

1992-93 Catalog

CHOWAN
The Four-Year College



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CHOWAN

The Four-Year College

Murfreesboro, North Carolina

27855



1992 - 93

CATALOG

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COLLEGE CALENDAR

Summer 1992

- 7 June, Sunday—Boarding students arrive. Residence halls open at 1:30 p.m.
- 8 June, Monday—Class registration in office of the Registrar,
9:00 a.m. - 3:30 p.m.
- 9 June, Tuesday—Classes begin
- 11 June, Thursday—Last day classes may be added
- 17 June, Wednesday—Last day classes may be dropped without record
- 1 July, Wednesday—Last day classes may be dropped with a grade of WP or WF
- 7 July, Friday—Final Exams

Fall Semester 1992

- 11-12 August, Tuesday-Wednesday—Residence Directors Workshop
- 13-14 August, Thursday-Friday—Residence Assistants Workshop
- 19-22 August, Wednesday-Saturday—Faculty/Staff Workshop
- 22 August, Saturday—New students arrive; residence halls open at 8:00 a.m.
- 23 August, Sunday—All new students meet in Columns Auditorium at 2:00
p.m.; meetings with advisors to follow
- 24 August, Monday—All students meet with advisors; new students at 8:30 a.m.;
returning students at 2:00 p.m.
- 25 August, Tuesday—Class registration
- 26 August, Wednesday—Classes begin
- 1 September, Tuesday—Fall Convocation (10:00 a.m.)
- 3 September, Thursday—Last day to add classes
- 18 September, Friday—Last day to drop classes without academic record
- 10 October, Saturday—Homecoming
- 13 October, Tuesday—Observance of Founders Day (10:00 a.m.)
- 16 October, Friday—Mid-term grading period
- 16 October, Friday—Mid-term break begins at conclusion of classes; residence
halls close at 5:00 p.m.
- 20 October, Tuesday—Residence halls open at 1:30 p.m.
- 21 October, Wednesday—Classes resume at 8:00 a.m.
- 23 October, Friday—Last day to drop classes with a grade of WP or WF

2—College Calendar

- 3 - 6 November, Tuesday - Friday—Pre-registration for spring semester
25 November, Wednesday—Thanksgiving holidays begin at noon; residence halls close at 2:00 p.m. Cafeteria will serve only breakfast meal.
29 November, Sunday—Residence halls open at 1:30 p.m.
30 November, Monday—Classes resume at 8:00 a.m.
11 - 16 December, Friday - Wednesday—Fall semester examinations
16 December, Wednesday—Christmas holidays begin at end of examination schedule

Spring Semester 1993

- 8 January, Friday—Faculty/Staff Workshop
10 January, Sunday—Students return; residence halls open at 1:30 p.m.
11 January, Monday—All students meet with advisors: sophomores and upper class students at 8:30 a.m.; freshmen at 1:00 p.m.
12 January, Tuesday—Class registration
13 January, Wednesday—Classes begin
18 January, Monday—Martin Luther King Day (no classes)
21 January, Thursday—Spring Convocation
21 January, Thursday—Last day to add classes
5 February, Friday—Last day to drop classes without academic record
5 March, Friday—Mid-term grading period
5 March, Friday—Mid-term break begins at conclusion of classes; residence halls close at 5:00 p.m.
14 March, Sunday—Residence halls open at 1:30 p.m.
15 March, Monday—Classes resume at 8:00 a.m.
19 March, Friday—Last day to drop classes with a grade of WP or WF
30 March - 2 April, Tuesday - Friday—Pre-registration for fall semester
9 April, Friday—Good Friday (no classes)
27 April, Tuesday—Awards Day at 10:00 a.m.
30 April - 5 May, Friday - Wednesday—Spring semester examinations
8 May, Saturday—Graduation Exercises at 10:30 a.m.; residence halls close at 3:00 p.m.

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—*The College*

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.

Accreditation Status

Chowan College is accredited by the Commission on Colleges, Southern Association of Colleges and Schools, to offer the Associate Degree. It is a Candidate for Accreditation to award the Bachelors Degree.

Admissions Policies and Procedures

Philosophy

Chowan College desires to enroll students who are qualified for admission, who are compatible with its stated purpose, and who will benefit from the academic and social experiences provided by the institution. In addition to being capable, students should have the level of maturity and self-discipline required to benefit from and succeed in the college experience.

Basis of Selection

All applicants are considered on the basis of their academic and individual qualifications and potential. As a matter of established policy, the college does not discriminate against any prospective student on the basis of nationality, race, religion, age, or sex.

Admission of First Time Students

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

The Office of Admissions
Chowan College
Post Office Box 1848
Murfreesboro, North Carolina 27855-8848

The Admissions Office will ask that students (1) fill out an application form and submit it with a \$20.00 non-refundable application fee; (2) arrange to have either the SAT or ACT scores sent to the college; and (3) have the high school send an official sealed transcript reflecting the high school record. The college strongly suggests that high school students submit as a minimum the following units:

English	4
Social Studies	2-3
Mathematics	2-3*
Laboratory Science	2**
Electives	7-9

*Algebra I, Algebra, II, and/or Geometry recommended

**Biology, Chemistry, and/or Physics recommended

College Transfer Admission Program

Students may be admitted to Chowan College on the basis of work completed at other accredited colleges. Satisfactory enrollment and completion of course work at other institutions is considered evidence of a student's ability to do college level work. Chowan encourages the application of these prospective students in the belief that its academic program can assist them in completing their baccalaureate programs. These students add diversity of experience and maturity to the student body. Transfer students should submit to the Office of Admissions (1) an application form and a \$20.00 non-refundable application fee; (2) an official, sealed transcript from each institution of higher education previously attended; and (3) a statement of academic standing from the last institution attended. The college does reserve the right to require any student to retake or make up any work which is evaluated as not equivalent to work offered at Chowan, work which may have been failed, or work in which the student may be deficient. Normally, a transfer student must be academically eligible for continued enrollment at the last institution attended. See the academic policy section of this catalog for further information on the transferability of credit.

Conditional Acceptance

The college may elect to accept certain "special need" students if circumstances suggest academic potential. Such students must accept the following conditions:

1. That work of a developmental nature be satisfactorily completed at Chowan College
2. That course work taken be prescribed by the college.
3. That the student agree to such and receive help from the Department of Academic Support as necessary.
4. That, if required, the student successfully complete a "Pre-College Experience" program during the summer, and gain the recommendation of the faculty in that program.

In some cases, only one of the foregoing conditions may be required, while in other cases a combination of conditions may be imposed. In all cases, the college is guided by the sincere desire to make the decision which is appropriate to a student's needs, with the objective of enhancing the student's chances of academic success.

International Students

International students are required to follow the regular admissions procedures, to take the Test of English as a Foreign Language (TOEFL), and provide a statement of financial resources to support educational costs. The I-20 is issued to a student after he/she has been accepted for admission and made the \$200 advance payment. International students must submit the application fee and the advance payment in U. S. currency.

International students should make application and be accepted for admission at least six weeks in advance of the beginning of the semester in which they plan to enroll. Academic transcripts from secondary schools or any other college attended must be official and received in sealed envelopes. English proficiency must be substantiated by a minimum score of 450 on TOEFL or by a statement from an educational official validating proficiency in the spoken and written use of English.

Special Status or Part-Time Students

Chowan will admit students who do not wish to become regular, degree-seeking students but who desire to enroll in one or more courses for special or specific purposes. Special students need not follow the usual academic program; they may enroll in those courses which meet their special needs, subject to the availability of space. Special students may take no more than 11 hours of classes and may not normally live in college housing. Application procedures are the same as for other students.

Readmission Procedures for Former Students

A former Chowan student who was in good standing at the time of withdrawal can gain readmission by contacting the Office of Admissions. If a former student has taken work at another college after withdrawing from Chowan, the student must submit official transcripts from any colleges attended and a statement of good standing from the last institution attended.

Students who have been suspended for academic reasons may seek readmission after (1) removing academic deficiencies in a summer session at Chowan or (2) appealing for readmission after having been away from the college for at least one full semester. If a student is granted readmission under item (2), he/she must remove all deficiencies in the first semester after readmission.

Students suspended for disciplinary reasons may seek readmission after the disciplinary period of suspension by contacting the Office of Admissions. Such students will be readmitted only after the Admissions Officers have conferred with appropriate persons in Student Development.

Admission of Students 55 and Over

Persons 55 years of age or older who meet the admissions requirements of the college may take courses at the rate of \$25.00 for a three-hour course and \$40.00 for a four-hour course, on a space available basis. Any special fees will apply. Applicants should follow the same admissions procedures as do other students.

Veterans

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

8—*Admission Policies*

Admission Procedures for Rising High School Seniors

During the summer between their junior and senior years, high school students in the upper one-third of their class can, with the recommendation of their principal or guidance counselor, enroll in the college's summer session. Such students, if they live in the area and get release time from their high schools, may take courses at the college during the regular term as special students. Such persons should follow the same admissions procedures as do other students.

Advance Payment

Students who have been accepted for admission should send to the college a \$200 advance payment which will be applied toward college expenses. The advance payment is due two weeks after the notification of admission. While this payment is applied toward expenses, it is refundable only upon written request on or before 30 April for an upcoming term.

Medical Report

North Carolina law requires that all students submit a medical report before entering the college. International students must have hospitalization insurance through the college. All full-time students must show evidence of current hospitalization insurance or they will be required to participate in a student plan coordinated through the college.

STUDENT LIFE

Students who choose to pursue their education at Chowan College should understand the purpose and philosophy of the college. 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 without distraction. Students are expected to maintain an effective, safe, and wholesome environment which is conducive to social and academic growth.

Personnel in the office of Student Development publish and distribute a Student Handbook each year. This Handbook is the official guide to student life and conduct. Every student is expected to obtain, read, and maintain a copy of the Handbook. The information which follows does not replace the Handbook, but simply highlights certain features of that publication.

College Policies Regarding Social Conduct

Listed below are some of the policies concerning conduct and discipline that all students should understand. It should also be understood 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, shall be under any liability whatsoever for such exclusion. Further, the College reserves the right to change its policies upon 30 days notice.

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.

10—Student Life

6. The College maintains a system of single-sex residence 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.

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 Contingency/Key deposit is to cover unpaid 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.

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.

FINANCIAL INFORMATION

STUDENT FEE SCHEDULE FOR 1992-93

Boarding Students	<i>Per Semester</i>	<i>Per Year</i>
Tuition and fees	\$3,140	\$6,280
Board: 5 day meal plan (required)	865	1,730
7 day meal plan (optional)	930	1,860
Room: Double occupancy	620	1,240
Private room (optional)	845	1,690
Contingency/Key Deposit	—	120

Commuting Students

Tuition and fees	2,475	4,950
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NOTE: The College reserves the right to change these rates upon 30 day notice to students. Further, 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 to be 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 Division of Student Development. Activities include athletic events, intramurals, and special music, religious, and other events.

The Contingency/Key Deposit of \$120.00 is an annual charge, of which \$20 is refundable upon return of the original room key (where applicable). It is assessed at the first semester of resident enrollment each school year, and is refundable by 31 July, less deductions for damages, fines, and any additional unpaid financial obligations to the college. This deposit will be forfeited upon early withdrawal in any semester, except by reason of debilitating illness or injury, or for other extenuating circumstances upon the approval of the Vice President for Business Affairs.

14—Financial Information

Other Expenses

1. Part-time students (taking less than 12 semester hours or equivalent non-credit hours) will pay \$165.00 per semester hour or equivalent hour. Such students may not normally live in residence halls. In unusual cases where the Vice President for Student Development allows such a student to live in a residence hall, the student must pay the same tuition and fees as a boarding student.
2. Vehicle registration with the Office of Safety and Security is required for all motorized vehicles, at \$30.00 per semester. Bicycle registration is free.
3. An Audit Fee of \$25.00 per hour 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 \$165.00 per hour is assessed students taking more than 18 semester hours or equivalent hours. A student must receive 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-college majors are charged \$50.00 for private instruction, and are charged \$165.00 per semester for 30 minute per week private lessons.
6. A Horseback Riding Fee of \$500.00 per semester is charged students taking that Physical Education activity course (subject to availability).
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 is optional and may be obtained for a non-refundable charge of approximately \$65.00 per year, or \$40.00 per semester.
10. Refrigerator rental is available for \$25.00 per semester.
11. Telephones may be rented for \$125 per semester, \$75.00 of which is refunded with the phone's return in good condition.
12. There are miscellaneous expenses not listed here. Books and supplies, for instance, will cost about \$450.00 per year.
13. A fee of \$10.00 will be assessed for any returned check at any time.

NOTES:

1. *No credit for academic work is given for a diploma or for transfer purposes until all financial obligations to the College have been paid or adequately secured. In such cases, a student's transcript is placed on a non-release basis. Grade reports may also be withheld.*
2. *Although students may leave personal possessions in their rooms during breaks in the regular academic year, they are not permitted to do so during the summer months. The college reserves the right to dispose of any and all belongings left in the residence halls after the closing of school in May.*
3. *Chowan College does not carry insurance on student's personal belongings and*

is not responsible for loss or damage from any cause. Students are advised to check their family's Home Owners insurance to see if it covers belongings at college. If not, students may wish to secure personal coverage.

Schedule of Payments

Tuition, fees, and other costs for the semester are payable at the time of registration. When a student is receiving financial aid, the balance due the college must be paid prior to 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 by 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 percent of charges. In the third week, a withdrawing student will receive 60 percent; in the fourth week, 40 percent; 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.

Except where noted otherwise, refunds will be made within 30 days of receipt of a written request. All undeliverable refunds and unclaimed credit balance on account will revert to the institution after reasonable efforts are made to contact the student and parents after 12 months of no activity on the account.

Student Classification

A commuting student is considered to be one (1) who is obviously a resident of Murfreesboro, (2) whose permanent residence is in such proximity to Murfreesboro that he/she can commute to and from the college each day, or (3) who is married and has established a residence for his/her family in the Murfreesboro area.

Other students, unless at least 23 years of age, are normally required to be boarding students. Boarding students must live in college housing and purchase a college meal plan. Board and room fees do not include holiday periods.

An international student who is given administrative approval to live off campus is charged the same tuition and fees as a boarding student.

Financial Aid

The purpose of the financial aid program at Chowan College is to help students who can not afford to go to college finance their education through a variety of scholarships, grants, loans, and/or part time employment. Applications for financial 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 financial aid is not automatically renewed, a student must apply each year.

Some restrictions apply: Recipients of college funded scholarships and/or grants are not allowed to receive total scholarships and grants from all sources in excess of their college charges plus an allowance for books and supplies. College funded scholarships and grants are not available for summer school.

How to Apply for Financial Aid

Complete and file a "Financial Aid Form" (FAF) with College Scholarship Services. The FAF is available in high school counselor's office. Write "Chowan College" (Code 5107) in the two places where the institution to receive the information is listed. This information is used to determine how much the student and parent(s) can afford for educational expenses.

Residents of North Carolina should apply for the State Student Incentive Grant by marking on the FAF to have their information released to the state agency. Residents of Vermont and Pennsylvania need to file the special applications from their state to apply for the State Student Incentive Grant.

Transfer students must have Financial Aid Transcripts from each college attended sent to Chowan.

Preference is given to applications filed before April 1.

Presidential Scholarships

Five Presidential Scholarships, worth full tuition and fees, are awarded to students in the top ten percent of their graduation classes who have a high school average of 3.3 or better on academic subjects, and an SAT score of 850 or better. These scholarships are renewed for up to four years if the student maintains at least a 3.0 quality point average.

Academic Honors Scholarships

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

Ten Academic Honors Scholarships worth one-half tuition and fees 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 on academic subjects, 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. After filing the FAF, applicants receive a Student Aid Report which must be sent to the Financial Aid Office. Eligibility is limited to the full-time equivalent of five years; there are exceptions for non-credit course work and undue hardships.

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 residents of North Carolina who have financial need. Funding is based each year on appropriations by the North Carolina Legislature.

North Carolina Legislative Tuition Grants (NCLTG) are given to every North Carolina student enrolled in at least twelve hours of college work. Funding is based each year on appropriations by the North Carolina Legislature.

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 FAF for the financial aid information to be released to the state agency.

Loan Funds

Perkins Loan is a loan ranging up to \$4,500 until reaching junior status, total eligibility is \$9,000. Recipients must have exceptional need. Repayment is deferred until nine months after the borrower ceases to be at least a half-time student. Interest at 5% begins nine months after the borrower ceases to be at least a half-time student.

Stafford Loan Program allows students with established need to borrow up to \$2,625 per year for the first two years of study. After reaching junior status a student may borrow up to \$4,000 per year. The total amount a student can receive as an undergraduate student is \$17,250. There is an origination fee of 5% and an insurance fee set by the lender. Interest rate at 8% begins six months after the borrower ceases to be at least a half-time student and increases to 10% after the fourth year of repayment. Repayment begins six months after the borrower ceases to be at least a half-time student. These loans are made by banks, credit unions, and savings and loans associations. In North Carolina, most loans are made through College Foundation, Inc., an agency insured by the State Education Assistance Authority.

18—*Financial Information*

The T. M. Stanback Student Loan Fund, established by Mr. & Mrs. S. M. Stanback of Salisbury, N.C., and administered by College Foundation, Inc., Raleigh, is a College fund used to make non-subsidized Stafford loans. "Non-subsidized" means the borrower pays the 8% interest while in college.

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 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% with a ceiling of 12%. Parents may borrow the lesser of \$4,000 per year of 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 allows parents or students, with their parents' co-signature, to borrow up to \$10,300 per year. Variable interest is prime plus. 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 non-profit, non-commercial 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.

Other Grants

Athletic Grants in major sports are available for athletes who received grants during the 1991-92 academic year.

The Roy Ray Achievement Award is a \$250 award given by North Carolina Press Association Production Conference to a freshman in Graphic Communications 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 any academic year, the scholarship becomes \$200 per semester for the next year. A student may not receive the grant for more than eight semesters. This award is an expression of the College's appreciation for its relationship with churches of the Baptist State Convention. Applications are available in pastor's offices.

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 and carry a normal class load. A letter of intent from the student's church must be sent to the Director of Financial Aid.

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 and carries a normal class load, the student will receive a grant equal to 25% of tuition for eight semesters. A letter of intent from the student's church must be sent to the Director of Financial Aid.

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 are 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. Contact the Financial Aid Office.

Dependent children of Southern Baptist foreign missionaries receive scholarships and grants equal to tuition, fees, room, board, and an allowance for books less the scholarship received from the Margaret Fund and any state and/or federal funds received as a result of filing the Financial Aid Form. This is limited to 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 eight semesters. Contact the Financial Aid Office.

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

Studiact (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:

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

To 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 achievement level:

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Base Unit	\$300
Second Unit	\$350
Third Unit	\$400
Fourth Unit	\$450
Fifth Unit	\$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 current employees of Chowan College may attend Chowan for \$25 per 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. This grant is limited to 4 semesters for students working toward the associate degree and 8 semesters for students pursuing the baccalaureate.

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

Academic Standards for Financial Aid

A full-time student will be academically eligible to receive financial assistance through the federal Title IV programs (PELL, SEOG, PERKINS, CWSP, SSIG, STAFFORD, and PLUS) and the North Carolina Contractual Grant Program if he or she meets the standards given below.

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

A student who enrolls part-time must meet the following standards:

After completing this no. 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 student who fails to meet these standards will be placed on academic probation for one semester. If after a semester of probation the standards are not met, the student will not be allowed to receive financial aid until the deficiency is removed.

Academic courses taken at other institutions after matriculation at Chowan will be treated the same as work taken at Chowan.

If a student breaks tenure for at least one year, he or she will automatically become eligible for renewal of financial aid for the first academic year of re-enrollment. The above standards will not be used until a subsequent year has been completed. Exception: students under academic suspension are not eligible to receive financial aid.

A student who does not meet the above standards for renewal of his or her financial aid and who attends Chowan without financial aid may request that his academic record be reviewed at the end of each enrollment period (semester or summer session).

Repeat courses in excess of the six allowed by the college policy count as hours attempted.

Courses with grades of "WF", "WP", "W", and "I" will not count as hours attempted.

Each non-credit course will count as three hours attempted. A grade of "S" will count as 6 quality points. A grade of "U" will count as "0" quality points. Exception: a course in which a grade of "IP" is earned will not count as hours attempted.

Transfer students who do not meet the standards will be put on probation for a year. After the probationary period is over, the student's record, including the academic work attempted at prior institutions, will be reviewed to determine if the standards are met.

A student will not be awarded financial aid for more than 150 attempted hours. Exception: transfer students will be allowed to receive financial aid until the hours accepted in transfer plus the hours attempted at Chowan equals 150 hours. This will allow a student to double major.

Appeal

A student denied financial aid may make an appeal in writing to the Financial Aid Committee if:

1. The student thinks an error has been made in determining his or her academic progress is not satisfactory; and/or

2. The student feels that mitigating circumstances affected his or her ability to meet the academic standards for financial aid. These circumstances include:

- a. Illness of the student;
- b. Illness of an immediate family member;
- c. Death of an immediate family member; or
- d. Family problems, i.e. separation, divorce, loss of job.

THE ACADEMIC PROGRAM

Chowan College is returning to its original status as a four-year institution. It will admit its first junior class in the fall 1992 and will award its first baccalaureate degrees in the spring 1994. The College will continue to offer a number of two-year programs and degrees.

