800 to the present day. See note below. Three hours per week.

PREREQUISITES: English 101 and 102

203 American Literature through Whitman — 3 semester hours

A survey of American authors from the colonial period through Transcendentalism and Walt Whitman. See note below. Three hours per week.

PREREQUISITES: English 101 and 102

204 American Literature since Whitman — 3 semester hours

A survey of American authors from the beginnings of Realism to the present day. See note below. Three hours per week.

PREREQUISITES: English 101 and 102

Note: In most curricula, a student may choose either sequence (English 201-202 or English 203-204) to fulfill the English requirements for the sophomore year. A student must, however, complete one sequence to qualify for the associate degree. The only exemptions are those curricula requiring only 3 hours of English beyond the Freshman level.

289 Honors English — 3 semester hours

This is a special topics course: The topic may be different each semester that the course is offered, and will concern a particular theme, genre, era, or author that the English Department feels is appropriate to broadening students' experience in literature. Enrollment is limited to students with a B average on all work attempted.

210 Speech — Voice and Diction — 3 semester hours

This course is designed to assist the student in developing a pleasing and effective voice, and in improving his articulation. Attention is given to phonetics. Three hours per week.

PREREQUISITES: English 101 and 102

211 Speech — Public Speaking — 3 semester hours

This course in the elements of effective speaking is designed to develop skill in extemporaneous speaking. It stresses the preparation, organization, and delivery of various types of speeches in a variety of speech situations. Three hours per week.

Division of Foreign Languages

Dr. Carl L. Garrott, Head

Basic and intermediate courses are taught in French and Spanish.

Placement: Students with one or more years of high school Spanish or French should confer with the appropriate instructor in order to determine what course in language to take at Chawan. If a student has taken one or two years of language in high school but still feels his background is inadequate he may elect to begin with the basic first year college sequence and will receive full credit at this institution. Students with three or four years of high school language may be able to satisfy language requirements without further language study at Chawan upon receiving a high score on the placement examination. Transfer students with college credit already earned in Spanish or French should continue with the next highest language course offered here until the requirements of their curriculum are met.

Credit: All courses in the department carry three hours of academic credit. Spanish and French 101, 102, 201, 202 meet three times a week for 50 minutes or two times a week for 75 minutes. One hour of laboratory is required per week.

Requirements: The following programs of study require foreign language for graduation from Chawan College: Liberal Arts, Pre-Ministerial, Pre-Law, Pre-Psychology/Sociology, History, English and Pre-Journalism. Students in other areas may need to take foreign language unless they are certain that it is not required at the senior institution to which they plan to transfer.

Courses numbered 101 and 201 are offered only in the fall. Those numbered 102 and 202 are offered only in the spring.

French

101-102 Elementary French — 3 semester hours each

For those with no previous study of the language. Fundamentals of grammar. Training in pronunciation. Essential vocabulary. Short compositions. Elementary readings during the second semester. One lab period per week.

COREQUISITE: English 101.

201-202 Intermediate French — 3 semester hours each

Review of grammar. Advanced study of idiomatic constructions and vocabulary use. Readings. Basic composition technique. One lab period per week.

PREREQUISITE: French 101-102 or two years of high school French and placement examination.

203-204 Intermediate Composition and Conversation — 3 semester hours each

Practice in a variety of areas as business and social correspondence based upon literature. Emphasis on practical, everyday use of spoken French.

PREREQUISITE: French 202 or placement score.

Spanish

101-102 Elementary Spanish — 3 semester hours each

For those with no previous study of the language. Fundamentals of grammar. Training in pronunciation. Essential vocabulary. Short compositions. Elementary readings during the second semester. One lab period per week.

COREQUISITE: English 101.

201-202 Intermediate Spanish — 3 semester hours each

Review of grammar. Advanced study of idiomatic constructions and vocabulary use. Frequent dictations. Readings. Basic composition technique. One lab period per week.

PREREQUISITE: Spanish 101-102 or two years of high school Spanish and placement examination.

203-204 Intermediate Composition and Conversation — 3 semester hours each

Practice in conversational skills in a variety of subjects and situations. Designed to provide the fundamentals of composition in Spanish.

PREREQUISITE: Spanish 202 or placement score.

