

The
Christopher Newport College
of the College of
William and Mary



Announcements, Session 1969-70
Newport News, Virginia

Vol. 9, No. 1

JULY, 1969

The
Christopher Newport College
of the College of
William and Mary

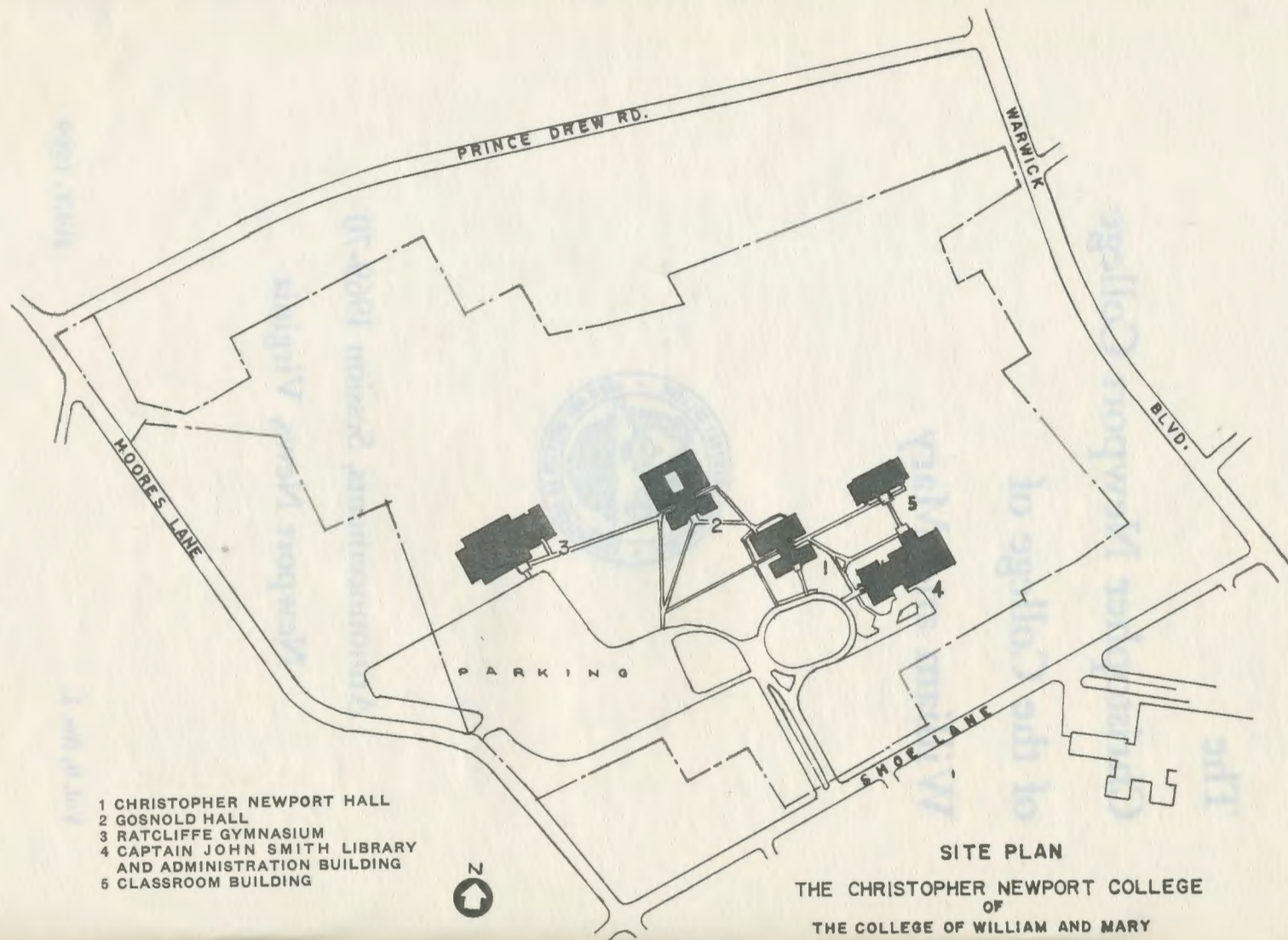


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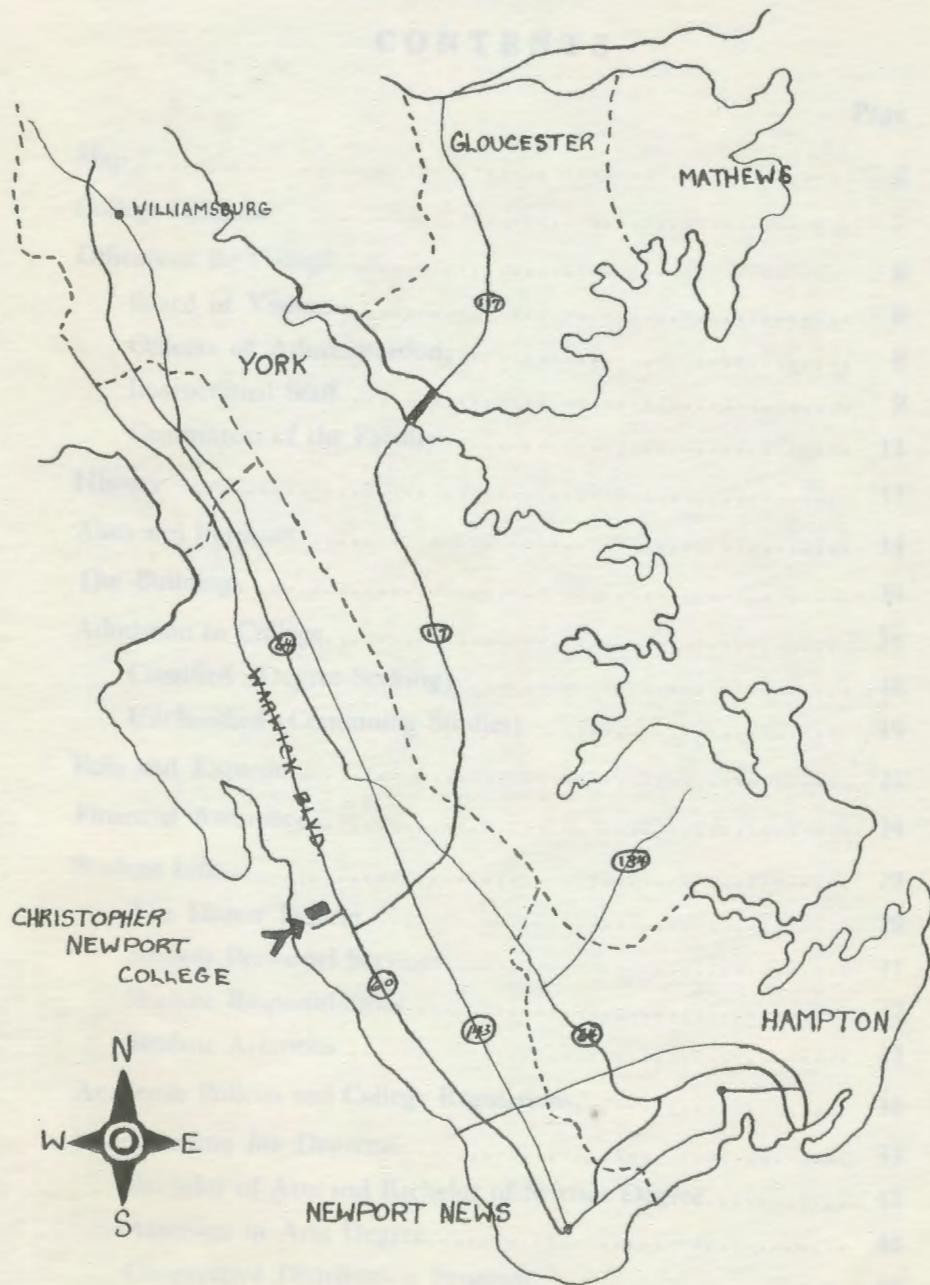


- 1 CHRISTOPHER NEWPORT HALL
- 2 GOSNOLD HALL
- 3 RATCLIFFE GYMNASIUM
- 4 CAPTAIN JOHN SMITH LIBRARY
AND ADMINISTRATION BUILDING
- 5 CLASSROOM BUILDING



SITE PLAN
THE CHRISTOPHER NEWPORT COLLEGE
OF
THE COLLEGE OF WILLIAM AND MARY

LOCAL MAP



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CALENDAR

1969

| JANUARY | | | | | | | JULY | | | | | | | |
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| FEBRUARY | | | | | | | AUGUST | | | | | | |
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1970

| JANUARY | | | | | | | JULY | | | | | | |
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| FEBRUARY | | | | | | | AUGUST | | | | | | |
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| MARCH | | | | | | | SEPTEMBER | | | | | | | |
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| APRIL | | | | | | | OCTOBER | | | | | | |
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| MAY | | | | | | | NOVEMBER | | | | | | | | | |
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| JUNE | | | | | | | DECEMBER | | | | | | | | | |
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COLLEGE CALENDAR

1969-70

1969

First Semester

- September 8-9Orientation (Monday and Tuesday)
September 10-16Student Conferences with Advisers (Wednesday through Tuesday)
September 17Registration (Wednesday)
September 22Beginning of Classes: 8:00 a.m. (Monday)
September 26Last Day of Add/Drop Period; Registration Closed (Friday)
October 10Last Day for Refunds (Friday)
October 31Last day for dropping a class without a penalty of failing grade (Friday)
November 7Mid-semester reports filed with Registrar: 9:00 a.m. (Friday)
November 17Deadline for withdrawal without grade notation of WP or WF (Monday)
November 26Beginning of Thanksgiving Holiday: 5:00 p.m. (Wednesday)
December 1End of Thanksgiving Holiday: 8:00 a.m. (Monday)
December 19Beginning of Christmas Recess: 5:00 p.m. (Friday)

1970

- January 5End of Christmas Recess: 8:00 a.m. (Monday)
January 16End of Classes: 5:00 p.m. (Friday)
January 17-18Pre-Examination Period (Saturday and Sunday)
January 19-31Mid-Year Examinations (Monday through Saturday)
February 2Final Semester Reports filed with Registrar: 9:00 a.m. (Monday)

Second Semester

- February 9Registration (Monday)
February 11Beginning of Classes: 8:00 a.m. (Wednesday)
February 16Last Day of Add/Drop Period; Registration Closed (Monday)
March 2Last Day for Refunds (Monday)
March 23Last day for dropping a class without a penalty of failing grade (Monday)
March 27Mid-semester Reports filed with Registrar: 9:00 a.m. (Friday)
March 27Beginning of Spring Recess: 5:00 p.m. (Friday)
April 6End of Spring Recess: 8:00 a.m. (Monday)
April 10Deadline for withdrawal without grade notation of WP or WF (Friday)
May 26End of Classes: 5:00 p.m. (Tuesday)
May 27Pre-Examination Period (Wednesday)
May 28-June 9Final Examinations (Thursday through Tuesday)
June 10Final Semester reports filed with Registrar: 9:00 a.m. (Wednesday)
June 12Commencement (Friday)

OFFICERS OF THE COLLEGE

BOARD OF VISITORS

To March 6, 1972

W. H. BOWDITCH.....YORKTOWN, VIRGINIA
R. HARVEY CHAPPELL, JR.....RICHMOND, VIRGINIA
FRANK W. COX.....VIRGINIA BEACH, VIRGINIA
ERNEST W. GOODRICH.....SURRY, VIRGINIA
THOMAS B. STANLEY.....STANLEYTOWN, VIRGINIA
JOHN C. SWANSON.....DANVILLE, VIRGINIA
HARRY DAY WILKINS.....EASTVILLE, VIRGINIA

To March 6, 1970

R. WILLIAM ARTHUR.....WYTHEVILLE, VIRGINIA
MRS. ROBERT V. H. DUNCAN.....ALEXANDRIA, VIRGINIA
MRS. VERNON M. GEDDY, SR.....WILLIAMSBURG, VIRGINIA
RUSSELL B. GILL.....PETERSBURG, VIRGINIA
E. RALPH JAMES.....HAMPTON, VIRGINIA
WALTER G. MASON.....LYNCHBURG, VIRGINIA
BLAKE T. NEWTON, JR.....NEW YORK, NEW YORK
WALTER S. ROBERTSON.....RICHMOND, VIRGINIA
WILLIAM R. SAVAGE, JR.....SUFFOLK, VIRGINIA
J. E. ZOLLINGER.....FORT LAUDERDALE, FLORIDA

OFFICERS OF ADMINISTRATION

COLLEGE OF WILLIAM AND MARY

DAVIS Y. PASCHALL.....PRESIDENT
JOHN H. WILLIS, JR.....ASSISTANT VICE-PRESIDENT
AND LIAISON OFFICER

CHRISTOPHER NEWPORT COLLEGE

H. WESTCOTT CUNNINGHAM.....PRESIDENT
CALVIN E. HONES.....BUSINESS MANAGER
H. MARSHALL BOOKER.....DEAN OF FACULTY
WILLIAM H. POLIS.....DEAN OF STUDENTS
C. HARVEY WILLIAMS, JR.....ASSISTANT DEAN OF STUDENTS
NANCY A. RAMSEUR.....DIRECTOR OF ADMISSIONS AND
FINANCIAL AIDS
LAWRENCE BARRON WOOD, JR.....DIRECTOR OF CONTINUING
STUDIES
JAMES C. WINDSOR.....DIRECTOR OF COUNSELING
JANE C. PILLOW.....REGISTRAR
BETTE V. MOSTELLER.....LIBRARIAN
REBECCA S. RITCHIE.....ASSISTANT LIBRARIAN
NAN EDDINS.....ASSISTANT LIBRARIAN
RICHARD E. McMURRAN.....PLACEMENT AND PUBLIC
RELATIONS OFFICER
T. J. LASSEN, M.D.....CONSULTING PSYCHIATRIST

INSTRUCTIONAL STAFF

SUE GRAY NORTON AL-SALAM, *Instructor in Physics*. B.A., Wellesley College; M.A., University of California at Berkeley; M.A., College of William and Mary.

JOSEPH RICHARD AMBROSE, *Assistant Professor of Government and Chairman of the Government Department*. B.A., University of Denver; M.A., Georgetown University.

HENRY MARSHALL BOOKER, *Associate Professor of Economics*. B.A., Lynchburg College; Ph.D., University of Virginia.

DAISY DAVIS BRIGHT, *Assistant Professor of Mathematics and Chairman of the Mathematics Department*. A.B. and M.A., University of Alabama.

JANE CHAMBERS, *Assistant Professor of English*. B.A., Pfeiffer College; M.A., University of Arkansas.

HAROLD N. CONES, JR., *Instructor in Biology*. B.S., Maryville College; M.A., Virginia Institute of Marine Science, College of William and Mary.

ROBERT J. EDWARDS, *Assistant Professor of Biology*. B.S., Hobard College; Ph.D., University of Rochester.

DONALD W. GILMAN, *Instructor in Modern Language*. A.B., University of North Carolina; M.A., Harvard University.

JOHN RICHARD GUTHRIE, JR., *Assistant Professor of Modern Language*. A.B., College of William and Mary; M.A., Middlebury College Graduate School of French in France.

GARY G. HAMMER, *Associate Professor of Chemistry and Chairman of the Chemistry Department*. B.S., and M.S., Wichita State University; Ph.D., Georgia Institute of Technology.

JOSEPH FRANCIS HEALEY, *Instructor in Sociology*; A.B., and M.A., College of William and Mary.

JAMES NIMMO HUBBARD, III, *Assistant Professor of Physical Education for Men*. B.S. and M.Ed., College of William and Mary.

RITA COOPER HUBBARD, *Instructor in Speech*. B.A., College of Notre Dame of Maryland; M.A., Johns Hopkins University.

ELIZABETH FRANCES JONES, *Assistant Professor of Modern Language*. A.B., State University of New York at Albany; Ph.D., University of North Carolina.

RUTH L. KERNODLE, *Assistant Professor of Sociology*. B.A., Madison College; M.A., University of North Carolina.

RICHARD HUNTER LAWSON, *Assistant Professor of Mathematics*. B.S., United States Military Academy; M.A., Duke University.

ALETHA S. MARKUSEN, *Associate Professor of Biology*. R.N., Trinity Hospital School of Nursing; B.S., University of North Dakota; M.S. and Ph.D., Montana State University.

MARIO DOMINIC MAZZARELLA, *Instructor in History*. A.B., Providence College; M.A., University of Rhode Island.

- RICHARD EPES McMURRAN, *Assistant Professor of History.* A.B. and M.A., University of Alabama.
- ALBERT EDWARD MILLAR, JR., *Assistant Professor of English.* B.A., University of Richmond; M.A., University of South Carolina; Ph.D., University of Delaware.
- RONALD SAMUEL MOLLICK, *Instructor in Biology.* B.S. and M.S., San Diego State College.
- RUTH K. MULLIKEN, *Associate Professor of Psychology and Chairman of the Psychology Department.* B.S. and M.A., New York University; Ph.D., University of Utah.
- WILLIAM KIRK NEAL, II, *Assistant Professor of Biology and Chemistry.* A.B., College of William and Mary; M.S., Rutgers, The State University.
- RONALD LEE PERSKY, *Instructor in Mathematics.* B.S., Purdue University; M.A., University of Cincinnati.
- TALMADGE B. PIERCE, JR., *Lecturer in English.* A.B., Florida Southern College; M.A., Lehigh University.
- ELIJAH GRAHAM PILLOW, *Assistant Professor of Mathematics (Computer).* A.B. and M.T.S., College of William and Mary.
- WILLIAM HORACE POLIS, *Assistant Professor of Business Administration.* B.A., University of Rhode Island; B.D., Colgate Rochester Divinity School; M.A., Syracuse University.
- VAN POLYSON, *Assistant Professor of Modern Language.* B.S., Beckley College; M.A., University of North Carolina.
- JEAN ELIZABETH PUGH, *Professor of Biology and Chairman of the Biology Department.* B.S., Madison College; M.A. and Ph.D., University of Virginia.
- ALICE FRACKER RANDALL, *Instructor in Developmental Reading.* A.B., Wooster College and George Washington University; M.Ed., College of William and Mary.
- JEAN MARIE REGONE, *Instructor in English.* A.A., Christopher Newport College; B.A. and M.A., Old Dominion College.
- D. DORIS REPPEN, *Assistant Professor of Modern Language and Chairman of the Modern Language Department.* B.A., University of Buenos Aires; M.A., University of California.
- URSULA V. RIDDICK, *Instructor in English.* A.B., College of William and Mary; M.A., Duke University.
- DONALD B. RILEY, *Assistant Professor of Business Administration.* B.S., Norfolk College of William and Mary; M.B.A., University of North Carolina.
- JOYCE K. SANCETTA, *Associate Professor of English.* B.A., College of Wooster; Ph.D., Yale University.
- WALLACE STEPHEN SANDERLIN, JR., *Professor of English and Chairman of the English Department.* A.B., College of William and Mary; M.A., Catholic University; Ph.D., University of Virginia.