Requirements For Graduation

Baccalaureate Degree

To receive the *bachelor's degree* from Chowan College, a student must meet the following minimum 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 particular major. (Note: Some programs may require significantly more than 120 credit hours.) 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 2.000 on all college work attempted. In addition, a minimum 2.000 cumulative quality point average is required 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.

Requirements For Graduation

Associate Degree

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

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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 Chairpersons 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.)
3. 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.
4. Discharge all financial obligations to the College.
5. 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 advisor 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 Education Requirements

The faculty and administration of 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. The required core courses for the *baccalaureate* degree are as follow:

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
Psychology 201
Psychology 206
Sociology 107
Sociology 205
Geography 151

Science with Laboratory (8 semester hours):

Biology 101
Biology 102
Chemistry 101
Chemistry 102
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, 203, 204

One other Humanities Course: Literature, Philosophy, or Fine Arts

Mathematics (3 semester hours)

Health 101 (3 semester hours)

The required core courses for the *associate* degree are as follow:

College 101 (2 semester hours)
English 101-102 (6 semester hours)
Religion 101-102 (6 semester hours)
Speech 210 or 211 (3 semester hours)
Computers (2 or 3 semester hours)
Mathematics (3 semester hours)
Social or Behavioral Sciences (3 semester hours)
Physical Education Activity Courses (2 semester hours)

Note: No student may take more than one physical education course per semester. A maximum of four activity courses may be applied to either the baccalaureate or associate degree.

Majors and Minors

For baccalaureate level programs, a major shall consist of no less than 30 semester hours beyond the freshman level in a specific field. For graduation purposes, a student must have a minimum average of 2.00 in major courses. As

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an exception, students in Education must have a 2.50 average.

A minor is not required for graduation, but the college does provide a limited number of minors for students who may desire such. A minor shall consist of no less than 18 semester hours and no more than 24 semester hours in a specific field.

Students who are enrolled in associate degree programs do not have majors or minors.

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 toward the baccalaureate degree a maximum of 12 semester hours in correspondence courses from accredited institutions. The college will accept toward the associate degree a maximum of 6 semester hours in correspondence courses from accredited institutions.

CEEB Advanced 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 chairperson 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 for 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 advisor 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 for 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.

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 the case of illness or emergency which results in the student's not being able to complete work in a course. If the work is not completed before the end of the next semester, a grade of F is recorded for the course. Likewise, if a grade of IP is not removed by the end of the next semester, it becomes a grade of U.

The grades of 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 point per semester hour

F: 0 quality point 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. A student's average is based on work attempted at Chowan College.

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. No student is permitted to live in college housing unless he/she is enrolled in and maintains enrollment in at least 12 hours.

Special or part-time students may carry up to 11 hours per semester. These may be credit hours, non-credit hours, or 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 student who is in the final year of a degree program may apply for only one re-examination in a course taken in that year if he/she can thereby qualify for graduation. Any request for re-examination must be approved by the person who teaches the course and subsequently by the chairperson of the department. If the departmental chairperson is the teacher, the Vice President for Academic Affairs will appoint another person in the department to consider the request. No grade higher than a C may be assigned as a result of a re-examination.

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 minimum quality point average, as follows:

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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 fails to 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 academically suspended from the college. Students under academic suspension may seek to regain eligibility for continued enrollment in the following manner: (1) Attend the summer session at Chowan College and seek to earn sufficient credit to qualify for continued enrollment, or (2) Apply for readmission after having been a non-student for at least one semester. In the case of option #2, readmission is not automatic, and each case is considered on its merits. If a student is readmitted under option #2, he/she will return on academic probation and must remove deficiencies in the probationary semester. No student may gain readmission under this option more than one time.

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 completing this no. 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:

Summa Cum Laude	3.80-4.00
Magna Cum Laude	3.50-3.79
Cum Laude	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:

The President's List	3.80-4.00
The Dean's List	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.

Only students enrolled in 12 or more credit hours are eligible for placement on the President's List or the Dean's List.

Student Classification

Classification of students is determined by credit hours earned:

Freshman	0-26 hours
Sophomore	27-59 hours
Junior	60-89 hours
Senior	90+ hours

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

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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 chairperson. The chairperson will normally render a decision on the appeal. A student may appeal the decision of the departmental chairperson to the Vice President for Academic Affairs. If the course in question is taught by the departmental chairperson, 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 re-entry into the class until clearance is obtained from the faculty member, the appropriate departmental chairperson, 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 with the Director of Counseling 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 \$3.00 each. No transcript will be released if the student has outstanding financial obligations to the College.

Students Records

Chowan College has an established policy concerning the availability of student records. This policy complies with the Family Educational Rights and Privacy Act of 1974, as amended. The Act, with which the college intends to comply fully, was designed to protect the privacy of educational records, and to provide guidelines for the correction of inaccurate or misleading data. The Chowan College policy on the availability of students' educational records is on file in the Office of the Registrar and may be obtained upon request.

THE CURRICULA

BACCALUAREATE DEGREE PROGRAMS

General Education Requirements

The faculty and administration of 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. The required core courses for the baccalaureate degree are as follow:

College 101 (2 semester hours)*

English 101-102 (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 205

Geography 151

Science with Laboratory (8 semester hours)

Biology 101

Biology 102

Chemistry 101

Chemistry 102

Physics 101

Physics 102

Physics 203

Physics 204

Fine Arts (3 semester hours)

Art 161

Drama 161

Music 161

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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, 203, 204

One other Humanities course: Literature, Philosophy, or

Fine Arts

Mathematics (3 semester hours)

Health 101 (3 semester hours)

Core Total 53 or 54 semester hours

*College 101 is not required of transfer students

Business Administration

1. The Bachelor of Science (B. S.) in Business Administration degree is awarded to those who complete successfully all requirements in the Business Administration curriculum, as outlined in the curriculum section of this catalog. This section specifies the general education requirements, business core requirements, and the specialty courses that students must complete, as well as the number of credit hours which must be earned in these areas.
2. All baccalaureate degree programs at Chowan College require completion of a minimum of 120 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 equivalent hours in an elective, as approved by the advisor.
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 B. S. in Business Administration degree are expected to possess the following competencies: (a) A firm foundation of general education courses from which to proceed to upper division or graduate study; (b) Competence in the use of computers as a dynamic body of knowledge; (c) a basic understanding of computer-based information systems, which provide essential support for the decision-making process in an organization; (d) A basic understanding of systems theory and the application of information analysis and design methodologies using computing skills and technology; (3) A thorough knowledge of accounting as the language of business and an understanding of the principles of recording, summarizing, reporting, and interpreting financial data; (f) Competence in maintaining accounting records and preparing external reports for proprietorships, partnerships, and corporations; (g) Competence in the preparation, analysis, and interpretation of accounting and

financial data for internal reporting and decision making; (h) A basic understanding of marketing and the marketing perspective; (i) An understanding of the principles of macroeconomics and microeconomics; (j) a basic knowledge of the American legal system as it relates to business situations; (k) A fundamental knowledge of financial theory and practice; (l) A broad overview of the field of management and the managerial decision-making process; (m) Competence in problem solving and the ability to choose from a variety of different problem-solving methodologies to analytically formulate a solution; (n) Creativity and a tolerance and respect for this characteristic in others; (o) A tolerance for change and skills for managing the process of change; (p) In-depth preparation in a specialty area (accounting, computer information systems, or small business management) or advanced preparation well distributed among three specialty areas of study; (q) A basic understanding of the Judeo-Christian heritage; (r) A knowledge of safety and skills in a lifetime leisure sport or physical fitness activity.

Business Core Requirements

All students who earn the B. S. degree in business administration must complete the following business core requirements (47 credit hours*):

- ACCT 141: Principles of Accounting I
- ACCT 142: Principles of Accounting II
- BUS 251: Principles of Economics I
- BUS 252: Principles of Economics II
- BUS 281: Business Law I
- BUS 382: Business Law II
- BUS 301: Principles of Finance
- BUS 324: Business Communications
- BUS 361: Management
- BUS 362: Marketing
- CIS 171: Introduction to Information Systems
- CIS 262: Computer Applications
- CIS 378: Advanced Computer Applications
- MATH 133: College Algebra
- MATH 205: Probability & Statistics

**NOTE: BUS 251 and MATH 133 in the business core fulfill 6 credit hours of general education requirements as well.*

Requirements for a B. S. Degree in Business Administration (Accounting Emphasis)

General knowledge core	47 cr. hrs.
Business core	47 cr. hrs.
Business courses in addition to the business core:	
(ACCT 240: Managerial Accounting, ACCT 243:	

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Income Tax Accounting, ACCT 341: Intermediate Accounting I, ACCT 342: Intermediate Accounting II, ACCT 441: Advanced Accounting and ACCT 442: Auditing	18 cr. hrs.
Electives	10 cr. hrs.
Total	122 cr. hrs.

Requirements for a B. S. Degree in Business Administration (Computer Information Systems Emphasis):

General knowledge core	47 cr. hrs.
Business core	47 cr. hrs.
Business courses in addition to the business core: (CIS 272: Program Design & Development, CIS 261: Microcomputer Operating Systems, CIS 371: Programming Language I, CIS 372: Programming Language II, CIS 381: Database Processing for Microcomputers, CIS 476: Systems Analysis and Design, CIS 481: Management Information Systems)20 cr. hrs.	
Electives	8 cr. hrs.
Total	122 cr. hrs.

Requirements for a B. S. Degree in Business Administration (Small Business Management Emphasis):

General knowledge core	47 cr. hrs.
Business core	47 cr. hrs.
Business courses in addition to the business core: (BUS 151: Retail Merchandising, BUS 253: Advertising and Sales Promotion, ACCT 240: Managerial Accounting or ACCT 243: Income Tax Accounting, BUS 425: Entrepreneurship, and six credit hours of electives from the following: BUS 153: Selling, BUS 352: Managerial Economics, BUS 351: Money and Banking, BUS 409: Principles of Real Estate, BUS 390: Risk and Insurance, and BUS 380: Human Resources Management)18 cr. hrs.	
Electives	10 cr. hrs.
Total	122 cr. hrs.

AN INTERNSHIP IS RECOMMENDED FOR THIS CURRICULUM.

Requirements for a B. S. Degree in Business Administration (Without an Area of Emphasis):

General knowledge core	47 cr. hrs.
Business core	47 cr. hrs.
Business courses in addition to the business core: (The student must complete a minimum of 18 credit hours in business courses numbered 300 and above as approved by an oversight committee of business faculty.).....	
Electives	10 cr. hrs.
Total	122 cr. hrs.

Minors in the Department of Business

Minors in specified areas of business are available to students who pursue majors in areas of study outside the Department of Business as well as to business students who have an emphasis in a different area. Minors require the completion of 19-20 semester hours in designated business courses. Minors are available in Business Administration, Accounting, Computer Information Systems, and Small Business Management. Specific requirements for these minors follow:

Minor in Business Administration20 cr. hrs.

ACCT 141: Principles of Accounting I
 ACCT 142: Principles of Accounting II
 BUS 251: Principles of Economics I *or* BUS 301:
 Principles of Finance
 BUS 281: Business Law I
 BUS 361: Management
 CIS 262: Computer Applications

Minor in Accounting20 cr. hrs.

ACCT 141: Principles of Accounting I
 ACCT 142: Principles of Accounting II
 ACCT 240: Managerial Accounting
 ACCT 243: Income Tax Accounting
 ACCT 341: Intermediate Accounting I
 CIS 262: Computer Applications

Minor in Computer Information Systems20 cr. hrs.

CIS 171: Introduction to Information Systems
 CIS 272: Program Design and Development
 CIS 371: Programming Language I
 CIS 372: Programming Language II
 CIS 261: Microcomputer Operating Systems
 CIS 262: Computers Applications
 CIS 378: Advanced Computer Applications

Minor in Small Business Management19 cr. hrs.

BUS 152: Retail Merchandising *or* BUS 425:
 Entrepreneurship
 ACCT 141: Principles of Accounting I
 BUS 361: Management
 BUS 362: Marketing
 BUS 253: Advertising and Sales Promotion
 or BUS 153: Selling
 CIS 262: Computer Applications

COMMERCIAL ART

1. The Bachelor of Science (B. S.) degree is awarded to those students who successfully complete all the requirements of the Commercial Art curriculum, as outlined in the curriculum section of the catalog. This section specifies both the 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. The B. S. degree with an emphasis in Commercial Art requires the completion of a minimum of 129 semester hours. This includes 2 semester hours of physical education activity courses. The physical education requirement may be waived for students with physical disabilities, as certified by a physician. Such students will be required to take the equivalent hours in an elective, as approved by the advisor.
3. Graduates must possess a minimum average of 2.00 on all work attempted with no grade lower than a C in their area of emphasis. In addition to competence in fundamental reading, writing, and mathematical skills and competence in oral communication, students who receive the B. S. degree are expected to possess the following competencies: a) Manipulation of form through the use of line, shading and perspective; b) Create designs based on some fundamental principles of design; c) Know the standard hues and their physical properties as well as some basic color systems and dynamics of color; d) Create prints based on some fundamental processes; e) Know some fundamentals of 3-D design; f) Understand the basic process of wheel thrown pottery; g) Execute some basic letter styles in calligraphy; h) Understand some fundamental principles of typography; i) Know techniques used in prepress work for offset printing; j) Know the fundamentals of black and white photography for the small format camera; k) Know how to create ads for various mass media, short and long term; l) Illustrate in a variety of media; m) identify some major art styles and representatives of those styles; n) A basic understanding of the Judeo-Christian heritage.

Requirements for a B. S. Degree in Commercial Art

General knowledge core..... 53 cr. hrs.

Specific courses in art

Drawing 101, 102	6 cr. hrs.
3-D Design 131	3 cr. hrs.
Color and Design 171	3 cr. hrs.
Introduction to Ceramics 151	3 cr. hrs.
Introduction to Printmaking 191	3 cr. hrs.
Introduction to Painting 201	3 cr. hrs.
Lettering 181	3 cr. hrs.
Art Appreciation 161	3 cr. hrs.

Advertising Survey 261	3 cr. hrs.
Advertising 361, 362	6 cr. hrs.
Illustration 371, 372	6 cr. hrs.
Art History 311, 312	6 cr. hrs.
Advertising 461	3 cr. hrs.
Illustration 471	3 cr. hrs.
Portfolio 499	3 cr. hrs.
Music or Drama Appreciation	3 cr. hrs.
Internship or Elective	3 cr. hrs.

Courses in Graphic Communications

Photography 101	4 cr. hrs.
Typesetting and Layout 111	4 cr. hrs.
Image Assembly	4 cr. hrs.

Free Elective	3 cr. hrs.
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STUDIO ART

1. The Bachelor of Arts (B. A.) degree is awarded to those students who successfully complete all of the requirements of the Studio Art curriculum, as outlined in the curriculum section of this catalog. This section specifies both the general education and specialty courses that students must complete.
2. The B. A. degree with an emphasis in Studio Art requires the completion of at least 129 semester hours, including two semester hours in physical education activity courses.
3. Graduates must possess a minimum average of 2.00 on all work attempted with no grade lower than a C in their area of emphasis.
4. Students should be able to (a) identify major art styles and representative artists of each; (b) react to art in an aesthetic and articulate manner; (c) demonstrate an ability to use perspective, shading, design, composition, line, and color effectively in creating art work; (d) create art in the third dimension; (e) demonstrate competency on a professional level in one studio area.

Requirements for a B. A. Degree in Studio Art

General knowledge core	53 cr. hrs.
Foreign language through the intermediate level	6-12 cr. hrs.
Specific courses in art	
Drawing 101, 102	6 cr. hrs.
3-D Design 131	3 cr. hrs.
Color and Design 171	3 cr. hrs.

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Intro. to Ceramics 151	3 cr. hrs.
Intro. to Printmaking 191	3 cr. hrs.
Intro. to Painting 201	3 cr. hrs.
Art Appreciation 161	3 cr. hrs.
Art History 311-312	6 cr. hrs.
Studio Concentration	12 cr. hrs.
Internship or elective	3 cr. hrs.
Senior Exhibition	3 cr. hrs.
Studio Elective	3 cr. hrs.
Free Electives (minimum)	15 cr. hrs.

ART EDUCATION

1. The Bachelor of Science (B. S.) degree is awarded to those students who successfully complete all of the requirements of the Art Education curriculum, as outlined in the curriculum section of this catalog.
2. The B. S. degree with an emphasis in Art Education requires the completion of at least 129 semester hours, including two semester hours in physical education activity courses.
3. To be admitted to this major, students must have a minimum average of 2.50 at the end of the sophomore year. Graduates are required to possess a minimum average of 2.50.
4. Students should be able to (a) identify major art styles and representative artists of each; (b) react to art in an aesthetic and articulate manner; (c) demonstrate ability to use perspective, shading, design, composition, line, and color effectively in creating art work; (d) create art in the third dimension; (e) offer a working understanding of philosophy, methods, and materials associated with art in the elementary and high school classroom.

Requirements for a B. S. degree in Art Education

General knowledge core	53 cr. hrs.
Specific courses in art	
Drawing 101, 102	6 cr. hrs.
3-D Design 131	3 cr. hrs.
Color and Design 171	3 cr. hrs.
Intro. to Ceramics 151	3 cr. hrs.
Intro. to Printmaking 191	3 cr. hrs.
Intro. to Painting 201	3 cr. hrs.
Art History 311, 312	6 cr. hrs.
Art in Elementary School 321	3 cr. hrs.
Art in Secondary School 322	3 cr. hrs.

Art Appreciation 161	3 cr. hrs.
Music Appreciation 161	3 cr. hrs.
Studio Electives	6 cr. hrs.

Professional course requirements in Education

Introduction to Teaching 201	3 cr. hrs.
Introduction to Special Education	3 cr. hrs.
Analysis of Research in Teaching 305	3 cr. hrs.
Foundations of American Education 401	3 cr. hrs.
Directed Student Teaching 420	10 cr. hrs.
Seminar in Student Teaching 421	2 cr. hrs.
Developmental Psychology 306	3 cr. hrs.
Educational Psychology 310	3 cr. hrs.

Free Elective	3 cr. hrs.
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EDUCATION

Chowan College offers undergraduate level programs leading to certification in Elementary Education, (K-6); Secondary Education (9-12 - English, Math and Comprehensive Science); and in Art, Music, and P. E. (K-12).

The primary goal of the Teacher Education Program at Chowan College is to prepare students for successful careers as elementary or secondary teachers. To accomplish this goal, students will be involved in developmentally appropriate learning experiences which include a balance of general education (Core Studies), professional studies, including extensive field-based work, and specialty studies.

Objectives

Students who successfully complete the Teacher Education Program at Chowan College will:

- be eligible for teacher certification in their area of concentration in North Carolina and/or Virginia.
- have the knowledge and skills to diagnose a student's learning style and be able to prescribe appropriate activities to meet his/her needs.
- have adequate knowledge of all aspects of general education and detailed knowledge of specific subject matter in the area of certification.
- have the knowledge and skills necessary to maintain a classroom which has a positive learning environment.
- have the knowledge and skills needed to work effectively with children who are identified as exceptional.
- have an understanding of how to work effectively with students from culturally diverse backgrounds.
- have gained an understanding of the importance of networking and the

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use of resource people to help meet the needs of students.

- have developed a sound work ethic and decision-making skills.
- understand the nature of learning and the importance of life-long learning.
- have acquired a positive attitude toward teaching as a profession.
- demonstrate proficiency on all state-required competencies for the appropriate certification area(s).

Admission Requirements (For Teacher Education Majors - Junior Year)*

All students making initial application to the Teacher Education Program must:

1. fill out a formal application for the program and be interviewed by the chairman of the Education Department.
2. submit a cumulative grade point average of 2.50 or higher on a 4.0 scale on all college course work completed. (Requirement of North Carolina State Board of Education)
3. submit written recommendation from their major advisor and from one other faculty member of their choice on forms supplied by the Teacher Education Department.
4. achieve a minimum or higher score on Core Batteries I and II of the National Teachers Exam as established by the North Carolina State Board of Education.
5. have successfully completed Speech 210 or 211 and be certified as having good oral and written expression.
6. be officially approved for admission by the Teacher Education Committee.
7. complete Education 201 (Introduction to Teaching) with a grade of C or better.

Note: All transfer students and college graduates seeking teacher certification must meet the same requirements for admission to Teacher Education as do regular students. Such students should apply through the Teacher Education Chairman and submit a transcript of all completed college work. A written course of study can then be developed to meet the required Teacher Education competencies.

Requirements for Continuing in Teacher Education Program

1. Maintain a grade point average of 2.50 or better on all college work.
2. Earn a grade of "C" or better on all professional courses and field-based experiences.
3. Meet all agreed upon schedules for field-based observations, tutoring sessions, and student teaching.
4. Apply for, and be approved to participate in student teaching - (students

wishing to do student teaching in the spring semester must apply through the department chairman by November 10th; to be eligible for student teaching in the fall semester, students must apply by April 10th of the preceding spring semester).**

* Admission to college does not constitute admission to the Teacher Education Program.

