

CHRISTOPHER NEWPORT COLLEGE

OF THE COLLEGE OF
WILLIAM AND MARY
P. O. BOX 1518
NEWPORT NEWS, VIRGINIA 23601

EVENING COLLEGE

ANNOUNCEMENT EVENING COURSES SUMMER SESSION 1 9 6 8



Vol. 7 No. 4 March, 1968

GENERAL INFORMATION

The Evening College of Christopher Newport College offers basic, academic, college-credit and non-credit courses of the freshmon and sophomore level for those who are able to study during the evening

Accreditation policies of the College apply to both Day and Evening schools. Over 90% of the Evening College faculty are regular members of the college teaching staff.

FINANCIAL INFORMATION:

The tuition fee is \$15 per credit hour for ALL courses, including preparatory non-credit courses. There are no other fees. AUDIT fee is \$5 per credit hour. AUDITORS are those students who desire to attend a closs or classes but do not plan to receive credit. Grades are not kept for these students. All audit students must register formally, however, and must indicate audit status on the registration form. All fees must be paid before an auditor is granted permission to attend class and there is no refund if a student so classified withdraws. Students registering for audit purposes may not change to credit status after the class has started. Only upon recommendation of the instructor and the endorsement of the Coordinator of the Evening College may a course being taken for credit be changed to "Audit" in which case no refund will be made after June 21.

All tuition must be paid in full or satisfactory arrangements made (in case of tuition assistance papers) with the Business Office BEFORE class attendance is permitted.

Make checks payable to CHRISTOPHER NEWPORT COLLEGE. Checks for Post-Session cannot be accepted until AFTER JULY 1.

REGISTRATION PROCEDURES:

With the form included in this bulletin, it is possible to register by MAIL. Forms are also available in the Evening College office for registration in PERSON. MAIL REGISTRATIONS SHOULD BE POST-MARKED NO LATER THAN JUNE 10.

College students desiring to take credit courses are urged to obtain approval for their work in the Summer Session from the appropriate Deans or Department Heads. See page 8 of this bulletin where provision for this is made in CERTIFICATE OF GOOD STANDING. Certificates of Good Standing are required for all students-credit, non-credit, or auditors. For more complete descriptions of courses, either call or

mail requests to the Evening College office.

Former Evening College students and former Day College students in good standing may register by mail to be postmarked not later than JUNE 10. Currently, over half of the Evening College enrollment is

accomplished this way.

New students with all application forms properly filled out may enroll by MAIL, to be postmarked not later than JUNE 10, or in person office hours. See schedule elsewhere in bulletin. during regular office hours. See schedule elsewhere in bulletin.

An acceptance letter will be sent to all registrants indicating their status as either FULLY or CONDITIONALLY accepted.

FULL ACCEPTANCE means the student is in good standing and/or

has a Certificate of Good Standing on file.

CONDITIONAL ACCEPTANCE means the student may attend class(s) but no grades or credits will be given until a Certificate of Good Standing is on file in the Evening College office. Deadline for this is the end of the session. It is the responsibility of the student to provide CGS forms.

Military personnel on active duty are urged to contact their edu-cation officers for tuition assistance **BEFORE** coming to register.

Veterans in the local area wishing to use their GI Bill benefits should call 245-3521, the local VA office, for information regarding tuition assistance. Applications and information are also available in the office of the Coordinator of Admissions at Christopher Newport College.

Summer Session students may register for a maximum of 12 semester hours of credit for the entire Summer Session.

ACADEMIC/ADMINISTRATIVE PROCEDURES AND **POLICIES**

ALL STUDENTS ACCEPTED INTO THE EVENING COLLEGE SUMMER SESSION ARE EXPECTED TO BE FAMILIAR WITH THE FOLLOWING POLICIES AND PROCEDURES:

The Evening College courses are offered under the accreditation provisions of the College of William and Mary.

ATTENDANCE:

Particularly in the summer session, attendance is mandatory. After three consecutive unexcused absences a student may be dropped from the College.

BOOKSTORE HOURS:

- a. Registration Night—6:00-9:00 p.m.
 b. June 17 & 18—6:00-7:00 p.m.
 c. The Bookstore will be open on Mondays through Thursdays from 6:30 p.m. until 7:00 p.m. for the remainder of the Summer Session.
- d. Day hours are Monday through Friday: 9:30- a.m.-1:30 p.m.

CERTIFICATE OF GOOD STANDING:

Must be in the student's file before grades or credit for work completed is released from the Registrar's Office.

CHANGE IN PROGRAM:

a. Must be done OFFFICIALLY in writing in the Evening College office OR on the night of Registration.

b. Class changes may be made any time up to the beginning of the second meeting of the class.

CHANGE OF STATUS:

a. Deadline for changing from CREDIT to AUDIT with a partial

refund is June 21 for the nine-week session or the Pre-session.
b. Deadline for OFFICIALLY changing from AUDIT to CREDIT is BEFORE THE SECOND MEETING OF THE CLASS.