- LILLIAN J. SEATS, *Assistant Professor of Physical Education for Women*. B.S. and M.S., Indiana University.
- ISHWAR C. SHARMA, *Associate Professor of Philosophy*. A.B., Government College, Multan, India; M.A., Panjab University, India; Ph.D., Rajasthan University, India.
- RUTH O. SIMMONS, *Assistant Professor of Biology*. B.S., Carson-Newman College; M.Ed., University of Virginia.
- HOWARD WILLIAM SMITH, JR., *Professor of History and Chairman of the History Department*. A.B., University of Michigan; M.A., Northwestern University; Ph.D., Indiana University.
- RONALD STEPHEN STEWART, *Instructor in English*. B.A., Willamette University; M.A., University of Arizona.
- ROBERT MADISON USRY, *Assistant Professor of History*. A.B. and M.A., College of William and Mary.
- R. BEVERLEY VAUGHAN, JR., *Instructor in Physical Education for Men*. B.S. and M.Ed., College of William and Mary.
- CECIL HARVEY WILLIAMS, JR., *Assistant Professor of Government*. A.B., Duke University; B.D., Crozer Theological Seminary; M.A., University of Virginia.
- JAMES CLAYTON WINDSOR, *Assistant Professor of Psychology*. B.A., College of William and Mary; B.D., Colgate Rochester Divinity School; M.S., Richmond Professional Institute.
- EDWARD SPENCER WISE, *Assistant Professor of Biology*. B.S., Virginia Polytechnic Institute; M.S., University of Illinois.
- LAWRENCE BARRON WOOD, *Assistant Professor of English*. A.B., Hampden-Sydney College; M.A., University of Pennsylvania.

COMMITTEES OF THE FACULTY

Academic Status: Lawson (Chairman), Kernodle, Mulliken, Reppen, Sanderlin, Booker (*ex-officio*), J. Pillow (*Recorder*).

Admissions: Bright (Chairman), Gilman, Mollick, Ramseur, Riddick, Polis (*ex-officio*).

Athletic: Hammer (Chairman), Chambers, Cones, Riley, Usry.

Budget: Hones (Chairman), Division Chairmen, Booker (*ex-officio*).

Buildings and Grounds: Windsor (Chairman), Cones, Healey, Hones, Polis, Sanderlin.

Continuing Studies: Wood (Chairman), Division Chairmen, Booker (*ex-officio*).

Curriculum: Booker (Chairman), Edwards, Lawson, Williams, Jones, Wood.

Degrees: Booker (Chairman), Ambrose, Windsor, Pugh, Chambers, J. Pillow (*Recorder*).

Discipline: Polis (Chairman), Guthrie, Healey, Millar, Simmons, Windsor, President of the Student Body.

Faculty Advisory: Booker (Chairman), Millar, Mulliken, G. Pillow, Usry, Guthrie.

Library: Sancetta (Chairman), Al-Salam, Ambrose, Mosteller, Randall, Stewart, Wise.

Scholarship and Student Employment: G. Pillow (Chairman), Chambers, R. Hubbard, McMurrin, Ramseur, Sharma, Williams.

Student Activities: Polis (Chairman), J. Hubbard, Pugh, Seats, Smith, Vaughan, President of the Student Body.

HISTORY

The Christopher Newport College of the College of William and Mary was established and duly authorized by the General Assembly of Virginia in its 1960 session. The College receives its support from the General Assembly and from the fees paid by the students enrolled.

The affairs of the College are directed by the Board of Visitors of the College of William and Mary. This Board is appointed by the Governor of the Commonwealth of Virginia. A President, appointed by the Board of Visitors, is in charge of the actual administration and courses of instruction at the College.

The Christopher Newport College derives its name from that of Captain Christopher Newport, the illustrious English mariner and one of the most important men connected with the permanent settling of Virginia. It was he who was put in "sole charge and command" of the small squadron of three vessels, the *Discovery*, the *Godspeed*, and the *Susan Constant*, which made the historic voyage culminating with the landing at Jamestown in 1607.

The intriguing name Newport News has long mystified scholars, and, though the actual naming of the place has vanished in the mists of antiquity, Miss Cerinda W. Evans, Librarian Emeritus of the Mariners Museum, has devoted considerable time to exploring the matter and discovered that the earliest written reference to the place appears in the Records of the Virginia Company dated November 11, 1619 as "Newportes Newes."

"The term Newport is undoubtedly derived from the name of Captain Christopher Newport who entered the service of the Virginia Company of London in 1606, and was placed in 'sole charge and command' of the five expeditions to Virginia, from 1606 to 1611, which established in 1607 and succored the Jamestown colony thereafter."

"In time, this part of his duties came to be known as 'news,' 'Newport's News,' which is found early in the records of the company. After the arrival of the first colonists in Virginia in June, 1607, it was recorded: 'The next day, all received communion. The day following, Newport returned to England with newes, leaving in Virginia 100 persons, the 15th of June.'

" . . . It is not surprising, therefore, that the date for naming a portion of land 'Newport's News' was never recorded. The name was used in the records, however, as if already established and well known, beginning with date 1619." *

Despite the lack of complete documentation of the facts concerning the naming of Newport News, it is appropriate and fitting that an institution of higher learning located in such an historic setting should derive its name from one who contributed so much to the early history and survival of the area.

* "Newport News: What's In A Name," by Cerinda W. Evans.
Daily Press New Dominion Magazine, Sunday, March 26, 1967, p. 4.

AIMS AND PURPOSES

Christopher Newport College of the College of William and Mary is a coeducational, non-residential urban college offering undergraduate education in a variety of fields. It is organized to meet the three obligations of a college: teaching, research, and service.

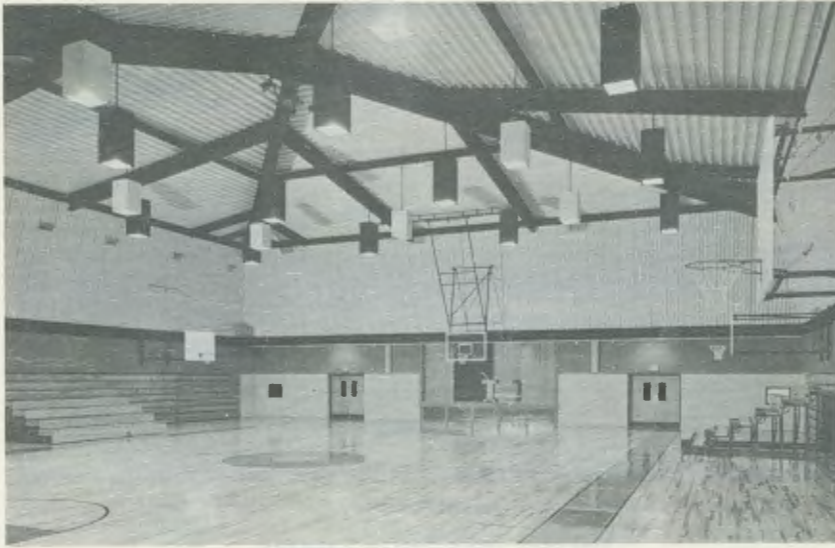
Through its academic programs and teaching personnel, the College provides the means for its students to become liberally educated and competent in their chosen profession or occupation. Ideally, the programs and personnel create an environment in which the student may explore freely and accept willingly the responsibilities which such exploration affords. Since a faculty is also a collection of scholars and since research, the basis of the intellectual life, is the obligation of the faculty, the College provides active assistance and encouragement to its faculty engaged in scholarly, scientific, or creative projects.

These traditional activities of a college underlie and support the services it renders to the community. Faculty members and students are encouraged to participate in the social, business, cultural, and professional life of the community. In turn, the community shares in the College's life and offers to the College a training ground and laboratory for social, economic, and political studies.

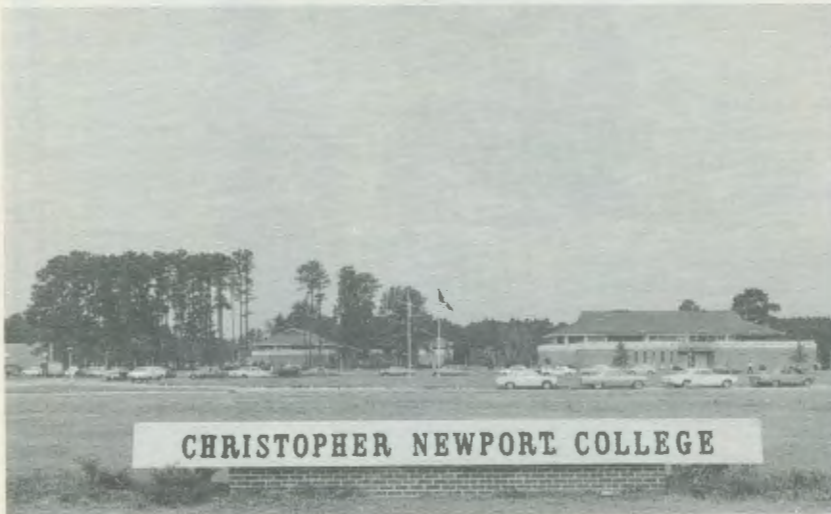
Recognizing the complexity of a rapidly changing society and the expanding opportunities of the future, the College tries to maintain flexibility and openness in serving students, faculty, and community.

THE BUILDINGS

The development of a master site plan, including facilities to accommodate 2,200 students by 1970, is well under way. In September 1964 the College moved into a new classroom and administration building on its 75-acre campus located in suburban Newport News, and in September 1965 it opened a science facility adjacent to the first classroom building. In addition there are a physical education building and a library building which opened in September 1967. A wing of the library building has been constructed for administrative office use. Currently the College is constructing a classroom building of 20,000 square feet containing classrooms, language laboratories and a counseling office. This building will be ready for occupancy in June 1970.



RATCLIFFE GYMNASIUM—INTERIOR SHOT



GOSNOLD HALL

CHRISTOPHER NEWPORT HALL



CAPTAIN JOHN SMITH LIBRARY
AND ADMINISTRATION BUILDING



CAMPUS SCENE

THE LIBRARY

The Captain John Smith Library contains approximately 24,000 volumes which are being catalogued according to the Library of Congress classification scheme. Of this number, approximately 2,000 volumes are reference books; 2,100 are bound volumes of periodicals; and 19,500 are circulating books. The library receives 222 current periodicals and 11 daily newspapers.

The library building, which was completed in the fall of 1967, houses books on open shelves. It is completely air-conditioned and includes a reference room, two reading-stack rooms, a browsing area, and an open-air reading deck. The library has a seating capacity of 170.

The library hours are as follows:

| | |
|-----------------|-------------------------|
| Monday-Thursday | —8:00 a.m. to 9:45 p.m. |
| Friday-Saturday | —8:00 a.m. to 5:00 p.m. |
| Sunday | —1:00 p.m. to 9:45 p.m. |

ADMISSION TO COLLEGE

Depending on the applicant's intention, need, and/or educational background, he may present his application to either the Director of Admissions or the Director of Continuing Studies. The Director of Admissions will receive all applications for immediate admission into a degree program; the Director of Continuing Studies will receive all other applications. Applicants to either office may request *part-time* status (less than twelve semester hours or the equivalent, including non-credit preparatory work and required physical education).

That applicant accepted into the College by the Director of Admissions shall be known as a *Classified Student*; that applicant accepted into the College by the Director of Continuing Studies shall be known as an *Unclassified Student*. Both types may be assigned to a part-time status when such would seem academically beneficial to that student, the exact course load being determined during the interview each entering student has with a counselor.

Applicants for admission must present their applications on printed forms secured from the Director of Admissions or the Director of Continuing Studies, Christopher Newport College, Shoe Lane, Newport News, Virginia. (The College's mailing address is Box 1518, Newport News, Virginia 23601.) Applicants will be considered for admission in September and February of each academic year. (Applicants for Summer Session only should contact the Director of Continuing Studies.)

ADMISSION TO CLASSIFIED (DEGREE-SEEKING) STATUS**Freshman Applicants****Secondary School Record**

The essential requirement for admission to Christopher Newport College is graduation from an accredited secondary school with an average of C or better in a program consisting of a minimum of sixteen units (grades nine through twelve). Preferred credits include four units of English, three of mathematics (two algebra, one plane geometry), two in history, two in science (including one laboratory science), and two in foreign language (ancient or modern). A student who plans to major in mathematics, science, or engineering will be better prepared for such a program if he has included in his high school studies a fourth unit in higher mathematics and a second laboratory science.

It is strongly urged that those expecting to apply for admission to the College begin early in their high school careers to plan their courses toward the meeting of the entrance requirements. The Director of Admissions and the counseling staff will gladly assist in preparing a desirable program of studies.

Admission Based on Equivalency Tests

The College will consider for admission adults who have satisfactorily completed the military or civilian high school equivalency tests. In addition to the scores achieved on these tests and the certificate of equivalency, the College will require the applicant's partial high school record and his scores on the Scholastic Aptitude Test. If the applicant lacks necessary preparation in specific high school subjects, he may be asked to seek such preparation in order to qualify for admission.

Tests of the College Entrance Examination Board

All candidates for admission to the freshman class of Christopher Newport College must take the Morning Section Scholastic Aptitude Test of the College Entrance Examination Board. For information concerning testing dates and testing centers, candidates should write to The Educational Testing Service, Box 592, Princeton, New Jersey 08540. The College prefers that candidates take the November, December, or January test, but scores from the March, May, and July tests are acceptable.

Personal Qualifications and Ability to Adjust

Evidence of good moral character and of such traits of personality as determination, enthusiasm, self-discipline, imagination and ability to work with others are important for desirable adjustment to the College. In order to aid us in evaluating these traits, we request the recommendation of the secondary school principal or guidance counselor. Additional references are not routinely required but may be requested to supply information pertinent to the character and other qualifications of the candidate.

Interviews

Interviews are not routinely required of applicants; however, if additional information is needed after the applicant's record is reviewed, an interview may be requested.

The Advanced Placement Program

The College participates in the Advanced Placement Program of the College Entrance Examination Board. This program offers to able and ambitious students the opportunity to qualify for advanced placement and credit in American history, biology, chemistry, English, European history, French, German, Latin, mathematics, physics, and Spanish. Applicants for advanced placement should plan to take the College Board Advanced Placement Tests.

Transfer Students

Applications from students wishing to transfer from other colleges will be considered for both the fall and spring semesters. In order to be eligible to apply for transfer to Christopher Newport College, the student must be in good standing at all former colleges attended.

Transfer credits, up to a maximum of thirty hours for the Associate in Arts degree and ninety for the Bachelor of Arts and Bachelor of Science degrees, will be given for courses which carry a grade of "C" or better and are comparable to courses offered by colleges similar in aims and purposes to Christopher Newport College.

ADMISSION TO UNCLASSIFIED STATUS

A college located in an urban area must arrange its programs to serve interests, needs, and backgrounds which degree programs are not designed to meet; thus, the College has its Unclassified Status. Unclassified Status would be appropriate for those who desire to enroll in courses for personal and/or occupational improvement; those whose prior academic record is either too old or too inadequate to testify to their ability to cope immediately with the diversity and structure of a degree program and who wish to demonstrate that they can do so; and those who desire to earn academic credit applicable to a degree from another college or university.

Admission Requirements

An applicant for Unclassified Status must provide the following documents: if a *high school graduate*, an official transcript of his record; if a *G.E.D. certificate holder*, a certified copy of his certificate and his scores and transcripts of any courses enrolled in at the high school level; and if a *transfer student*, official transcripts of his high school and college records (no student not in academic good standing at the last institution attended can be considered for admission).

An applicant need *not* furnish scores from the Scholastic Aptitude Test of the College Entrance Examination Board; however, if he has taken this test and desires to file his grades with the College, he should

request the College Entrance Examination Board to send the scores directly to the Director of Continuing Studies. Recommendations, while not necessary in all cases, may be submitted by the applicant when he thinks such might be helpful or may be requested by the College when it deems necessary.

Interviews are *not* routinely required for admission. After admission, students who desire counseling will be scheduled for a counseling interview.

Requirements to Change to Classified Status

Admission to Unclassified Status does not mean that a student cannot enter Classified Status at a later date. While an unclassified student may apply at any earlier time to be admitted into Classified Status, he *must* apply for such prior to enrollment in the last thirty credit hours applicable to a degree; however, in the case of the B.A. and B.S. degrees it is highly advisable that he make this application prior to the last sixty credit hours applicable to the degree. Forms for this are available from the Director of Admissions.

Application does not mean acceptance; acceptance comes only after an affirmative review of the applicant's records by the Director of Admissions.

FEES AND EXPENSES

THE COLLEGE RESERVES THE RIGHT TO MAKE, WITH THE APPROVAL OF THE PROPER AUTHORITIES, CHANGES IN TUITION AND OTHER FEES AT ANY TIME.

Payment of Application Fee

In compliance with the policy of the other tax-supported institutions of the Commonwealth of Virginia, the College will require a non-refundable fee of \$10.00 to cover the cost of processing the application for admission as a classified student. A check or money order for \$10.00, made payable to Christopher Newport College, must accompany the preliminary application of each student. It is not to be considered as a partial payment on the normal tuition charges. If the student does not enroll in the semester for which he originally applies, the fee may be carried over to the next semester only.