** Admission to the Teacher Education Program does not insure approval for student teaching.

Requirements for Elementary Education Majors (K-6)

Students will attain mastery of the required competencies for elementary certification by successfully completing the following program:

General knowledge core	53 cr. hrs.
English	9 cr. hrs.
History	6 cr. hrs.
*Math	3 cr. hrs.
Lab Science	8 cr. hrs.
Health	3 cr. hrs.
Religion	6 cr. hrs.
Fine Arts	3 cr. hrs.
Computers	2 cr. hrs.
Speech	3 cr. hrs.
Psychology	3 cr. hrs.
College 101	2 cr. hrs.
P. E. Activity Courses	2 cr. hrs.
**Humanities	3 cr. hrs.

Academic Concentration 15 - 21 cr. hrs.

Each elementary major must choose an academic area (math, science, English, or social studies), and successfully complete at least fifteen (15) semester hours. These are in addition to the required core hours.

- All elementary majors must take 2 additional math courses- Math 201 and Math 202. Students who choose math as the area of academic concentration, would need to take nine (9) additional hours in math. Students choosing English, science, or social studies for areas of concentration would need to take the two math courses and complete fifteen (15) hours in their chosen area.

Professional/Specialty Studies	60 cr. hrs.
Education 201	3 cr. hrs.
- Introduction to Teaching	
Education 301	3 cr. hrs.
- Introduction to Special Education	
Education 305	3 cr. hrs.
- Analysis of Research and Teaching	
Education 307	3 cr. hrs.
- Teaching Reading in the Elementary	
Education 330	3 cr. hrs.
- Teaching the Fine Arts in the Elementary School	
Education 331	12 cr. hrs.
- Integrating the Elementary Curriculum (Methods and Materials for Teaching Communication Skills, Social Studies, Science and Math in an Integrated Fashion; Extensive field-based experiences included.)	
Education 371	3 cr. hrs.
- Media and Technology	
Education 401	3 cr. hrs.
- Foundations of American Education	
Education 403	3 cr. hrs.
- Classroom Management	
Education 420	10 cr. hrs.
- Directed Student Teaching	
Education 421	2 cr. hrs.
- Seminar in Student Teaching	
English 305	3 cr. hrs.
- Children's Literature	
Health and P/E 301	3 cr. hrs.
- Teaching Health and P. E. in the Elementary School	
Psychology 306	3 cr. hrs.
- Developmental Psychology	
Psychology 310	3 cr. hrs.
- Educational Psychology	

** Elementary majors may substitute English 305 for Humanities course.

Certification (9-12)(English, Math, or Science)

Students at Chowan College who major in either English, Math or Science can meet the requirements for teacher certification by successfully completing the major course requirements and the Education and Psychology courses listed below. Specific requirements for each major are listed under the appropriate department in this catalog.

General knowledge core	53 cr. hrs.
(Same as listed in catalog under General Knowledge Core Requirements.)	
Professional Studies	39 cr. hrs.
Education 201	3 cr. hrs.
- Introduction to Teaching	
Education 301	3 cr. hrs.
- Introduction to Special Education	
Education 305	3 cr. hrs.
- Analysis of Research in Teaching	
Education 310	3 cr. hrs.
- Reading in the Content Area	
Education 401	3 cr. hrs.
- Foundations of American Education	
Education 403	3 cr. hrs.
- Classroom Management	
Education 420	10 cr. hrs.
- Directed Student Teaching	
Education 421	2 cr. hrs.
- Seminar in Student Teaching	
Education 431	3 cr. hrs.
- Methods and Materials for Teaching High School English,	
<i>or</i>	
Education 441	
- Methods and Materials for Teaching High School Science,	
<i>or</i>	
Education 451	
- Methods and Materials for Teaching High School Math	
Psychology 306	3 cr. hrs.
- Developmental Psychology	
Psychology 310	3 cr. hrs.
- Educational Psychology	
Major Studies and Electives	36-42 cr. hrs.
(Requirements listed under appropriate department elsewhere in the catalog.)	

Requirements for Certification in Special Subject Areas (K-12) - Physical Education, Art Education and Music Education

Students can meet the requirements for certification in the above area by successfully completing the major studies program as described in the appropriate department elsewhere in the catalog and by completing the required Education and Psychology courses listed below.

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General knowledge core	53 cr. hrs.
(See K-6 requirements above)	
Professional Studies	30 cr. hrs.
Education 201	3 cr. hrs.
- Introduction to Teaching	
Education 301	3 cr. hrs.
- Introduction to Special Education	
Education 305	3 cr. hrs.
- Analysis of Research in Teaching	
Education 401	3 cr. hrs.
- Foundations of American Education	
Education 420	10 cr. hrs.
- Directed Student Teaching	
Education 421	2 cr. hrs.
- Seminar in Student Teaching	
Psychology 306	3 cr. hrs.
- Developmental Psychology	
Psychology 310	3 cr. hrs.
- Educational Psychology	
Major Studies, Methods, Courses and Electives	42-48 cr. hrs.
(As described elsewhere in this catalog under appropriate department requirements.)	

ENGLISH

1. The Bachelor of Arts degree (B. A.) in English is awarded to those students who complete successfully all of the requirements in the English curriculum outlined below.
2. Students in English must complete a minimum of 122 semester hours, including 53 hours from the core curriculum, 12 hours of foreign languages, 36 hours of English courses in addition to the freshman English requirement. Required additional hours are electives selected by the student with the approval of the advisor.
3. Graduates in English must possess a minimum average of 2.00 on all work attempted.
4. The liberal arts and humanities are areas long associated with philosophical inquiry and critical facility. Students pursuing the B. 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.

5. 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 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.
6. Further, a student majoring in English should be able to understand the variety of approaches to literary studies and have wide exposure to the literature of the English language.

The English Curriculum

Requirements for a B. A. degree in English:

A foreign language or proficiency at the intermediate level	12 cr. hrs.
English courses above English 101 and 102	36 cr. hrs.
to include:	
English at the 300-400 level (English 301: Introduction to Literary Studies, English 310 or 312: History of the English Language or Advanced Grammar, English 410: Shakespeare)	24 cr. hrs.
A 2.0 (C) average in all courses in English, including English 101 and 102.	

Requirements for a minor in English:

English courses above Freshman Composition	18 cr. hrs.
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PHYSICAL EDUCATION

The Bachelor of Science (B. S.) degree is awarded in Physical Education to those students who successfully complete the requirements in the teacher education program, and Physical Education curriculum.

The B. S. degree with a K-12 teacher certification in Physical Education requires 53 semester hours in the general core, 30 semester hours in the professional education core, and 45 semester hours in the Physical Education major. Completion of 134 semester hours in academic work plus two semester hours in physical education activity courses is required for the degree. A graduate must possess a minimum grade average of 2.5 on all work attempted.

The primary goal is to prepare students for a career as a Physical Education teacher with a K-12 certification.

Students who successfully complete the Physical Education curriculum will:

- achieve the competencies of the teacher education program.
- understand the value of positive health habits and physical activity to enhance the quality of life.
- have an awareness that each individual is responsible for his/her own health and total fitness.
- demonstrate knowledge, attitudes, and behaviors that promotes physical education.
- have the ability to plan, implement, and evaluate a physical education program.
- acquire the skills to measure and evaluate the fitness status of students.
- acquire the fundamental skills of emergency care.
- have the ability to apply basic anatomical, physiological, kinesiological, psychological, and sociological concepts to the teaching of physical education.
- have knowledge and concepts of the various areas of health.
- be able to select teaching methods, material, and techniques for Physical Education based on a knowledge of human growth and development.
- have the ability to adapt the Physical Education program for the exceptional student.
- possess basic concepts of computer literacy in relation to Physical Education.

Requirements for a B. S. degree in Physical Education

General knowledge core	53 cr. hrs.
English 101	3 cr. hrs.
College 101	2 cr. hrs.
English 102	3 cr. hrs.
Religion 101	3 cr. hrs.
Religion 102	3 cr. hrs.
Biology 101	4 cr. hrs.
Biology 102	4 cr. hrs.
Computers	2 cr. hrs.
Art 161	3 cr. hrs.
Math	3 cr. hrs.
Literature	3 cr. hrs.
(English 201, 202, 203, 204)	
Speech 210	3 cr. hrs.
History 101/201	3 cr. hrs.
History 102/202	3 cr. hrs.
Psychology 201	3 cr. hrs.
Humanities	3 cr. hrs.
(Philosophy, Literature, Fine Arts)	
PE Activity	1 cr. hr.
PE Activity	1 cr. hr.
Health 101	3 cr. hrs.
Professional (Education Core)	30 cr. hrs.
Education 201	3 cr. hrs.
- Introduction to Education	
Education 301	3 cr. hrs.
- Introduction to Special Education	
Education 305	3 cr. hrs.
- Analysis of Research and Teaching	
Education 401	3 cr. hrs.
- Foundation of American Education	
Education 420	10 cr. hrs.
- Direct Student Teaching	
Education 421	2 cr. hrs.
- Seminar in Student Teaching	
Psychology 306	3 cr. hrs.
- Developmental Psychology	
Psychology 310	3 cr. hrs.
- Educational Psychology	

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Physical Education Core	45 cr. hrs.
Biology 221	4 cr. hrs.
Anatomy	
Biology 222	4 cr. hrs.
Physiology	
PHED 102	2 cr. hrs.
First Aid/Safety	
PHED 201	3 cr. hrs.
Community Health	
PHED 301	3 cr. hrs.
Foundation of Physical Education	
PHED 303	3 cr. hrs.
Individual/Dual Sports	
PHED 304	3 cr. hrs.
Group/Team Sports	
PHED 305	3 cr. hrs.
PE for Elementary Schools	
PHED 306	3 cr. hrs.
PE for Middle/Secondary Schools	
PHED 307	3 cr. hrs.
Exercise Physiology	
PHED 314	3 cr. hrs.
Kinesiology	
PHED 315	2 cr. hrs.
Motor Learning	
PHED 401	3 cr. hrs.
Administratin of PE/Athletics	
PHED 402	3 cr. hrs.
Adaptive Physical Education	
PHED 403	3 cr. hrs.
Measurement and Evaluation in Physical Education	
Free Electives	6 cr. hrs.

See also the Education section in the curricula concerning requirements for the teacher education program.

LIBERAL STUDIES

1. The Bachelor of Arts (B. A.) degree in Liberal Studies is awarded to those students who complete successfully all of the requirements in the Liberal Studies curriculum as outlined in the curriculum section of this catalog. The section specifies the general education requirements and specialty courses that students must complete, as well as the number of credit hours that must be earned in these areas.

2. The Liberal Studies curriculum at Chowan College requires the completion of a minimum of 124 credit hours in academic work, plus 2 credit hours in physical education activity courses. The physical education requirements 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 advisor.
3. Graduates must possess a minimum average of 2.00 quality point average on all work attempted.
4. The field of Liberal Studies has long been associated with philosophical inquiry and critical facility. Utilizing an interdisciplinary approach, the Liberal Studies curriculum is designed to provide the student with the breadth of knowledge that will allow the student to interpret intelligently the various issues that confront the citizens of the world community. The Liberal Studies curriculum draws heavily upon the accumulated wisdom of our own and earlier civilizations and seeks to promote the objectivity and independence of mind that will allow a critical analysis of our own cultural heritage, as well as that of other lands and peoples. The student will develop a respect and understanding of the major disciplines (arts, humanities, sciences, and social studies) and the kinds of thinking, abilities, and talents required in each. 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. However, in addition to competence in fundamental reading, writing, and mathematical skills and competence in oral communications, students who receive the B. A. in Liberal Studies degree are expected to possess the following competencies: (a) An understanding of historical, literary, aesthetic, and cultural heritage as measured by completion of the required credit hours in the areas of humanities and the social sciences; (b) Basic conversational skills in a foreign language as measured by the completion of a language through the intermediate level; (c) An appreciation of scientific methods used in exploring and solving problems as measured by completion of the required credit hours in the natural and theoretical sciences; (d) A refined individual sensitivity to moral and ethical issues as evidenced by the successful completion of the required credit hours in religion and philosophy; (e) A knowledge of safety and skills in a lifetime leisure sport or physical fitness activity.

Requirements for a BA degree in Liberal Studies**(Minimum of 124 semester hours)**

General knowledge core	53 cr. hrs.
Foreign language through the intermediate level	6-12 cr. hrs.

In addition the student may choose from the following areas as required to total at least 47 semester (credit) hours. At least 40 of these semester hours must be level 200 or above, and of this number 30 hours must be at the 300 or 400 level. The student may elect additional semester hours of electives from OTHER COURSES.

Humanities	15 cr. hrs.
Art	
Music	
Drama	
Speech	
English	
Foreign language	
Social Sciences	12 cr. hrs.
Economics	
Geography	
Government/Political Science	
History	
Psychology	
Sociology	
Natural/Theoretical Sciences	11 cr. hrs.
Biology	
Chemistry	
Physics	
Computer science	
Mathematics	
Religion/Philosophy	9 cr. hrs.
Biblical Studies	
Religion	
Ethics	
Philosophy	
Other courses	

A student may choose a track for specialization or emphasis within the framework of the Liberal Studies curriculum, or a student may continue to broaden his or her education by taking advantage of the wide range of courses available throughout the interdisciplinary Liberal Studies curriculum.

MATHEMATICS

Requirements for a B. A. degree in Mathematics

Complete a minimum of 126 semester hours of credit to include:

General knowledge core 48 cr. hrs.

A foreign language or proficiency at the intermediate level. (Based on current course offerings, French is the recommended language.) 12 cr. hrs.

Required mathematics courses as outlined in the major requirements. 36-38 cr. hrs.

CIS 171-Introduction to Computers and a computer science elective (total) 6 cr. hrs.

Elective courses 24 cr. hrs.

At least 12 hours should be in an approved designated area with at least 6 hours at the junior or senior level. Elective courses in mathematics do not count in this 12 hour requirement.

Achieve a minimum average of 2.50 on all mathematics courses completed with no grade below a C.

Mathematics courses required for a B. A. degree in Mathematics:

Mathematics 139*, 210, 211, 310, 315, 340, 351, 430, 470, plus 6 hours of mathematics above the 400 level (excluding certain courses used in teacher education)

*Students may be allowed to start with Math 210 if placement results are satisfactory. In such case the student must take an elective mathematics course approved by the student's advisor.

Students awarded the B. A. degree in mathematics will have completed a broad core of liberal studies courses and a breadth of coverage that is typical of an undergraduate major in mathematics with depth of coverage in two basic areas - algebra and classical real analysis. The competencies attained by the student completing this degree should prepare the person well for either graduate study in mathematics or for entry level positions requiring an undergraduate degree in mathematics.

MATHEMATICS: TEACHER PREPARATION

Requirements for a B. S. degree in Mathematics: Teacher Preparation

Complete a minimum of 125 semester hours of credit to include:

General knowledge core 53 cr. hrs.

Required mathematics courses as outlined
in the major requirements 36-38 cr. hrs.

Professional studies required for teacher
certification 39 cr. hrs.

(These include 33 hours of required
Education and Methods courses and
6 hours of required psychology courses.
Please see these specific requirements
under the listing for the Department of
Education in this catalog.

Achieve a minimum average of 2.50 on all courses completed.

Achieve a minimum average of 2.50 on all mathematics courses completed with no grade below a C.

Mathematics courses required for a B. S. degree in Mathematics:

Mathematics 139*, 210, 211, 310, 325, 340, 351, 430, 460, 480, plus 3 hours of mathematics above the 300 level.

*Students may be allowed to start with Math 210 if placement results are satisfactory. In such case the student must take an elective mathematics course approved by the student's advisor.

Students awarded the B. S. degree in mathematics will have completed a curriculum designed to prepare the student for certification in North Carolina to teach mathematics in grades 9-12. The professional studies component of this curriculum as well as the major courses in mathematics serve the specific purpose of making sure the student meets all required competencies required for certification. Furthermore the breadth and depth of coverage in mathematics will prepare the person for graduate study in mathematics or mathematics education.

MUSIC EDUCATION

1. The Bachelor of Science (B. S.) in Music Education degree is awarded those students who complete successfully all requirements as outlined in the curriculum section of this catalog. 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 *Baccalaureate* degree programs at Chowan require completion of a minimum of 120 semester hours in academic work, plus 2 semester hours in physical education activity courses. The physical education requirements 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 advisor.
3. Graduates must possess a minimum 2.00 QPA on all work attempted.
NOTE: In order to be admitted into any Education curriculum a study must possess a 2.50 QPA before the beginning of the junior year.
4. In addition to competence in fundamental reading, writing, and mathematical skills and competence in oral communications, students who receive the Bachelor of Science in Music Education degree are expected to possess the following competencies: (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 at sight melodies of a medium degree of difficulty; (f) Keyboard - Possess competence in playing all major and minor scales hands together, all major and minor, diminished and dominant seventh arpeggios 2 octaves; in playing easy pieces from the various stylistic periods; in playing I IV I V I cadences, in harmonizing simple melodies, and in playing the most simple accompaniments, hymns and songs.

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 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 playing accompaniments.

In addition to the foregoing music majors with a specialization in organ should be competent in playing exercises and scales for manuals and pedals in *H. Gleason's Method of Organ Playing*; in understanding the stops and principles of registration; in performing works from the standard repertoire of the various stylistic periods; in hymn playing and service playing.

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.

Music history - possess a basic understanding of the development of music as an art form in Western civilization from antiquity to contemporary times and its relationship to historical developments in other aspects of Western culture;

Senior recital - each student is expected to present a recital during the senior year in the area of the applied music specialization. This recital can be presented as a joint recital with another student or as a solo recital. The recital, either solo or joint, should contain at least 40 minutes of music performed by the student. In addition, a student may present a partial recital during the junior year.

Each student graduating in Music Education should have sufficient technique to demonstrate artistic performance in the specialized area for classroom use.

5. Music Education - students graduating with a degree in Music Education should:
 - a. have competence in the academic or program areas in which certification will occur.
 - b. understand music students, their needs and how they learn.
 - c. possess qualities needed to work effectively with students.
 - d. possess disposition for continued learning as a practicing professional.
 - e. be able to identify major concepts in the subject area.
 - f. be able to select content appropriate for level of class.
 - g. integrate knowledge from various fields.
 - h. use questioning incorporating various levels of questioning.
 - i. be able to help students see the importance of materials and topics.
 - j. be able to specify learner objectives for lessons.
 - k. be able to specify teaching procedures for lessons.

Music Education Curriculum

Music Core of Courses - Associate Degree Courses	32 cr. hrs.
Music Workshop - 100A&B, 200A&B	0 cr. hrs.
Music Literature 171	2 cr. hrs.
Music Theory - 151-152; 251-252	
101-102; 201-202	16 cr. hrs.
Ensemble - 181-182; 281-282 or	
191-192; 291-292	4 cr. hrs.
Applied Music - 111-112; 211-214	8 cr. hrs.
Music Methods	2 cr. hrs.
Music Core of Courses - B. S. in Music Education	28-29 cr. hrs.
(In addition to the above)	
Music Workshop - 300A&B; 400A	0 cr. hrs.
Music History 271 & 372	6 cr. hrs.
Music Methods	4 cr. hrs. (3)*
Applied Music - 311-312; 411-414	7 cr. hrs.
Elementary Music Methods	
& Materials 341	3 cr. hrs.
Secondary Music Methods	
& Materials 342	3 cr. hrs.
Ensemble 381-382; 481 or	
391-392; 491	3 cr. hrs.
Conducting & Arranging 441	3 cr. hrs.
Professional Education Courses	
(Required of B. S. in Music Education)	30 cr. hrs.
Intro. to Teaching 201	3 cr. hrs.
Intro. to Special Education 301	3 cr. hrs.
Analysis of Research	
& Teaching 305	3 cr. hrs.
Educational Psychology 310	3 cr. hrs.
Developmental Psychology 306	3 cr. hrs.
Foundations of American	
Education 401	3 cr. hrs.
Directed Student Teaching 420	10 cr. hrs.
Seminar in Student Teaching 421	2 cr. hrs.
General College Core of Courses	
(Required of B. S. in Education)	47 cr. hrs.
English 101-102	6 cr. hrs.
American or English Literature	3 cr. hrs.

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Speech 210 or 211	3 cr. hrs.
College 101	2 cr. hrs.
P. E. Activity Courses	2 cr. hrs.
Math 120 (or higher level)	3 cr. hrs.
Computer Awareness	2 cr. hrs.
Health 101	3 cr. hrs.
Religion	6 cr. hrs.
Laboratory Science	8 cr. hrs.
History	3 cr. hrs.
Art or Drama 161	3 cr. hrs.
Elective	3 cr. hrs.
TOTAL REQUIRED HOURS	136-138 cr. hrs.

*Students who elect to study voice as a principal instrument do not have to take Music Methods 131 (Vocal Methods).

NOTE: Chowan does not require an audition for admittance as a music major. However, ALL STUDENTS ADMITTED AS MUSIC MAJORS WILL BE ON PROBATION FOR THE FIRST SEMESTER OF STUDY AT CHOWAN. Each student must show acceptable progress, especially in applied music courses, during the probationary semester. If such progress, as determined by the music faculty, is not evidenced, then the student may: (1) not be allowed to continue as a Music Major; OR (2) be allowed to continue for a second, probationary semester. A third semester on probation will not be allowed.