Department of Mathematics

Dr. Calvin I. Owens
Choirperson

101-102 Introduction to Mathematics — 3 semester hours each

A study of basic concepts and the structure of mathematics, without undue concern for mathematical procedures. Topics studied in Math 101: Sets, logic, numeration systems, rational numbers and real numbers, calculators, computers, and consumer mathematics.

Topics studied in Math 102: Mathematical systems, algebra, geometry, probability and statistics.

Math 130 Introduction to Algebra for College Students — 2 semester hours

This is the first course in a two course sequence covering the topics usually covered in the standard college algebra course. It covers topics in basic algebra and intermediate algebra. Topics include: the real and complex number systems, polynomials, rational expressions, radicals, linear and quadratic functions and their graphs, linear and quadratic inequalities, and rational functions. Five hours per week.

PREREQUISITE: Math 001 or satisfactory score on the mathematics placement test.

Math 131 Algebra for College Students — 2 semester hours

This is the second course in a two course sequence covering the topics usually covered in college algebra. Topics include: graphing techniques, conic sections, exponential and logarithmic functions, systems of equations and inequalities, elementary matrices and determinants, the remainder and factor theorems, the rational root theorem, the binomial theorem and mathematical induction. Three hours per week. Math 130 and 131 meet the requirements for Math 133 College Algebra.

PREREQUISITE: Math 130.

133 College Algebra — 3 semester hours

Standard college algebra course for freshmen. Topics discussed are: the real and complex number systems; sets and set operations; linear, quadratic, and exponential functions; systems of equations and inequalities, elementary matrices, and determinants; mathematical induction. Three hours per week.

PREREQUISITE: Satisfactory score on placement test and High School Algebra.

135 Analytic Trigonometry — 3 semester hours

The topics discussed are: trigonometric func-

tions, inverse Trigonometric functions, rodion measure, solution of triangles and opplications. Three hours per week.

PREREQUISITE: Mathematics 133 and Plane Geometry.

139 Algebra and Trigonometry — 5 semester hours

This is an intergroted course in algebro and trigonometry. The topics ore: the real and complex number systems; linear; quodratc, exponential, logarithmic, trigonometric, and inverse functions; inequalities, motrices, series, probability. This course will satisfy the Mathematics 133-135 requirements. Five hours per week.

PREREQUISITE: An above overge score on the mothematics placement examination. Two years High School Algebro and Plane Geometry.

111 Engineering Drawing — 2 semester hours

Free-hond lettering, orthographic projection, ouxiary views, sectional views, use of working drowing, isometric projection, technical sketching, prespective, pencil and ink tracing. One hour lecture, 2 hours laborotory per week.

112 Descriptive Geometry — 2 semester hours

Topics discussed ore edge and normal views, straight lines and plones, curved lines, curved and warped surfoces, intersections, developments and vector geometry. One hour lecture, 2 hours laborotory per week.

PREREQUISITE: Moth 111.

151 Math Probability and Statistics —3 semester hours

This is o basic probability and statistics course which covers such topics as central tendency, variability, normal distribution, probability, decision-mokng, estimation, the T-test, chi-square, regression and prediction, correlation, non porometric statistics, and analysis of variance.

PREREQUISITE: College level moth.

161 Mathematics of Finance — 3 semester hours

See course description under Department of Business.

210 Analytic Geometry and Calculus — 4 semester hours

The first of three semesters of unified course in onalytic geometry and calculus. The topics studied ore: real number system; Cortesion coordinates; functions; limits and continuity; the derivative; differentiation of olgebroic functions; opplications of derivatives; and ontiderivatives.

PREREQUISITES: Moth 139 or Moth 133 and Moth 135.

211 Analytic Geometry and Calculus — 4 semester hours

The second of three semesters of unified course in onalytic geometry and calculus. The topics studied ore: definite integrals; application of definite integrals; conics; transcendol functions; technique of integrotion; popular coor-dinotes; parametic equotions; improper in-tegrals; and indeterminote forms.

PREREQUISITE: Moth 210.

212 Analytic Geometry and Calculus — 4 semester hours

The third of three semesters of unified course in analytic geometry and calculus. The topics studied are: three-dimensional spoce; portiol differentiation; multiple integrals; infinite series; and differential equotions.