No fee is required of those applying for admission as unclassified students. If the student wishes to change his status to classified, he must pay the required non-refundable fee of \$10.00.

Payment of Accounts

Deposit—A deposit of \$25.00 is required of a new day student to reserve his space at the College. This payment is applied on the student's regular college account.

This deposit may be made by students already enrolled at any time after the beginning of the second semester, but *must* be paid before May 1. This amount will be applied toward the student's account. It will be returned only to those students whose notice of withdrawal is received on or before July 15.

Students enrolling for the first time shall not make a deposit until they have been notified of their admission to the College. It will be returned only to those students whose notice of withdrawal is received on or before July 15.

Principal fees are payable in full in advance by the semester. All checks should be made payable to Christopher Newport College. The College has a special payment plan for those who are unable to pay the entire semester account by the date of registration. Information concerning the plan may be obtained from the office of the Business Manager. Failure to meet the payments when due results in automatic suspension until the account has been brought up to date.

First semester accounts or first payments on accounts under the special payment plans are due on or before September 1. Second semester accounts are due on or before January 15.

Students will not be allowed to complete registration unless their registration cards have first been approved by the Business Manager. This preliminary procedure can be accomplished by mail and should be completed upon receipt of the student's statement of account.

Students who present themselves for registration without making preliminary arrangements must be prepared to pay their accounts in

full. Otherwise, their registration will be delayed until satisfactory arrangements have been made.

Tuition and General Fee

Tuition and General Fee (\$175.00 per semester for State Students and \$335.00 for Out-of-State Students) is a payment towards the general maintenance and operating costs of the College.

Effective September 1967, a student will be charged full-time tuition when he is carrying the equivalent of 12 semester credit hours or more. Non-credit courses will be added in, using an equivalency figure based on the number of hours per week the course meets.

Part-time students (those carrying less than an equivalent of 12 credit hours) will be charged \$15.00 per semester credit hour or the equivalent.

Students attending only evening classes will pay a tuition fee of \$15.00 per semester hour as for any part-time student. This tuition is payable in advance to the Business Manager. Military students, enrolling under a plan in which the Armed Services pay part of the costs, need pay at the time of registration only that portion of the tuition fee for which the individual is personally responsible. Tuition assistance papers must be provided at the time of registration.

ANY STUDENT ENROLLED IN REGULAR DAY CLASSES WHO WISHES TO TAKE AN EVENING CLASS MUST RECEIVE PERMISSION FROM THE REGISTRAR. In such a case, his tuition fee will be determined by totaling his combined day and evening load.

An auditing fee of \$5.00 is charged for each semester hour of credit carried by the course. The minimum auditing fee charged is \$15.00.

Classification as a Virginia Student

To be considered a Virginia student for any given semester, it is necessary that the applicant shall have been domiciled in the State of Virginia for at least one year immediately preceding the beginning of that semester, and the parent or legal guardian must have been a bona fide taxpayer to the State of Virginia for the calendar year of registration.

The student is classified as an in-state student if his parent or legal guardian has been domiciled in the state of Virginia for a full calendar year prior to registration and has paid Virginia state income taxes for the previous tax year of his matriculation. The domicile of the father or guardian controls the domicile of the student. It is the domicile of the father and his payment of income taxes that is basic in determining classification as a Virginia student. Unusual circumstances may be ruled upon by the Business Office.

Residence in the State for the purpose of securing an education does not qualify an individual for classification as a Virginia student.

Incidental Expenses

It is impossible to estimate the exact cost to students of clothing, travel and incidental expenses. These are governed largely by the habits of the individual. The College endeavors to cultivate frugality on the part of the students, and equally to minimize temptations to extravagance. As the demands for extra money are small, parents are advised to furnish only a small sum.

The cost of books depends somewhat on the courses taken, but will seldom be less than \$60.00 a year and does not usually exceed \$100.00 a year.

Money for books cannot be included in checks covering college expenses; books should be paid for in cash or by separate check when purchased. Checks for books should be made payable to the C.N.C. Bookstore.

Non-Recurring Fees

| | |
|--|---------|
| Application Fee | \$10.00 |
| Diploma for Associate in Arts Degree..... | 3.50 |
| Academic Costume Rent for Graduation Exercise..... | 5.00 |

Bridge and Tunnel Tickets

Students using bridge or tunnel facilities for which a toll is charged may purchase ticket books at reduced rates from the Business Manager. Students are eligible for this privilege only if they use toll facilities when commuting from home to the College on the day of a scheduled class. Identification cards must be obtained from the Registrar before tickets can be purchased.

Withholding of Transcripts and Degrees in Case of Unpaid Accounts

Transcripts or any other information concerning scholastic records will not be released until college accounts are paid in full. Degrees will not be awarded to persons whose college accounts are not paid in full.

Cashing of Student Checks

The College does not have facilities for handling deposits for students' personal expenses but the Business Manager's Office is prepared to cash checks up to \$25.00. All such checks should be made payable to the student or to cash. Under our regulations as a State institution, we are not permitted to cash checks made payable to Christopher Newport College.

Refund Policy

Notice of intention to withdraw must be made on a form secured from the Office of the Registrar.

No refund will be made to a student who withdraws unofficially, or who has been required to withdraw by the College, regardless of the date of withdrawal.

All refund checks will be sent to the student's address from the State Treasurer's Office in Richmond, Virginia.

Subject to the following regulations and exceptions, all charges made by the College for fees are considered to be fully earned upon the completion of registration by the student.

Refunds to Students Withdrawing from Day Classes

1. A student withdrawing within the period of registration (see College Calendar for exact date) is entitled to a refund of all reimbursable tuition payments less a processing fee of \$10.00.

2. If a student withdraws within the subsequent two-week period, the College will refund 75% of the remaining tuition charges.

3. A student withdrawing after the third week (see College Calendar for exact date) will not be entitled to a refund.

4. No refund will be made to a student who changes a course from credit to audit, or drops a course he is auditing, except during the period of registration.

Refunds to Students Withdrawing from Evening Classes

The following policies apply to students who are attending classes in the evening only. These students should consult the bulletin concerning continuing studies for exact dates.

1. A full refund will be made if a class is cancelled by the College because of insufficient enrollment.

2. If a student withdraws prior to the first week of classes, a full refund less a \$10.00 processing fee will be made.

3. If a student withdraws during the first or second week of classes, the College will refund 75% of the tuition charges.

4. A student withdrawing after the second week of classes will not be entitled to a refund.

5. No refund will be made to a student who changes a course from credit to audit, or drops a course he is auditing, except prior to the first week of classes.

FINANCIAL ASSISTANCE

The College offers financial assistance to deserving students who wish to defray part of their total college expense. The types of aid include scholarships, loans, and student employment. Inquiries concerning financial assistance should be directed to the Director of Admissions and Financial Aids.

Any student enrolled in the College or any prospective student may apply for a scholarship. No application, however, may be made formally by a prospective student until application for admission has been made, all necessary credentials presented, and notification of acceptance given.

All awards are made on the basis of need, character, and scholastic ability, and are made for one year only. The recipient of an award may apply for renewal provided he maintains a satisfactory academic record.

Benefits for Veterans and War Orphans

The College is approved to offer educational programs on the freshman and sophomore levels to veterans and servicemen, and to war orphans (children of veterans who are permanently and totally disabled from service-connected causes or who died while so disabled).

It is urged that application for benefits be made to the nearest Regional Office of the Veterans Administration well in advance of the desired admission date. At the time he initially enrolls, the veteran or war orphan must present a Certificate of Eligibility, VA Form 21E-1993, to the office of the Director of Admissions.

The veteran or war orphan should have money available to cover the cost of his tuition and books for each semester, since his first subsistence check will very likely not arrive until at least six weeks after he registers (or turns in his Form 21E-1993 to the College, whichever is later).

The following criteria have been established by the Veterans Administration to determine payments:

| | |
|-------------------------|---------------------|
| 14 credit hours | —Full-time |
| 10 to 13 credit hours | —3/4 time |
| 7 to 9 credit hours | —1/2 time |
| 6 credit hours or below | —Less than 1/2 time |

Bopeep Elizabeth Usry Scholarship

A minimum grant of \$100 established in 1964 by Robert M. Usry in memory of his sister. The scholarship is available only to full-time sophomores (men and women) with a C average and no failing grades, based on need, discipline, attitude and cooperation.

Charles Mayo (Boots) Benson Scholarship

A grant established in 1965 by the Benson-Phillips Co., Inc. in memory of Boots Benson. The scholarship, made on the basis of need, awards \$350 to a male graduate of Newport News High School. The scholarship, upon application, may be renewed for the sophomore year, providing the student is maintaining a satisfactory academic record.

Civitan Club of Newport News Scholarship

A grant established in 1966. The scholarship awards \$300 per academic year to a graduate of a Peninsula high school, and is made on the basis of character, need, and ability. The scholarship, upon application, may be renewed for the sophomore year, providing the student is maintaining at least a C average.

Coats and Clark, Inc. Scholarship

A grant established in 1967. The scholarship awards \$500 per academic year to an entering freshman, preferably a resident of the Peninsula area. Special consideration will be given to children of employees of Coats and Clark, Inc. Upon application, the scholarship may be renewed, providing the student maintains an academic standing in the upper half of his class.

George Turner Memorial Scholarship

A grant established in 1964 by Mrs. George T. Rolan in memory of her father. The scholarship, made on the basis of need, exempts Virginia students from the payment of tuition for the session. If held by a freshman, the scholarship, upon application, may be renewed for the sophomore year, providing the student is maintaining a satisfactory academic record.

Hampton-Newport News-York County City Panhellenic Scholarship

A grant of \$200 per academic year, made on the basis of need and academic qualifications, to a full-time woman student who is entering her sophomore year, and who plans to further her college education.

Hampton Roads Jaycettes Scholarship

A grant of \$200 per academic year to a full-time woman student.

Hatten Memorial Fund

Established in September 1965 by Mr. Earl R. Hatten in memory of his late wife, Leone Quackenbush Hatten, a grant of \$10,000 has been invested by the College with the understanding that at the end of ten years or at such time as Christopher Newport College may be made a four-year college, the earnings from this fund may be used for scholarship purposes.

James River Jaycees Scholarship

A grant of \$350 per academic year for an entering freshman man or woman. The award will rotate among graduates of Denbigh High School, Homer L. Ferguson High School, and Warwick High School. Applicants should contact their high school guidance counselor.

Julia Tucker Herman Memorial Scholarship

An anonymous grant established in 1965. The scholarship, based strongly on need, grants varying amounts up to a maximum equaling the session tuition for a Virginia student.

The Junior Woman's Club of Hilton Village Scholarship

A \$2,000 scholarship fund was established in 1967 to assist students interested in becoming kindergarten teachers. Grants will vary according to the individual student's need. Second consideration will be given to prospective elementary teachers.

Newport News Lions Club Scholarship

A grant of \$100 per academic year, made on the basis of need, to a student, preferably male and preferably a graduate of Newport News High School.

Richard D. Bahr Memorial Athletic Award

The Richard D. Bahr Memorial Athletic Award has been given in memory of the first Christopher Newport College student known to have lost his life in the war in Viet Nam. The award is made annually to the full-time freshman or sophomore varsity letterman pos-

sessing the highest quality point average for the period of time he has been in college. The award has a minimum value of \$100 annually and is restricted to students planning to continue their education at Christopher Newport College.

Thomas J. Hundley Award

A grant established in 1969 by the Newport News-Hampton Board of Realtors. The scholarship, based on need, awards \$350 to a local resident who will have attained the academic classification of junior for the session in which he or she will receive the scholarship. Effective September 1970, the award will be made to a senior.

Scholarship

An anonymous donation made in 1969 will make possible a \$300 scholarship for a three-year period, beginning with the 1969-70 session. The award will be made to a freshman student who, upon application, may have it renewed, provided he or she is maintaining a satisfactory academic record. If the scholarship is not renewed, it will then be available to a freshman. Preference will be given to members of the Hilton Christian Church.

Virginia State Teachers' Scholarships

The General Assembly has made an appropriation for Teacher Training Scholarships available to freshmen and sophomore students who are residents of Virginia and who plan to teach in the Virginia Public Schools. These scholarships are valued at \$350 per academic year.

Virginia Undergraduate Scholarships

The General Assembly has allocated funds to the College for scholarships to undergraduate Virginia residents. The award, made on the basis of need, grants a maximum of \$350 per student per academic year.

Warwick Rotary Club Scholarship

A grant of \$400 per academic year to an entering freshman, preferably a Peninsula resident. Upon application the scholarship may be renewed, assuming the student is in good standing and pursuing a full-time program of studies.

Emergency Loan Fund

An emergency loan fund established in 1967 by the Sophomore Class in honor of J. C. Windsor. Students may borrow, interest free, up to \$50 for a period not to exceed thirty days. Apply to the Director of Admissions and Financial Aids.

National Defense Student Loans

Under the National Defense Education Act of 1958, Congress authorized substantial funds for the establishment of low interest, long-term loans in institutions of higher learning. A student may borrow up to \$1,000 in any single year, assuming he can demonstrate

financial need and remains in good standing in his course of study. An undergraduate must be carrying at least a half-time load (eight semester credits) in order to receive a loan or have repayment of previously awarded loans deferred.

Virginia Education Assistance Authority

The Education Assistance Authority was organized in 1960 under an act of the General Assembly of Virginia. The Authority, through guaranty agreements with commercial banks, enables the banks of Virginia to make unsecured personal loans to full-time students who are residents of Virginia, to help pay their college expenses. Loans may be made up to \$1,000 per year.

Student Employment

The Coordinator of Research and Student Employment, created in the fall of 1966, maintains files of work opportunities in the locale for the college student. Many local industries support the idea of allowing students to work part-time with them as career preparation and thereby the College has greatly profited. Students withdrawing from the College, in their withdrawal interview with counseling personnel, are acquainted with the services of the Student Employment Service; thereby, does the College assist in reorienting the student in the non-college world.

STUDENT LIFE

THE HONOR SYSTEM

The essence of the Honor System is individual responsibility. It assumes that the principles of honorable conduct are familiar and dear to all students; it assumes that every student is deeply concerned with the strict observance of these principles, for his own sake, for the sake of his fellow students, and for the sake of the College.

PERSONNEL OF THE HONOR CODE COMMITTEE

The functions of the Honor System are administered by a committee of four students and two faculty members. This committee is appointed by the President of the College and is known as the Honor Code Committee.

PRACTICES

Upon matriculation, each student shall sign a statement to the effect that he understands what is expected of him under the honor system and that infraction of the Honor Code at any time during his student days is punishable by dishonorable dismissal from College. Infractions include cheating, stealing, lying, and failure to report an offence. A professor may require the signing of a formal pledge on any work, even though the initial pledge stands as long as the student is enrolled in the College.

The faculty will explain whether or not aid may be given or received on a particular assignment. Giving aid to any student or receiving aid without the consent of the professor in tests, quizzes, assignments, or examinations is cheating. All cheating, whether in tests, quizzes, assignments, or examinations, is a violation of the Honor Code.

Physical comfort, as well as usual practice, suggests that students shall occupy alternate seats during an examination. In consideration for others, students should not disturb a class by leaving the examination room except when necessary, or by remaining absent except for a brief period.

Since the student assumes the responsibility for the administration of the Honor System, the College does not practice supervision of examinations by proctors.

REPORTING A BREACH OF HONOR

Any person believing that a breach of the Honor Code has been committed should challenge the student accused of the act and offer him the opportunity to resign from the College immediately or to report himself to the Honor Code Committee (if the accused does not report himself to the Honor Code Committee, the accuser must report the case.)

In such cases where a direct challenge is not feasible, he may report the suspect directly to any member of the Honor Code Committee who will in turn notify the accused of the accusation against him.

TRIAL OF THE ACCUSED

A student accused of a breach of the Honor Code shall be entitled to know the charges against him, the evidence given, and to be confronted by the witnesses.

The accused shall have a right to ask any member of the Honor Code Committee, who will not be a witness (except the Chairman) to be his counsellor.

At the trial the accused shall be at liberty to say what he chooses in his own defense.

Duties of the Honor Code Committee

At the trial of the case, the presiding officer of the Honor Code Committee shall conduct the meeting. Minutes of the trial shall be kept by the Secretary. These minutes shall be the property of the Committee, whose duty it shall be to see that they are stored in the College vaults.

Witnesses

A witness called to testify must appear before the Honor Code Committee and must give such testimony pertaining to the case as may be requested by the Committee. Lying before the Honor Code Committee is in itself a violation of the Honor Code.

Minutes

The minutes of any trial may be inspected in the presence of two or more members of the Honor Code Committee by persons satisfying the Committee of their legitimate interest in the case. In the event that the accused is declared innocent, the minutes of the trial shall be destroyed.

Failure to Stand Trial

Should the accused leave the College without appearing before the Honor Code Committee for trial, the accuser shall report the name of the accused and the breach of honor to the presiding officer of the Honor Code Committee. The Committee shall then record the facts of the case and advise the President of the College that the student withdrew under suspicion of a breach of honor.

PENALTY FOR A BREACH OF HONOR

A violation of the Honor Code is punishable by dismissal from College. The essential basis of the Honor System is that all honor is indivisible and as such calls for the same treatment; but the penalty may be modified when in the opinion of the Committee conclusive reasons for doing so exist.

If, after trying a case, five of the six members of the Honor Code Committee are convinced of the guilt of the accused and so cast their votes in a secret ballot, the Committee shall immediately report its findings and recommendations to the President of the College.

Penalties shall be imposed promptly, and in the case of dismissal, the President of the College shall have the parents informed and shall have the facts recorded on all official records.

RETRIAL OF HONOR CASES

A case may be reopened upon the presentation of new evidence bearing directly on the question of guilt. Persons desiring to reopen a case shall appear before the Honor Code Committee to present such new evidence, and the Committee shall determine whether this new evidence is sufficiently conclusive to warrant a retrial. Should the case be reopened, it must be entirely retried.

