

VOL. 2 No. 2

JUNE 1962

EVENING COLLEGE

Residence Courses

FALL SEMESTER

1962-1963

CHRISTOPHER NEWPORT
COLLEGE

NEWPORT NEWS, VIRGINIA

1962

CALENDAR

EVENING COLLEGE CLASSES

All Hours Shown Are Eastern Standard Time

ADMISSION INTERVIEWS

Monday, September 10, through Wednesday, September 12, 9:00-11:00 A.M.
Tuesday, September 11, through Friday, September 14, 7:00-9:00 P.M.

REGISTRATION

Tuesday, September 18, 7:00-9:00 P.M.

CLASSES BEGIN

Wednesday, September 19

HOLIDAYS

Thanksgiving, Wednesday and Thursday, November 21 and 22
Christmas Recess, Tuesday, December 18, 10:00 P.M. to Wednesday, January 2, 7:00 P.M.

LAST CLASS MEETINGS

Monday Classes, January 21
Tuesday Classes, January 22
Wednesday Classes, January 23
Thursday Classes, January 24

FINAL EXAMINATIONS

Monday Classes, January 28
Tuesday Classes, January 29
Wednesday Classes, January 30
Thursday Classes, January 31

For Information, Write or Call:

Mr. James C. Windsor, Coordinator of the Evening College (CH 5-3861)

Christopher Newport College
222 32nd Street
Newport News, Virginia

THE EVENING COLLEGE

The purpose of the Evening College at Christopher Newport College is to provide a program of evening meetings of courses designed to serve the needs of residents of Tidewater communities and military personnel stationed in the area and to enable them to obtain residence credits which might be applied toward a degree at Christopher Newport College or at other accredited institutions.

Class meetings are held at the College in Newport News with members of the College faculty as instructors.

ADMISSION

The principal requirement for admission to the Evening College is graduation from an accredited secondary school with a minimum of sixteen acceptable units or the equivalent of this requirement as shown by examination.

All applicants for admission including candidates who already possess a degree from another institution of higher education must file an application in person at the Evening College office at one of the following times: September 11, 12, 13 or 14, 7 to 9 P.M., and September 10, 11, 12, 9 to 11 A.M.

Transcripts of high school academic records or transcripts of work taken at other colleges must be furnished by all such applicants not later than Tuesday, September 11. These transcripts must be requested by the applicant and must be mailed directly to the Evening College by the issuing high school or college. An applicant will not be considered for admission to the Evening College unless he is in full academic and social good standing at his previous institution or institutions.

Christopher Newport College will not take action on an application for admission until all application forms, transcripts, and test scores (when required) have been received and processed. Tests of the College Entrance Board may be required at the discretion of the College. Tests may include the Scholastic Aptitude Test, the General Educational Development Test, and other tests deemed appropriate by the College.

Applicants who are eligible for admission to the Evening College will be notified by mail. Applicants whose academic records are deemed unsatisfactory by the College may be permitted to take tests on Monday, September 17 at 7 P.M. The cost of such tests shall be borne by the applicant. The College reserves the right to reject any applicant whose performance on such tests suggests to the examiners that he is not qualified to engage in the courses in which he wishes to enroll. Such applicants will be advised by mail as soon as practicable after test scores have been reviewed.

Registration in Evening College shall be open only to qualified applicants who enroll for academic credit. Auditors are not permitted to register for evening classes.

Admission to the Evening College shall not be construed as automatically admitting the applicant to the Day Session.

REGISTRATION

Applicants who have been admitted to the Evening College and former students in good standing at Christopher Newport College will register on Tuesday, September 18, between 7 and 9 P.M. Faculty members will be available to assist registrants in the selection of courses and in the planning of degree programs. A veterans' adviser will assist those students who are eligible for benefits.

ACADEMIC CREDIT

Residence credit may be earned by transfer students and secondary school graduates. A student may not assume that credit will be given for work at other institutions until he has a written statement as to what credit will be accepted. Credits carrying a grade of "D" will not be accepted for transfer to Christopher Newport College.

Evening College undergraduate students will be classified as non-matriculated students prior to acceptance as degree candidates. Non-matriculated students who wish to earn a degree at Christopher Newport must make application for admission as degree candidates prior to the completion of 30 credits of undergraduate work. Forms for this purpose are available from the Registrar.

Course numbers indicate the level of instruction as follows: 100 series, Freshman; 200, Sophomore.

Because of the time required for proper preparation of course requirements, the College considers it unwise for Evening students to enroll for more than one course per semester. Registrants who have not attended college previously may not enroll for more than one course except with permission of the Coordinator of the Evening College.

WITHDRAWAL FROM COURSES

Students who desire to withdraw from a course should apply in writing to the Coordinator of the Evening College and state the reason for withdrawal. Withdrawal without such request will result in a notation "Withdrew unofficially" on the permanent record card of the student.

FEES

The tuition fee is \$12 per semester hour, payable in advance to the Business Manager. Students may not attend class until tuition payments have been completed, except that military students enrolling under a plan in which the Armed Services pay part of the costs need pay at registration only that portion of the tuition fee for which the individual is personally responsible.

A late registration fee of \$3 will be payable by each student who completes his registration after the first meeting of the class in which he seeks to enroll.

The cost of text books and other required materials varies with the courses and is in addition to the tuition fee.

REFUNDS

The College considers all tuition fees fully earned upon registration except in the following cases: (1) Students who withdraw officially prior to the second class meeting of each course will be refunded 75 per cent of the tuition fee; and (2) When the College cancels a course because of insufficient enrollment, a full refund will be made. Refunds will not be granted to a student who withdraws unofficially or who has been required to withdraw by the College, regardless of date of withdrawal.