PREREQUISITE: Math 211.

289 Applied Differential Equations — 3 semester hours

A course in applied differential equotions involves topics such as: first order and simple higher order differential equotions and their application; linear differential equotions and their application; solution by series, solution by Loploce Transformation and other topics. Offered in spring only on adequote demand.

COREQUISITE: Mothematics 212.

Department of Religion and Philosophy

*Dr. R. Horgus Taylor
Choirperson-*

101 Old Testament — 3 semester hours

Introduction to Old Testament History. A fresh opprooch to the story of Ancient Isroel by combining the elements of historical and ar-choeological research, litery criticism, and biblicol theology.

102 New Testament — 3 semester hours

Introduction to New Testament History. An attempt to set forth the story of Christian origins ogoinst the background of its own social, political, and culturoi setting.

103 Religion — 3 semester hours

Travel in Israel: This course is designed to introduce the student, through trowel and lec-ture, to the orchoeology, geography, and history of Biblicol londs. It is offered every two years between the fall and the spring semesters, when there is sufficient demand.

121 Honors Program in Religion — 3 semester hours

A second semester freshmon with on over-oll

average of at least 3.0 on all work attempted may elect to do a religion honor rather than take Religion 102. This honors program will be offered during the Spring Semester of each year, the subject being announced during the preceding Fall Semester. Participants will be involved in one major research project each semester. Much of the student's work will be on an individual basis under the supervision of the professor who directs this program.

201 Introduction to Philosophy — 3 semester hours

This course is designed to introduce students to philosophical concepts and problems through consideration of representative philosophers. Open to sophomores.

131 Introduction to Ethics — 3 semester hours

A practical introductory study of Christian values and their relationship to the decision-making process, the principles of biblical ethics, and specific issues in contemporary society. Offered only in spring semester.

Department of Science

Dr. Garth D. Faile
Chairperson

Biology

101-102 General Biology — 4 semester hours each

An introduction to the unifying principles and concepts in biology, including the study of cellular and organismic processes, evolution, genetics, plant and animal diversity, and ecological concepts. Biology 101 is a prerequisite for Biology 102. Three hours lecture and one three-hour laboratory per week.

221 Human Anatomy — 4 semester hours

Introduction to regional gross human anatomy which emphasizes structure, function and concepts of relationships. The laboratory utilizes charts, models, and dissections to visualize structure, unity, efficiency, and beauty of the body. Three hours of lecture and one three-hour laboratory per week. Offered only in the fall semester.

222 Human Physiology — 4 semester hours

Chemical and physical processes of the human organism are developed at the cellular, systemic and organismic level with homeostasis as the unifying concept. Cardiovascular, muscular, and nervous mechanisms are stressed. Laboratory includes cellular phenomena, tissue and organ mechanisms and functions of the entire human

organism with data collection and interpretation stressed. Three hours of lecture and one three-hour laboratory per week. Offered only in the spring semester.

PREREQUISITE: Biology 221 or Biology 101. Chemistry 102 recommended.

241 Microbiology — 4 semester hours

Morphology and fundamental physiological processes of micro-organisms with emphasis on bacteria. Introduction to beneficial and disease causing microbes is included. Some biotechnology and immunological processes are considered. Laboratory consists of standard techniques and procedures. Three hours of lecture and one three-hour laboratory per week.

PREREQUISITES: Biology 101-102, or permission of the department. Chemistry 102 recommended.

Chemistry

102-103 General Chemistry — 4 semester hours each

This course emphasizes the fundamental principles, theories, laws and basic concepts of chemistry. The laboratory provides experience to enhance understanding of these concepts. Three hours of lecture and one three-hour laboratory per week.

COREQUISITE: Eligibility to take Math 103.

275-276 Organic Chemistry — 4 semester hours each

This course includes a systematic study of the various aliphatic and aromatic hydrocarbons and their derivatives with emphasis on modern theories of structure and reactivity. The laboratory includes the synthesis, purification, and identification of organic compounds. Students are introduced to the use of polarimetry, gas chromatography and infrared and ultraviolet spectroscopy in the laboratory. 275 is offered only in the fall semester and 276 is offered only in the spring semester.