PRINTING PRODUCTION TECHNOLOGY

1. The Bachelor of Science (B. S.) in Printing Production Technology degree is awarded to those students who complete successfully all requirements in the Printing 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. The B. S. in Printing Production Technology requires completion of a minimum of 129 semester hours, including two semester hours of physical education activity courses, with an average of at least 2.00 on all work attempted.
3. In addition to competence in fundamental reading, writing, and mathematical skills and competence in oral communications, students who receive the Bachelor of Science in Printing degree are expected to possess 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) demonstrate appropriate skills and work habits through an internship agreement with a commercial printing company; (i) to operate equipment used in the packaging and specialty printing industry to include screen printing, flexographic, and web offset equipment; (j) to demonstrate a thorough understanding of management practices and principles used in the printing industry such as production planning, scheduling and cost estimating; (k) a basic understanding of the Judeo-Christian heritage; (l) a knowledge of safety and skills in a lifetime leisure sport or physical fitness activity.

Requirements for the B.S. in Printing Production Technology

General knowledge core 53 cr. hrs.

Required printing courses

Introduction to Graphic Art	3 cr. hrs.
Typesetting and Layout 111	4 cr. hrs.
Introduction to Image Assembly 121	4 cr. hrs.
Elementary Presswork 131	4 cr. hrs.
Electronic Publishing 213	4 cr. hrs.
Color Pre-Press Production 223	4 cr. hrs.
Offset Methods 233	4 cr. hrs.
Electronic Imaging 311	3 cr. hrs.
Paper and Ink 331	2 cr. hrs.
Printing Applications 341	2 cr. hrs.
Current Trends in Graphic Communications 442 ...	4 cr. hrs.
Printing Production Planning 443	4 cr. hrs.
Internship 451	10 cr. hrs.

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Related courses in Business

Business Law 281	3 cr. hrs.
Keyboarding for Information Processing 101	3 cr. hrs.
Introduction to Business 110	3 cr. hrs.
Principles of Accounting 141	4 cr. hrs.
Principles of Economics 251 or 252	3 cr. hrs.
Management 361	3 cr. hrs.
Free Electives	6 cr. hrs.

RELIGION

The Bachelor of Arts (B. A.) degree in Religion requires the successful completion of a minimum of 124 semester hours, exclusive of physical education activity courses, with an overall "C" average (2.00) on all work attempted. A minimum of 30 semester hours must be completed in courses offered in the Department of Religion and Philosophy. Moreover, the distribution of courses to meet degree requirements - both within the department and across the college curricula - must adhere to those guidelines which are fully delineated under "Courses of Instruction, Department of Religion and Philosophy," found elsewhere in this catalog.

The baccalaureate degree with a major in religion has been designed to provide an appropriate undergraduate educational experience for three primary constituencies: (1) pre-seminarians, whose vocational goals include some form of church-related ministry; (2) students who may plan to earn graduate degrees, with a view towards teaching religion at the secondary or college level; and (3) persons who seek a broader knowledge of religion, in general, and of the Judeo-Christian heritage, in particular, in order to be more effective leaders in their churches and communities.

In addition to those general competencies expected of all who earn a degree from the college, those who major in religion are also expected to demonstrate: (1) adequate acquaintance with and understanding of biblical literature, as evidenced by successful completion of the required departmental distribution of courses in biblical studies; (2) adequate acquaintance with and understanding of developments in Christian history, as evidenced by successful completion of the required departmental distribution of courses in historical/theological studies; (3) adequate acquaintance with and understanding of major ethical and philosophical issues or concerns, as evidenced by the successful completion of the required departmental distribution of courses in ethical/philosophical studies; and (4) adequate competence for and commitment to continued pursuit of their vocational goals, as evidenced through further academic studies and/or effective leadership in Church and community.

Course offerings in the Department of Religion and Philosophy are distributed across three areas: biblical studies, historical/theological studies, and philosophical/ethical studies. Offerings are designed to afford the student

introductory, or general survey, approaches to biblical studies, historical/theological studies, and philosophical studies. Opportunities for advanced, or specialized, work are also currently provided in the areas of biblical studies and of historical/theological studies. With future departmental expansion, it is anticipated that advanced offerings will be made available in philosophical/ethical studies as well.

A major in religion requires the successful completion of a minimum of 30 semester hours in religion and philosophy courses. Moreover, this requirement must include a distribution of courses as follows: 15 hours in biblical studies (including Religion 111 and 112), 9 hours in historical/theological studies, and 6 hours in philosophical/ethical studies. A maximum of 36 hours in Religion and Philosophy may be applied towards requirements for the baccalaureate degree.

The student who chooses to major in religion will be expected to work closely with an academic advisor from the department in designing his/her curriculum beyond the general education (core) requirements and the departmental requirements noted above. A minimum of 124 hours, exclusive of physical education activity courses, is required for the baccalaureate degree, including at least 36 semester hours of 300-400 level courses.

Requirements for a B.A. in Religion

Complete a minimum of 124-125 semester hours of credit to include:

General knowledge core	44 cr. hrs.*
Religion and Philosophy	30 cr. hrs.
Foreign Language	12 cr. hrs.
Humanities	12 cr. hrs.
Social/Behavioral Sciences	9 cr. hrs.
Mathematics/Natural Sciences	3-4 cr. hrs.
Electives	14 cr. hrs.

*Omissions include 6 hours in religion, 3 hours in humanities elective.

SCIENCE

The Department of Science seeks to provide students with a sound foundation in the biological and physical sciences. The curriculum is designed to prepare students for careers in teaching, industry, research, government, and admission to professional schools and other areas. These areas include but are not limited to agriculture, forestry, pulp and paper science and technology, dentistry, medicine, physical therapy, veterinary medicine, optometry, pharmacy, dental hygiene, medical technology, and/or other professional areas requiring a background in the natural sciences.

Those who graduate with a B. S. in Science must possess a minimum QPA of 2.00 and must complete a minimum of 128 semester hours, of which at least

45 must be in the biological or physical sciences. Students pursuing the B. S. in Science may elect an emphasis in either biological or physical science.

The B. S. degree is awarded to those students who complete successfully all of the requirements as outlined in the curriculum section of this catalog. Students who receive the B. S. in Science, with an emphasis in either biological or physical science, are expected to possess the following basic minimum competencies: (a) competence in the collection of quantitative and qualitative data; (b) competence in a broad understanding of physical, biological, and computer science; (c) competence in evaluating situations analytically, using the scientific approach; and (d) competence in essential scientific ideas, concepts, and skills.

SCIENCE EDUCATION

Students who complete requirements in the Science major and who complete necessary requirements in the Department of Education, may seek secondary teaching certification in biology and/or chemistry. See materials in the Education section of this catalog.

B. S. in Science - Emphasis in Biological Science

General knowledge core (other than science/math) 40 cr. hrs.

Required courses in science and math

Biology 101 and 102	3 cr. hrs.
Ecology 301	4 cr. hrs.
Microbiology 341	4 cr. hrs.
Genetics 401	4 cr. hrs.
Special Topics in Biology 450	1-6 cr. hrs.
Chemistry 101, 102, 275	12 cr. hrs.
Physics 101, 102 or 203, 204	8 cr. hrs.
Math 133, 135	6 cr. hrs.
One course from the following:	3-4 cr. hrs.
Statistics 351	
Calculus 210, 211, 310	
Differential Equations 315	
Pascal 295	3 cr. hrs.

Suggested Electives in Science

Human Anatomy 221	4 cr. hrs.
Human Physiology 222	4 cr. hrs.
Comparative Anatomy 345	4 cr. hrs.
Organic Chemistry 276	4 cr. hrs.
Biochemistry 325	4 cr. hrs.

Physical Chemistry 335	4 cr. hrs.
Chemical Analysis 460	4 cr. hrs.
Astronomy 110	4 cr. hrs.

B. S. in Science - Emphasis in Physical Science

General knowledge core (other than science/math) 40 cr. hrs.

Required courses in science and math

Chemistry 101, 102	8 cr. hrs.
Chemistry 275, 276	8 cr. hrs.
Chemical Analysis 460	4 cr. hrs.
Special Topics in Chemistry	1-6 cr. hrs.
Biology 101, 102	8 cr. hrs.
Physics 101, 102 or Physics 203, 204	8 cr. hrs.
Math 133, 135, 210	10 cr. hrs.
One course from the following:	3-4 cr. hrs.
Statistics 351	
Calculus 211, 310	
Differential Equations 315	
Pascal 295	3 cr. hrs.

Suggested Electives in Science3 cr. hrs.

Biochemistry 325
Physical Chemistry 335
Ecology 301
Human Anatomy 221
Human Physiology 222
Microbiology 341
Comparative Anatomy 345
Genetics 401
Astronomy 110

THE CURRICULA

ASSOCIATE DEGREE PROGRAMS

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. 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: Liberal Arts, 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 advisor.
3. Graduates must possess a minimum average of 2.00 on all work attempted.
4. The liberal studies 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: Business Administration, Pre-Agriculture, Pre-Athletic Training Education, Pre-Dental, Pre-Dental Hygiene, Pre-Engineering, Pre-Forestry, Pre-Medical, Pre-Medical Illustration, 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 advisor.
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 neces-

sary 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 MUSIC (A. M.)

1. The A. M. degree is awarded to those students who complete successfully all requirements outlined in the curriculum section of this catalog. 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 advisor.
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. degree are expected to possess the following competencies: (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 at sight melodies of a medium degree of difficulty; (f) Keyboard -

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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 IV I V I cadences, in harmonizing simple melodies, and in playing the most simple accompaniments, hymns and songs.

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 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 organ should be competent in playing exercises and scales for manuals and pedals in *H. Gleason's Method of Organ Playing*; in understanding the stops and principles of registration, in playing easier standard repertoire of the various stylistic periods; in playing easier hymns.

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.

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 advisor.
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 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 portfolio preparation and tailoring for job and client interview; (o) A basic understanding of the Judeo-Christian heritage; (p) A knowledge of safety and skills in a lifetime leisure sport or of 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 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 advisor.
- 3 Graduates must possess a minimum average of 2.00 on all work at-

tempted.

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 possess 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 try 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 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 advisor.
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. Acct. degree are expected to possess the following competencies: (a) An introductory knowledge of business computer systems and application software using microcomputers; (b) The knowl-

edge, 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 S SYSTEMS (A. C. I. S.)

1. The A. C. I. S. degree is awarded to those students who complete successfully all requirements 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 Chowan 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 advisor.
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. C. I. S. degree are expected to possess 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 of 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 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. G. B. degree are expected to possess 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; (l) a desire to continue life-long learning practices and procedures in the area of business; (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 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 advisor.
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 activity.

GENERAL STATEMENT

The associate degree curricula which follow are presented in outline form and provide a model for degree completion in two years. Students who must take non-credit, developmental courses may not be able to complete requirements in two years. This will also be the case with students who feel that they need to proceed at a slower rate.

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 205 (3)	
	Religion 102 (3)	
	Foreign Language 102 (3)	
	History 102 (3)	
	Computer Awareness 101 (2)	
	Physical Education (1)	(Total-18)

Second Year, First Semester	English 201 <i>or</i> 203 (3) Laboratory Science (4) Foreign Language 201 (3) Speech 210 <i>or</i> 211 (3) Elective (3)	(Total-16)
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Second Semester	English 202 <i>or</i> 204 (3) Laboratory Science (4) Foreign Language 202 (3) Music, Art, <i>or</i> Drama 161 (3) Elective (3)	(Total-16)
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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)
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Second Semester	English 102 (3) Math 135 <i>or</i> 205 (3) Religion 102 (3) Geography 151 (3) History 102 (3) Computer Awareness 101 (2)	(Total-17)
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Second Year, First Semester	English 201 <i>or</i> 203 (3) Laboratory Science (4) History 201 (3) Music, Art, <i>or</i> Drama 161 (3) Speech 210 <i>or</i> 211 (3) Physical Education (1)	(Total-17)
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Second Year, Second Semester	English 202 <i>or</i> 204 (3) Laboratory Science (4) History 202 (3) Sociology 205 (3) Elective (3)	(Total-16)
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PRE-PSYCHOLOGY OR SOCIOLOGY

(Requirements for the Associate Degree)

First Year, First Semester	English 101 (3)	
	Math 133 (3)	
	Computer Awareness 101 (2)	
	Foreign Language (3)*	
	History 101 <i>or</i> 201 (3)	
	College 101 (2)	
	Physical Education (1)	(Total-17)
Second Semester	English 102 (3)	
	Math 135 <i>or</i> 205 (3)	
	Religion 101 (3)	
	Foreign Language (3)*	
	History 102 <i>or</i> 202 (3)	
	Elective (3)	(Total-18)
Second Year, First Semester	English 201 <i>or</i> 203 (3)	
	Foreign Language (3)*	
	Psychology 201 (3)	
	Sociology 205 (3)	
	Laboratory Science (4)	
	Physical Education (1)	(Total-17)
Second Semester	Speech 210 <i>or</i> 211 (3)	
	Foreign Language (3)*	
	Psychology 306 <i>or</i> Sociology 107 (3)	
	Religion 102 (3)	
	Laboratory Science (4)	(Total-16)
*Must satisfy foreign language requirement through intermediate level.		

MUSIC

(Requirements for the Associate Degree)

First Year, First Semester	English 101 (3)	
	College 101 (2)	
	Music Theory 151 (3)	
	Music Theory 101 (1)	
	Ensemble (1)	
	Applied Music (2)	
	Math 130 (<i>or</i> 133)(2 <i>or</i> 3)	
	Computer Awareness 101 (2)	
	Physical Education (1)	(Total 17-18)

Second Semester	English 102 (3)
	Music Literature 171 (2)
	Music Theory 152 (3)
	Music Theory 102 (1)
	Physical Education (1)
	Ensemble (1)
	Applied Music (2)
	Math 131 (<i>or</i> 135/205)(2 <i>or</i> 3)
	(Total 15-16)

Second Year, First Semester	English 201, 203, <i>or</i> 204 (3)
	Religion 101 (3)
	Music Theory 251 (3)
	Music Theory 201 (1)
	Ensemble (1)
	Applied Music (2)
	Class Methods 221 (1)
	History 101, 102, 201, 202 (3)
	(Total-17)

Second Semester	Speech 210 <i>or</i> 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)

MUSIC BUSINESS

(Requirements for the Associate Degree)

First Year, First Semester	English 101 (3)
	Music Theory 151 (3)
	Music Theory 101 (1)
	College 101 (2)
	Piano 111 (1)
	Music Ensemble (1)
	Math 130 (<i>or</i> 133) (2 <i>or</i> 3)
	History 101, 102, 201, <i>or</i> 202 (3)
	Computer Awareness 101 (2)
	(Total 18-19)

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Second Semester	English 102 (3) Music Theory 152 (3) Music Theory 102 (1) Music Literature 171 (2) Piano 112 (1) Ensemble (1) Math 131 (<i>or</i> 135/205) (2 <i>or</i> 3) Elective (3) Physical Education (1) (Total 17-18)
Second Year, First Semester	English 201, 202, 203, <i>or</i> 204 (3) Religion 101 (3) Piano 211 (1) Ensemble (1) Woodwind Methods (1) Economics 252 (3) Lab. Science (4) Physical Education (1) (Total-17)
Second Semester	Speech 210 <i>or</i> 211 (3) Religion 102 (3) Piano 212 (1) Ensemble (1) Brass Methods (1) Accounting 141 (4) Psychology 201 (3) (Total-16)

PRE-MEDICAL ILLUSTRATION

(Requirements for the Associate Degree)

First Year, First Semester	English 101 (3) Math 120 <i>or</i> 133 (3) Biology 101 (4) Physical Education (1) Color and Design 171 (3) Drawing 101 (3) College 101 (2) (Total-19)
Second Semester	English 102 (3) Social Science Elective (3) Biology 102 (4) Religion 101 (3) Drawing 102 (3) Computer Awareness 101 (2) (Total-18)

Second Year, First Semester	Biology 221 (4)	
	Art Appreciation 161 (3)	
	Illustration 371 (3)	
	Painting 200 (3)	
	Literature (3)	
	Physical Education (1)	(Total-17)

Second Semester	Biology 222 (4)	
	Elective (3)	
	Illustration 372 (3)	
	Religion 102 (3)	
	Speech 210 <i>or</i> 211 (3)	(Total-16)

PRE-ENGINEERING

(Requirements for Associate Degree)

First Year, First Semester	English 101 (3)	
	Math 139 (5)	
	Math 111 (2)	
	Chemistry 101 (4)	
	College 101 (2)	
	Computer Awareness 101 (2)	(Total-18)

Second Semester	English 102 (3)	
	Math 210 (4)	
	Elective (3)	
	Chemistry 102 (4)	
	Religion 101 (3)	(Total-17)

Second Year, First Semester	English 201, 202, 203, <i>or</i> 204 (3)	
	Physics 203 (4)	
	Math 211 (4)	
	Economics 251 (3)	
	Religion 102 (3)	
	Physical Education (1)	(Total-18)

Second Semester	History Elective (3)	
	Physics 204 (4)	
	Math 310 <i>or</i> elective (3 <i>or</i> 4)	
	Math 315 <i>or</i> elective (3)	
	Speech 210 <i>or</i> 211 (3)	
	Physical Education (1)	(Total 17-18)

PRE-OPTOMETRY

(Requirements for the Associate Degree)

First Year, First Semester	English 101 (3) Math 133 (3) Biology 101 (4) Chemistry 101 (4) College 101 (2) Religion 101 (3)	(Total-19)
Second Semester	English 102 (3) Math 135 (3) Biology 102 (4) Chemistry 102 (4) Physical Education (1) Computer Awareness 101 (2)	(Total-17)
Second Year, First Semester	Chemistry 275 (4) Physics 101 (4) Psychology 201 (3) Speech 210 or 211 (3) Religion 102 (3) Physical Education (1)	(Total-18)
Second Semester	Math 205 or 210 (3 or 4) Physics 102 (4) Microbiology 341 (4) Elective (3) History 101 or 102 (3)	(Total 17-18)

PRE-FORESTRY

(Requirements for the Associate Degree)

First Year, First Semester	English 101 (3) Math 133 (3) Biology 101 (4) Chemistry 101 (4) College 101 (2) Physical Education (1)	(Total-17)
Second Semester	English 102 (3) Math 135 (3) Biology 102 (4)	

Chemistry 102 (4)
Computer Awareness 101 (2)
Elective (3) (Total-19)

Second Year, First Semester

Math 210 (4)
Speech 211 (3)
Physics 101 (4)
Economics 251 (3)
Religion 101 (3)
Physical Education (1) (Total-18)

Second Semester

Math 211 (4)
English 201, 202, 203, or 204 (3)
Physics 102 (4)
Economics 252 (3)
Religion 102 (3) (Total-17)

PRE-PULP AND PAPER SCIENCE AND TECHNOLOGY

(Requirements for the Associate Degree)

First Year, First Semester

English 101 (3)
Math 133 (3)
Biology 101 (4)
Chemistry 101 (4)
Religion 101 (3)
College 101 (2) (Total-19)

Second Semester

English 102 (3)
Math 135 (3)
Biology 102 (4)
Chemistry 102 (4)
Religion 102 (3)
Computer Awareness 101 (2)
Physical Education (1) (Total-20)

Second Year, First Semester

Elective (3)
Chemistry 275 (4)
Math 210 (4)
Math 111 (2)
Physics 101 or 203 (4)
Physical Education (1) (Total-18)

Second Semester

Speech 211 (3)
Chemistry 276 (4)

Economics 251 (3)	
Math 211 (4)	
Physics 102 <i>or</i> 204 (4)	(Total-18)

PRE-AGRICULTURE

(Requirements for the Associate Degree)

First Year, First Semester	English 101 (3)	
	Math 133 (3)	
	Biology 101 (4)	
	Chemistry 101 (4)	
	College 101 (2)	
	Physical Education (1)	(Total-17)

Second Semester	English 102 (3)	
	Math 135 (3)	
	Biology 102 (4)	
	Chemistry 102 (4)	
	Computer Awareness 101 (2)	
	Physical Education (1)	(Total-17)

Second Year, First Semester	English 201, 202, 203, <i>or</i> 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)

PRE-DENTAL HYGIENE *

(Requirements for the Associate Degree)

First Year, First Semester	English 101 (3)	
	Biology 101 (4)	
	Math 133 (3)	
	Chemistry 101 (4)	
	College 101 (2)	
	Computer Awareness 101 (2)	(Total-18)

Second Semester	English 102 (3) Biology 102 (4) Math 205 (3) Chemistry 102 (4) Religion 101 (3)	(Total-17)
Second Year, First Semester	English 201 <i>or</i> 203 (3) Biology 221 (4) Psychology 201 (3) Religion 102 (3) Speech 210 (3) Physical Education (1)	(Total-17)
Second Semester	Elective (3) Biology 222 (4) Sociology 205 (3) History 101 (3) Biology 341 (4) Physical Education (1)	(Total-18)

*The program listed includes most of the requirements for entrance into many Dental Hygiene schools. Specific schools may, however, have different admission requirements. Therefore, students enrolling in the above program at Chowan College should review with their advisor the requirements of the particular school to which 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)

First Year, First Semester	English 101 (3) Biology 101 (4) Chemistry 101 (4) Math 133 (3) College 101 (2) Computer Awareness 101 (2)	(Total-18)
Second Semester	English 102 (3) Biology 102 (4) Chemistry 102 (4) Math 135 (3) Religion 101 (3)	(Total-17)