STUDENT PERSONNEL SERVICES

The Counseling Office

The Counseling Office offers guidance and counseling in three main areas: educational counseling—help in selecting the proper courses of study and in establishing effective study habits; vocational counseling—aid in determining the profession or position for which the student intends to major; and personal adjustment—assistance in overcoming difficulties in social adjustment, difficulties caused by uncertainties of aims and purposes and other personal problems.

In vocational counseling a testing and information service is provided. Vocational interest and aptitude tests are available to all students who desire help in choosing their major field or their life work.

An important function of the counseling office is its work with new students. After the placement tests are complete, each incoming student has an individual interview with a counselor. He learns the results of the tests and discusses course possibilities. The final decision reflects not only the placement testing but also the high school achievement and the student's own interests.

A tutorial program and developmental reading laboratory are available to students who need special assistance.

Psychiatric consultation is available through the Mental Health Clinic of Newport News. In cases of referral, the appropriate fees for the services of the Clinic will be paid by the student and/or his parent or guardian.

Developmental Reading Laboratory. Both semesters.

A course designed to help regularly enrolled students increase both their reading speed and comprehension. Placement by testing and the suggestion of the counseling staff.

Loans and Scholarships

The College offers financial assistance to deserving students who wish to defray a part of their total college expense. A full description of scholarships and loans may be found on pages 24-28.

The Placement Office

The Placement Office promotes and maintains communication between the businesses and industries of the area and students who are interested in employment. Several opportunities for employment are also available within the College.

STUDENT RESPONSIBILITIES

Registration as a student at Christopher Newport College implies that the student will accept certain responsibilities which are essential to membership in the college community. A minimum number of rules and regulations provides an atmosphere of freedom and responsibility.

The discipline of the College is vested in the President by the action of the Board of Visitors. Infractions are considered by the Discipline Committee which represents administration, faculty, and students. The College reserves the right at any time to suspend or dismiss a student whose conduct or academic standing is, in its judgment, unsatisfactory.

Conduct

A fundamental requirement for an orderly, desirable society is that students conduct themselves lawfully and as ladies and gentlemen in every aspect of campus and community life.

The College considers as particularly serious those acts which infringe upon the rights of others or which violate the laws of the Commonwealth of Virginia. It should be pointed out that damage of State property, hazing, drunkenness, or the consumption of alcoholic beverages in public areas on campus or unlicensed public areas off campus violates such laws and acceptable standards of student conduct.

Parking Regulations

Students who wish to use college parking facilities must register their automobiles with the Dean of Students, at which time an identification sticker will be issued. Owners of unregistered autos who use college parking areas will be subject to a fine.

All students are expected to park in the parking lots off Moore's Lane. The ellipse in front of Christopher Newport Hall, the library parking lots, and the roadways leading to and from the parking lots are reserved for faculty, staff, and visitor parking only. A special parking ticket will give notice to violators, and a fine will be levied for each violation.

Student Dress

A student's dress and general appearance are considered to be a matter of personal taste; however, courtesy and a concern for the rights of others dictate that they be appropriate to the place and occasion. Students are expected to maintain standards of dress and comportment which are generally acceptable at the College and in the community.

STUDENT ACTIVITIES

Participation in co-curricular activities is an important part of the educational process. Good health and desirable character traits are developed by athletic competition, growth toward maturity is enhanced by the responsibilities of leadership, and artistic talents are refined as they are used.

The College has an active intramural athletic program and intercollegiate competition in men's basketball, golf, tennis, track, women's basketball, and women's hockey.

The Student Government Association and several clubs and organizations offer opportunities for discussion, practical experience, recreation, and congenial companionship. Religious organizations foster religious expression and spiritual growth in the College community. For a more complete description of student activities see the *Student Handbook*.

ACADEMIC POLICIES

COLLEGE REGULATIONS

The academic policies stated hereafter apply to all students who register at Christopher Newport College. Students attending only classes held in the evening hours should consult the supplementary bulletin on continuing studies for exact deadlines.

Program Planning

Prior to registration for classes, the counseling office administers several placement tests to freshmen and new transfers. Each new student then meets with counseling personnel to discuss the results of these tests and to plan a program for the coming semester.

All students are assigned to faculty advisers who are available for academic counseling. Students may arrange for individual conferences with faculty advisers or counseling personnel.

Currently enrolled students are expected to plan their programs for the following semester with their faculty advisers in the spring or late fall.

Student Load

Full-Time Students

The normal full-time student load constitutes a minimum of 12 credits and a maximum of 17 credits. Fifteen credits are considered a normal full-time load, and students are expected to carry this normal load if possible. (Note: The Veterans Administration defines full-time somewhat differently. Please refer to the section on Benefits for Veterans and War Orphans under *Financial Assistance*.)

Overload

Any student may, with the consent of his adviser, carry eighteen semester credits.

Students desiring to carry an overload must petition the Committee on Academic Status before the registration period. This petition must be submitted in writing to the Registrar. Only to exceptionally able students will the Committee grant permission to carry more than eighteen semester credits.

Part-Time Students

A student is classified as "part-time" if during any semester he is registered for 11 credits or less.

Any student may elect to be a part-time student if his circumstances demand it. In addition, the College may either require or counsel him to carry a part-time load because of academic or other reasons.

Registration

Every student is expected to be present on the designated day of registration (see College Calendar for the exact date). Students may register at another time only with the permission of the Registrar. Please note that all financial arrangements must be completed before registering.

Changes in Registration

Once a student has registered for a program of courses, any necessary course changes must be made through application to the Registrar. The change is recorded on the student's registration card, and the instructor or instructors involved are notified. Unless a course change is made in this manner, it has no official standing and will not be recognized as valid by the College.

Changes During the Add/Drop Period

Registration is normally open for approximately five to seven days at the beginning of each semester during which time students may add or drop courses, or make schedule changes. No schedule changes may be made after this period (see College Calendar for exact date). Courses dropped during the add/drop period do not become a part of the student's permanent record.

Changes During the Drop Period

No courses may be added after the add/drop period. Courses may be dropped for justifiable circumstances upon application to the Registrar.

For a period of approximately six weeks (see College Calendar for the exact date), a student may drop a course without grade penalty. The notation "Dropped" will be made on the permanent record card.

After the drop date, a student may drop a course under one of the following circumstances:

- 1) If he is failing the course, he may drop it with a grade of F.
- 2) If he is passing the course, he may drop it without grade penalty provided he has the permission of his adviser and instructor.

No student may drop a course after the last day of classes before the examination period.

Auditors

Upon approval of the adviser and class size permitting, a student may register for a course on an audit basis. Audit students are charged \$5.00 per credit hour for an audit course. A student registered on an audit basis is not subject to attendance regulations and is not required to take tests or final examinations. He may, with the instructor's permission, do any of the required work he wishes. Students enrolled for audit are not given a grade and their records are marked "Audit."

A change from "Audit" to "Credit" may be made during the add/drop period only. The necessary financial arrangements must be made before the change is effective.

A student may change from "Credit" to Audit" up to the drop date (see College Calendar for the exact date).

Absences from Classes and from College

An educational system centered upon classroom instruction justifies a set of regulations and procedures to aid in assuring satisfactory class attendance. These attendance regulations are designed by the faculty to limit the number of unnecessary class absences, since irregular class attendance jeopardizes the student's progress and detracts both from instruction and from learning.

Class Attendance

1. Students are expected to be present at all their regularly scheduled classroom appointments. The College has no system of recognized cuts.
2. Each instructor is responsible for attendance records and for all matters related to attendance. A student who is dropped from a course upon recommendation of the instructor because of excessive absences will receive a grade of "F." If excessive absences are caused by an extreme emergency, a student may appeal to the Academic Status Committee for consideration.
3. If a Student must miss a class meeting, it is his responsibility to cover the material missed. Instructors may differentiate between excused and unexcused absences and authorize make-up tests when appropriate.
4. Attendance regulations do not apply to students on the Dean's List, or to students who are enrolled in a course as auditors.

Withdrawal from College

The term "withdrawal" as defined by the College, means that a student ceases attendance in all classes, and is no longer considered enrolled.

Any student who desires to withdraw from the College should do so through application to the Registrar. The withdrawal is recorded on the student's permanent record card, and the instructors involved are notified. Unless a withdrawal is made in this manner, it has no official standing and will not be recognized as valid by the College.

Unofficial Withdrawal

Any student who withdraws from the College without notifying the Registrar will receive a grade of "F" in each of his courses. The notation "Grade of F assigned because of unofficial withdrawal" will be made on the permanent record card.

Official Withdrawal

If a student withdraws from the College prior to one week following mid-semester (see College Calendar for exact date), the grade notation "W" will be entered for each of his courses.

If a student withdraws after the set deadline, the grade notation "WP" will be entered for each course in which the student was receiving a passing grade at the time of withdrawal and a "WF" for each course in which the student was receiving a failing grade at the time of withdrawal.

Readmission after Withdrawal

A student who withdraws may seek readmission for any semester, provided he is in good standing, by writing to the Director of Admissions for an application for readmission.

A student who withdraws with "WF" in half or more of his courses will be considered in the same way as a suspended student and must formally request reinstatement in good standing by the Committee on Academic Status after at least one semester has elapsed.

No student may withdraw after the last day of classes before the examination period.

Examinations

The examinations, given at the end of each semester, take place at times announced on the examination schedule. Students are required to take all of their examinations at the time scheduled, unless excused by the Registrar (see section *Absences from Examinations*).

The College does not authorize re-examinations.

Examination Schedule

The examination schedule is arranged and posted at least two weeks before the beginning of the examination period. No changes will be permitted an individual student, except where conflicts occur, or unless the student has examinations scheduled in four consecutive periods. Applications for changes in the schedule should be made to the Registrar prior to the last day of classes before the examination period begins.

Absences from Examinations

Students may be excused from taking their examinations at the time required by presenting their reasons for an expected absence to the Registrar in advance of the examination. No excuse on the grounds of illness will be accepted unless it is approved by a physician. The Registrar should be notified as soon as possible if illness or other emergency situations cause a student to be absent from the examination.

Deferred Examinations

Deferred examinations are provided for students who have been excused from taking their examinations at the regular time. Students should arrange with their instructors to make up the examinations as soon as possible. Except under very exceptional circumstances students are not permitted to postpone the taking of a deferred examination beyond the first occasion provided.

In no case will permission to take a deferred examination be extended beyond a year from the time of the original examination from which the student was absent.

System of Grading

Grades are assigned according to the letter system, including grade point values as follows:

| Grade Symbol and Meaning | Grade Point Value per Semester Credit Hours |
|---|--|
| A—Superior | 4 |
| B—Good | 3 |
| C—Average | 2 |
| D—Passing | 1 |
| F—Failing | 0 |
| I—Incomplete | 0 |
| X—Absent from final examination | 0 |
| WF—Withdrew Failing | 0 |
| WP—Withdrew Passing | — |
| W—Withdrew | — |
| S—Satisfactory (used in non-credit courses) | — |

In required physical education, letter grades are given but no grade points are assigned.

Grade Point Average

The grade point average is computed by dividing the total number of academic hours attempted into the total number of grade points earned.

Grades of "WF" are included in the courses attempted by a student during a semester, whereas grades of "W" and "WP" are not included in the hours attempted in a given semester.

Incomplete

"I" indicates that the student has postponed, with the consent of the instructor, the completion of certain required work other than the final examination. "I" automatically becomes "F" at the end of the next semester if the postponed work has not been completed.

Absent from Final Examination

"X" indicates that the student was absent from the final semester examination for illness or other emergency situations, but had attended classes up to the examination period. "X" automatically becomes "F" at the end of the next semester unless a deferred examination is permitted by the Committee on Academic Status. (See section on "Examinations" for further information.)

Grades for Repeated Courses

A course in which a grade of "D" or higher has been made may be retaken only in *special cases* as approved by the Dean of the Faculty. The form for requesting permission to repeat a course is available in the Office of the Registrar. A course in which a grade of "F" has been made may be retaken with the permission of the adviser. In each instance, the original grades, grade points, and credits, if earned, will stand as recorded on the permanent record, but the new grade and grade points also will be entered. The higher grade with its credits and grade points will be counted toward the degree. Credits earned for the course may be counted only once toward the degree.

The cumulative grade point average will be determined in cases of a retaken course by including hours attempted and grade points earned on both the original and repeated enrollments in the course.

Credits and grade points for courses retaken prior to June 1969 will be adjusted to meet the above stipulations.

Classification of Students

Students, both full-time and part-time, are classified as follows:

| | | |
|-----------|-------|--|
| Freshman | | From 1 to 23 credits |
| Sophomore | | A minimum of 24 credits and 48 grade points |
| Junior | | A minimum of 54 credits and 108 grade points |
| Senior | | A minimum of 85 credits and 170 grade points |

Unclassified Students

Any student not a declared candidate for a degree at Christopher Newport College is considered an unclassified student.

Dean's List

Students who in any semester make forty-eight grade points with no grade below C, in academic subjects, and who make a grade point average of at least 3.0, are placed on the Dean's List for the following semester.

Grade Reports

Reports showing the standing of students in their classes are sent to parents or guardians as well as to students in the middle and at the end of each semester. Midsemester grades are not recorded on the student's permanent record, but the report indicates the student's progress in each course at that point.

Transcripts

Transcripts are issued only upon the written request of the student, or his authorized agent, and should be requested at least one week prior to the date needed.

The College will issue one free transcript for each student. There is a charge of \$1.00 for each additional transcript. No transcript is sent until the fee due has been paid.

Transcripts given directly to students do not carry the College seal and are not official. The seal is attached when the transcript is sent directly from the College to another college or authorized agency.

The College reserves the right to send to schools of origin academic records of students and other information for the purpose of study.

CONTINUANCE IN COLLEGE

Continuance in college implies a dual responsibility on the part of the institution and its students. Through its instructional program supplemented by counseling and faculty advising, the College attempts to give students every encouragement to maintain a satisfactory level of achievement. Reasonable academic progress by the student is expected. Unless the student demonstrates the incentive and ability to meet the minimum scholastic requirements, the College cannot justify his remaining in school.

Minimum Standards for Continuance in College

The requirements stated below represent the minimum quality of performance for continuance at Christopher Newport College. Evaluation of academic progress is made at the end of each semester. Evaluation of an academic record is not made until a student has completed 12 credit hours, which constitutes a minimum full-time load. Fifteen credit hours is regarded as standard full-time load.

The student who is admitted as an unclassified student (not seeking a degree at Christopher Newport) will have his academic record evaluated at 12 semester hour intervals. This evaluation is done in the best interests of the student and takes into account the stated goals of the student.

No grade points are given for grades earned in physical education courses. Hours attempted and earned in physical education are not included in the minimum standards for continuance. Four units of physical education are required for the degree.

The student earning less than the minimum standard as stated below will be considered by the Committee on Academic Status for either probation or suspension. Students are always notified by letter of any action taken by the Committee.

1. The student who has attempted at least 12 to 15 credit hours should have passed 50% of the hours attempted and earned 9 grade points on the four point scale.
2. The student who has attempted a minimum of 24 to 30 credit hours should have passed 66% of the hours attempted and should maintain a 1.00 average.
3. The student who has attempted a minimum of 48 to 60 credit hours should have passed 75% of the hours attempted and should maintain a 1.50 average.
4. The student who has attempted a minimum of 72 to 90 credit

hours should have passed 85% of the hours attempted and should maintain a 1.75 average.

5. The student who has attained senior status will have his record reviewed by the Committee on an individual basis, taking into consideration the average maintained in his major field.
6. The student whose hours attempted fall outside the range listed above will have his academic record evaluated on the basis of whether or not the average earned indicates normal progress toward the next nearest required average. For example, a student who has attempted 18 or 19 credit hours should have an average which approaches a 1.00. The Committee will use as a guide a mathematical progression table.
7. Transfer students will be expected to meet the minimum requirements for the total credit hours attempted at Christopher Newport College and the total number of credit hours accepted by the College as transferrable from the previous college or colleges.
8. The student who withdraws with "WF" in half or more of his courses will be considered in the same way as a suspended student. The notation "May not enroll without permission of the Committee on Academic Status" will be placed on his permanent record card.
9. When a student is not profiting by his stay at college, or whenever his influence is considered detrimental to the best interests of the College, such a student may be required to withdraw.

Probation

Students approaching the minimum standards for continuance in college will be considered by the Committee on Academic Status for probation.

The student placed on probation may register for classes. Such a student is advised to take advantage of counseling and tutoring services if either seems appropriate. A notation "Academic Probation" will be placed on the permanent record card.

When the student has improved his average to the extent that he meets the minimum requirement for the hours he has carried, probation may be removed, and a statement to this effect placed on the permanent record card.

The Committee seldom allows a student to remain on probation for more than two consecutive semesters. Academic records for all probationary students are evaluated on an individual basis.

Suspension

The student who is suspended may not register for credit in any classes at Christopher Newport College, except by the advice and consent of the Committee on Academic Status. The notation "Required to withdraw for academic deficiencies" is placed on the permanent record card.

In the event that a student suspended from Christopher Newport

College is permitted to take courses in another college, he should be aware that credit hours earned while he is not in good standing will *not* be acceptable as transfer credit at Christopher Newport College.

Reinstatement Procedures after Suspension

Any suspended student who wishes to reenter the College after at least one semester (excluding summer session) has elapsed must apply to the Committee on Academic Status to be reinstated in good standing.

Most colleges will not consider for admission a student who is not in good standing at his former college; therefore, reinstatement at Christopher Newport College should be sought before application is made to another college.

Students who have been asked to withdraw twice may apply for reinstatement. However, it must be pointed out that the Committee often does not approve the reinstatement of such a student.

In order to apply for reinstatement, the student should contact the Office of the Registrar for information. The deadlines for receipt of reinstatement requests are as follows:

- For readmission to summer session.....May 1
- For readmission to fall semester.....May 1 or August 1
- For readmission to spring semesterDecember 1

Appeals to the Committee on Academic Status

Any student has the right to appeal for reconsideration of a decision made by the Committee. Such an appeal should be made in writing, indicating any circumstances which may affect the decision. The Committee seldom finds it necessary to have a personal interview with the student.