Physics

101-102 Physics - General Physics — 4 semester hours each

This course covers basic principles of mechanics, heat, thermodynamics, wave motion, optics, electricity, magnetism, and modern physics. Three hours of lecture and one two-hour lab per week. Must be taken in sequence. 101 is offered only in the fall semester and 102 is offered only in the spring semester.

COREQUISITE: Eligibility to take Math 103

203-204 Physics - Advanced General Physics — 4 semester hours each

A first course in college physics for students needing a calculus based course. The basic principles of mechanics, electricity, magnetism,

and modern physics are presented. The first course includes kinematics, dynamics, energy, oscillatory system, and waves. The second course includes electrostatics, magnetostatics, DC and AC circuits, and modern physics. Three hours of lecture, and a three hour lab per week. 203 is offered only in the fall semester, and 204 is offered only in the spring semester.

COREQUISITE: Math 210

Independent Study

279 A, B, C, Biology — 1 semester hour each
 289 A, B, C, Chemistry — 1 semester hour each
 299 A, B, C, Physics — 1 semester hour each

This is an individual problem course designed to give the interested student additional laboratory experience. Each student will work under the direction of a faculty member on some problem of mutual interest. At the end of the semester a report on the project is submitted to the department.

PREREQUISITE: Consent of Professor.

295 Introduction To Pascal — 3 semester hours

Pascal is the language used to begin computer programming with a science and mathematics orientation; no prior knowledge of programming is assumed. A working knowledge of algebra and trigonometry is assumed with a background in chemistry and/or physics suggested. Two hours of lecture and two hours of laboratory per week. Offered only in spring semester.

Department of Social Science

Mr. Warren G. Sexton
 Acting Chairperson

101-102 Western Civilization — 3 semester hours each

A survey of history from the ancient times to the present. In the first course, emphasis is on major civilizations of the Near East, Greece, Rome, the Middle Ages, the Renaissance and the Reformation. The second course covers the leading events in world history from the early modern period through the present.

201-202 United States History — 3 semester hours each

A survey of the influences and forces that have made our country what it is today. Outside reading in primary and secondary sources.

Sociology

205 Introductory Sociology — 3 semester hours

An introduction to the concepts of sociology. Consideration is given to culture, socialization, the human community, population, social class,

the institutions of the family, economics, politics, religion, education, social change, dissent and post-industrial society.

107 Family Living — 3 semester hours

A study of the historical, current, and changing patterns of family living. While building on the experiences of the student in his/her own family, specific attention will be given to sex roles, mate selection, decision making, ethnic variations, marital interaction, alternative life styles, divorce and remarriage, and the future family.

Offered only in spring semester.

Government

108 Government — 3 semester hours

An introduction to the basic principles, organization, and functions of American national government. A brief view is also taken of state governments.

Geography

151 Introductory Geography — 3 semester hours

This course is designed to introduce the student to the interrelationships that exist between man and his physical environment. Elements and classification of the physical environment, man's ability to adjust to or alter that environment, and the geographical processes resulting from that interaction will all be analyzed as they appear in major regions of the world.

251 Geography Foreign Study Tour — 3 semester hours

A guided tour of selected areas to study physical, economic, and cultural environments and their influence on man. A pre-tour reading and note-taking assignment, on-the-scene comments by the instructor or by local guides, and a post-tour written report will be utilized to give focus and meaning to the student's observations. Offered during the summer months upon sufficient demand.

Psychology

201 General Psychology — 3 semester hours

This is a survey of problems, methods, and findings of Psychology. Consideration is given to heredity, socialization, personality, mental health, drugs, prejudice, learning, thought control and aggression.

206 Child Development — 3 semester hours

A study of the physical, intellectual, social and emotional development of children. It will provide a background for students who plan to enter teaching, or any other occupation involving working with children.

PREREQUISITE: Psychology 201. Offered in the spring semester.

Economics

See course descriptions under Department of Business.

Department of Academic Support

Dr. Mary Ruth Coleman
Chairperson

001 Reading — No credit

Reading 001 is designed to raise the reading level of students with low scores on a standardized reading test. Such students are required to take the course.