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Second Year, First Semester	Economics 251 (3) Physics 101 (4) Chemistry 275 (4) English 201 or 203 (3) Religion 102 (3) Physical Education (1)	(Total-18)
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Second Semester	Physics 102 or Biology 341 (4) Chemistry 276 (4) Elective (3) Speech 210 or 211 (3) Physical Education (1)	(Total-15)
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PRE-MEDICAL, PRE-DENTAL, PRE-VETERINARY MEDICINE

(Requirements for the Associate Degree)

First Year, First Semester	English 101 (3) Math 133 (3) Chemistry 101 (4) Biology 101 (4) College 101 (2) Physical Education (1)	(Total-17)
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Second Semester	English 102 (3) Math 135 (3) Chemistry 102 (4) Biology 102 (4) Computer Awareness 101 (2) Physical Education (1)	(Total-17)
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Second Year, First Semester	Religion 101 (3) Chemistry 275 (4) Physics 101 (4) Elective (3) Psychology 201 or Sociology 205 (3)	(Total-17)
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Second Semester	Religion 102 (3) Chemistry 276 (4) Physics 102 (4) Elective (3) Speech 210 or 211 (3)	(Total-17)
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PRE-PHYSICAL THERAPY *

(Requirements for the Associate Degree)

First Year, First Semester	English 101 (3) Biology 101 (4) Chemistry 101 (4) Math 133 (3) College 101 (2) Physical Education (1)	(Total-17)
Second Semester	English 102 (3) Biology 102 (4) Chemistry 102 (4) Math 205 (3) Computer Awareness 101 (2) Physical Education (1)	(Total-17)
Second Year, First Semester	English 201 <i>or</i> 203 (3) Physics 101 (4) Psychology 201 (3) Religion 101 (3) Elective (3)	(Total-16)
Second Semester	English 202 <i>or</i> 204 (3) Speech 210 (3) Sociology 205 (3) Religion 102 (3) Physics 102 (4)	(Total-16)

*All colleges and universities do not have the same requirements. It is, therefore, advisable that students entering this program decide early the 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 *

(Requirements for the Associate Degree)

First Year, First Semester	English 101 (3) Chemistry 101 (4) Biology 101 (4) Math 133 (3) College 101 (2) Computer Awareness 101 (2)	(Total-18)
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Second Semester	English 101 (3) Chemistry 102 (4) Biology 102 (4) Math 205 (3) Religion 101 (3) Physical Education (1)	(Total-18)
Second Year, First Semester	Chemistry 275 (4) Psychology 201 (3) Biology 221 (4) Religion 102 (3) Elective (3) Physical Education (1)	(Total-18)
Second Semester	Biology 341 (4) Sociology 205 (3) Biology 222 (4) Chemistry 276 (4) Speech 210 or 211 (3)	(Total-18)

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

PRE-NURSING*

(Requirements for the Associate Degree)

First Year, First Semester	English 101 (3) Biology 101 (4) College 101 (2) Math 133 (3) Chemistry 101 (4) Computer Awareness 101 (2)	(Total-18)
Second Semester	English 102 (3) Biology 102 (4) Religion 102 (3) Chemistry 102 (4) Speech 211 (3) Physical Education (1)	(Total-18)

Second Year, First Semester	English 201 <i>or</i> 203 (3) Biology 221 (4) History 101 (3) Psychology 201 (3) Religion 102 (3) Elective (3)	(Total-19)
Second Semester	English 202 <i>or</i> 204 (3) Sociology 205 (3) Biology 222 (4) History 102 (3) Biology 341 (4) Physical Education (1)	(Total-18)

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

PRE-ATHLETIC TRAINING EDUCATION

(Requirements for the Associate Degree)

First Year, First Semester	English 101 (3) Math 120 <i>or</i> 133 (3) Biology 101 (4) First Aid/Safety 102 (3) Computer Awareness 101 (2) College 101 (2) Athletic Training Prac. 111 (1)	(Total-18)
Second Semester	English 102 (3) Math 135 <i>or</i> 205 (3) History 101 <i>or</i> 201 (3) Health 101 (3) Fund. of Athletic Training 105 (3) Athletic Training Prac. 112 (1) Physical Education (1)	(Total-17)
Second Year, First Semester	English 201, 202, 203, <i>or</i> 204 (3) Biology 221 (4) Religion 101 (3) Nutrition for Athletes 106 (3) Prevention/Management of Ath.Injuries 207 (3)	

Athletic Training Prac. 211 (1)
Physical Education (1) (Total-18)

Second Semester

Speech 210 *or* 211 (3)
Biology 222 (4)
Religion 102 (3)
Psychology 201 (3)
Elective (3)
Athletic Training Prac. 212 (1) (Total-17)

BUSINESS ADMINISTRATION

(Requirements for the Associate Degree)

First Year, First Semester

English 101 (3)
Religion 101 (3)
Mathematics 133 (3)
Accounting 141 *or* Lab Science (4)
Computer Awareness 101 (2)
College 101 (2) (Total-17)

Second Semester

English 102 (3)
Religion 102 (3)
Mathematics 135 *or* 205 (3)
Accounting 142 *or* Lab Science (4)
Information Systems 171 (3)
Physical Education (1) (Total-17)

Second Year, First Semester

English 201, 202, 203, *or* 204 (3)
Lab Science *or* Accounting 141 (4)
Economics 251 *or* 252 (3)
Business Law 281 (3)
Accounting 240 *or* approved Elective (3)
Physical Education (1) (Total-17)

Second Semester

Speech 210 (3)
Lab Science *or* Accounting 142 (4)
Psychology 201, Accounting 243, *or*
approved Elective (3)
Computers 272, 262, *or* approved
Elective (3)
Economics 251 *or* 252 (3) (Total-16)

ACCOUNTING

(Requirements for the Associate Degree)

The Accounting curriculum 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 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 <i>or</i> approved Elective (2-3) College 101 (2)	(Total 17-18)
Second Semester	English 102 (3) Religion 102 (3) *Mathematics (3) Accounting 142 (4) Computer Awareness 101 (2) Physical Education (1)	(Total-16)
Second Year, First Semester	English 201, 202, 203, <i>or</i> 204 (3) Accounting 240 (3) Economics 251 <i>or</i> 252 (3) Business Law 281 (3) Computers 271 (3) Physical Education (1)	(Total-16)
Second Semester	Computers 262, Psychology 201, <i>or</i> approved Elective (3) Speech 210 <i>or</i> 211 (3) Accounting 243 (3) Economics 251 <i>or</i> 252 (3) Elective (3)	(Total-15)

*Complete six hours of mathematics as approved by advisor.

COMPUTER INFORMATION SYSTEMS

(Requirements for the Associate Degree)

The curriculum in Computer Information Systems is designed to prepare students for positions in which they will function as microcomputer specialists.

First Year, First Semester	English 101 (3)	
	Religion 101 (3)	
	Computer Awareness 101 (2)	
	Mathematics 133 (3)	
	Accounting 141 (4)	
	College 101 (2)	(Total-17)
Second Semester	English 102 (3)	
	Economics 251 <i>or</i> 252 (3)	
	CIS 171 (3)	
	Accounting 142 (4)	
	Elective (3)	(Total-16)
Second Year, First Semester	English 201, 202, 203, <i>or</i> 204 (3)	
	Religion 102 (3)	
	CIS 262 (3)	
	CIS 261 (3)	
	Elective (3)	
	Physical Education (1)	(Total-16)
Second Semester	Speech 210 <i>or</i> 211 (3)	
	CIS 272 (3)	
	Economics 251 <i>or</i> 252 (3)	
	Elective (6)	
	Physical Education (1)	(Total-16)

GENERAL BUSINESS

(Requirements for the Associate Degree)

The curriculum 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.

First Year, First Semester	English 101 (3)
	Religion 101 (3)
	Math. of Finance 161 (3)
	Intro. to Business 110 (3)

The Curricula—93

Computer Awareness 101 (2)
College 101 (2)
Physical Education (1) (Total-17)

Second Semester
English 102 (3)
Religion 102 (3)
Math 133 (3)
CIS 171 (3)
Economics 251 *or* 252 (3)
Professional Development 100 (2)
(Total-17)

Second Year, First Semester
English 201, 202, 203, *or* 204 (3)
CIS 262 (3)
Accounting 141 (4)
Lab Science *or* approved Elective
(4 or 3)
Business Law 281 (3) (Total 16-17)

Second Semester
Speech 210 *or* 211 (3)
Economics 251 *or* 252 (3)
Accounting 142 (4)
Lab Science *or* approved Elective (4or 3)
Physical Education (1)
Elective (3) (Total 17-18)

MERCHANDISE MANAGEMENT

(Requirements for the Associate Degree)

The curriculum in Merchandise Management is designed to prepare students for entry-level positions in the retail industry.

First Year, First Semester
English 101 (3)
Religion 101 (3)
Retail Merchandising 151 (3)
Selling 153 (3)
Keyboarding 101 *or* Elective (2-3)
College 101 (2)
Physical Education (1) (Total 17-18)

Second Semester
English 102 (3)
Religion 102 (3)
Math of Finance 161 (3)

	Math of Finance 161 (3)
	Advertising and Sales Promotion 253(3)
	Economics 251 <i>or</i> 252 (3)
	Computer Awareness 101 (2) (Total-17)
Second Year, First Semester	Visual Merchandising 155 (3)
	Speech 210 or 211 (3)
	CIS 171 (3)
	Accounting 141 (4)
	Economics 251 <i>or</i> 252 (3)
	Professional Development (2) (Total-18)
Second Semester	English 201, 202, 203, <i>or</i> 204 (3)
	Psychology 201, Business Law 281, History 101, <i>or</i> Elective (3)
	CIS 262, 272, <i>or</i> Accounting 142 (3-4)
	Physical Education (1)
	Electives (6) (Total 16 or 17)

PRINTING TECHNOLOGY

(Requirements for the Associate Degree)

First Year, First Semester	College 101 (2)
	Intro. to Graphic Arts 101 (3)
	Typesetting and Layout 111 (4)
	Religion 101 (3)
	English 101 (3) (Total-15)
Second Semester	Religion 102 (3)
	Intro. to Image Assembly 121 (4)
	English 102 (3)
	Computer Awareness 101 (2)
	Keyboarding <i>or</i> Elective (2 or 3)
	Physical Education (1) (Total 15 or 16)
Summer Internship (Optional) (3)	
Second Year, First Semester	Elementary Presswork 131 (4)
	Electronic Publishing 213 (4)
	Social Science Elective (3)
	Mathematics (3)

Second Semester	Color Pre-Press Production 223 (4) Offset Methods 233 (4) Business Law 281 (3) Speech 210 <i>or</i> 211 (3) Physical Education (1) Elective (3)	(Total-18)
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PHOTOGRAPHY

(Requirements for the Associate Degree)

First Year, First Semester	Photography 101 (4) English 101 (3) Religion 101 (3) Mathematics 120 <i>or</i> 133 (3) Computer Awareness (2) College 101 (2) Physical Education (1)	(Total-18)
Second Semester	Photography 102 (4) English 102 (3) Religion 102 (3) History 101 (3) Math 135 <i>or</i> 205 (3) Physical Education (1)	(Total-17)
Second Year, First semester	Photography 201 (4) Photography 204 (4) Psychology 201 (3) Speech 210 (3) History 102 (3)	(Total-17)
Second Semester	Photography 202 (4) Photography 205 (3) Sociology 205 <i>or</i> Economics 251 (3) Electives (6)	(Total-16)

COURSES OF INSTRUCTION

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

DEPARTMENT OF BUSINESS

Mrs. Dorothy A. Wallace
Chairperson

ACCT 141 Principles of Accounting I 4 cr. hrs.

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.

ACCT 142 Principles of Accounting II 4 cr. hrs.

Accounting 142 is a continuation of ACCT 141.

Emphasis is on the accounts of partnership and corporations, internal and external reports, manufacturing operations, managerial accounting topics, and the decision-making process. Six hours per week. Prerequisite: ACCT 141 or equivalent.

ACCT 240 Managerial Accounting 3 cr. hrs.

An intermediate course in accounting in preparation, analysis, and interpretation of accounting and financial data for decision making. Prerequisite: ACCT 142. Offered only in the fall semester.

ACCT 243 Income Tax Accounting 3 cr. hrs.

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: ACCT 142. Offered only in the spring semester.

ACCT 341 Intermediate Accounting3 cr. hrs.

Development of financial accounting theory and its applications to problems of financial statements analysis and determination of net income. Three class hours per week plus additional sessions for tests. Prerequisite: ACCT 142 with a grade of C or better. Offered only in the fall semester.

ACCT 342 Intermediate Accounting3 cr. hrs.

Continuation of ACCT 341 with an emphasis on income measurement and valuation issues related to stockholders' equity, long-term liabilities, special sales methods, accounting changes, pensions, income tax allocations and other related topics. Three class hours per week plus additional sessions for tests. Prerequisite: ACCT 341 with a grade of C or better. Offered only in the spring semester.

ACCT 399-499 Independent Study in Accounting1-2 cr. hrs.

An individual problem course designed to give the interested student additional experience in an accounting-related project. Each student will work under the direction of a faculty member on some project of mutual interest. At the end of the semester a report on the project will be submitted to the Department of Business faculty. Prerequisite: ACCT 142 with a grade of C or better.

ACCT 441 Advanced Accounting3 cr. hrs.

Accounting principles applied to advanced problems encountered in accounting practice. Three class hours per week plus additional sessions for tests. Prerequisite: ACCT 342 with a grade of C or better.

ACCT 442 Auditing3 cr. hrs.

An analysis of accounting control systems and the independent auditor's examination of the accounting procedures and records of the firm. Three class hours per week plus additional sessions for tests. Prerequisite: ACCT 342 with a grade of C or better.

BUS 100 Professional Development2 cr. hrs.

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.

- BUS 101 Keyboarding for Information Processing 2 cr. hrs.**
Designed to teach basic touch keyboarding skills to students entering a variety of fields. Course will be taught on a concentrated basis five hours per week for seven weeks.
- BUS 110 Introduction to Business3 cr. hrs.**
A comprehensive introductory look at the business world. Includes topics related to the business environment, organization, management, finance, accounting, risk management, social responsibility of business, international business, and career opportunities in business.
- BUS 151 Retail Merchandising3 cr. hrs.**
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.
- BUS 153 Selling3 cr. hrs.**
A study 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.
- BUS 161 Mathematics of Finance3 cr. hrs.**
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.
- BUS 251 Principles of Economics I3 cr. hrs.**
An introduction to the principles of macroeconomics essential to an understanding of fundamental economic problems and the policy alternatives society may utilize to contend with these problems.
- BUS 252 Principles of Economics II3 cr. hrs.**
An introduction to the principles of microeconomics. Specific economic units are examined, and a detailed consideration of the behavior of these individual units is made.

100—*Courses of Instruction*

BUS 253 Advertising and Sales Promotion 3 cr. hrs.

An introduction to the 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.

BUS 255 Visual Merchandising 3 cr. hrs.

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.

BUS 281 Business Law I 3 cr. hrs.

A concentrated study of the 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.

BUS 301 Principles of Finance 3 cr. hrs.

An introductory course dealing with the principles and practices of financial management within a business firm. Topics covered include financial statement analysis, capital structure, capital budgeting, working capital requirements, acquisition of funds, and an overview of capital markets. Prerequisite: junior standing.

BUS 324 Business Communications 3 cr. hrs.

A course to develop skill in the techniques of writing business communications. Emphasis is on the basic principles and procedures of creating and analyzing formal business reports and letters. Presentations and group decision-making exercises are used to develop skill in oral communications. The nature and problem of individual, interpersonal, and organizational communications in business are studied.

BUS 351 Money and Banking 3 cr. hrs.

Operation of the U.S. commercial and central banking systems, including monetary theory and policy. The functions of money; legal tender and the relation of money and credit to prices; bank deposits; general economic activity; the American banking system; monetary policy and the Federal Reserve System. Prerequisites: BUS 251 and 252.

- BUS 352 Managerial Economics3 cr. hrs.**
Application of economic theory and methodology to business and management decision making, using economic analysis to analyze and solve managerial problems.
- BUS 361 Management3 cr. hrs.**
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.
- BUS 362 Marketing3 cr. hrs.**
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. Special attention is given to problems encountered in work situations. Offered only in the spring semester.
- BUS 380 Human Resources Management3 cr. hrs.**
Principles and practices involved in the management of an effective work force. Includes policies, procedures, and techniques utilized in the procurement and management of personnel. Emphasis is placed on managerial development and leadership. Prerequisite: BUS 361 and junior standing.
- BUS 382 Business Law II3 cr. hrs.**
A continuation of Business Law I. Study of law pertaining to debtor-creditor relations, agency, business organizations, government regulations, property protection, and the emerging business environment. Prerequisite: BUS 281
- BUS 390 Risk and Insurance3 cr. hrs.**
A study of risk and insurance as applied to the handling of perils and hazards. Topics include various fields of insurance such as fire, property, casualty, auto, fidelity, life, and social insurance. Prerequisites: BUS 382 and junior standing.
- BUS 409 Principles of Real Estate3 cr. hrs.**
A basic course surveying real estate principles and practices that are involved in the ownership and transfer of real property. Covers topics such as contracts, deeds, liens, leases, title

search, insurance, financing, appraisal, law, property management, etc.

BUS 425 Entrepreneurship3 cr. hrs.

A study of how to start a new enterprise and an examination of the requirements for its successful operation. The course focuses on the unique properties associated with planning, organizing, initiating, and managing an innovative venture. Prerequisites: ACCT 142, BUS 301, BUS 361, BUS 362

BUS 499 Business Internship3 cr. hrs.

Supervised business-related employment experience in an off-campus work situation or voluntary service activity. Available to selected seniors in the major.

CIS 101 Computer Awareness2 cr. hrs.

An introduction to computers for all students. The student will learn the basic concepts of computer application software (word processing, spreadsheets, and database management), the basic concepts of computer hardware, and the social and cultural implications of computer technology. One hour lecture; 2 hours laboratory.

CIS 122 Text Processing2 cr. hrs.

An advanced document preparation course. Topics include all aspects of preparing major reports and scholarly papers—indexing, table of contents, endnotes, abstracts, and bibliographies; creation of special characters for equations and foreign languages; building and using macros, sorting lists; outline processing; creating documents using page composition software for desktop publishing. Three hours laboratory/lecture. Prerequisite: CIS 101 and ability to type.

CIS 171 Introduction to Information Systems3 cr. hrs.

A survey of the need for information processing, the basic information processing cycle and functions, and the processing capabilities of computers and systems development. Key application areas are examined. Three hours lecture. Prerequisite: CIS 101

CIS 261 Microcomputer Operating Systems2 cr. hrs.

A study about and lab application of the operating systems functions and commands that are valuable or necessary in a microcomputer operating system. Graphical user interfaces will

be introduced. Three hours lecture/laboratory. Prerequisite: CIS 171. Offered only in the fall semester.

CIS 262 Computer Applications 3 cr. hrs.

A hands-on course for microcomputer users. Application software packages are 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. Three hours lecture; three hours laboratory. Prerequisite: CIS 171

CIS 272 Program Design and Development 3 cr. hrs.

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.

CIS 371 Programming Language I 3 cr. hrs.

A fundamental course in programming using the COBOL language. Skills to be mastered include file maintenance, control break report, array processing and documentation of programs for maintainability. Three hours lecture; three hours laboratory. Prerequisite: CIS 272. Offered only in the fall semester.

CIS 372 Programming Language II 3 cr. hrs.

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 371. Offered only in the spring semester.

CIS 378 Advanced Computer Applications 3 cr. hrs.

Utilization of a project-driven approach to solving problems from a business application perspective. Projects may include but are not limited to creating spreadsheet financial models

for sales forecasting, cash forecasting, reporting and control, performance, analysis, and management reporting; creating graphic presentations using a variety of stand-alone presentation graphic packages; using communication software to search databases; data transfer between applications; and database querying using SQL (structured query language) for decision support. Prerequisite: CIS 262. Offered only in the spring semester.

CIS 381 Database Processing for Microcomputers 3 cr. hrs.

Use of system development tools to build a relational database and a database application complete with menu, 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 262 and 272 or permission from instructor. Offered only in the spring semester.

CIS 476 Systems Analysis and Design 3 cr. hrs.

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. Prerequisite: CIS 372. Offered only in the fall semester.

CIS 481 Management Information Systems..... 3 cr. hrs.

A systematic approach to the study of business organizations and the establishment of criteria for computer-based information systems for management planning and control in various types of business environments. Prerequisite: CIS 378. Offered only in the spring semester.

**CIS 389-489 Independent Study in Computer Information
Systems 1 2 cr. hrs.**

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.

DEPARTMENT OF EDUCATION

Dr. Charles P. Bentley
Chairperson

EDUC 201 Introduction to Teaching3 cr. hrs.

A course designed to introduce students to the teaching profession. Topics include current educational trends and problems, school organization and governance, legal issues, areas of greatest need for teachers, requirements for admission to Teacher Education, etc. Prerequisite: Sophomore status or above

EDUC 301 Introduction to Special Education3 cr. hrs.