Appeals may be addressed to the Registrar, who serves as secretary of the Committee on Academic Status.

REQUIREMENTS FOR DEGREES

Christopher Newport College is authorized to confer the Bachelor of Arts (B.A.) degree, the Bachelor of Science (B.S.) degree, and the Associate in Arts (A.A.) degree.

In the first phase of growth at Christopher Newport College (junior-level courses added in 1969-70 and senior-level courses added in 1970-71), the College will offer the B.A. degree in English, History, Psychology, and Government; and the B.S. degree in Biology and Psychology. In the case of a department offering more than one degree, the student is referred to the specific statement of the department's requirements at the head of the course listing.

Students who exhibit superior academic performance may receive degrees with distinction.

Bachelor of Arts and Bachelor of Science Degrees

A student must fulfill the general degree requirements set forth in the catalogue which is in effect at the date of his entrance to the College, and he must fulfill the concentration requirements in effect when the choice of concentration is declared. A student who, for various reasons, leaves the College for a period of one full academic year or more after he has declared his major can be required to meet the concentration requirements in effect at the time he reenters.

General Requirements for Graduation

One hundred and twenty-four semester credits are required for graduation. Of these one hundred and twenty-four semester credits, one hundred and twenty must be in academic subjects and four in required physical education. A minimum of two hundred and forty grade points in academic subjects is required. No grade points are assigned to courses in required physical education.

Students are expected to plan a curriculum including distribution, concentration and elective offerings. Although the College offers every assistance to the student as he plans his program, it is the ultimate responsibility of the student to make certain that his program of studies properly reflects the requirements for the degree as set forth in the catalogue.

Certain other general requirements as listed below must be fulfilled for graduation.

1. The student must make a minimum grade point average of 2.0 in his field of concentration with no more than two grades of D. (Effective June, 1969, the College will adopt a four-point grading scale; consult *System of Grading* for exact scale.)
2. At least thirty of the last thirty-six hours, including at least the last twelve hours of the major field, must be taken in residence.

3. Of the 120 credits required for graduation:
 - a. At least 48 semester hours must be of junior- or senior-level.
 - b. Students may present only 42 total hours in their major field.
 - c. Students may present no more than 18 total hours of upper-level work in any field other than the major, not including courses in Professional Education.
4. No credit will be counted toward a degree for the first semester of a foreign language unless followed by the successful completion of the second semester of that language.

Courses Taken Elsewhere

Students who transfer from other accredited institutions will have their credits evaluated by the Dean of the Faculty, and a written statement of acceptable credits will be sent to the student. Transfer credits, up to a maximum of 90 hours, will be given for courses which carry a grade of "C" or better and are comparable to courses offered by colleges similar in aims and purposes to Christopher Newport College. (Exception: No more than sixty-six credits may be in courses in a junior (or public community) college.)

A student may transfer in a maximum of 21 semester credits in courses representing the application of the arts and sciences, including the playing of an instrument, ceramics, arts and crafts, and the like.

No more than thirty semester hours will be accepted in transfer for work completed in extension, special institute, or correspondence courses. Students already at Christopher Newport College desiring to take such work elsewhere, or to take summer school work in another institution, to apply to degree credit, must first get written permission from the Dean of the Faculty.

Distribution Requirements

Distribution requirements should be completed within the first two years (or four semesters) unless the student is part-time or officially excused by the Dean of the Faculty. The range of courses which students may take to satisfy the distribution requirements is listed below:

| | |
|--|--------------|
| English 101-102 or 103-104, unless exempted by the English Department, on the basis of tests, previous record, and other criteria | 6 credits |
| Foreign Language | 0-14 credits |
| It is expected that the student should have or attain competence in a foreign language to the level gained by the end of the second college year. Students desiring to take a modern language to fulfill this requirement should refer to the section <i>Modern Languages</i> for information on placement. Students desiring to take Latin to fulfill this requirement should refer to the section <i>Ancient Languages</i> for information on placement. | |
| Humanities Division | 6 credits |
| The student may choose one of any of the following sequences: English 201-202; English 203-204; English 205-206; Fine Arts 201-202; or Philosophy 201-202. | |

Mathematics or Philosophy 101-102

6 credits

In choosing between Mathematics and Philosophy, the student must consider carefully the requirements and recommendation in his field of interest. The mathematics department and his college adviser will guide him to the best choice of a mathematics course in the light of his abilities and career objectives.

(Note: Any student who began the sequence Philosophy 201-202 prior to June 1969, may elect to count this course as fulfillment for the Mathematics-Philosophy requirement instead of the Humanities requirement.)

Natural Sciences Division

8 credits

Students may choose one of any of the following sequences: Biology 101-102; Chemistry 101-102; Physics 101-102 or 103-104; or any science course which is developed for non-science majors. Students may transfer in to complete their science requirement eight or ten hours of freshman geology or astronomy, or other laboratory science course that considers one area of science through the full academic year. For a B.S. degree a laboratory course in a related field may be required (see specific listings under the department in which interested).

Social Sciences Division

12 credits

Students may choose two of any of the following sequences: Economics 201-202; History 101-102; History 201-202; Sociology 201-202; Psychology 201-202 or 201-203; or any two-semester sequence of Government 101, 102, 201, 202.

Physical Education, unless exempted

4 credits

The physical education requirement must be met within the first sixty hours unless an exemption or a postponement has been granted by the Committee on Degrees (see detailed statement under the heading of the Physical Education Department).

Any exemption from any of the basic distribution requirements as outlined above may be requested in writing to the Committee on Degrees.

Concentration or Major

Each student at or before the end of his sophomore year (or fourth semester) should choose a major field in consultation with an adviser from the field in which he is interested. A declaration of major must be filed with the Registrar.

The student's program in relation to the requirements of that major and his personal interests will then be worked out with his adviser, who will see that his course of study is as well-balanced as possible and relates to his career objectives.

Students should refer to the appropriate departmental listing under *Courses of Instruction* for specific concentration requirements.

A student may present only 42 total hours in his major field, and must make a minimum grade point average of 2.0 in his field of concentration with no more than two grades of D.

Changes in the choice of major may not be made after registration for the first semester of the senior year.

Electives

A student may choose for the remainder of his 120 credit hours any academic courses which are allied to his major or of special interest to him, provided he has the necessary prerequisites.

Students are reminded that no more than 18 semester hours of upper level work in any field other than the major may be applied toward the degree. This does not apply to courses in Professional Education.

Associate in Arts Degree

A student must fulfill the general degree requirements set forth in the catalogue which is in effect at the date of his entrance to the College.

General Requirements for Graduation

A minimum of sixty-four semester credits are required for this degree. Of these sixty-four semester credits, sixty must be in academic subjects and four in required physical education. A minimum of one hundred and twenty grade points in academic subjects is required. No grade points are assigned to courses in required physical education.

Students are expected to plan a curriculum including distribution and elective offerings. Although the College offers every assistance to the student as he plans his program, it is the ultimate responsibility of the student to make certain that his program of studies properly reflects the requirements for the degree as set forth in the catalogue.

Students who choose as an elective one of the foreign languages should be aware that no credit will be counted toward a degree for the first semester of a foreign language unless followed by the successful completion of the second semester of that language.

The Associate in Arts degree will not be granted until the applicant has been in residence at least one college year and made a minimum of 30 semester credits at the College. This period must include the last year of the work required for the degree.

Courses Taken Elsewhere

Students who transfer from other accredited institutions will have their credits evaluated by the Dean of the Faculty, and a written statement of acceptable credits will be sent to the student. Transfer credits will be given for courses which carry a grade of "C" or better and are comparable to courses offered by colleges similar in aims and purposes to Christopher Newport College.

Students already at Christopher Newport College desiring to take work elsewhere, such as extension, special institute, or correspondence, or to take summer school work in another institution, to apply to degree credit, must first get written permission from the Dean of the Faculty.

Distribution Requirements

To qualify for this degree, a student must complete a minimum of thirty-six semester credits according to the following plan:

English 101-102 or 103-104, unless exempted by the English Department, on the basis of tests, previous record, and other criteria. 6 credits

Humanities Division 6 credits

The student may choose one of any of the following sequences:
English 201-202; English 203-204; English 205-206; Fine Arts 201-202; or Philosophy 201-202.

Mathematics or Philosophy 101-102 6 credits

In choosing between Mathematics and Philosophy, the student must consider carefully the requirements and recommendation in his field of interest. The mathematics department and his college adviser will guide him to the best choice of a mathematics course in the light of his abilities and career objectives.

(Note: Any student who began the sequence Philosophy 201-202 prior to June 1969, may elect to count this course as fulfillment for the Mathematics-Philosophy requirement instead of the Humanities requirement.)

Natural Sciences Division 8 credits

Students may choose any one of any of the following sequences:
Biology 101-102; Chemistry 101-102; Physics 101-102 or 103-104; or any science course which is developed for non-science majors. Freshman geology or astronomy, or other laboratory science course that considers one area of science through the full academic year may be accepted as transfer credit.

Social Sciences Division 6 credits

Students may choose one of any of the following sequences:
Economics 201-202; History 101-102; History 201-202; Sociology 201-202; Psychology 201-202 or 201-203; or any two-semester sequence of Government 101, 102, 201, 202.

Physical Education, unless exempted 4 credits

The physical education requirement must be met unless an exemption has been granted by the Committee on Degrees (see detailed statement under the heading of the Physical Education Department.)

Any exemption from any of the basic requirements as outlined above may be requested in writing to the Committee on Degrees.

Electives

A student may choose for the remainder of his 60 credit hours any academic courses which are of special interest to him, provided he has the necessary prerequisites.

COOPERATIVE DISTRIBUTION PROGRAM

Two-Year Certificate

This program is designed to prepare students for middle-management, supervisory or specialized sales careers in retail, wholesale and service businesses. It provides technical and professional classroom instruction coordinated with directed occupational experience in distributive businesses. It is offered in cooperation with the Distributive Education Service of the State Department of Education.

Under the cooperative plan, students follow a regular class schedule and receive an average of 450 hours of on-the-job training during the college year in selected businesses in the area. According to the student's career interests, aptitudes, and previous work experience, the teacher-coordinator of this program guides and advises the student in curriculum planning, job placement, and progress at school and on the job.

The program offers both a preparatory and a regular sequence of courses. The regular sequence is designed for those students who have had previous work experience in distribution or at least one year of Distributive Education in high school. The preparatory sequence is for those without such previous experience.

In addition to the core program of distribution, the student also receives general courses in liberal arts. The Cooperative Distribution Program may be terminal or may lead to a four-year degree program in such fields as Retailing, Advertising, Distributive Education, or Business Administration. The student planning to transfer credits to an institution offering these degree programs is advised to consult the catalogue of such institutions to determine the transferability of courses.

It is to be noted that to earn the Associate in Arts degree from Christopher Newport College the student in the Distributive Education program must add eight hours of a laboratory science (Biology is recommended) and six hours of mathematics to the Certificate Program.

FIRST YEAR

| | Semester Hour Credits | | | |
|--|-----------------------|---------|--------------|---------|
| | 1st Semester | | 2nd Semester | |
| | Prep. | Regular | Prep. | Regular |
| Cooperative Distribution 103, 104..... | - | - | 2 | 2 |
| Cooperative Distribution 100..... | 3 | 2 | - | - |
| Cooperative Distribution 101..... | - | 3 | 3 | - |
| Cooperative Distribution 102..... | - | - | - | 3 |
| English 101-102 | 3 | 3 | 3 | 3 |
| Government 101-102 | 3 | 3 | 3 | 3 |
| Speech 101 | 3 | - | - | - |
| Elective (Psychology 201 recommended)..... | 3 | 3 | 3 | 3 |
| | 15 | 14 | 14 | 14 |

SECOND YEAR

| | Semester Hour Credits | | | |
|--|-----------------------|---------|--------------|---------|
| | 1st Semester | | 2nd Semester | |
| | Prep. | Regular | Prep. | Regular |
| Cooperative Distribution 104..... | 2 | — | — | — |
| Cooperative Distribution 204..... | — | — | 2 | 2 |
| Cooperative Distribution 102..... | 3 | — | — | — |
| Cooperative Distribution 205..... | 3 | 3 | — | — |
| Cooperative Distribution 208..... | — | — | 3 | 3 |
| Cooperative Distribution 202..... | — | — | 3 | 3 |
| Cooperative Distribution 201..... | — | — | 3 | 3 |
| Cooperative Distribution 203..... | 3 | 3 | — | — |
| Economics 201-202 | 3 | 3 | 3 | 3 |
| English 201, 202; 203, 204; or 205, 206..... | 3 | 3 | 3 | 3 |
| Speech 101 | — | 3 | — | — |
| | 17 | 15 | 17 | 17 |

COURSES OF INSTRUCTION

The following descriptions are of courses which the College offers throughout the session. Courses numbered 100 are primarily for freshmen, 200 for sophomores, 300 for juniors, and 400 for seniors. Upper division courses may be offered in alternate years.

A "continuous course," indicated by a hyphen between the course numbers, covers a field of closely related materials, and the first semester must ordinarily precede the second, unless special permission is given by the chairman of the department concerned. If a course is made up of two closely related semesters, but the second may be taken first, the course numbers are separated by a comma.

Schedules detailing when these courses will be offered are published each semester. The schedule outlining day classes is available from the Office of the Registrar, while the schedule for evening classes as well as for summer session classes is available in the Office of the Director of Continuing Studies.

COURSE OFFERINGS IN THE EVENINGS

A bulletin, detailing the courses of instruction to be offered in the evenings (after 4:00 p.m.) Monday through Friday and on Saturday mornings, in the Fall and Spring, may be obtained by writing to the Director of Continuing Studies.

COURSE OFFERINGS IN THE SUMMER

A bulletin, detailing the courses of instruction to be offered in the summer, may be obtained, after March 1, by writing the Director of Continuing Studies. Admission procedures will be outlined in that bulletin.

Ancient Language

101-102. *Elementary Latin*. Continuous course. Lectures four hours; four credits each semester. Students who have acquired two high school units in Latin may not take 101-102 for credit.

Fundamentals of the Latin language; mastery of grammatical structure and basic vocabulary; readings from appropriate authors, introduction to Roman history and culture.

103, 104. *Grammar Review, Reading of Prose and Poetry*. Prerequisite: Latin 101-102 or two units of high school Latin. Lectures three hours; three credits each semester. Students who have acquired a third high school unit in prose may not take 103 for credit; students who have acquired a third high school unit in poetry may not take 104 for credit.

Review of basic elements of the language; reading of passages from selected authors including Cicero (103) and Virgil (104); parallel study of Roman culture and its influence, with emphasis on political institutions and the epic genre.

Biology

A minimum of 41 hours credit is required for a concentration in Biology. These include Biology 101-102, 202, 208, 301, 401, 408 and 420. The remaining biology hours may be selected from the list of elective courses with the aid of your advisor. Majors must also take Chemistry 101-102, 201-202, Physics 101-102 and Math 103, 201. It is strongly recommended that Chemistry 301-302 be taken. The program should include six to ten hours of non-biology electives. It is recommended that French or German be taken to satisfy the language requirement. Russian and Spanish may be acceptable.

101-102. *Principles of Biology*. Continuous course. Lectures three hours; laboratory four hours; four credits.

Basic principles of biology as revealed by research and experimentation; the relation of these principles to the success of living organisms.

112N. *Microbiology*. Summer session; lectures three hours; laboratory two hours; four credits.

A course designed primarily for students in the pre-nursing program.

Elementary principles of bacteriology; emphasis on micro-organisms as etiological agents in disease; practical methods of disinfection; factors of infection and immunity.

213. *Human Anatomy and Physiology*. Prerequisite: Biology 101. Second semester; lectures four hours; laboratory three hours; five credits.

Comprehensive and systematic study of the living processes; structure and function of the human body.

201. *Embryology of Vertebrates*. Prerequisite: Biology 101-102. First semester; lectures three hours; laboratory six hours; four credits.

Comparative description and analysis of development in representative vertebrate embryos; gametogenesis; development of amphibians, birds, and mammals.

202. *Comparative Anatomy of Vertebrates*. Prerequisite: Biology 101-102. Second semester; lectures three hours; laboratory six hours; four credits.

Phylogenetic study of development of systems in higher vertebrates; dissections and demonstrations by the student.

206. *Plant Taxonomy*. Prerequisite: Biology 101-102. Second semester; lectures two hours; laboratory six hours; four credits.

Phyletic relationships of flowering plants and ferns; principles of classification; collection and identification of local flora. (Offered in odd years)

208. *Morphology and Phylogeny of Plants*. Prerequisite: Biology 101-102. First semester; lectures three hours; laboratory six hours; four credits.

Morphology of representative plants studied in laboratory and field; emphasis on reproductive processes and phylogenetic relationships.

214. *Biological Evolution*. First semester; lectures three hours; three credits.

Principles of biological evolution; detailed discussion of natural selection, adaptation, population genetics, isolating mechanism, and speciation.

216. *Invertebrate Zoology*. Prerequisite: Biology 101-102. Second semester; lectures three hours; laboratory six hours; four credits.

Morphology and ecology of representative invertebrates studied in field and laboratory.

301. *Microbiology*. Prerequisite: Biology 101-102, Chemistry 201-202. First semester; lectures three hours; laboratory six hours; four credits.

Principal characteristics of microorganisms; biochemical reactions, current research, classical and modern techniques.

302. *Introductory Marine Science*. Prerequisite: Biology 101-102, Chemistry 101-102. First semester; lectures three hours; laboratory and field trips six hours; four credits.

Physical and chemical properties of hydrosphere; application of basic ecological principles to marine environment; history of oceanography.

305. *Plant Anatomy*. Prerequisite: Biology 101-102, 208. Second semester; lectures three hours; laboratory six hours; four credits.

Structures and arrangements of cells and tissues in higher plants;

cytology, physiology, taxonomy, ecology, evolution and development included where related to anatomy.

306. *Conservation of Natural Resources*. Prerequisite: Biology 101-102. First semester; lectures three hours; laboratory six hours; four credits.