002 Writing Fundamentals — No credit

English 002 is a course intended to help students attain the competence necessary for success in English 101 and subsequent courses. The course consists of closely supervised training for the student in coherent sentence structure, development of paragraphs, and short compositions. Students who place into 002 are required to complete this course before entering 101 composition.

003 English as a Second Language — No credit

This course is for foreign students whose facility with the English language is not sufficient for a purely rhetorical course. It deals with the

mechanics of writing (grammar, diction, logic) and with composition, preparing the student for success in English 101. Students who place into 003 are required to complete this course before entering 101 composition.

004 Basic Algebra — No credit

This course offers an indepth review of topics usually covered in a first course in high school algebra. Topics include: real numbers, solving equations and inequalities in one variable, exponents, polynomials, factoring, rational expressions, roots and radicals and basic graphing techniques. Students who desire to take higher level courses in algebra may be required to take this course based upon their placement test scores and high school background. Three hours lecture and two hours of lab per week.

Freshman Year Experience

Mrs. Austine Evans
Director

101 College — 2 semester hours

The study of the purposes of higher education and the roles of an individual student within the college and other learning environments. Open to freshmen only.

The Directory

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The Administration

Jerry F. Jackson	<i>President of the College</i>
B. Franklin Lowe, Jr.	<i>Vice President for Academic Affairs</i>
James G. Garrison	<i>Vice President for Athletic Administration</i>
John D. Nesbitt	<i>Vice President for Business Affairs</i>
E. Vincent Tilson	<i>Vice President for Development</i>
Gerald Bruce Moore	<i>Vice President for Student Development</i>
Winslow Carter	<i>Vice President for Student Enrollment</i>
Sven BanBaars	<i>Director of Alumni Affairs</i>
Ronnie M. Sumner	<i>Director of Business Services</i>
Kelly Brame	<i>Director of Campus Ministries</i>
R. Clayton Lewis	<i>Director of Corporate and Foundation Relations & Prospect Research</i>
Linda E. Tripp	<i>Director of Counseling</i>
Clifton S. Collins	<i>Director of Financial Aid</i>
Austine O. Evans	<i>Director of Freshman Year Experience/Director of Academic Advisement</i>
James Earl Dilday	<i>Director of Helms Center/Director of Summer Programs</i>
Carroll B. Eure	<i>Director of Housekeeping</i>
Jack A. Hassell	<i>Director of Physical Plant</i>
Lisa Newsome	<i>Director of Public Relations</i>
Philip L. Royce	<i>Director of Service Enterprises</i>
Elizabeth Genshaw	<i>Director of Student Activities and Student Center</i>
E. Frank Stephenson, Jr.	<i>Director of Upward Bound</i>
Jackie H. Ashley	<i>Director of Wellness Center</i>
Beryle Lewis	<i>Counselor, Upward Bound</i>
Mary Jo Byrd	<i>Dean of Students</i>
Darrell H. Nicholson	<i>Registrar</i>
Alan "Jack" Goldberg	<i>Sports Information Director</i>
Cynthia Ann Lawson	<i>Associate Director of Student Enrollment</i>
Linda M. Blincoe	<i>Associate Director of Student Enrollment</i>
Kevin L. Clary	<i>Associate Director of Student Enrollment</i>
Risa Pless	<i>Assistant Director of Student Enrollment</i>
Jon Williamson	<i>Assistant Director of Student Enrollment</i>
Craig A. Vick	<i>Assistant Director of Student Enrollment/Assistant Director of Financial Aid</i>