A survey course designed to give prospective classroom teachers a basic understanding of all types of exceptionalities; opportunities will be provided through the field work component of this course to observe children with exceptionalities in regular classroom situations as well as in self-contained rooms. Prerequisite: EDUC 201

EDUC 305 Analysis of Research and Teaching3 cr. hrs.

A course that requires students to examine curriculum and teaching methods which are researched-based. Major emphasis will be placed on research-based practices that improve student outcomes and enhance classroom management. Cooperative learning, outcome-based education, effective teaching, learning styles, and other components of effective schools research will be included in this course. Prerequisite: EDUC 201

EDUC 307 Teaching Reading in the Elementary School3 cr. hrs.

A study of the basic processes by which children learn to read. Factors such as readiness, vocabulary development, word attack and other initial skills will be emphasized. Students will examine various research studies on a variety of approaches to teaching reading, including phonics and whole language. Field-based observations and practice will be included in this course. Prerequisite: EDUC 201; Admission to Teacher Education

EDUC 310 Reading in the Content Areas3 cr. hrs.

A course required for all student seeking middle school or secondary certification. A variety of strategies and resources designed to help students effectively read textbooks and other technical materials will be included. Prerequisite: EDUC 201; Admission to Teacher Education

**EDUC 330 Methods and Materials for Teaching Fine Arts in the
Elementary School 3 cr. hrs.**

An integrated course designed to meet the competencies for elementary classroom teachers in visual art, music and drama. Methods for teaching these skills to elementary students will be emphasized in this course. Prerequisite: EDUC 201; Admission to Teacher Education (Spring semester)

EDUC 331 Integrating the Elementary Curriculum 12 cr. hrs.

An extended block of twelve hours designed to give prospective elementary teachers the knowledge and skills needed to teach the elementary core subjects of communication skills, social studies, math, and science in an integrated fashion. This course will be taught by a team of regular college professors and selected elementary classroom teachers. Extensive observations in the public schools will be included. Offered fall semester only, beginning in fall of 1993. Prerequisites: All courses needed for certification other than EDUC 401, 403, 420, and 421.

EDUC 371 Media and Technology 3 cr. hrs.

A course designed to give students the skills needed to use computers and other audio visual materials in classroom settings. Emphasis will be placed on selecting appropriate computer software and other learning media. Prerequisite: EDUC 201; Admission to Teacher Education (Spring semester)

EDUC 401 Foundations of American Education 3 cr. hrs.

A study of the social, political, historical, and philosophical foundations of American education. Students will analyze today's educational practices and determine why and how these practices emerged. Students will begin to develop their own vision for educational practices based upon their study of the historical and philosophical foundations of American education. Prerequisite: EDUC 201; Admission to Teacher Education (Spring semester)

EDUC 403 Classroom Management 3 cr. hrs.

A study of practices and techniques of developing and maintaining a positive classroom environment. Emphasis will be placed on student motivation, research-based programs on classroom management, student-teacher interaction, etc. Offered as a part of the student-teaching block in spring semester only. Prerequisite: Admission to student teaching program

EDUC 405 Learning Styles and Creative Thinking3 cr. hrs.

An elective course open to all students enrolled in the college. Various learning styles of students will be explained; students can plot their own learning styles; techniques for teaching thinking skills will be emphasized. Prerequisite: Junior status in college.

EDUC 420 Directed Student Teaching10 cr. hrs.

A planned student teaching experience of twelve (12) full weeks at the appropriate grade level or specific discipline area in which the student is seeking teacher certification. Students are given opportunities to become acquainted with all types of teaching duties and to observe the methods and techniques employed by experienced teachers. Students gradually assume full-time teaching responsibilities. Periodic conferences with the college supervisor and the classroom cooperating teacher are included. Prerequisite: Approval by Teacher Education Committee (Spring semester—beginning spring 1994)

EDUC 421 Seminar in Student Teaching2 cr. hrs.

Bi-weekly seminars during the period of student teaching conducted by college supervisors. Emphasis is placed on current developments in school law, student management, decision-making skills, teacher certification, and lesson plans. Prerequisite: Admission to Student Teaching

EDUC 431 Methods and Materials for Teaching High School English3 cr. hrs.

A study of teaching techniques and resource materials for teaching English in secondary schools. Emphasis will be placed on ensuring that students understand the competencies high school students need to acquire in their English courses. Teaching reading, literature, grammar, speech and written expression will be included. Prerequisite: Admission to Teacher Education Department (Fall semester—beginning fall 1993)

EDUC 441 Methods and Materials for Teaching High School Science3 cr. hrs.

A study of teaching techniques and resource materials for teaching science in the secondary schools. Emphasis will be placed on ensuring that students understand the competencies high school students are expected to acquire in their science courses. Prerequisite: Admission to Teacher Education Department (Fall semester—beginning fall 1993)

- EDUC 451 Methods and Materials for Teaching High
High School Math3 cr. hrs.**
A study of teaching techniques and resource materials for teaching math in the secondary schools. Emphasis will be placed on ensuring that student understand the competencies high school students are expected to acquire. Prerequisite: Admission to Teacher Education Department

DEPARTMENT OF FINE ARTS

Dr. James M. Chamblee
Chairperson

Division of Art
Mr. David W. Parker, *Head*

- ART 101 Fundamentals of Drawing3 cr. hrs.**
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.
- ART 102 Figure Drawing3 cr. hrs.**
An introduction to rendering and understanding the human figure with various media.
- ART 131 3-D Design3 cr. hrs.**
A study of the principles of design in the third dimension.
- ART 151 Ceramics3 cr. hrs.**
An introduction to the fundamental process of pottery making. Basic construction techniques (hand building and wheel throwing), and glazing and firing are covered.
- ART 161 Art Appreciation3 cr. hrs.**
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.

- ART 171 Color and Design 3 cr. hrs.**
An introduction to the fundamental principles of design and color theory.
- ART 181 Lettering Design 3 cr. hrs.**
An introduction to basic letter forms and lettering techniques.
- ART 200 Painting 3 cr. hrs.**
Introduction to painting for above freshmen level students. 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.
- ART 261 Introduction to Commercial Art 3 cr. hrs.**
An introduction to layout and design methods with an emphasis on skills development. Prerequisites: ART 101 and 102; ART 171; ART 181
- ART 291 Printmaking 3 cr. hrs.**
Introduction to various printmaking processes for above freshmen level students. Emphasis is on tools, materials, and techniques.
- ART 301, 302 Advanced Painting 3 cr. hrs.**
Continuation of Painting 200 with emphasis placed on more advanced painting projects. Experimentation, creativity, and explanation of individual style are encouraged. Prerequisite: ART 200
- ART 311, 312 Art History 3 cr. hrs.**
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 museum tours. Prerequisite: ART 161
- ART 321 Art for the Elementary School 3 cr. hrs.**
A study of philosophy, methods, materials, and various projects in art education for elementary school classes. Prerequisite: a junior art major
- ART 322 Art for the Secondary School 3 cr. hrs.**
A study of philosophy, methods, materials, and vari-

ous projects in art education for junior and senior high school classes. Prerequisite: A junior art major

- ART 325 Arts and Crafts for Elementary School Teachers3 cr. hrs..**
 A study of drawing, painting, printmaking, sculpture plus various craft processes suitable for elementary school classes. Prerequisite: Non art major
- ART 330 Advanced Drawing3 cr. hrs.**
 Drawing with an emphasis upon disciplined draftsmanship and imaginative composition, working mainly from life. Prerequisites: ART 101 and 102
- ART 351 Ceramics3 cr. hrs.**
 A concentration to potter's wheel projects with an emphasis on functional pieces, glazing, firing, craftsmanship and aesthetics. Prerequisite: ART 151 or permission of instructor
- ART 352 Ceramics3 cr. hrs.**
 A continuation of wheel techniques, on an advanced level where more challenging and ambitious projects are required. Prerequisite: ART 351
- ART 361 Advertising3 cr. hrs.**
 Problem solving in layout and design involving the analysis and creation of ads with an emphasis on magazine formats. Prerequisite: ART 261
- ART 362 Advertising3 cr. hrs.**
 Emphasis on the creation of ads for various mass media other than magazines. Prerequisite: ART 361
- ART 371 Introduction to Illustration3 cr. hrs.**
 Intermediate drawing as a communicative medium with an emphasis on media and technique. Prerequisites: ART 101, 102, and ART 261
- ART 372 Illustration 3 cr. hrs.**
 Advanced problems in illustration exploring various line drawing techniques and computer graphics. Prerequisite: ART 371

- ART 381, 382 Independent Study 1-3 cr. hrs. each**
A course designed to include special projects, undertakings, or even tours overseas.
- ART 391 Printmaking 3 cr. hrs.**
Intaglio techniques are explored with the main focus on developing a series of images that evolve from each other. The range of technical possibilities in black and white, and color will also be covered. Prerequisite: ART 291
- ART 392 Printmaking 3 cr. hrs.**
A basic course in fine art metal and paper plate lithography. The preparation, process and printing associated with the printing of black and white editions will be explored. Prerequisite: ART 291 or permission of instructor
- ART 400 Senior Exhibition 3 cr. hrs.**
Each senior majoring in studio art is responsible for a special exhibition of his/her art work. This includes the promotion and installation of finished works ready for display.
- ART 401, 402 Senior Painting 3 cr. hrs.**
These courses are designed to encourage development of mature skills in painting. Prerequisite: ART 302
- ART 451 Ceramics 3 cr. hrs.**
A combination of hand building and wheel thrown products are required with an emphasis on craftsmanship and aesthetics. Also, a concentrated emphasis is placed on glaze calculation and clay body formulation. Prerequisite: ART 352
- ART 452 Ceramics 3 cr. hrs.**
A continuation on an advanced level of technique, problem solving, aesthetics, and firing procedures. Prerequisite: ART 451
- ART 461 Advertising 3 cr. hrs.**
A course oriented toward the creation of more complicated and "long term" advertising designs. Prerequisite: ART 362
- ART 471 Illustration 3 cr. hrs.**
Advanced illustration as a communicative vehicle.
Prerequisite: ART 372

112—*Courses of Instruction*

- ART 491 Printmaking3 cr. hrs.**
The fundamentals of serigraphy, stencils, printing ink and paper are studied. Students will learn how to paint, cut, and photograph stencils. Prerequisite: ART 291 or permission of instructor
- ART 492 Printmaking3 cr. hrs.**
Large scale traditional relief printing, as well as non-traditional relief media will be further explored. Prerequisite: ART 291 or permission of instructor
- ART 499 Portfolio3 cr. hrs.**
Involves the preparation and presentation of a professional portfolio. Prerequisite: ART 461 and ART 471

Division of Music

Dr. James M. Chamblee, *Head*

Music Laboratories:

- MUSI 100A/B;
200A/B;
300A/B;
400A/B Applied Music Lab0 cr. hrs.**
A weekly performance workshop or recital. Required of all students taking applied music. One laboratory hour per week.
- MUSI 101-102 Beginning Music Theory I and II Labs1 cr. hr.**
Introductory courses in the terminology of music, music notation, rhythm, intervals and scales. Includes practice in ear training, sight-singing and music dictation. Required of all music majors. Two laboratory hours per week. Co-requisites: MUSI 151-152
- MUSI 201-202 Advanced Music Theory III and IV Labs1 cr. hr.**
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: MUSI 101-102; Co-requisites: MUSI 251-252

Music Theory:

MUSI 151-15 Beginning Harmony I and II3 cr. hrs.

A beginning course in the elements of musical composition, including triads, inversions, seventh chords, non-harmonic tones, elementary modulation, keyboard harmony and short composition. Required of all music majors. Co-requisites: MUSI 101-102

MUSI 251-252 Advanced Harmony III and IV3 cr. hrs.

A continuation of Music 151-152, including chromatic harmony, advanced modulation, advanced keyboard harmony and larger compositions. Required of all music majors. Prerequisites: MUSI 151-152; Co-requisites: MUSI 201-202

Music Literature:

MUSI 161 Music Appreciation3 cr. hrs.

An introduction to musical understanding, emphasizing elements, styles and forms. Integrated with the other arts and the humanities in general. Lectures, listening and concerts.

MUSI 171 Introduction to Music Literature2 cr. hrs.

A course designed to acquaint the music major with representative examples of the types, forms and styles of music from the tradition of Western Civilization. Emphasis is placed on good listening habits. Lectures, listening and concerts. Required of all music majors. Non-music majors may elect the course with the permission of the instructor, however, this course will not satisfy the Core Curriculum fine arts requirement.

MUSI 371 Music History I3 cr. hrs.

A study of the historical development of music in Western Civilization from antiquity to the time of Bach and Handel. Listening, concert attendance and research are required. Required of all students enrolled in a baccalaureate music program. Prerequisite: MUSI 171 or MUSI 161 and the permission of the instructor.

MUSI 372 Music History II3 cr. hrs.

A study of the historical development of music in Western Civilization from the period after Bach and Handel to modern times. Listening, concert attendance and research are required. Required of all students enrolled in a baccalaureate

music program. Prerequisite: MUSI 171 or MUSI 161 and the permission of the instructor.

Music Education:

- MUSI 131 Vocal Methods 1 cr. hr.**
 Introduction to the singing voice. Basic principles of breath control, diction and the proper vocal technique used in singing. Required of all Music Education majors who are not voice majors. Private study of voice as an applied course may be substituted for this course.
- MUSI 231 Woodwind Methods (single reeds) 1 cr. hr.**
 A study of woodwind instruments to acquaint students with basic techniques and pedagogical principles.
- MUSI 232 Woodwind Methods (double reeds) 1 cr. hr.**
 A study of woodwind instruments to acquaint students with basic techniques and pedagogical principles.
- MUSI 331 String Methods 1 cr. hr.**
 A study of orchestral non fretted stringed instruments to acquaint students with basic techniques and pedagogical principles.
- MUSI 332 Brass Methods 1 cr. hr.**
 A study of brass instruments to acquaint students with basic techniques and pedagogical principles.
- MUSI 341 Music Materials and Methods for the Elementary Grades 3 cr. hrs.**
 A study of techniques and materials which would be incorporated in classroom music teaching in the elementary grades. Classroom techniques for general music in the middle grades will also be covered in this course. Students will study the historical perspective of music in the schools and explore philosophies and innovations which have changed the practice of music teaching.
- MUSI 342 Music Materials and Methods for the Secondary Grades 3 cr. hrs.**
 A study of techniques and materials which would be incorporated in instrumental, vocal, and general music classes at the secondary level. Students will study the psychological and philosophical trends which have affected the practice of Music Education in secondary schools.

MUSI 431 Percussion Methods 1 cr. hr.
A study of tonal and untuned percussion instruments to acquaint students with basic techniques and pedagogical principles.

MUSI 441 Conducting and Arranging 3 cr. hrs.
A study of appropriate techniques and gestures for instrumental and vocal music teachers. The student will be introduced to basic techniques of arranging for choir, band, and other ensembles which one may encounter in schools. Some time will be spent in study of current trends in marching band, show choir, and other school music ensembles.

Performing Ensembles:

**MUSI 181-182;
281-282;
381-382;
481-482 College Band 1 cr. hr.**
Membership is open to all qualified instrumentalists on the campus. The group meets 3 hours per weeks. The level for which one will register will be sequential; i. e., the first semester a student participates for credit regardless of college enrollment status will be 181 and the second will be 182. The group will perform a variety of musical styles including Jazz, Concert literature, Church literature, and popular tunes.

**MUSI 191-192;
291-292;
391-392;
491-492 College Chorus 1 cr. hr.**
Membership is open to any college student. Performances include fall, Christmas and spring concerts as well as other engagements on campus throughout the school year. Three rehearsal hours per week. The level at which a student registers for this course will be sequential; i. e., the first semester a student registers, no matter what the classification of the student, the course number will be 191. The Chorus will perform a variety of music ranging from works of the great masters of the past to contemporary pop, from sacred to secular, from serious to light hearted.

MUSI 193-194;293-294;**393-394;****493-494****Chowan Singers 1 cr. hr.**

Membership selected by *audition* from the College Chorus. The Chowan Singers perform various off-campus engagements and take an extended tour in the spring. One extra rehearsal per week in addition to the regular College Chorus rehearsals. Membership is limited to 16 to 20 singers.

NOTE: Other performing ensembles (no credit) may be organized, from time to time, for student participation.

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.

All students taking applied music for credit are required to attend weekly student workshop-recitals and college sponsored concerts. A minor in piano is required of all music majors who do not elect piano as the major applied area of study or who do not possess a basic skill at the keyboard.

Applied Music for the Music Major (applied Minor area) or the Non-music major.

MUSI 111-112	First Year	1 cr. hr. ea.
MUSI 211-212	Second Year	1 cr. hr. ea.
MUSI 311-312	Third Year	1 cr. hr. ea.
MUSI 411-412	Fourth Year	1 cr. hr. ea.

For each of the above, one half-hour lesson per week and five practice hours per week.

Applied Music for the Music Major (applied Major area) or the Non-music major with permission of the instructor.

MUSI 121-122	First Year	1 or 2 cr. hrs. ea.
MUSI 221-222	Second Year	1 or 2 cr. hrs. ea.
MUSI 321-322	Third Year	1 or 2 cr. hrs. ea.
MUSI 421-422	Fourth Year	1 or 2 cr. hrs. ea.

For each of the above, one or two half-hour lessons and five or ten practice hours per week, respectively.

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:

A - Voice

B - Piano

C - Organ

D - Woodwind

E - Brass

G - Strings

(Example - 111A is First Year instruction in voice; 111B is First Year instruction in piano.)

DEPARTMENT OF GRAPHIC COMMUNICATIONS

Mr. Dean Gilbert

Chairperson

Printing Technology Courses

PRINT 101 Introduction to Graphic Arts3 cr. hrs.

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 cost estimating and copyfitting.

PRINT 107-108 Publications Workshop1 cr. hr. ea.

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 chairperson

PRINT 111 Typesetting and Layout4 cr. hrs.

A review of the basic fundamentals of graphic arts. Course includes instruction in printer's mathematics, elements in operation of photocomposition machines, both manual and automated, to set display and body type of 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.

PRINT 121 Introduction to Image Assembly4 cr. hrs.

The study of techniques used in the prepress area of offset printing. Special emphasis is placed on darkroom tech-

niques in reproduction photography to include basic line and half-tone photography, contact printing and proofing. Detailed instruction is given in line and halftone photography.

PRINT 131 Elementary Presswork4 cr. hrs.

Basic fundamentals are stressed in the operation of single color offset duplicators and presses. Laboratory experiences include press set-up, feeding, and image positioning. A detailed study is made of inks, papers, and chemicals used in offset printing. Proper ink and water balance and image control are stressed. Care and maintenance of equipment is also an integral part of the course.

PRINT 213 Electronic Publishing4 cr. hrs.

A course providing additional instruction in the use of typographic elements with an emphasis in the operation of Macintosh computers to generate typographic images electronically through the use of laser printers and imagesetters. Laboratory experiences include the preparation of a wide variety of complex commercial, newspaper and business forms for reproduction by offset printing.

PRINT 223 Color Pre-press Production4 cr. hrs.

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, duotons, 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

PRINT 233 Offset Methods4 cr. hrs.

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

PRINT 311 Electronic Imaging3 cr. hrs.

An advanced course in alternative imaging systems. The desktop computer will be used in conjunction with a flat bed scanner and a postscript output device to produce electronically

generated layouts which contain halftones, duotones and other special effects. The student will receive extensive hands-on experience using Pagemaker and Quark Xpress applications.

PRINT 331 Paper and Ink 2 cr. hrs.

An in depth study of printing substrates and inks. Emphasis will be on paper selection, paper math, and paper related printing problems. Comparisons will be made of commonly used printing inks. Ink related printing problems will be analyzed.

PRINT 341 Printing Applications 2 cr. hrs.

This laboratory class allows the student to design, develop, print and bind an 8-page booklet. The student is required to include various special effects, screens, halftones, duotones, silhouettes and posterizations. Extensive use of 4-color process will be required.

PRINT 442 Current Trends in Graphic Communications ... 4 cr. hrs.

A study of current management and production techniques used in industry. Areas covered are: environmental impact of the printing industry, quality control techniques, (including statistical process control), modern electronic imaging systems and future printing processes. A variety of modern marketing techniques will be explored.

PRINT 443 Printing Production Planning 4 cr. hrs.

A course providing a systematic and analytical approach to achieving an efficient production system in all areas of printing. Instruction includes organizational procedures, cost estimates, identification of necessary materials and quality controls. Problems related to operation, maintenance, folding, binding, finishing and supervisory techniques are also included in this course.

PRINT 451 Internship 10 cr. hrs.

A 15-week industry job experience which must be first approved by the Chairperson of Graphic Communications and the assigned advisor. The student is responsible for arranging his internship requirements during his junior year or first term of his senior year.

Photography Courses

PHOTO 101 Basic Photography 4 cr. hrs.

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 photo-journalistic 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.

PHOTO 102 Photography 4 cr. hrs.

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. 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

PHOTO 201 Photography, Color Material and Processes4 cr. hrs.

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 the fundamentals 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 102

PHOTO 202 Portfolio Development4 cr. hrs.

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 work on weekly assignments done in preparation for a 25-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: Photography 102 and 201

PHOTO 204 Commercial Photography3 cr. hrs.

A 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; to communicate more powerfully through photographs. Prerequisite: Photography 201 and 202

PHOTO 205 Portraiture3 cr. hrs.