ABSENCE FROM CLASSES

Regular attendance is necessary for satisfactory academic achievement and orderly classroom procedure. Instructors make weekly reports of attendance to the Evening College office. The College reserves the right to determine whether

an absence shall be considered excused or unexcused. Absences exceeding twenty per cent of class or laboratory time may warrant the withholding of academic credit for the course.

Students who have been absent from a regularly-scheduled class meeting must report to the Coordinator of the Evening College prior to the following meeting of the course. The Evening College office is open from 6:30 to 8:30 P.M. on Monday through Thursday evenings during registration period and on Tuesday and Thursday evenings thereafter. One unexcused absence will result in a student being placed on *absence probation*. A student who has been placed on *absence probation* in a given course will be subject to *suspension* from the Evening College if another unexcused absence occurs.

A faculty member may recommend that a student be dropped from a class at any time that the instructor considers irregular attendance sufficient cause for failure.

DEFERRED FINAL EXAMINATIONS

Deferred final examinations will be given during the week of February 18 to students who have been excused in advance by the Coordinator from taking their examinations at the regular time. Such permission will be granted only upon written application accompanied by a copy of military orders or a physician's certificate justifying absence from scheduled examinations.

THE HONOR SYSTEM

The Honor System, which was established at Christopher Newport College when the College was founded, places upon each student the responsibility to maintain the honor of the student body. Lying, cheating, stealing, and failure to report any Honor System violations constitute unacceptable conduct.

LIBRARY FACILITIES

The College Library is open Monday through Friday between the hours of 8 A.M. and 5 P.M.; Saturday from 8 A.M. to Noon. Under the Honor System, Christopher Newport College students are privileged to go freely to the stack rooms to select books they need or to browse at leisure. The privilege of borrowing books is granted to all students.

BOOKSTORE

Textbooks and other supplies may be purchased at the College Bookstore located in the basement of the College building, until 10 P.M. on Registration Night, Tuesday, September 18. The store will be open from 6 to 7 P.M. on the evening of the first meeting of each Evening College class. The regular hours are 8 A.M. to 5 P.M. daily.

BRIDGE AND TUNNEL TICKETS

Evening students using bridge or tunnel facilities for which a toll is charged may obtain identification cards at the time of registration from the Coordinator of the Evening College. These cards must be presented to the Business Manager in order to purchase ticket books at reduced rates. Evening 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.

COURSES NOT LISTED

The College will make an effort to provide additional courses not listed in this bulletin if a sufficiently large number of students request such courses and if qualified instructors are available. Application should be made to the Coordinator of the Evening College for other courses.

CANCELLATION OF COURSES

The College reserves the right to cancel courses for which there is insufficient enrollment.

The College does not authorize re-examinations.

EVENING CLASSES

MONDAY

Beginning September 24

ECONOMICS 201: Principles of Economics 3 sem. hrs.
7-10 P.M. Room 208

First half of a course which deals with the theory of market price, the economic forces affecting the levels of employment and income, the theories of money and banking as well as the practical problems associated with these aspects of economic systems. Labor problems, the trust problems, public finance, and possible reforms in the economic system as a whole are also studied.

ENGLISH 101: Grammar, Composition and Literature 3 sem. hrs.
7-10 P.M. Room 212

This course and English 102 cover a careful review of central principles of grammar and rhetoric, the writing of themes and a research paper, the reading and discussion of selected prose and analysis of the literary types of the short story, the novel, the drama and poetry.

TUESDAY

Beginning September 25

HISTORY 201: American History 3 sem. hrs.
7-10 P.M. Room 200

History of the United States from the Colonial Period to the Civil War.

WEDNESDAY

Beginning September 19

ENGLISH 201: English Literature 3 sem. hrs.
7-10 P.M. Room 212

A survey of English literature, with collateral readings, discussions, and reports.

MATHEMATICS 103: Freshman Mathematics 3 sem. hrs.
7-10 P.M. Room 208

Principles of logic. Number systems, postulates and operations. Groups. Fields. Sets. Function and the theory of polynomial equations.

THURSDAY

Beginning September 20

SOCIOLOGY 201: General Sociology 3 sem. hrs.
7-10 P.M. Room 200

An introduction to the study of human society. The basic concepts of society, culture and personality and their relationships to one another are developed in the first semester.

MONDAY AND WEDNESDAY

Beginning September 19

GRAPHIC ARTS 101: Engineering Drawing 3 sem. hrs.
7-10 P.M. Room 309

Continuous course; laboratory six hours; three credits.

Fundamentals of Engineering Drawing. Orthographic projection, auxiliary views. Isometric, oblique projection and drawing; perspective; machine parts such as screws, gears, valves, cams. Lettering.

RUSSIAN 101: Elementary Russian

7-10 P.M. Monday—7-9 P.M. Wednesday

4 sem. hrs.

Room 205

Continuous course, including training in pronunciation, aural-oral comprehension with use of audio-visual techniques. Lectures three hours; language laboratory two hours; four credits. Students who have acquired 2 high school units of Russian may not take Russian 101 for credit.

TUESDAY AND THURSDAY

Beginning September 20

BUSINESS 201: Principles of Accounting

7-9 P.M.

3 sem. hrs.

Room 203

Continuous course; lectures two hours, laboratory two hours; three credits.

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

PHYSICS 101: General Physics

7-10 P.M.

4 sem. hrs.

Room 103

The beginning course in College Physics covering mechanics, heat, and sound in the first semester; electricity, light, and modern physics in the second semester.