The Faculty

Jerry F. Jackson (1989)	<i>President of the College</i>
A.A., Mars Hill College	
B.A., M.A., Southern Illinois University	
Ed.D., University of South Carolina	
Additional Graduate Study, University of Cincinnati, North Carolina State University, East Carolina University	
B. Franklin Lowe, Jr. (1964)	<i>Vice President for Academic Affairs, Religion</i>
B.A., Furman University	
B.D., Southeastern Baptist Theological Seminary	
Ph.D., Emory University	
Betty N. Batchelor, (1961)	English, Spanish
B.A., Atlantic Christian College	
M.A., Additional Graduate Study, University of North Carolina at Chapel Hill, Universidad Interamericana, East Carolina University	
Charles P. Bentley (1991)	Education
<i>Chairperson, Department of Education</i>	
A.A., Mars Hill College	
B.A., Wake Forest University	
M.Ed., University of North Carolina—Chapel Hill	
Ed.S., University of North Carolina—Chapel Hill	
Ed.D., University of North Carolina—Greensboro	
Alison D. Boeshe (1990)	Athletic Training
B.S., Old Dominion University	
M.S., Old Dominion University	
Robert J. Burke, (1980)	Physical Education
B.S., Campbell College	
M.A., North Carolina A. & T. State University	
Additional Graduate Study, East Carolina University, Hampton University, Appalachian State University	
James M. Chamblee, (1959)	Music
<i>Chairperson, Department of Fine Arts</i>	
B.A., University of North Carolina at Chapel Hill	
M.A., Columbia University	
Ph.D., University of North Carolina at Chapel Hill	
Mary Ruth B. Coleman (1990)	Academic Support
<i>Chairperson, Department of Academic Support</i>	
B.S., East Carolina University	
M. A., East Carolina University	
Ph.D., University of North Carolina—Chapel Hill	
Janet H. Collins, (1964)	Physical Education
B.S., Westhampton College of the University of Richmond	
Graduate Study, Southeastern Baptist Theological Seminary	
M.Ed., University of North Carolina at Chapel Hill	
Additional Graduate Study, Texas Women's University, University of North Carolina at Greensboro, Massachusetts Maritime Academy, Rocky Mountain College, George William College, Texas A & M University, Wake Forest University	
Kenneth M. Craig, (1989)	Religion
B.A., Wake Forest University	
M.Div., Southern Baptist Theological Seminary	
Ph.D., Southern Baptist Theological Seminary	
Additional Graduate Study, University of Tel Aviv	
John H. Davis, (1981)	English
B.A., University of Montevello	
M.A. Auburn University	
Ph.D., Auburn University	

- James B. Dewar, (1967) Science
 B.A., M.A., East Carolina University
 Additional Graduate Study, Colorado State University, Oregon State University, Louisiana State University, Appalachian State University, East Texas State University, Georgia Southern University, Syracuse University
- Phyllis D. Dewar, (1966) Science
 A.B., East Carolina University
 M.S.T., Illinois Wesleyan University
 Additional Graduate Study, Louisiana State University, East Texas State University, Indiana State University, University of Pennsylvania, Eastern Connecticut State University, William and Mary, University of Hartford
- Jenny T. Eakin, (1989) Mathematics
 B.S., North Carolina State University
 M.Ed., North Carolina State University
- Andrea E. Eason, (1969) Business
 A.A., Independence Community College
 B.S., Kansas State College
 M.Ed., Virginia Polytechnic Institute
 Additional Graduate Study, Kansas State College, Memphis State University, Virginia Polytechnic Institute, University of South Alabama, Old Dominion University, Widener University, University of Tennessee, Central State University, East Carolina University
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 B.A., University of Kansas
 M.F.A., Yale University
 Ed.D., Columbia University
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 B.A., Morehead State University
 M.H.E., Morehead State University
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Chairperson, Department of Science
 B.S., University of Alabama
 M.A.T., University of Montevallio
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 Ph.D., Auburn University
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 B.F.A., East Carolina University
 M.F.A., East Carolina University
 Additional Study, University of London
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Director of Athletics
 A.A., Gardner Webb College
 B.A., Western Carolina University
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 Additional Graduate Study, University of North Carolina at Chapel Hill, University of North Carolina at Greensboro, University of South Carolina, University of California—Santa Barbara Extension
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 A.B., Kentucky State University
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 Ed.S., Western Kentucky University
 Ed.D., University of Kentucky
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 B.A., University of Richmond
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 Ph.D., University of North Carolina—Greensboro
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 M.A., Appalachian State University
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 B.A. Bridgewater College
 B.D., Bethany Theological Seminary
 M.A., DePaul University
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 M.Div., Southern Baptist Theological Seminary
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 B.A., Williams College
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 B.S., M.A., East Carolina University
 Additional Graduate Study, Florida State University, UNC—Greensboro
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 A.A., Louisburg College
 B.S., M.A., East Carolina University
 Additional Graduate Study, Worcester Polytechnic Institute, North Carolina State University, University of North Carolina at Chapel Hill, East Carolina University
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 B.S., East Carolina University
 M.A., Wake Forest University
 Additional Graduate Study, West Virginia University, North Carolina State University at Raleigh, University of South Carolina, East Carolina University, James Madison University, Lake Forest University, Memphis State University, California, Central State University
- Hattie R. Jones, (1965) Business
 B.S., Concord College
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 Additional Graduate Study, University of Tennessee, College of William and Mary, University of North Carolina at Greensboro, University of Dayton, University of South Alabama, Memphis State University, James Madison University
- Rebecca L. McLawhorn, (1986) Mathematics
 B.S., East Carolina University
 M.A., East Carolina University
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 B.F.A., M.A., East Carolina University
 Additional Graduate Study, Virginia Commonwealth University, UNC Chapel Hill, Parson's School of Design
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 A.A., Chowan College
 B.S., M.A. East Carolina University
 Additional Graduate Study, University of North Carolina, University of North Carolina at Chapel Hill, University of Richmond, University of Mississippi