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

PHOTO 206 Photography Workshop3 cr. hrs.

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
Chairperson

Major Courses for Health and Physical Education

PHED 101 Health 3 cr. hrs.

A course designed to provide a general knowledge of personal health that will improve the quality of life. Personal health problems are emphasized. Mental, physical, social, and spiritual factors influencing health are studied. Three hours per week.

PHED 102 First Aid and Safety 2 cr. hrs.

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

PHED 201 Community Health 3 cr. hrs.

The examination of community health resources, governing policies, and services in relationship to the school health education program. Emphasis is on the health-care system, communicable diseases, environmental health, and consumer health.

PHED 301 Foundations of Physical Education 3 cr. hrs.

This course is designed to study the historical, philosophical, sociological, psychological and scientific foundation of Physical Education. Three hours per week.

**PHED 303 Theory and Techniques of Individual and Dual
Activities 3 cr. hrs.**

Methods, theories, and techniques for teaching individual and dual activities such as aerobic activities, tumbling, rhythm and dance, lead-up activities, racquet sports, golf, wrestling, and track on the K-12 level. Three hours per week.

**PHED 304 Theory and Techniques of Group and Team
Activities 3 cr. hrs.**

Methods, theories, and techniques for teaching group (lead-up activities) and team activities such as volleyball, softball, soccer, basketball, and football on the K-12 level. Three hours per week.

- PHED 305 Physical Education for the
Elementary School 3 cr. hrs.**
Methods, material, and techniques for teaching Health and Physical Education on the elementary school level. It emphasizes the teaching and learning process, and the planning, implementing and evaluating process for the K-6 level. Field work experience is required during the course. Three hours per week plus field work experience.
- PHED 306 Physical Education for the
Middle and Secondary School 3 cr. hrs.**
Methods, materials, and techniques for teaching Physical Education on the middle and secondary school level. It emphasizes the teaching and learning process, and the planning, implementing, and evaluating processes for the 7-12 level. A field work experience is required during the course. Three hours per week plus field work experience.
- PHED 307 Exercise Physiology 3 cr. hrs.**
The study of the scientific basis of physical exercise and its effects on the muscular, cardiovascular, respiratory, and nervous systems. Training programs will be studied. Three hours per week.
- PHED 314 Kinesiology 3 cr. hrs.**
The study of the mechanical and anatomical principles of human movement as related to participation and performance in sports and physical activity. Three hours per week.
- PHED 315 Motor Learning 2 cr. hrs.**
A study of the development, acquisition, and performance of movement skills with emphasis on implications for teachers and athletic coaches. Two hours per week.
- PHED 401 Administration and Organization of
Physical Education and Athletics 3 cr. hrs.**
The study of the principles and procedures in administration and organization of Physical Education and athletics. Includes instruction on curriculum planning, facilities, personnel, legal liability, budgets, policy-making, public relations, intramurals and athletics.
- PHED 402 Adaptive Physical Education 3 cr. hrs.**
This course examines the identification assessment, and adapting of physical education policies, practices, principle

and programs to meet the leisure needs of the physically disabled person. A field work experience is required during the course. Three hours per week plus field work experience.

**PHED 403 Measurement and Evaluation in
Physical Education3 cr. hrs.**

The course acquaints the student with current tests in physical education with emphasis on test selection, administration and analysis of results. Includes test constructing, administering, scoring and interpreting. Three hours per week.

PHED 404 Theory and Techniques of Coaching3 cr. hrs.

Theories and techniques utilized in coaching individual and team sports. It emphasizes the philosophy of coaching, leadership, organization and administrative techniques, public relations, principles of effective coaching, and psychological aspects of coaching.

Pre-Athletic Training Education Program

The Pre-Athletic Training Education Program is a transfer program designed to provide a foundation for the student who plans to transfer to a four-year college or university to study athletic training to become a certified athletic trainer.

The professional courses offered in this curriculum are as follow.

PHED 105 Fundamentals of Athletic Training3 cr. hrs.

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 sports injuries. Three hours per week.

PHED 111 Athletic Training Practicum1 cr. hr.

Course involves practical application of athletic injury taping and wrapping skills. In addition the student will complete a minimum 150 hours internship as a student trainer in the athletic program.

PHED 112 Athletic Training Practicum1 cr. hr.

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 150 hours internship serving as a student trainer in the athletic program.

- PHED 206 Prevention and Management of Athletic Injuries3 cr. hr.**
Courses 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.
- PHED 207 Nutrition3 cr. hrs.**
A study of nutritional concepts with instruction in dietary management and basic body composition assessment as applied to health and performance. The course evaluates the effects diet has on health and performance. Three hours per week.
- PHED 211 Athletic Training Practicum 1 cr. hr.**
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 150 hours internship as a student trainer in the athletic program.
- PHED 212 Athletic Training Practicum 1 cr. hr.**
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 150 hours internship as a student trainer in the athletic program.

Activity Program

The Activity Program provides instruction in the knowledge, skills, and strategy of leisure sports activities that are individual, dual, and team. Students should acquire carry-over skills 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.

Activity Courses

- PHED 121 Beginning Swimming..... 1 cr. hr.**
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.

PHED 122 Intermediate Swimming 1 cr. hr.

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.

PHED 123 Advance Swimming 1 cr. hr.

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. Prerequisite: PHED 122

PHED 124 Tennis 1 cr. hr.

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

PHED 125 Volleyball 1 cr. hr.

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

PHED 126 Weight Training 1 cr. hr.

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.

PHED 127 Basketball 1 cr. hr.

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

PHED 129 Baitcasting 1 cr. hr.

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

PHED 130 Racquetball 1 cr. hr.

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

PHED 131 Badminton 1 cr. hr.

This course is an introduction to the rules and skills of

Badminton with emphasis on the strategy of single and doubles competition. Two hours per week.

PHED 132 Aerobic Fitness 1 cr. hr.

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

PHED 134 Golf 1 cr. hr.

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

PHED 135 Horsemanship 1 cr. hr.

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.

DEPARTMENT OF LANGUAGE AND LITERATURE

Dr. G. Kenneth Wolfskill
Chairperson

Division of English
Dr. G. Kenneth Wolfskill, *Head*

- ENGL 101 Composition3 cr. hrs.**
A course in expository writing designed to develop writing skills necessary for competent academic work on the college level. The course is required of all students, and is a prerequisite to all other English courses. Placement in the course is determined by the English Department through examination at orientation.
- ENGL 102 Composition and Introduction to Literature3 cr. hrs.**
A writing course focusing on the literary genres, poetry, drama, and fiction, and introducing research skills. This course is required of all students, and is a prerequisite to all higher English courses.
- ENGL 201 Survey of British Literature to 18003 cr. hrs.**
A study of the major writers in England from the Anglo-Saxon period through the 18th century.
- ENGL 202 Survey of British Literature Since 18003 cr. hrs.**
A study of the major writers in England from 1800 to the present.
- ENGL 203 Survey of American Literature to 18653 cr. hrs.**
A study of the major American writers from the Colonial period to the Civil War.
- ENGL 204 Survey of American Literature Since 18653 cr. hrs.**
A study of the major American writers from the Civil War to the present.
- ENGL 205 Survey of Ancient World Literature3 cr. hrs.**
A study of selected classical writers.
- ENGL 206 Survey of Modern World Literature3 cr. hrs.**
A study of selected non-English or American writers from modern times.

ENGL 301	Introduction to Literary Studies 3 cr. hrs. A course in bibliography, research, critical approaches to literature, and trends in scholarship.
ENGL 302	Creative Writing 3 cr. hrs. A course in writing short stories, personal sketches, and poetry.
ENGL 305	Children's Literature 3 cr. hrs. A study of all types of reading material for elementary students.
ENGL 310	History of the English Language 3 cr. hrs. A study of the evolution of the language.
ENGL 311	Advanced Composition 3 cr. hrs. A study to develop writing style.
ENGL 312	Advanced Grammar 3 cr. hrs. A study of both traditional and contemporary ap- proaches to the English language.
ENGL 320	Medieval Literature 3 cr. hrs. A study of British literature to 1500
ENGL 330	Renaissance Literature 3 cr. hrs. A study of British poetry, prose, and non-Shakespear- ean drama from 1500 to 1660
ENGL 340	Restoration and 18th Century Literature 3 cr. hrs. A study of the poetry, prose, and drama in England from 1660 to 1798.
ENGL 350	Romantic Literature 3 cr. hrs. A study of the poetry and prose in England from 1798 to 1832.
ENGL 360	Victorian Literature 3 cr. hrs. A study of British poetry and prose from 1832 to 1900.
ENGL 370	20th Century British Literature 3 cr. hrs. A study of modern British poetry, fiction, and drama.

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ENGL 380	American Literature to 1914 3 cr. hrs. A study of American poetry, fiction, and drama in this period.
ENGL 390	American Literature Since 1914 3 cr. hrs. A study of modern American poetry, fiction, and drama.
ENGL 410	Shakespeare 3 cr. hrs. A study of selected poems and plays.
ENGL 420	Short Fiction 3 cr. hrs. A study of the development of the short story
ENGL 430	Fiction 3 cr. hrs. A study of the genre by period, theme, or technique.
ENGL 440	Poetry 3 cr. hrs. A study of the genre by period, theme, or technique.
ENGL 450	Drama 3 cr. hrs. A study of the genre by period, theme, or technique.
ENGL 460	Authors 3 cr. hrs. A study focusing on an individual writer.
ENGL 470	Special Topics 3 cr. hrs. A course intended to meet non-traditional demands or to satisfy specific student interests.

Division of Foreign Languages

Dr. Carl L. Garrott, *Head*

French

FREN 101-102	Elementary French 3 cr. hrs. ea. 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. Co-requisite: ENGL 101.
FREN 201-202	Intermediate French 3 cr. hrs. ea. Review of grammar. Advanced study of idiomatic constructions and vocabulary use. readings. Basic composition technique. One lab period per week. Prerequisite: FREN 101-102 or two years of high school French and placement examination.

- FREN 203-204 Intermediate Composition and Conversation3 cr. hrs. ea.**
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

- SPAN 101-102 Elementary Spanish3 cr. hrs. ea.**
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. Co-requisite: English 101.

- SPAN 201-202 Intermediate Spanish3 cr. hrs. ea.**
Review of grammar. Advanced study of idiomatic constructions and vocabulary use. Frequent dictations. Readings. Basic composition technique. One lab period per week. Prerequisite: SPAN 101-102 or two years of high school Spanish and placement examination.

- SPAN 203-204 Intermediate Composition and Conversation3 cr. hrs. ea.**
Practice in conversational skills in a variety of subjects and situations. Designed to provide the fundamentals of composition in Spanish. Prerequisite: SPAN 202 or placement score.

DEPARTMENT OF MATHEMATICS

Dr. Calvin I. Owens
Chairperson

- MATH 111 Engineering Drawing2 cr. hrs.**
Free-hand lettering, orthographic projection, auxiliary views, sectional views, use of working drawing, isometric projection, technical sketching, perspective, pencil and ink tracing. One hour lecture, 2 hours laboratory per week.

- MATH 112 Descriptive Geometry2 cr. hrs.**
Topics discussed are edge and normal views, straight lines and planes, curved lines, curved and warped surfaces, inter-

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sections, developments and vector geometry. One hour lecture, 2 hours laboratory per week. Prerequisite: MATH 111

MATH 120 Introduction to Finite Mathematics3 cr. hrs.

A first course in finite Mathematics. Topics include linear equations, matrices, linear programming, sets and counting principles, probability, and statistics. Three hours per week. Prerequisite: Satisfactory score on the Mathematics placement test or AS 004 Basic Algebra.

MATH 130 Introduction to Algebra for College Students ...2 cr. hrs.

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. Three hours per week. Prerequisite: AS 004 or satisfactory score on the mathematics placement test.

MATH 131 Algebra for College Students2 cr. hrs.

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

MATH 133 College Algebra3 cr. hrs.

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.

MATH 135 Analytic Trigonometry3 cr. hrs.

The topics discussed are: trigonometric functions, inverse Trigonometric functions, radian measure, solution of triangles and applications. Three hours per week. Prerequisite: MATH 133 and Plane Geometry

MATH 139 Algebra and Trigonometry 5 cr. hrs.

This is an integrated course in algebra and trigonometry. The topics are: the real and complex number systems; linear; quadratic, exponential, logarithmic, trigonometric, and inverse functions; inequalities, matrices, series, probability. This course will satisfy the MATH 133-135 requirements. Five hours per week. Prerequisite: An above average score on the mathematics placement examination. Two years High School Algebra and Plane Geometry.

MATH 201 Basic Concepts of Mathematics I 3 cr. hrs.

A course required for prospective elementary and middle grades teachers. topics covered include problem solving; systems of numeration, number systems and operations including whole numbers, rational numbers, decimals; estimation; ordering relations of rational numbers. Three hours per week. Prerequisite: MATH 133

MATH 202 Basic Concepts of Mathematics II 3 cr. hrs.

A second course in mathematics required for prospective elementary teachers. Topics covered include elementary statistics; measurement and problem solving in geometry; a study of geometric concepts and construction of simple geometric figures; elementary logical arguments. Three hours per week. Prerequisite: MATH 201

MATH 205 Math Probability and Statistics 3 cr. hrs.

This is a basic probability and statistics course which covers such topics as central tendency, variability, normal distribution, probability, decision-making, estimation, the T-test, chi-square, regression and prediction, correlation, non parametric statistics, and analysis of variance. Prerequisite: College level math.

MATH 210 Analytic Geometry and Calculus 4 cr. hrs.

The first of three semesters of unified course in analytic geometry and calculus. The topics studied are: real number system; Cartesian coordinates; functions; limits and continuity; the derivative; differentiation of algebraic functions; applications of derivatives; and antiderivatives. Prerequisites: MATH 139 or MATH 133 and MATH 135.

MATH 211 Analytic Geometry and Calculus 4 cr. hrs.

The second of three semesters of unified course in analytic geometry and calculus. The topics studied are: definite

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integrals; application of definite integrals; conics; transcendal functions; technique of integration; popular coordinates; parametric equations; improper integrals; and indeterminate forms. Prerequisite: MATH 210

MATH 310 Analytic Geometry and Calculus4 cr. hrs.

The third of three semesters of unified course in analytic geometry and calculus. The topics studied are: three-dimensional space; partial differentiation; multiple integrals; infinite series; and differential equations. Prerequisite: MATH 211

MATH 315 Applied Differential Equations3 cr. hrs.

A course in applied differential equations involves topics such as: first order and simple higher order differential equations and their application; linear differential equations and their application, solution by series, solution by Laplace Transformation and other topics. Offered in spring only on adequate demand. Co-requisite: MATH 310

MATH 325 College Geometry3 cr. hrs.

Modern college geometry is studied as an extension of elementary plan geometry. Important theorems relative to the nine-point circle, cross ratios, the geometry of circles, and solid geometry are emphasized. Euclidean transformations are also studied. Three hours per week. Prerequisite: MATH 210

MATH 340 Linear Algebra3 cr. hrs.

A study of vector spaces, linear maps, matrices, systems of linear equations, determinants, and eigenvalues. Three hours per week.

MATH 351 Mathematical Probability and Statistics3 cr. hrs.

The theory of probability is studied. Mathematical models for various statistical distributions are constructed. These include testing of hypotheses and estimation, small-sample distributions, regression, and linear hypotheses. Three hours per week. Prerequisite: MATH 211.

MATH 430 Introduction to Modern Algebra3 cr. hrs.

Modern algebra is developed from a postulation viewpoint. Mathematical systems which are developed and studied include groups, rings, vector spaces, and fields. Three hours per week. Prerequisite: MATH 340

- MATH 460** **Survey of the Historical Development of Mathematics 3 cr. hrs.**
A general survey of the historical development of mathematics up to the 20th century. Three hours per week. Prerequisite: MATH 211
- MATH 470** **Advanced Calculus 3 cr. hrs.**
A study of the basic properties of the real number system, point sets, theory of limits, ordinary and uniform continuity, differentiation, integrals, improper integrals, infinite series and regions of convergence, fundamental theorems from differential and integral calculus. Three hours per week. Prerequisite: MATH 310
- MATH 480** **Foundations of Mathematics 3 cr. hrs.**
A study of the fundamental concepts and structural development of mathematics. An introduction to non-Euclidean geometries, logic, Boolean Algebra, and set theory. Transfinite cardinal numbers, the construction of complex number systems, and a study of relations and functions. The topics are developed on a postulational basis. Three hours per week. Prerequisites: MATH 325 and MATH 430
- MATH 490** **Independent Study 1-3 cr. hrs.**
Designed to provide advanced mathematics students an opportunity to study topics supplementing the regular curriculum. Number of hours per week and credit hours will depend on the nature of the work assigned. Prerequisite: Open to advanced mathematics majors with consent of department chair.

DEPARTMENT OF RELIGION AND PHILOSOPHY

Dr. R. Hargus Taylor
Chairperson

Biblical Studies

- REL 111** **Introduction to the Old Testament 3 cr. hrs.**
The student is introduced to the Story of Ancient Israel, as recorded in the Hebrew Bible, through an approach which combines elements of historical and archaeological research, literary criticism, and biblical theology.

REL 112 Introduction to the New Testament3 cr. hrs.

The story of Christian origins, as recorded in the distinctively Christian scriptures, is set forth against the background of that religious, political, social, and cultural milieu out of which the Christian movement emerged.

REL 313 The Book of Genesis3 cr. hrs.

A survey of major themes in Genesis in the light of modern critical research. Consideration is given to the nature and purpose of Genesis; the book's foundational role within the context of the Torah, and key theological issues. Prerequisite: REL 111

REL 314 Jesus and the Synoptic Gospels.....3 cr. hrs.

An in-depth study of the message of Jesus in light of modern critical research on the Synoptics. Special attention will be paid to the historical ministry of Jesus; the nature and purpose of the Synoptics; and an evaluation of source, form, redaction, socio-logical, and literary criticisms. Prerequisite: REL 112

REL 315 The Former Prophets.....3 cr. hrs.

A study of the background, form, message, and significance of the Former Prophets. The course also provides opportunities for comparing the Former with the Latter Prophets, as well as with the Chronicler's additions and omissions. Prerequisite: REL 111

REL 316 Paul: The Man and His Writings.....3 cr. hrs.

An intensive consideration of the life and teachings of Paul as presented in his letters and in Acts. Emphasis will be placed upon the historical and cultural environment, issues in current Pauline scholarship, and exegesis of selected passages in Paul's letters. Prerequisite: REL 112

REL 417 The Poetics of Hebrew Biblical Narrative3 cr. hr.

A central question sets the tone for the course: How does art serve theology? Plot, characterization, rhetoric, point of view, strategies of composition, and other relevant topics are discussed. Prerequisite: REL 111.

**REL 418 The Judaistic & Hellenistic Backgrounds
of the New Testament3 cr hrs.**

The historical social worlds extant in the first century and their influences upon the New Testament. An evaluation is made of historical events, Palestinian Judaism, Hellenistic Judaism, and Roman Hellenism. Prerequisite: REL 112

Historical/Theological Studies

REL 341 Christian History to the Age of Reformation 3 cr. hrs.

A survey of the history of Christianity from the Apostolic Age through the Renaissance.

While following an integrative approach to the subject, particular attention will be given to the geographical expansion of Christianity, development of Christian institutions, theological crises leading to a definition of Christian Orthodoxy, and the shape and influence of medieval Christendom.

REL 342 Christian History Since the Reformation3 cr. hrs.

An examination of the principal reform movements of the sixteenth century, and to subsequent developments in Christian history to the present. Emphasis will be given to those religious, political, intellectual, and social currents which have influenced the course of both Protestantism and Roman Catholicism since the Reformation; to the modern missionary movement, ecumenism, and the vitality of Christianity among Third World nations.

REL 443 Religion in America3 cr. hrs.

An examination of those religious traditions which either accompanied the settlement of the American colonies, or which have emerged and developed in the context of American life and culture. Attention is directed to various factors which have tended to contribute a distinctively New World character to Old World religious traditions.

REL 444 Baptist History and Heritage3 cr. hrs.

Traces the growth and development of Baptists from their origins in the radical wing of the Protestant Reformation. Major emphasis will be placed upon Baptists in the United States, and upon the distinctive features of Baptist heritage within the broader context of Protestant Christianity.

Philosophical/Ethical Studies

PHIL 221 Introduction to Ethics3 cr. hrs.

This course is designed to be 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.

- PHIL 231 Introduction to Philosophy3 cr. hrs.**
An attempt is made to acquaint students with basic philosophical concepts and problems through a consideration of representative philosophers and their approaches to the basic questions which are generally explored through philosophical inquiry.