Study of soil, plant, water, mineral and marine resources, their inter-relationships, steps necessary to use them wisely for present and future generations.

307. *General Ecology*. Prerequisite: Biology 101-102, Chemistry 101-102. Second semester; lectures three hours; laboratory six hours; four credits.

Survey of major biotic communities; factors controlling the relation of organisms to their environment. Structure, metabolism, communities, ecosystems and population control emphasized.

313. *Cytology*. Prerequisite: Biology 101-102, Chemistry 101-102. First semester; lectures three hours; laboratory six hours; four credits.

Structure of plant and animal cells, mitosis, meiosis, fertilization; relationship of cells to problems in heredity; taxonomy and evolution explored.

401. *Genetics*. Prerequisite: Biology 101-102, Chemistry 201-202. First semester; lectures three hours; laboratory six hours; four credits.

Principles of heredity, variation, evolution and hybridization.

403. *Advanced Marine Science*. Prerequisite: Biology 101-102, 302, Chemistry 201-202. Second semester; lectures three hours; laboratory six hours; four credits.

Marine botany, sedimentation; biology of plankton; ichthyology; pollution biology; parasites of marine organisms; application of statistical methods to analysis of marine data.

404. *Animal Histology*. Prerequisite: Biology 101-102. First semester; lectures two hours; laboratory six hours; four credits.

Comparative study of cells and tissues of invertebrate and vertebrate animals.

408. *General Physiology*. Prerequisite: Biology 101-102, Chemistry 201-202. Second semester; lectures three hours; laboratory six hours; four credits.

Physiology at cellular levels of organization; cell structure and function; osmosis, membrane transport, enzymes, photosynthesis, respiration, and other metabolic processes.

414. *Introductory Biochemistry*. Prerequisite: Biology 101-102, Chemistry 201-202. First semester; lectures three hours; laboratory six hours; four credits.

Molecular basis of life; physical and chemical properties of selected biochemical pathways.

420. *Seminar*. First and second semester. Every two weeks for juniors and seniors. Time to be announced. One credit during either junior or senior year.

Discussions by faculty and students of contemporary problems in biology; presentation of seminar required of seniors.

Business

102. *Introduction to Business*. Both semesters; lectures three hours; three credits.

This course explores and analyzes the broad area of business administration from the manager's perspective. Included will be a review of decision making, business resources, and the current business environment.

201, 202. *Principles of Accounting*. Continuous course; lectures two hours; laboratory two hours; three credits each semester.

A study of the elementary principles and procedures of individual proprietorship, partnership, and corporation accounting.

301, 302. *Intermediate Accounting*. Continuous course; lectures three hours; three credits each semester. Prerequisites: Business 201, 202.

An analysis of balance sheets and profit and loss statements, together with the theory of valuation underlying the various accounts used in these statements.

303. *Cost Accounting*. First semester; lectures three hours; three credits. Prerequisites: Business 201, 202.

The fundamentals of job order, process, and standard cost accounting and cost and profit analyses for decision-making purposes. Use of problems is made.

Chemistry

101-102. *General Chemistry*. Continuous course. Prerequisite: Satisfactory scores on the Chemistry Placement Test. Lectures three hours; laboratory four hours; four credits each semester.

The fundamental laws and principles of general chemistry. Second semester, qualitative analysis of the metallic ions in the laboratory.

113-114. *Elementary Chemistry*. Continuous course. Lectures three hours; laboratory two hours; four credits each semester.

First semester, a survey of the fundamentals of general and inorganic chemistry. Second semester, a survey of organic and biochemistry.

This course should not be elected by persons planning to major in the natural sciences or engineering and may not be elected to fulfill the science degree requirement.

201-202. *Organic Chemistry*. Continuous course. Prerequisite: Chemistry 101-102. Lectures three hours; laboratory five hours; four credits each semester.

Chemistry of the organic compounds of carbon. Structure, reactivity and reaction mechanisms.

301-302. *Physical Chemistry*. Continuous course. Prerequisite: Physics 102, Mathematics 202, Chemistry 202. Lectures three hours; laboratory four hours; four credits each semester.

The physical behavior of matter.

Cooperative Distribution

100. *Distribution Seminar*. First semester; lectures three hours; three credits.

A study of distributive institutions, the functions they perform and the problems met in the process of moving goods from the producer to the consumer.

101. *Principles of Salesmanship*. Either semester; lectures three hours; three credits.

Effective selling techniques, careers in selling, selling and the economy, and selling ethics are discussed and related to the student's directed occupational experience. The student is required to give a number of sales demonstrations in class in order to show his ability to conduct a sales interview.

102. *Principles of Marketing*. Second semester; lectures three hours; three credits.

Channels of distribution, manufacturing, wholesaling, retailing, service businesses and the consumer are included to give the student an understanding of the many activities and jobs involved in the process of distributing goods and services. Classroom instruction is related to job experience.

103, 104. *Directed Occupational Training*. Two credits each semester.

Minimum of 225 hours occupational training for each course is required. The directed occupational training is conducted in selected retail, wholesale, or service businesses.

Freshman students may choose between the following plans: for the first year:

1. The student works a minimum of 225 hundred hours each semester from September to May.
2. The student works a minimum of 225 hundred hours each semester beginning with the second semester in February and ending in August.

Sophomore students will enroll in Directed Occupational Training at the beginning of the second semester beginning in February.

201. *Store Organization and Operation*. Second semester; lectures two hours; laboratory two hours; three credits.

Operation and service activities as functions of store management. The areas of store location and layout, customer services, receiving

and marketing and protection are covered. Field trips to selected retail and service operations are scheduled each week.

202. *Personnel Techniques in Distribution*. Second semester; lectures three hours; three credits.

A study of personnel techniques used in supervisory and mid-management positions which include how to supervise, how to train, how to interview, employee motivation and a basic understanding of the personnel management function. Classroom instruction is related to the students' job experience.

203. *Sales Promotion*. First semester; lectures three hours; three credits.

The scope and activities of sales promotion in stores with emphasis on the coordination of advertising, display, special events and publicity. External and internal methods of promoting business; budgeting, planning and implementing the plan.

204. *Directed Occupational Training*. Second semester; two credits—refer to Cooperative Distribution 103, 104 for course description.

205. *Product Knowledge*. First semester; lectures three hours; three credits.

A study of materials used, construction, care and government regulations of various types of merchandise such as textiles, chinaware, glassware, silverware, leather, jewelry, furniture and other types of home furnishings. Values and quality standards for the consumer are stressed.

208. *Mathematics of Distribution*. Second semester; lectures three hours; three credits.

Basic mathematical processes applied to store problems with emphasis given to discounts, invoices, markup—individual and purchase—expenses and selling cost; and summary of Profit and Loss statements.

Economics

201-202. *Principles of Economics*. Continuous course; lectures three hours; three credits each semester.

Students will analyze principles underlying economic organization and functioning. Analysis will include introduction to classical, neo-classical, and modern economic theory with added exposure to distribution and value theory. The economics of the firm will also be considered.

301. *Money and Banking*. Prerequisite: Economics 201-202. First semester; lecture and discussion three hours; three credits.

This course examines the nature and functions of money and credit, the commercial banking system, the Federal Reserve System, the quantity theory of money, the theory of income determination, the balance of payments and exchange rates, and the history of monetary policy in the United States.

302. *Public Finance*. Prerequisite: Economics 201-202. Second semester; lecture and discussion three hours; three credits.

The nature and application of the fundamental principles which apply to the obtaining, managing, and disbursing of the funds necessary for the performance of governmental functions at the local, state, and federal levels. The American tax system is given detailed consideration.

Education

In cooperation with the School of Education of the College of William and Mary, Christopher Newport College offers courses which will fulfill the requirements for the Collegiate Professional Certificate in secondary education.

Currently students at Christopher Newport College may be endorsed to teach in the subject areas listed below. As the College expands its offerings, other areas will be added.

Biology

English

English and Speech

Government

History

History and Social Science (In addition to history courses, this endorsement requires twelve credits of government, six of economics, and six of geography. A student desiring this type of certification will have to make special arrangements to acquire the necessary credits in geography.)

Sociology (Eighteen credits are required for certification; this number is now available.)

State Certification Regulations for Teachers in Virginia

General Requirements

An applicant must possess a baccalaureate degree with a background of 48 hours in general education, including a minimum of

- A. Humanities—12 semester hours
English composition (required) and the balance from any of the following fields: foreign language, literature, speech, fine arts, music, and philosophy
- B. Social Science—12 semester hours
American history (required) and the balance from any of the following fields: history, anthropology, sociology, economics, political science, geography, and psychology
- C. Laboratory Science and Mathematics—12 semester hours (at least one course in each area)
- D. Health and Physical Education—4 semester hours or equivalent (at least one course in each area)

The remaining eight semester hours shall be selected from courses listed in A, B, and C, above.

It is recommended that all teachers take a course in speech and one in basic economics to satisfy in part the general education requirements.

Professional Requirements for Secondary Education

By the end of the junior year, the student must have completed the following courses:

| | <i>Semester Credits</i> |
|---|-----------------------------|
| Psychology 307, <i>Developmental Psychology</i> | 3 |
| Education (Psychology) 312, <i>Educational Psychology</i> | 3 |
| Education 303, <i>Instructional Materials and Methods</i> | 3 |

In the senior year, the student will complete:

| | <i>Semester Credits</i> |
|---|-----------------------------|
| Education 401, <i>Supervised Teaching</i> | 6 |
| Education 404, <i>Cultural Foundations of Education</i> | 3 |
| Education 414, <i>Educational Measurements and Evaluation</i> | 3 |

(The senior-level courses will be offered in the 1970-71 session.)

303. *Instructional Materials and Methods*. Prerequisites: Education 312 (Psychology 312) or Psychology 307, and fifteen semester credits in the subject of teaching choice. Second semester: lectures three hours; three credits.

An introductory course in the organization of instruction. This course must be taken prior to supervised teaching.

312. *Educational Psychology*. Prerequisite: Psychology 201. Both semesters; lectures three hours; three credits.

A course in which current theories of learning emphasizing the basic factors of motivation, learning, retention and transfer are analyzed. Special emphasis will be placed on educational implications of empirical and theoretical findings. This is the same course as Psychology 312.

English Language and Literature, and Speech

A concentration in English requires satisfactory completion of English 101-102 or 103-104* and continued competence thereafter in written and oral expression; one of the sophomore-level courses (201, 202, or 205, 206, the last recommended); and 30 further credits in courses in this department, with not more than 6 credits in a writing course above the freshman level. English 421-422 and 495-496 are required of all majors; 430 is required and 433 recommended for those who plan to teach English in the secondary schools.

* Superior students may, at the discretion of the department, be allowed advanced placement and, in some cases, credit for 101-102. A student who gets B or better in 101 may be allowed with the permission of the instructors and the Dean to take 102 and 201 (or 203 or 205) simultaneously.

A balanced program considering the student's abilities and career objectives will be worked out with the department advisor, assigned when the student declares his intention to major in English, usually towards the end of the sophomore year. Supporting courses, including history, fine arts, modern and ancient languages, philosophy, and speech, will also be recommended by the advisor.

An English laboratory will be available as supplementary to regular English courses. A student may be required to enroll concurrently with English 101 if weak in verbal skills; he may be referred for particular reasons by an instructor in any course; or he may attend at his own choice. Work in this laboratory will be individualized, the student using programmed materials so he can proceed at his own pace and as suits his own needs.

001. *Preparatory English*. Both semesters; lectures three hours; non-credit. (To be offered in the Evening College only and rated as three hours for tuition purposes.)

Comprehensive review of fundamentals of grammar, dictionary usage, sentence structure, punctuation, spelling, and paragraph development.

101-102. *Composition, Rhetoric, and Literature*. Continuous course; lectures three hours; three credits each semester.

A study of the basic principles of composition and rhetoric on the college level and an introduction to the major literary forms, with frequent themes arising from this study. Required of all students unless taking 103-104 or exempted by the English Department.

103-104. *Composition, Rhetoric, and Literature*. Continuous course; lectures three hours; three credits each semester.

Same content and purpose as 101-102 but designed for the student especially interested in English language and literature.

201, 202. *English Literature*. Lectures three hours; three credits each semester.

A survey of English literature, emphasizing the major writers and the dominant literary trends; first semester from *Beowulf* through Boswell and Johnson; second semester from Burns to the present.

203. *American Literature Before 1860*. Prerequisite: English 102 or 104. First semester; lectures three hours; three credits.

A survey of American literature before Whitman, emphasizing the major writers and the influences upon literature of the principal literary and philosophical movements.

204. *American Literature Since 1860*. Prerequisite: English 102 or 104. Second semester; lectures three hours; three credits.

The major authors from Whitman to the present studied with special emphasis on their relationship to the principal literary movements.

205, 206. *World Literature in Translation*. Lectures three hours; three credits each semester.

A survey of the literature of the Western world, emphasizing the major writers and the influences upon literature of the principal literary and the philosophical movements; the first semester from Homer to Augustine; the second semester from Dante to Dostoyevsky. This course is equivalent to the former Humanities 201, 202.

301. *English Literature of the Renaissance*. First semester; lectures three hours; three credits each semester.

A critical and historical study of the major prose, poetry, and drama of the sixteenth century, exclusive of Shakespeare.

302. *English Literature of the Earlier Seventeenth Century*. Second semester; lectures three hours; three credits.

A critical and historical study of the major prose, poetry, and drama produced in England between 1600 and 1660, exclusive of Shakespeare.

303. *English Literature of the Restoration and Earlier Eighteenth Century*. First semester; lectures three hours; three credits.

A critical and historical study of the major works of the Age of Dryden and the Age of Pope.

304. *English Literature of the later Eighteenth Century*. Second semester; lectures three hours; three credits.

A critical and historical study of the prose, poetry, and drama created in England between 1740 and 1798, with some emphasis on the novel.

309. *English Literature of the Romantic Movement, I*. First semester; lectures three hours; three credits.

A critical and historical study of the major early Romantics (Blake, Burns, Wordsworth, and Coleridge) with attention also to the early Romantic novel, drama, and essay.

310. *English Literature of the Romantic Movement, II*. Second semester; lectures three hours; three credits.

A critical and historical study of the major later Romantics (Byron, Shelley, and Keats) with attention also to the later Romantic novel, drama, and essay.

321. *English Literature of the Victorian Age, I*. First semester; lectures three hours; three credits.

A critical and historical study of the drama, poetry, and prose (including the novel) produced in England from 1832-1858.

322. *English Literature of the Victorian Age, II*. Second semester; lectures three hours; three credits.

A critical and historical study of the drama, poetry, and prose (including the novel) produced in England between 1858 and 1901.

325. *English and American Poetry of the Twentieth Century*. First semester; lectures three hours; three credits.

A critical study of the major poetry produced in England and

the United States from the beginning of the century till the recent past.

326. *Major World Fiction of the Twentieth Century*. Second semester; lectures three hours; three credits.

A critical study of the great fiction produced in countries of the Western World (including England and America) since the beginning of the century, with emphasis on the novel.

327. *Major World Dramas of the Twentieth Century*. First semester; lectures three hours; three credits.

A critical study of the great dramas produced in countries of the Western world (including England and America) since the beginning of the century.

341. *American Literature, I*. First semester; lectures three hours; three credits.

A critical and historical analysis of the major American writers from the beginnings to Whitman.

342. *American Literature, II*. Second semester; lectures three hours; three credits.

A critical and historical analysis of the major American writers from Whitman to the present.

351. *Fiction Writing*. First semester; three hours; three credits.

Intensive exercises in the writing of fiction, with emphasis on the short story. Attention to selected examples by contemporary authors. Manuscripts read and discussed in class. Individual conferences. Open to sophomores with the approval of the instructor.

352. *Poetry Writing*. Second semester; lectures three hours; three credits.

Intensive exercises in the writing of poetry. Analysis of contemporary techniques. Manuscripts read and discussed in class. Individual conferences.

401. *Chaucer*. First semester; lectures three hours; three credits.

A critical study of the works of Chaucer in the original Middle English with special emphasis on *The Canterbury Tales*.

421-422. *Shakespeare*. Continuous course; lectures three hours; three credits each semester.

A critical study of the major works of Shakespeare. Required of all English majors.

430. *Advanced English Grammar*. Second semester; lectures three hours; three credits.

A concentrated review of descriptive English grammar, with some emphasis on new trends in the subject. Required of those who plan to teach English in the secondary schools.

431. *Structural History of the English Language*. First semester; lectures three hours; three credits.

An historical study of the development of the English language.

433. *Rhetoric*. First semester; lectures three hours; three credits.

A review of the major theories of effective composition of the essay from Aristotle to the present, and an intensive study of the implementations of these theories. Experimentation with each stylistic type to clarify the nature and function of style to prepare the student for the teaching of composition. Recommended for all those who wish to teach English.

495-496. *Senior Seminar*. Continuous course; lectures two hours; two credits each semester.

A seminar course concentrating on the in-depth study of British authors and requiring a major research paper on one author each semester by each student. Required of all English majors.

Speech 101. *Public Speaking*. Both semesters; lectures three hours; three credits.

Study of techniques of public speaking; analysis of typical effective speeches; construction and delivery of original speeches of varying types for various purposes, such as clear explanation, conviction, and persuasion. Recommended for English majors.

Speech 103. *Oral Interpretation of Literature*. Second semester; lectures three hours; three credits.

Increased appreciation of literature and responsiveness to its intellectual and emotional content through training and practice in communicating it to others. Recommended for English majors.

Fine Arts

201-202. *Introduction to the Arts*. Continuous course; lectures three hours; three credits each semester.

The development of architecture, sculpture, and painting from the earliest times to the present day. Open to freshmen with the permission of the instructor.

Government and Politics

The program of instruction in Government and Politics is designed to provide a broad background for the understanding of public affairs and to introduce the student to several fields, including comparative government, political theory, international relations, and American government.

In addition, students are offered preparation for career opportunities that can contribute towards the solution of the continuing urban crisis facing the states and nation. The program is designed to serve the need for college graduates who possess special training in local government and administration. Urban specialists are employed by local, state, and national governments as well as private foundations and institutions.