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 B.A., Wake Forest University
 M.Mus., Millikin University
 Additional Graduate Study, Westminster Choir College, East Carolina University
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 English
 B.A., University of Illinois
 M.S., Southern Illinois University
 M.A., University of Louisville
 Additional Graduate Study, University of New Hampshire
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Chairperson, Department of Mathematics
 B.S., East Carolina University
 A.A., Duke University
 Ph.D., University of Tennessee
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 A.A., Campbell College
 B.A., M.F.A., East Carolina University
 Additional Graduate Study, Melbourne University, National Gallery Art School, East Carolina University
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 A.A., Chowan College
 B.A., Carson-Newman College
 B.D., Southeastern Baptist Theological Seminary
 M.A., East Carolina University
 Additional Graduate Study, University of North Carolina at Chapel Hill, East Carolina University, European Study Tour, State University of New York College at Brockport
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 B.S., Jacksonville State University
 M.Mus., Georgia State University
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 B.A., Judson College
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 Additional Graduate Study, Northwestern University, Georgia State College, East Carolina University
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 A.A., Lees-McRae Junior College
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Acting Chairperson, Department of Social Science
 A.A., Lees-McRae Junior College
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 Additional Graduate Study, University of North Carolina at Chapel Hill
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 A.A., Diploma in Graphic Arts, Chowan College
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Chairperson, Department of Physical Education
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 B.A., East Carolina University
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 B.S., East Carolina University
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Chairperson, Department of Religion and Philosophy
 B.A., Carson Newman College
 B.D., Southern Baptist Theological Seminary
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 B.S., Campbell College
 M.A., East Carolina University
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 B.A., University of Richmond
 M.Div., Southwestern Baptist Theological Seminary
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 M.A., University of Virginia
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Chairperson, Department of Business
 B.S., Radford College
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 Additional Graduate Study, University of Maryland, University of Missouri, University of South Alabama, UNC—Chapel Hill
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 B.S., M.A., East Carolina University
 Additional Graduate Study, Colorado State College, North Carolina State University at Raleigh, University of Missouri, University of Maryland
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 A.A.S., McDowell Technical College
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Chairperson, Department of Literature and Language
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 B.S., Wake Forest University
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 Additional Graduate Study, East Carolina University, The College of William and Mary

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 B.A., Meredith College
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 Additional Graduate Study, Lafayette College, Harvard University, University of North Carolina at Chapel Hill, East Carolina University, North Carolina State University at Raleigh University of London, Appalachian State University
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 B.A., Atlantic Christian College
 M.Ed., Florida State University
 Additional Graduate Study, Catholic University, Wake Forest University, East Carolina University, Boston University
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 M.R.E., Additional Graduate Study, Southern Baptist Theological Seminary,
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 Additional Graduate Study, East Carolina University, Union Theological Seminary, Virginia State College, College of William and Mary
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Chairperson, Department of Nursing
 B.S., University of Minnesota
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 Undergraduate Degree, University of Budapest
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 B.A., Wake Forest University
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