DEPARTMENT OF SCIENCE

Dr. Garth D. Faile
Chairperson

Biology

- BIOL 101 Botany4 cr. hrs.**
This course is designed to cover morphology, life cycles and physiological processes of both the nonvascular and vascular plants. Evolution of structures and processes, the interrelationships of plants and the importance of plants to the survival of life on earth are stressed. Observation and classification of local flora is included. Three hours lecture and one three-hour laboratory per week.
- BIOL 102 Zoology4 cr. hrs.**
This is a study of the general principles and problems of animal biology with emphasis given to cellular organization and control, organ-systems and their physiology, and evolutionary relationships among the major animal phyla. Important zoological principles and a survey of the animal kingdom will be included in the laboratory. Three hours lecture and one three-hour laboratory per week.
- BIOL 221 Human Anatomy4 cr. hrs.**
This is an introduction to regional gross human anatomy which emphasizes structure, function, and concepts of relationships. The laboratory utilizes charts, models, and dissections to visualize structures and their relationships. Three hours of lecture and one three-hour laboratory per week. Offered only in fall semester. Prerequisite: Biology 102 or permission of instructor.
- BIOL 222 Human Physiology4 cr. hrs.**
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 spring semester. Prerequisite: BIOL 102 or BIOL 221

BIOL 301 Principles of Ecology4 cr. hrs.

This is a study of the interactions of organisms as they relate to their biotic and abiotic environments. Population dynamics and evolution at the ecosystem level are emphasized as influenced by human activity. Three hours of lecture and one three-hour laboratory. Prerequisites: BIOL 101-102

BIOL 341 Microbiology4 cr. hrs.

This is a study of the morphology and fundamental physiological processes of microorganisms with emphasis on bacteria. Introduction to beneficial and disease causing microbes is included. Biotechnology techniques and immunology processes are considered. Laboratory consists of standard techniques and procedures. Three hours of lecture and one three-hour laboratory per week. Offered only in spring semester. Prerequisites: BIOL 101 and CHEM 101.

BIOL 345 Comparative Anatomy4 cr. hrs.

This is a comparative study of the origins, structures, and functions of vertebrates emphasizing evolutionary relationships. Laboratory includes a detailed study of amphioxus, mudpuppy, shark, cat, and human. Three hours of lecture and one three-hour laboratory per week. Prerequisites: BIOL 101 and 102

BIOL 401 Genetics4 cr. hrs.

This is a study of the principles of heredity designed to provide an understanding of Mendelian, molecular, and population genetics and the significances of these principles to human heredity, plant and animal breeding, evolution, and selected environmental problems. Three hours of lecture and one three-hour laboratory per week. Prerequisites: BIOL 101 and 102.

BIOL 490 Special Topics in Biology1-6 cr. hrs.

The student may elect to undertake directed research, co-operative internship or a senior seminar. Hours granted will be on commensurate work, a copy of which will be retained with the

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student's permanent record. Prerequisites: Approval of Advisor, Departmental Chairperson, and Instructor.

Chemistry

CHEM 101-102 General Chemistry4 cr. hrs.

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. Co-requisite: eligibility to take MATH 130

CHEM 275-276 Organic Chemistry4 cr. hrs.

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. Three hours of lecture and one three-hour laboratory per week. CHEM 275 is offered only in the fall semester and 276 is offered only the spring semester.

CHEM 295 Introduction to Pascal3 cr. hrs.

This course introduces students to solid programming principles. Topics included are procedures, looping, decision-making framework, parameters, and arrays; no prior knowledge of programming is necessary. A working knowledge of algebra and trigonometry is assumed with a background in chemistry and/or physics suggested. Two hours of lecture and one two-hour laboratory per week. Offered only in spring semester.

CHEM 325 An Introduction to Biochemistry4 cr. hrs.

This is a study of organic molecules which are significant in biological systems. Three hours of lecture and one three-hour laboratory per week. Prerequisite: CHEM 275.

CHEM 335 Physical Chemistry4 cr. hrs.

This is a study of the physical properties of matter and the laws of chemical interaction. This course will include chemical thermodynamics, physical and chemical equilibrium, electrochemistry and reaction kinetics. Three hours of lecture and one three-hour laboratory per week. Prerequisite: CHEM 102, MATH 133, and PHY 101 or 203

CHEM 460 Chemical Analysis4 cr. hrs.

This is a study of analytical methods, using conventional and contemporary approaches. Systems studied will often include current environmental issues. Three hours of lecture and one three-hour laboratory per week. Prerequisite: CHEM 102

CHEM 490 Special Topics in Chemistry 1-6 cr. hrs.

The student may elect independent investigation on a research problem, a co-operative internship, or a senior seminar. Prerequisite: Approval of Advisor, Departmental Chairperson and the Instructor.

Physics

PHYS 101-102 General Physics4 cr. hrs.

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 laboratory per week. Must be taken in sequence. Physics 101 is offered only in the fall semester and 102 is offered only in the spring semester. Co-requisite: Eligibility to take MATH 130

PHYS 110 Astronomy4 cr. hrs.

This is an introductory, descriptive survey of the field of astronomy, designed primarily for the non-science major. It includes history of astronomy; the solar system; the sun and other stars, galaxies; and cosmology. Recent discoveries such as quasars, pulsars, and black holes are included. This course includes introduction to astronomical observing. Laboratory activity will include astronomical instruments; the nature of light; Kepler's and Newton's laws of motion; the constellations; planets, binary stars, stellar clusters, and galaxies. A small telescope will be used to observe celestial objects. Three hours lecture and one two-hour laboratory each week. All laboratories will be in the evenings.

PHYS 203-204 Advanced General Physics4 cr. hrs.

This is 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 one three-hour laboratory per week. Physics 203 is offered only in the fall semester and 204 is offered only in the spring semester. Co-requisite: MATH 210

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- PHYS 490** **Special Topics in Physics** 1-6 cr. hrs.
The student may elect independent investigation on a research problem, a co-operative internship, or a senior seminar.
Prerequisite: Approval of Advisor, Departmental Chairperson and the Instructor

DEPARTMENT OF SOCIAL SCIENCE

Mr. Warren G. Sexton
Acting Chairperson

History

- HIST 101** **Western Civilization** 3 cr. hrs.
This is a survey of the foundation of Western Civilization from the prehistoric period to 1660, with emphasis on the political, economic, social and cultural institutions.
- HIST 102** **Western Civilization** 3 cr. hrs.
This is a survey of Western Civilization from 1660 and the emergence of absolutism in Europe to the crisis of the twentieth century and the nuclear age. Emphasis is placed on the political, economic, and cultural development of Western Civilization.
- HIST 201** **U. S. History to 1865** 3 cr. hrs.
This is a survey of American history from the period of exploration and colonization through the Civil War. Emphasis is placed on the political, economic, social, and cultural development.
- HIST 202** **U. S. History Since 1865** 3 cr. hrs.
This is a survey of American history from the Civil War to the present. Emphasis is placed on the political, economic, social, and cultural development.
- HIST 350** **North Carolina History** 3 cr. hrs.
This is a survey of the political, economic, social, and cultural development of North Carolina from its settlement to the present. Offered only in the fall semester.

Sociology

SOCIO 107 Family Living3 cr. hrs.

This is 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 the spring semester.

SOCIO 205 Introductory Sociology3 cr. hrs.

This is 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.

Government

GOVT 108 Government3 cr. hrs.

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

Geography

GEOG 151 Introductory Geography3 cr. hrs.

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. Offered only in the spring semester.

Psychology

PSYCH 201 General Psychology3 cr. hrs.

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.

PSYCH 306 Developmental Psychology3 cr. hrs.

This is a study of the physical, intellectual, social and emotional development as a basis for understanding human behavior. It will provide a background for students who are preparing to teach, or any other occupation involving working with children or youth. Offered only in the fall semester of even-numbered years. Prerequisite: PSYCH 201, or the approval of the professor.

PSYCH 310 Educational Psychology3 cr. hrs.

This course deals with the psychological principles involved in the teaching-learning process, with emphasis on the nature of intelligence, motivation, capacity, learning styles, thinking skills, individual differences, and the evaluation of learning. Offered only in the fall semester of odd-numbered years. Prerequisite: PSYCH 201, or the approval of the professor.

Economics

See course descriptions under Department of Business.

DEPARTMENT OF ACADEMIC SUPPORT

Dr. Mary Ruth Coleman, *Chair*
Mrs. Janet Rogers, *Co-chair*

AS 001 Reading for College Success0 cr. hrs.*

Reading for College Success focuses on helping the student improve skills essential to successful reading of college material. Special emphasis is placed on study skills, vocabulary, comprehension, reading rate, and critical reading. The course is required for students whose reading placement test scores indicate a need for it; it may also be recommended for students who demonstrate difficulty in reading college texts. When reading is required, it is co-requisite with all curricula of the college, and any student who places into the course must pass it in order to graduate. Two hours lecture per week with required lab.

AS 002 Writing Fundamentals0 cr. hrs.*

Writing Fundamentals 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, devel-

opment of paragraphs, and short compositions. Any student who places into 002 must complete it before entering English 101. Three hours lecture per week.

AS 003 Writing in English as a Second Language0 cr. hrs.*

This course is required for foreign students whose facility with the English language is not sufficient for a purely rhetorical course. It deals with the vocabulary and mechanics of written English (grammar, diction, logic) and with composition. Any student who places into 003 must complete it before entering English 101. Three hours lecture per week, with required lab.

AS 004 Basic Algebra0 cr. hrs.*

Basic Algebra is an in-depth review of topics usually covered in a first course in high school algebra and is designed to help students be successful in understanding basic concepts of algebra. Topics include real numbers, solving equations and inequalities in one variable, polynomials, exponents, 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.

*Non-credit courses are taken into consideration in determining a student's minimum course load for continued enrollment.

THE DIRECTORY

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Austine O. Evans	Director of Freshman Year Experience/ Director of Academic Advisement
Craig A. Vick	Director of Personnel/ Assistant Director of Financial Aid
Jack A. Hassell	Director of Physical Plant
Lisa Newsome	Director of Public Relations
Lee Fitzwater	Director of Safety and Security
Philip L. Royce	Director of Service Enterprises
Alan Goldberg	Director of Sports Information
E. Frank Stephenson, Jr.	Director of Upward Bound
Beryle Lewis	Counselor, Upward Bound
Gloria Pinto	Director of Wellness Center
Winslow Carter	Dean of Student Development
Darrell H. Nicholson	Registrar

Cynthia Ann Lawson	Associate Director of Student Enrollment
Linda M. Blincoc	Assistant Director of Student Enrollment and Church Recruitment
Risa Pless	Assistant Director of Student Enrollment and Transfer Coordinator
Kevin Stroud	Assistant Director of Student Enrollment

THE FACULTY

Jerry F. Jackson (1989)	President of the College 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)	Vice President for Academic Affairs 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., University of North Carolina at Chapel Hill 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-Chapel Hill M.A., Columbia University Ph.D., University of North Carolina-Chapel Hill

- Mary Ruth B. Coleman (1990) Academic Support
Chairperson, Department of Academic Support
 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-Chapel Hill
 Additional Graduate Study, Texas Women's University,
 University of North Carolina-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 Montevallo
 M.A., Auburn University
 Ph.D., Auburn University
- James B. Dewar (1967) Biology
 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) Chemistry
 A.B., East Carolina University
 M.S.T., Illinois Wesleyan University
 Additional Graduate Study, Indiana State University, East Texas
 State University, University of Pennsylvania, East Connecticut
 State College, University of Wisconsin-Madison,
 University of Hartford
- Jenny E. Eakin (1989) Mathematics
 B.S., North Carolina State University
 M.Ed., North Carolina State University
 Additional Graduate Study, East Carolina 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
 Ed.D. Candidate, Virginia Polytechnic Institute

- Joyce Elliott (1984) Speech
 B.A., University of Kansas
 M.F.A., Yale University
 Ed.D., Columbia University
- Douglas E. Eubank (1971-79, 1983) Art
 B.A., Morehead State University
 M.H.E., Morehead State University
 Additional Graduate Study, East Tennessee State University,
 Morehead State University
- Garth Dalmain Faile (1971) Chemistry
Chairperson, Department of Science
 B.S., University of Alabama
 M.A.T., University of Montevallo
 M.S., Auburn University
 Ph.D., Auburn University
- Susan B. Fecho (1987) Art
 B.F.A., East Carolina University
 M.F.A., East Carolina University
 Additional Graduate Study, East Tennessee State University,
 Western Carolina University
- James G. Garrison (1958) Physical Education
Vice President for Athletic Administration
 A.A., Gardner Webb College
 B.A., Western Carolina University
 M.A., East Carolina University
 Additional Graduate Study, University of North Carolina-Chapel Hill,
 University of North Carolina-Greensboro, University of South Carolina,
 University of California-Santa Barbara Extension
- Carl L. Garrott (1984) French, Spanish
 A.B., Kentucky State University
 M.A., Tennessee State University
 Ed.S., Western Kentucky University
 Ed.D., University of Kentucky
- Herman W. Gatewood (1963) Printing Technology
 Attended Danville Technical Institute, Graphic Arts Diploma
 Additional Study, Chowan College, Old Dominion University
- Richard R. Gay (1991) English
 B.A., University of Richmond
 M.A., University of Richmond
 Ph.D., University of North Carolina-Greensboro
- Edwin Dean Gilbert Printing Technology
Chairperson, Department of Graphic Communications
 B.S., Appalachian State University
 M.A., Appalachian State University
 Additional Graduate Study, Clemson University

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- John W. Gosnell (1971) Social Science
 B.A., Bridgewater college
 B.D., Bethany Theological Seminary
 M.A., DePaul University
 S.T.M., Boston University
 M.A.C.T., University of North Carolina-Chapel Hill
 Ph.D., University of North Carolina-Chapel Hill
 Additional Graduate Study, East Carolina University
- David B. Gowler (1991) Religion
 B.A., University of Illinois
 M.Div., Southern Baptist Theological Seminary
 Ph.D., Southern Baptist Theological Seminary
 Additional Graduate Study, Cambridge University
- Geraldine L. Harris (1966) Head Librarian
 B.S., M.A., East Carolina University
 Additional Graduate Study, Florida State University,
 University of North Carolina-Greensboro
- John P. Harris (1964) Biology
 A.A., Louisburg College
 B.S., M.A., East Carolina University
 Additional Graduate Study, North Carolina State University,
 University of North Carolina-Chapel Hill, East Carolina University
- George L. Hazelton (1966) Physics, CIS
 B.S., East Carolina University
 M.A., Wake Forest University
 Additional Graduate Study, West Virginia University,
 North Carolina State University-Raleigh,
 University of South Carolina, East Carolina University,
 James Madison University, Lake Forest University, Memphis State
 University, Central State University, California State University
- Hatie R. Jones (1965) CIS
 B.S., Concord College
 M.Ed., Virginia Polytechnic Institute
 Additional Graduate Study, University of Tennessee, College of
 William and Mary, University of North Carolina-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
 Additional Graduate Study, East Carolina University
- Stanley A. Mitchell (1977) Art
 B.F.A., M.A., East Carolina University
 Additional Graduate Study, Virginia Commonwealth University,
 University of North Carolina-Chapel Hill,
 Parson's School of Design

- Robert G. Mulder (1965) English
 A.A., Chowan College
 B.S., M.A., East Carolina University
 Additional Graduate Study, University of North Carolina-Chapel Hill,
 University of Richmond, University of Mississippi

- Carole F. Nicholson (1989) Music
 B.A., Wake Forest University
 M.Mus., Millikin University
 Additional Graduate Study, Westminster Choir College,
 East Carolina University

- Darrell H. Nicholson (1968) Registrar
 English
 B.A., University of Illinois
 M.S., Southern Illinois University
 M.A., University of Louisville
 Additional Graduate Study, University of New Hampshire

- Calvin I. Owens (1981) Mathematics
Chairperson, Department of Mathematics
 B.S., East Carolina University
 M.A., Duke University
 Ph.D., University of Tennessee

- David W. Parker (1973) Art
 A.A., Campbell College
 B.A., M.F.A., East Carolina University
 Additional Graduate Study, Melbourne University,
 National Gallery Art School, East Carolina University

- Charles L. Paul (1963) Social Science
 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-Chapel Hill,
 East Carolina University, European Study Tour,
 State University of New York College-Brockport

- James E. Rogers (1990) Music
 B.S., Jacksonville State University
 M.Mus., Georgia State University
 Ed.D., University of Alabama

- Janet C. Rogers (1991) Academic Support
 B.A., Judson College
 M.A., University of Alabama-Birmingham

- Carol S. Sexton (1966) Assistant Librarian
 A.A., Lees-McRae Junior College
 B.A., North Carolina Wesleyan College
 M.L.S., University of North Carolina-Chapel Hill

- Warren G. Sexton (1959) Social Science
Acting Chairperson, Department of Social Science
 A.A., Lees-McRae Junior College
 B.S., M.A., Appalachian State University
 Additional Graduate Study, University of North Carolina-Chapel Hill
- William B. Sowell (1955) Printing Technology
 A.A., Diploma in Graphic Arts, Chowan College
 B.S., East Carolina University
 Graduate Study, East Carolina University
- Daniel C. Surface (1970-75 1979) Physical Education
Chairperson, Department of Physical Education
 A.B., Guilford College
 M.S., University of Tennessee
 Additional Graduate Study, College of William and Mary,
 University of North Carolina-Greensboro, Virginia Polytechnic Institute,
 Azusa Pacific College, East Carolina University
- Patsy W. Taylor (1991) Merchandise Management
 B.S., East Carolina University
 M.A., East Carolina University
- R. Hargus Taylor (1963) Religion
Chairperson, Department of Religion and Philosophy
 B.A., Carson Newman College
 B.D., Southern Baptist Theological Seminary
 Th.D., Southern Baptist Theological Seminary
- Gilbert A. Tripp, Jr. (1967) Science
 B.S., Campbell College
 M.A., East Carolina University
 Additional Graduate Study, Converse College, East Carolina University,
 North Carolina State University-Greensboro, UNC-Greensboro
- John S. Virkler (1987) Economics, Government
 B.A., University of Richmond
 M.Div., Southwestern Baptist Theological Seminary
 M.A.T., Auburn University
 M.A., University of Virginia
 M.A., Auburn University
 Additional Graduate Study, University of Virginia, International
 Institute on Human Rights (Strasbourg, France),
 University of North Carolina-Chapel Hill
- Dorothy A. Wallace (1965) Business
Chairperson, Department of Business
 B.S., Radford College
 M.S., Virginia Polytechnic Institute
 Additional Graduate Study, University of Maryland, University of Missouri,
 University of South Alabama, University of North Carolina-Chapel Hill
- L. M. Wallace, Jr. Business
 B.S., M.A., East Carolina University
 Additional Graduate Study, Colorado State College,
 North Carolina State University-Raleigh,
 University of Missouri, University of Maryland

- Melvin M. White, Jr. (1989)Photography
A.A.S., McDowell Technical College
B.A., University of North Carolina-Asheville
- G. Kenneth Wolfskill (1973)English
Chairperson, Department of Language and Literature
B.S., Samford Univesity
M.A., University of Kentiucky
Ph.D., University of North Carolina-Chapel Hill
Additional Graduate Study, University of Florida
- Katherine R. Wood (1977) Assistant Librarian
B.A., Meredith College
M.A.E., East Carolina University
M.L.S., East Carolina University
Additional Graduate Study, University of North Carolina-Chapel Hill
- Norman Edward Wooten (1967)Mathematics
B.S., Wake Forest University
M.A., Wake Forest University
Additional Graduate Study, East Carolina University,
The College of William and Mary

THE EMERTI

- Undine W. Barnhill (1965-1978).....English
B.A., Meredith College
M.A., East Carolina University
Additional Graduate Study, Lafayette College, Harvard University,
University of North Carolina-Chapel Hill, East Carolina University,
North Carolina State University-Raleigh, University of London,
Appalachian State University
- Robert W. Brown (1963-1990) Music
B.A., Atlantic Christian College
M.Ed., North Carolina State University-Raleigh
Additional Graduate Study, Catholic University, Wake Forest University,
East Carolina University, Boston University
- Anna Belle Crouch (1958-1978).....English
B.S., Southeast Missouri University
M.R.E., Additional Graduate Study, Southern Baptist Theological Seminary,
M.A., Columbia University
Additional Graduate Study, East Carolina University, Union Theological Seminary,
Virginia State College, College of Willliam and Mary
- Acheson A. Harden, Jr. (1970-1992)Mathematics
B.A., Williams College
M.A., North Carolina State University-Raleigh
Additional Graduate Study, East Carolina Univesity, University of Maine,
Illinois State University, James Madison University

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- Almira H. Ockerman (1965-1974)Nursing
Chairperson, Department of Nursing
 B.S., University of Minnesota
 M.N.A., University of Minnesota
 Additional Graduate Study, Washington University-St. Louis,
 New York University
- Rowland S. Pruette (1967-1986)Religion
Chairperson, Department of Religion and Philosophy
 B.A., Wake Forest University
 B.D., M.A., Duke University
 Additional Graduate Study, Union Theological Seminary,
 Hebrew Union College-Biblical and Archaeological School
- Bela Udvarnoki (1952-1963)Social Science
 Undergraduate Degree, University of Budapest
 Th.M., Ph.D., Southern Baptist Theological Seminary
 Additional Graduate Study, University of Hamburg,
 University of Chicago
- Bruce E. Whitaker (1957-1989)President of the College
 B.A., Wake Forest University
 B.D., Th.M., Ph.D., Southern Baptist Theological Seminary
 Additional Graduate Study, George Peabody College for Teachers
- Esther A. Whitaker (1957-1989)Religion
 B.S., Appalachian State University
 M.R.E., Southern Baptist Theological Seminary
 M.A., George Peabody College for Teachers
 Additional Graduate Study, Union Theological Seminary,
 Hebrew Union College Biblical and Archeological School

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