Basic requirements for a Major in Government and Politics: For a Degree of Bachelor of Arts, thirty-six credits in Government are required, including 101 or 102, and a senior seminar or practicum. Three hours must be selected from each of four groups of courses:

Government and Politics 201, 202
Government and Politics 351, 352
Government and Politics 321, 322
Government and Politics 361, 362

101. *Introduction to Government*. Lectures three hours; three credits.

An introduction to the study of political institutions and processes in the Western tradition. Includes ideologies, constitutionalism, and international affairs.

102. *The American Political Process*. Lectures three hours; three credits.

An investigation and analysis of the instruments of the national government of the United States and the historic pattern of Constitutional law upon which they rest.

201. *European Government and Politics*. Lectures three hours; three credits.

A study conducted along functional lines, of the major political institutions, such as legislatures, executives, courts, public organizations, and political parties.

202. *Government and Politics of Emerging Nations*. Lectures three hours; three credits.

The processes of modernization in selected developing nations including the impact of urbanization, revolutions, reform, nation-building, and social and economic influences.

321. *International Relations*. Lectures three hours; three credits.

Fundamental ingredients of international politics including nationalism, national power, diplomacy, balance of power, collective security, international organization, disarmament, and the Cold War.

322. *American Foreign Policy*. Lectures three hours; three credits.

A study of "National interest" in the development of American foreign policy, constitutional framework, presidential and congressional leadership, pressure groups and public opinion.

351. *Major Political Philosophies*. Lectures three hours; three credits.

Representative thinkers in the classical and modern tradition, including Plato, Aristotle, Machiavelli, Hobbes, Locke, Rousseau, and Burke.

352. *Modern Political Behavior*. Lectures three hours; three credits.

An analytical examination of the behavioral science approach to the study of government and politics.

361. *Functions and Policies of American Government.* Lectures three hours; three credits.

An investigation of the processes of policy-making and interpretation of various factors which affect the formation and execution of American public policy such as fiscal, regulation of business, health, welfare.

362. *State and Local Government.* Lectures three hours; three credits.

A survey of the structure, functions, and problems of state and local governments in the United States.

371. *Introduction to Public Administration.* Lectures three hours; three credits.

Survey of administrative organization; organization theory; administrative behavior; politics and administration; personnel and budgetary processes; administrative responsibility.

372. *Administrative Management.* Lectures three hours; three credits.

Structural design, human factors in organizing, elements of decision-making, leadership and communication, measuring and controlling administrative activity.

381. *Public Personnel Administration.* Lectures three hours; three credits.

Principles and functions of personnel administration in the public service: recruitment, placement, wage and salary administration, training, retirement benefits.

391. *Governmental Budgeting.* Lectures three hours; three credits.
Basic concepts, principles and practices in governmental budgeting; the interrelation of planning, programming, and budgeting.

396. *Constitutional Interpretation.* Lectures three hours; three credits.

The role of the Supreme Court of the United States in developing the constitution, using the case method with collateral reading.

401. *Law and Political Community.* Lectures three hours; three credits.

Leading schools of legal thought, fundamental principles and concepts of law; the framework of legal institutions; the relationship of law and the citizen.

441. *Seminar: American Politics and Public Policy.* Lectures three hours; three credits.

Research in the formulation and execution of public policy in a democratic society with emphasis on research methods and designs.

451. *Urban Government and Administration.* Lectures three hours; three credits.

An examination of reform ideology; formal organization; external

relations; structure and distribution of influence; role of the bureaucracy; policy issues.

461. *Introduction to Urban Planning*. Lectures three hours; three credits.

Political ecology; history, process, and objectives of planning; organization, methods, and practices of Urban housing and redevelopment agencies.

471. *Local Government Law*. Lectures three hours; three credits.

Powers of local governments, zoning and land use regulations, financial affairs and liabilities, metropolitan problems and legal relations.

481. *State and Local Government Finance*. Lectures three hours; three credits.

Obtaining, managing, and disbursing public funds; detailed emphasis on the American tax system.

491-492. *Practicum in Municipal Administration*. Continuous course; six credits; terminal course.

Offered in cooperation with the Cities of Hampton and Newport News; and the County of York. Research papers, conferences, part-time work experiences.

History

A Bachelor of Arts Degree with a major in History is granted upon completion of the general requirements for the B.A., plus the following: twenty-four to thirty hours in history courses above the 200 level and six to twelve hours in courses in these related fields: Government, Sociology, Economics, Psychology, and English.

European History

101. *History of Europe*. First semester; lectures four hours; three credits.

The course gives a general introduction to the chief political, social, economic, and intellectual developments in European history from the eleventh to the eighteenth century. After a brief glance at the early Middle Ages, the course traces the rise of the main forces of the Middle Ages, the development of the Renaissance and the Reformation and concludes with the study of the seventeenth century.

102. *History of Europe*. Second semester; lectures four hours; three credits. Prerequisite: History 101 or consent of instructor.

The course begins with a study of the rise of Russia and Prussia, the eighteenth-century Enlightenment, colonial rivalries, and the French Revolution. The nineteenth-century history of the European powers as a reflection of liberalism and nationalism is reviewed, setting the background of the Russian Revolution and World Wars I and II.

361-362. *Russian History*. Continuous course. Prerequisite: History 101-102. Lectures three hours; three credits each semester.

First semester begins with formation of the Russian State in the city of Kiev and ends with unification of Russia under the leadership of Moscow. Second semester deals with the reforms of Peter the Great, the Russian Revolution, and the Soviet Union today.

381-382. *European History From 1500-1815*. Continuous course. Prerequisite: History 101-102. Lectures three hours; three credits each semester.

First semester begins with rise of modern state and closes with Thirty Years War. Second semester begins with Age of Louis XIV and closes with Napoleonic Era.

391-392. *European History Since 1815*. Continuous course. Prerequisite: History 101-102. Lectures three hours; three credits each semester.

First semester begins with Congress of Vienna and ends with First World War. Second semester deals with Versailles Settlement, the Second World War, and Europe today.

461-462. *The Ancient World*. Continuous course. Prerequisite: History 101-102. Lectures three hours; three credits each semester.

First semester begins with origin and nature of the great civilizations of Near East and closes with empire of Alexander the Great. Second semester begins with early history of Italy and ends with the fall of the Roman Empire.

471-472. *Medieval History*. Continuous course. Prerequisite: History 101-102. Lectures three hours; three credits each semester.

The decline of the Roman Empire, the barbarian invasion, the rise of Christianity, feudalism, and the beginnings of nationality.

481-482. *Renaissance and Reformation*. Continuous course. Prerequisite: History 101-102. Lectures three hours; three credits each semester.

A study of Renaissance in Italy and in Northern Europe, the Protestant Reformation, the Counter Reformation, and the religious wars of seventeenth century.

491-492. *England Under the Tudors and Stuarts*. Continuous course. Prerequisite: History 101-102. Lectures three hours; three credits each semester.

A study of the War of Roses, emergence of the Tudor Monarchs, Elizabethan Age, Stuart Monarchs, Puritan Revolution, Cromwell, Restoration, and the Glorious Revolution of 1688.

Asian History

371-372. *History of Asia*. Continuous course. Prerequisites: History 101-102. Lectures three hours; three credits each semester.

First semester focuses on dominant role of Chinese civilization in Asia. Second semester deals with the opening of Asia to Western influences in the nineteenth century, the modernization of Asia, birth of Asian communism and Asia today.

American History

201. *American History*. First semester; lectures three hours; three credits.

The Colonial Period through the Civil War. Emphasis on period since 1776.

202. *American History*. Second semester; lectures three hours; three credits.

Development of United States since 1865.

301-302. *The Colonial Period and the American Revolution*. Continuous course. Prerequisite: History 201-202. Lectures three hours; three credits each semester.

European background of American colonies. 17th and 18th century settlements. Social, economic, political, and intellectual aspects of colonial life. The American Revolution, and the establishment of a new government in 1787. Course divides at 1763.

311. *The Federal and Jeffersonian Periods, 1787-1824*. Prerequisite: History 201-202. First semester; lectures three hours; three credits.

Intensive study of formation of the government under the constitution. Emphasis on economic and political cleavages of the period.

312. *The United States: 1824-1860*. Prerequisite: History 201-202. Second semester; lectures three hours; three credits.

Intensive study of political, economic, social, and intellectual aspects of Jacksonian era. Emphasis on dominant issues, expansionism, sectionalism, reform movements, and slavery.

313-314. *Economic History of the United States*. Continuous course. Prerequisite: History 101-102. Lectures three hours; three credits each semester.

Survey of American economic growth and development. Emphasis and parallel reading directed to economic forces and factors contributing to emergence of U. S. as a world power. Course divides at 1877.

325-326. *Introduction to Latin American History and Culture*. Continuous course. Prerequisite: History 101-102. Lectures three hours; three credits each semester.

The first semester will begin with a study of conquest and colonization of Latin America by Spain and Portugal. The second semester will stress the establishment of these nations as political entities and their relationship to Europe and the United States up to present.

331. *Civil War and Reconstruction*. Prerequisite: History 201-202. First semester; lectures three hours; three credits.

The struggle for southern independence; state and national problems during Reconstruction.

332. *The United States: 1877-1919*. Lectures three hours; three credits. Prerequisite: History 201-202, junior standing, or written permission of the instructor.

The emergence of the United States as an industrial and world power to 1919.

333. *The United States Since 1919*. Lectures three hours; three credits.

Contemporary American history.

411-412. *Diplomatic History of the United States*. Continuous course. Prerequisite: History 201-202, junior standing, or consent of instructor. Lectures three hours; three credits each semester.

Examination of United States relations with the rest of the world. Course divides at 1900.

425-426. *Latin-American Independence Movements*. Continuous course. Prerequisite: Junior standing or consent of instructor. Lectures three hours; three credits each semester.

Causes, progress, and results of independence movement which created Latin American Republics, and the continuing problems which are related to the experiences of the colonial and independence periods.

Mathematics

Prospective mathematics students must have a mathematics placement test, conducted by the College, upon entrance.

To satisfy the distribution requirement of six hours of mathematics, a student must complete satisfactorily one of the following sequences:

Math. 101-102

Math. 105-106 (for non-science, non-business majors only)

Math. 103-201 (for science majors)

Math. 107-108 (Will satisfy degree requirement only for business majors; may be used as elective credit by students in other fields).

Math. 201-202

Math. 202-203 } Any six hours on the 200 level.

Math. 203-204 }

A maximum of nine semester credits of 100-level mathematics courses may be applied toward a degree.

Graphic Arts 101. *Engineering Drawing*. First semester; laboratory six hours; three credits.

Fundamentals of Engineering Drawing. Geometric constructions, orthographic projections, auxiliary views. Normal, inclined, oblique and cylindrical surfaces. Sectioning. Machine parts such as threads, fasteners and spring. Dimensioning and lettering.

Graphic Arts 102. *Descriptive Geometry*. Second semester; laboratory six hours; three credits.

Fundamentals of Descriptive Geometry. Graphic representation and solutions of space problems. Successive auxiliary views. Intersection of planes and surfaces. Development of surfaces.

101-102. *Algebra, Trigonometry and Analytic Geometry*. Continuous course. Prerequisites: two units of high school algebra required, one unit of plane geometry strongly recommended; acceptable score on placement test. Recommended for students preparing for careers in pharmacy, dentistry, physical therapy, and for science majors not qualified for Mathematics 103. Grade of C or better in 101 required for enrollment in 102. Lectures three hours; three credits each semester.

First semester stresses algebra to include the number system, functions, equations and inequalities. Second semester continues with binomial theorem, sequences, trigonometry and analytic geometry in preparation for calculus.

103. *Pre-Calculus Mathematics*. Prerequisites: two units of high school algebra, including trigonometry; acceptable score on placement test. Lectures five hours; three credits.

A one-semester course designed for the student planning to take calculus, but who has little or no knowledge of analytic geometry and who needs a brief review of advanced algebra and trigonometry. Brief review of algebra and a thorough treatment of trigonometric functions, solution of triangles, identities, complex numbers, DeMoivre's Theorem, and basics of analytic geometry.

105-106. *Fundamental Concepts of Mathematics*. Continuous course. Minimum prerequisite: one unit of high school algebra; acceptable score on placement test. Lectures three hours; three credits each semester.

Basic concepts of mathematics, including sets, logical systems, the development of our number system, number bases, modular arithmetic, groups, introduction to algebra, graphing relations and functions, exponents, elementary geometry, elementary probability and statistics.

A terminal mathematics course for the non-science student. Suitable for prospective elementary and secondary teachers.

107. *Mathematics of Finance*. Each semester; lecture and discussion three hours; three credits each semester.

Fundamental mathematical processes are reviewed and used in connection with such practical business problems as simple interest, discounts, foreign exchange, average, methods of evaluating inventories, compound interest, ordinary annuities, life annuities, life insurance, and the use of logarithms for these problems.

108. *Pre-Business Mathematics*. Prerequisite: Math 107; recommended prerequisite: one unit of high school algebra. Lectures three hours; three credits.

A one-semester course designed for business majors. Emphasis on basic algebra and elementary trigonometry, particularly as they may apply to business finance and computations.

201-202. *Calculus with Analytic Geometry*. Continuous course. Prerequisite: Mathematics 101-102 or Mathematics 103 or consent of the instructor. (Entering freshmen with superior backgrounds in al-

gebra and trigonometry should begin with Mathematics 201.) Lectures three hours; three credits each semester.

Basic analytics, rate of change of a function, limits, derivatives, significance of higher derivatives, maxima and minima, Mean Value Theorem, and polar coordinates. Integrations, transcendental and hyperbolic functions and methods of integration.

203. *Intermediate Calculus*. (A). Prerequisites: Mathematics 201-202 or consent of instructor. Lectures three hours; three credits.

Vectors and parametric equations; derivatives of vector functions; partial differentiation, and multiple integrals.

204. *Intermediate Calculus*. (B). Prerequisite: Mathematics 203 or consent of instructor. Lectures three hours; three credits.

Vector analysis; infinite series; complex numbers and functions.

220. *Elementary Statistics*. Prerequisites: Mathematics 101-102, or 105-106, or 103, or 108. Offered each semester; three hours; three credits. For nonmathematics majors in psychology, biology, chemistry, and business. Basic methods of statistics, with emphasis on application, computational methods and probability. It includes instruction in the use of desk calculators.

230. *Elementary Computer Programming*. No prerequisites. Lectures three hours; three credits.

Introduction to basic computer concepts and programming languages. Principles of digital computers emphasized will include terminology, numerical systems, storage media, and input-output devices.

240. *Business Data Processing*. Prerequisite: Mathematics 230. Both semesters; lectures three hours; three credits. Designed for students majoring in business or related fields.

This is a nontechnical course requiring no mathematics other than high-school algebra. Both punched-card data processing and electronic data processing will be discussed with emphasis on the latter. Data processing management will also be discussed. COBOL will be the programming language, and each student will be assigned several programs to write and execute. Each student will also be expected to complete one major project in which he acts as a systems analyst and programmer.

250. *Scientific Data Processing*. Prerequisite: Mathematics 230. Both semesters; lectures three hours; three credits. Designed for students majoring in mathematics, engineering, or one of the sciences, including psychology.

This course has a higher mathematics level than Mathematics 240. Students enrolling in the course would have completed a year of college mathematics. Only electronic data processing will be discussed, using FORTRAN IV as the programming language. Students will be assigned programs from the fields of the sciences, engineering, statistics, and related areas. Each student will complete one major project of his choice, the subject depending upon his major field of study.

301. *Differential Equations*. Prerequisite: Mathematics 202. Lectures three hours; three credits.

An exposition of methods for solving ordinary differential equations with applications to geometry, physics, and mechanics. Includes integration in series and numerical approximations.

Military Science Army

Available by arrangement with the Department of Military Science of the College of William and Mary, and offered on the Williamsburg campus.

Draft deferments (1D) are available for ROTC students who have completed one semester of college.

101. *First Semester, First Year Basic*. Lecture one hour, laboratory (drill) two hours; one credit.

A brief history and organization of the ROTC and reason for its continued growth. A short introduction to evolution of firearms with emphasis on assembly and disassembly, mechanical functioning, care and maintenance and methods of employment of the U. S. rifle caliber .30 M-1. School of the Soldier and Exercise of Command.

102. *Second Semester, First Year Basic*. Lecture one hour, laboratory (drill) two hours; one credit.

A brief presentation of national defense policy and world-wide commitments that require support of the Armed Forces. A brief comparison of the military forces of the world. School of the Soldier and Exercise of Command.

201. *First Semester, Second Year Basic*. Lectures two hours; laboratory (drill) two hours; two credits.

American Military History. Military history as it has affected the organization, tactical, social and similar patterns of our present-day army. School of the Soldier and Exercise of Command.

202. *Second Semester, Second Year Basic*. Lectures two hours; laboratory (drill) two hours; two credits.

Map and aerial photograph reading to include application of basic principles emphasizing terrain appreciation and evaluation; marginal information, military and topographic symbols, terrain orientation, elevation and relief, intersection and resection and use of the compass.

Introduction to operations and basic tactics and introduction to counterinsurgency operations. School of the Soldier and Exercise of Command.

*301. *First Semester, First Year Advanced.* Lectures two hours; laboratory (drill) two hours; one credit.

Leadership. The study of leadership from the functional approach; Role of the leader as head of the group; Interaction between the Company Commander, the Platoon Leader, and the Platoon Members; Responsibilities of the leader. School of the Soldier and Exercise of Command.

Branches of the Army. Organization, functions and mission of the arms and services; familiarization of the organization, functions and mission of the various arms and services in the overall mission of the Army.

Counterinsurgency. Nature and causes of insurgency, the concept of counterinsurgency operations, and the role of the US Army in countering insurgencies.

302. *Second Semester, First Year Advanced.* Lectures three hours; laboratory (drill) two hours; three credits.

Military Teaching Principles. Educational psychology as pertaining to the five stages of instructional techniques and importance of each; techniques used in planning and presenting instruction; speech for instructor; the construction and use of training aids.

Small Unit Tactics and Communication. Techniques of offensive and defensive combat and their application to the operations of the units of the Infantry Battalion. Familiarization with the means and techniques of communications. School of the Soldier and Exercise of Command.

Modern Language

Students who enter Christopher Newport College with two or more units of a modern foreign language and who wish to continue in the same language shall take a placement examination in that language and shall enter the level of the language determined by the department. If a student is placed by examination in the second year of the language, he may not repeat the first year with college credit. If he is told to begin the language again, he may repeat the first year of the same language with college credit, or he may elect to begin a different modern language or Latin.

Students who show a language proficiency equal to the completion of the 202 level of a given language may be exempted from the language requirements at the discretion of the Modern Language Department.

* Credit for MS 101, 102, 201 and 202 (Basic Course) is prerequisite—along with other requirements. In addition to MS 301, 302, 401 and 402 advanced ROTC students are required to take six semester credits which are not part of the normal requirement of their major field. These credits are to be selected in coordination with the Professor of Military Science and will be within the following general areas: Science comprehension, general psychology, effective communication and political institutions.

Students whose native language is not English will not be accepted for credit in the elementary course (101-102) of their native language. Placement in a higher level course will be determined after a conference with the instructor and also after the results of a placement test have been evaluated.

No credit will be counted toward a degree for the first semester of a foreign language unless followed by the successful completion of the second semester of that language.

French

101-102. *Elementary French*. Continuous course; lectures four hours; four credits each semester.

An introduction to the French language, with emphasis on reading, writing, speaking, and listening comprehension.

201. *Intermediate French*. Prerequisite: two high school units or the equivalent. First semester; lectures three hours; three credits.

A review of grammatical structure, with further development of reading, writing, speaking, and listening comprehension skills.

202. *Readings in Modern French Literature*. Prerequisite: three high school units or French 201 or the equivalent. Second semester; lectures three hours; three credits.

Selected readings from the literature of the nineteenth and twentieth centuries. Lectures, discussions, and reports. The course will be conducted chiefly in French.

205. *Intermediate Grammar and Composition*. Prerequisite: four high school units or French 202 or the equivalent. First semester; lectures three hours; three credits.

Review of main principles of syntax. Composition, translation. Conducted chiefly in French.

206. *Intermediate Conversation*. Prerequisite: French 205 or the equivalent. Second semester; lectures three hours; three credits.

The aim of this course is to develop greater fluency in speaking and writing idiomatic French. Phonetics; intensive oral-aural training. Conducted chiefly in French.

209. *Introduction to French Literature: 15th Century to 19th Century*. Prerequisite: four high school units or French 202 or the equivalent. First semester; lectures three hours; three credits.

An introductory course to the historical development of French literature from *La Chanson de Roland* through *Candide*. Conducted chiefly in French.

210. *Introduction to French Literature: 19th and 20th Centuries*. Prerequisites: French 209 or the equivalent. Second semester; lectures three hours; three credits.

A study of the historical development of literary genres from 1815 to the present. Conducted chiefly in French.

German

101-102. *Elementary German*. Continuous course; lectures four hours; four credits each semester.

An introduction to the German language, with emphasis on reading, writing, speaking, and listening comprehension.

201. *Intermediate German*. Prerequisite: two high school units or the equivalent. First semester; lectures three hours; three credits.

A review of grammatical structures with further development of reading, writing, speaking, and listening comprehension skills.

202. *Readings in Masterpieces of German Literature*. Prerequisite: three high school units or German 201 or the equivalent. Second semester; lectures three hours; three credits.

Selected readings from the masterpieces of German literature. Lectures, discussions, and reports. Conducted chiefly in German.

205. *Intermediate Grammar and Composition*. Prerequisite: four high school units or German 202 or the equivalent. First semester; lectures three hours; three credits.

Review of the main principles of syntax; composition.

206. *Intermediate Conversation and Phonetics*. Prerequisite: German 205 or the equivalent. Second semester; lectures three hours; three credits.

Intensive oral-aural training.

207. *The German-Speaking Peoples and Their Civilization*. Prerequisite: four high school units or German 202 or the equivalent. First semester; lectures three hours; three credits.

Reading course embodying the most important elements of German Civilization, designed as an introductory step to the 300 courses in literature. Conducted chiefly in German.

208. *Introduction to German Literature*. Prerequisite: German 207 or the equivalent. Second semester; lectures three hours; three credits.

A study and discussion of the representative genres of German literature, designed as an introductory step to the 300 courses in literature. Conducted chiefly in German.

Spanish

101-102. *Elementary Spanish*. Continuous course; lectures four hours; four credits each semester.

An introduction to the Spanish language, with emphasis on reading, writing, and listening comprehension.

201. *Intermediate Spanish*. Prerequisite: two high school units or the equivalent. First semester; lectures three hours; three credits.

A review of grammatical structure, with further development of reading, writing, speaking, and listening comprehension skills.

202. *Readings in Modern Spanish Literature*. Prerequisite: three high school units or Spanish 201 or the equivalent. Second semester; lectures three hours; three credits.

Selected readings from the literature of the nineteenth and twentieth centuries. Lectures, discussions, and reports. Conducted chiefly in Spanish.

205. *Intermediate Grammar and Composition*. Prerequisite: four high school units or Spanish 202 or the equivalent. First semester; lectures three hours; three credits.

Review of main principles of syntax. Composition, translation. Conducted chiefly in Spanish.

206. *Intermediate Conversation*. Prerequisite: Spanish 205 or the equivalent. Second semester; lectures three hours; three credits.

The aim of this course is to develop greater fluency in speaking and writing idiomatic Spanish. Phonetics; intensive oral-aural training. Conducted chiefly in Spanish.

207. *The Spanish Heritage*. Prerequisite: four high school units or 202 or the equivalent. First semester; lectures three hours; three credits.

Reading course embodying the most important elements of Hispanic civilization, designed as an introductory step to the 300 courses in literature. Conducted chiefly in Spanish.

208. *Readings in Masterpieces of Spanish Literature*. Prerequisite: four high school units or 202 or the equivalent. Second semester; lectures three hours; three credits.

Selected readings from Spanish literature from the beginning to the present. A reading course designed as an introductory step to the 300 courses in literature. Conducted chiefly in Spanish.

301. *Spanish Literature from the Beginning to 1700*. Prerequisite: Spanish 207 or 208 or the equivalent. First semester; lectures three hours; three credits.

Survey of Spanish literature from its beginning to the end of the Golden Age. Study of representative works. Conducted entirely in Spanish.

302. *Spanish Literature from 1700 to the Present Time*. Prerequisite: Spanish 301 or the equivalent. Second semester; lectures three hours; three credits.

Survey of Spanish literature from 1700 to the present. Study of representative works. Conducted entirely in Spanish.

Philosophy

101. *Elementary Logic*. First semester; lectures three hours; three credits.

The logical aspects of reasoning, argument, fallacies, deduction, induction, problems of meaning.

102. *Introduction to Philosophic Inquiry*. Prerequisite: Philosophy 101. Second semester; lectures three hours; three credits.

An introduction to the main problems of philosophy and its methods of inquiry, analysis and criticism.

201. *The History of Philosophy*. First semester; lectures three hours; three credits.

An historical introduction to philosophy with special readings in the philosophies of the Pre-Socratics, Plato, Aristotle, the Stoics and Epicureans and St. Thomas Aquinas. The nature of philosophy and the basic philosophic problems will be discussed through these writers as well as the political and cultural settings out of which these philosophies evolved.

202. *The History of Philosophy*. Second semester; lectures three hours; three credits. Prerequisite: Philosophy 201.

An historical introduction to modern philosophy with readings in Descartes, Locke, Berkeley, Hume and Schopenhauer. The philosophical writings of these men will be studied not only for their own worth, but as a means of acquainting the student with the nature of philosophy and the basic philosophical quest. Some time will be given to the political and cultural milieu out of which these philosophies came.

301. *Introduction to Logic*. First semester; lectures three hours; three credits.

An introduction to principles of valid reasoning with special emphasis on modern symbolic techniques.

302. *Intermediate Logic*. Second semester; lectures three hours; three credits.

A continuation of Philosophy 301.

304. *Theory of Knowledge*. Prerequisite: Consent of the instructor. Second semester; lectures three hours; three credits.

An examination of philosophical theories about such topics as the nature and criteria of truth, perception and cognition, meaning, knowledge, and the validation of belief.

307. *Philosophy of the Recent Past*. First semester; lectures three hours; three credits.

An examination of the developments of philosophical thought during the twentieth century with selected readings from the works of representative philosophers of the period.

Physical Education for Men

Students are expected to complete four semester hours credit in the required courses in physical education preferably during their first two college years. Each student must attain a satisfactory degree of proficiency in one team or group activity and one individual activity. The remainders are electives, but should not duplicate any of the other

two credits presented. Placement in activities will be based on the results of initial skill tests. Students with physical defects will be registered in a special adapted sports class on the recommendation of a physician. A regulation uniform is required.

Team Sports. Both semesters; two double periods; one credit. Soccer and weight training, volleyball and basketball.

Individual Activities. Both semesters; two double periods; one credit. Bowling and golf, gymnastics, conditioning and weight training, track and weight training.

Adapted Activities. Both semesters; two double periods; one credit. Upon the recommendation of the physician the student will be placed on an individual program in one of our conditioning and weight training classes.

321. *Foundations of Health Education.* Either semester. Lectures three hours; three credits.

Instructional concepts applicable to health education for various age levels, organization of classes, selection of content and evaluation of outcomes. Survey of State Department publications and other resource material.

Physical Education for Women

Students are expected to complete four semester hours credit in the required courses in physical education during their first two college years. Proficiency must be established in team sports, individual sports and dance. The fourth course is an elective but should not duplicate any of the other three credits presented. If a student's health restricts her participation, she shall arrange her physical education program in consultation with the chairman of the department. A regulation uniform is required.

Team Sports. Both semesters; two double periods; one credit. Seasonal activities; field hockey, basketball, volleyball, soccer or softball.

Dance. Both semesters; two double periods; one credit. Advanced work may be taken with the permission of the instructor.

Individual Sports. Both semesters; two double periods; one credit. Golf, bowling, badminton, and archery.

Gymnastics. Both semesters; two double periods; one credit. Considered as an individual sport.

Adapted Activities. Both semesters; two double periods; one credit. Upon the recommendation of the physician the adapted activities courses may be substituted for the required courses.

321. *Foundations of Health Education.* Either semester; lectures three hours; three credits.

Instructional concepts applicable to health education for various age levels, organization of classes, selection of content and evaluation of outcomes. Survey of State Department publications and other resource materials.

Physics

101-102. *General Physics*. Continuous course. Prerequisite: Mathematics 201 (may be taken concurrently with permission of instructor). Lectures four hours; laboratory two and one-half hours; four credits each semester.

Survey course in physics for science, mathematics or engineering students. First semester; mechanics, heat and sound. Second semester; electricity, light and modern physics.

103-104. *Elementary Physics*. Continuous course. Lectures four hours; laboratory two and one-half hours; four credits each semester.

Survey course in physics recommended for non-science majors. Satisfies distribution requirements in field of science.

Psychology

The aims of the psychology program are to acquaint students with the body of knowledge in psychology and how to apply this knowledge usefully and responsibly. The department is organized to enable the major student to survey the entire field of psychology and to learn how to use the tools of psychological research.

Some students majoring in psychology will go on to graduate study; others will find opportunities to work in other areas such as personnel, as case workers in welfare departments, as probation officers, as teachers in the areas of early childhood education, or in special education.

General requirements for the degree: The psychology major will be asked to complete thirty credits in psychology. Three of these credits must be Psychology 201: *Principles of Psychology*. Fifteen hours must be Psychology 301-302: *Experimental Psychology* (8 hours), Psychology 331: *Statistical Applications in Social Science Research* (3 hours), and Psychology 409, 410; *Senior Seminar* (4 hours). Of the remaining twelve credits, nine hours must be in junior and senior level courses and at least three of these in a senior level course.

201. *Principles of Psychology*. Both semesters; lectures three hours; three credits.

Basic principles of behavior according to the categories of general psychology; motivation, learning, maturation, emotion, thinking, perception, intelligence, and the organization of personality. Prerequisite for further work in the field of psychology.

202. *Contemporary Psychology*. Prerequisite: Psychology 201. Both semesters; seminars three hours; three credits.

A continuation of the introduction to psychology through the study of original literature in various fields.

203. *Psychology of Adjustment*. Prerequisite: Psychology 201. Second semester; seminars three hours; three credits.

An examination of research and literature concerning the interaction between the individual and persons and events in his bio-social environment.

301-302. *Experimental Psychology*. Continuous course. Prerequisite: Psychology 201. Lectures three hours; laboratory four hours; four credits.

A study of information obtained by psychological research on the various basic attributes of behavior with emphasis on the methods by which the facts are obtained.

303. *Industrial Psychology*. Prerequisite: Psychology 201. Second semester; lectures three hours; three credits.

A study of how the psychologist functions in areas of recruitment, selection, training, placement, evaluation, management, supervision, human relations, and human engineering as well as the knowledge and methods currently available about human behavior in such situations.

304. *Social Psychology*. Prerequisite: Psychology 201. First semester; lectures three hours; three credits.

A study of the individual in group situations and the interaction of the individual and his environment in a great variety of circumstances. Emphasis on psychology of prejudice, attitudes, and groups.

306. *Introduction to Tests and Measurements*. Prerequisite: Psychology 201. Second semester; lectures three hours; three credits.

Theory and history of the most widely used tests of achievement, of personality, and of intelligence.

307. *Developmental Psychology*. Prerequisite: Psychology 201. Second semester; lectures three hours; three credits.

A study of data and theory concerning the development of the individual from infancy to maturity, including cognitive, physiological, and affective processes.

308. *Child Psychology*. Prerequisite: Psychology 201. First semester; lectures three hours; three credits.

The biological, social, and emotional factors influencing the normal growth and development of the child from birth to adolescence with emphasis on the emergence of personality.

309. *Psychology of Adolescence*. Prerequisite: Psychology 201. Second semester; lectures three hours; three credits.

The development of the child from pre-adolescence through senescence, presenting theories of counseling and guidance in the adolescent years in light of experimental data.

310. *History of Psychology*. Prerequisite: Psychology 201. First semester; lectures three hours; three credits.

From Aristotle to the present with special emphasis on the 19th and 20th centuries.

311. *Psychology of the Exceptional Child*. Prerequisite: Psychology 201 and Psychology 307 or 308. Second semester; lectures three hours; three credits.

The psychological development of children with physical, emotional, educational, social, and intellectual deviations as well as intellectual and personality development, evaluation, and communication problems.

312. *Educational Psychology*. Prerequisite: Psychology 201. Both semesters; lectures three hours; three credits. This is the same course as Education 312.

The application of psychological facts, principles, and methods to learning in the classroom, including skill development in evaluation of student performance as an aid to learning and teaching.

313. *Human Relations in Organizations*. Prerequisite: Psychology 201. Second semester; lectures three hours; three credits.

An opportunity for skill development in human relations through the utilization of such techniques as the leaderless group discussion and role playing.

331. *Statistical Applications in Social Science Research*. Prerequisite: Psychology 201. First semester; lectures two hours; laboratory three hours; three credits.

Descriptive and inferential statistics including analysis of variance and correlation. Emphasis on basic principles of psychophysics and psychometric functions and their relation to theory of test construction and research design.

403. *Abnormal Psychology*. Prerequisite: Psychology 201. First semester; lectures three hours; three credits.

A survey of behavior pathology emphasizing the neuroses and the functional psychoses and their relationship to current conceptions of normal personality functioning.

404. *Physiological Psychology*. Prerequisite: Psychology 201. First semester; lectures three hours; three credits.

A general information course designed to account for the various behavioral phenomena in terms of known and inferred physiological mechanisms.

405. *Psychology of Motivation*. Prerequisite: Psychology 201. Second semester; lectures three hours; three credits.

A study of motivation of behavior, emphasizing such concepts as drive, need, incentive, frustration, and anxiety as well as the relationships of motivation to learning and perception with appropriate theoretical consideration and experimental demonstrations.

406. *Psychology of Perception*. Prerequisite: Psychology 201. First semester; lectures three hours; three credits.

The sensory and perceptual processes of individual differences with consideration given to psychophysical and scaling methods.

407. *Introduction to Personality*. Prerequisite: Psychology 201. First semester; lectures three hours; three credits.

Individual differences in personality dynamics and various interpretations of personality development.

408. *Psychology of Learning*. Prerequisite: Psychology 201. Second semester; lectures three hours; three credits.

A study of the principles of human and animal learning, retention, and problem-solving with consideration also given to methods of investigation and recent theories of learning.

409, 410. *Senior Seminar*. Prerequisite: Senior psychology major. Both semesters; seminars two hours; two credits.

Topical seminars to cover a variety of areas: perception, animal learning, human learning, language and thought, psychological testing, and great psychologists. Senior concentrators are required to take two seminars. These seminars are limited to senior concentrators.

Sociology

201-202. *Introduction to Sociology*. Continuous course. Lectures three hours; three credits each semester.

An introduction to the study of human society. The basic concepts of society, culture, personality, social organization and their relationship to one another are developed in the first semester. In the second semester, these concepts are used to examine and analyze the major social institutions as well as social class, social interaction, and social change.

302. *Marriage and the Family*. Second semester; lectures three hours; three credits.

Study of the American family structure in comparison with other selected cultures. Interrelation of family institutions to other parts of the social structure. Analysis of courtship, marriage, and family relationships.

319. *Social Problems*. First semester; lectures three hours; three credits.

An analysis of problem areas in society such as poverty, discrimination, crime and delinquency, mental illness, alcoholism and drug addiction.

321. *Crime and Delinquency*. First semester; lectures three hours; three credits.

The nature and extent of crime and delinquency; emphasis upon contemporary theories of causation; examination of correctional programs.

326. *Racial and Cultural Minorities*. Second semester; lectures three hours; three credits.

A study of minority problems and race issues in the modern world; problems of integration; trends of change.

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