DRESS:

May 1 through September 30: Men and women students may wear bermuda shorts with the understanding that high standards of personal appearance will be maintained.

DROPPING ONE OF TWO COURSES:

The deadlines for dropping one of two courses without penalty or

changing from Credit to Audit are as follows:
a. PRE-SESSION COURSE—July 1.
b. NINE-WEEK COURSE—July 22.
c. POST SESSION COURSE—August 1.

The student must notify the Evening College office in WRITING if he wishes to drop a course. A grade of "F" is assigned to courses dropped after the deadline.

EVENING COLLEGE OFFICE HOURS:

a. Monday through Friday: 8:30 a. m. - 4:30 p. m. b. EVENING HOURS: 6:00-9:00 p. m. MONDAYS—BY AP-POINTMENT ONLY!

EMERGENCY CANCELLATION OF CLASSES:

In the event of inclement weather, classes may be cancelled. Call 596-7611 or tune in to WVEC or WGH between 5:00-6:30 p. m. to confirm this decision.

LIBRARY HOURS:

M-Th: 8:00 a.m. - 9:45 p. m.; F: 8:00 a. m. - 5:00 p. m.

PARKING:

Evening College students will use the two large parking areas in front of the gymnasium ONLY! Parking around or near the Library, Christopher Newport Hall or Gosnold Hall is RESERVED FOR FACULTY, STAFF AND SPECIAL GUESTS. Periodic checks will be made for violators and PARKING TICKETS ISSUED IF NECESSARY.

REFUND POLICIES:

- a. Full refund (less \$5 processing fee) will be given to students who withdraw OFFICIALLY before the first meeting of the
- b. FULL refunds WILL NOT BE MADE AFTER THE FIRST MEET-THE CLASS!
- d. FOR POST-SESSION COURSES: 75% refund for students who OFFICIALLY withdraw on or before FRIDAY, JUNE 21.

 d. FOR POST-SESSION COURSES: 75% refund for students who OFFICIALLY withdraw on or before FRIDAY, JULY 26.

 e. 75% of difference in tuition in changing from Credit to Audit.
- f. For the purpose of determining eligibility of refunds of tuition and fees, the decision will be based upon the date that notification is made to the Evening College office rather than the last date of class attendance. Notification must be made in person or in writing.

TRANSCRIPTS:

Transcripts are required for all veterans receiving G. I. Bill benefits and ALL degree candidates.

WITHDRAWAL FROM THE COLLEGE:

Students who desire to withdraw from the College should apply IN WRITING to the Evening College office. Withdrawals made without this notification ore considered "UNOFFICIAL," and a grade notation of "F" is assigned for each course.

The deadlines for withdrawing from College with a grade notation of "W" are as follows:

July 5 for Pre-session.

July 26 for Nine-week Session.

August 7 for Post-session.

Withdrawal AFTER the appropriate deadline results in a grade notation of "WP" if the student withdrew passing, or "WF" if the students withdrew failing.

ACADEMIC CALENDAR

SUMMER SESSION - JUNE 17-AUGUST 15

1968

NOTE: Most courses offered in the Summer Session are 9 weeks in duration. See Schedule elsewhere in this bulletin.

Courses marked with an asterisk (*) are offered on a 4½-week basis in the Pre-Session. Courses marked with a double asterisk (**) are offered on a 41/2-week basis in the Post-Session.

Separate registrations and tuition payments must be made for enrolling in the pre-session and/or the postsession.

MONDAY-JUNE 10:

THURSDAY—JUNE 13:

MONDAY-JUNE 17: FRIDAY-JUNE 21:

MAIL REGISTRATIONS MUST BE POSTMARKED NO LATER THAN JUNE 10!

REGISTRATION-6:00-9:00 p. m. in Ratcliffe Gymnasium.

CLASSES BEGIN

LAST DATE FOR WITHDRAWAL FROM 9-week COURSE OR PRE-SESSION COURSE WITH 75% RE-

LAST DATE TO CHANGE FROM CREDIT TO AUDIT

STATUS WITH REFUND!

THURSDAY—JULY 4: WEDNESDAY-JULY 17: HOLIDAY! NO CLASSES!

PRE-SESSION ENDS!

POST-SESSION REGISTRATION: 6:00-7:00 p. m. in

EVENING COLLEGE OFFICE—C102

MONDAY-JULY 22:

FRIDAY-JULY 26:

POST-SESSION BEGINS!

LAST DAY TO OFFICIALLY WITHDRAW FROM POST-SESSION COURSE WITH 75% REFUND

AUGUST SMTWTFS 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17

18 19 20 21 22 23 24 25 26 27 28 29 30 31

THURSDAY—AUGUST 15

WEDNESDAY—AUGUST 14

FINAL EXAM DATE FOR ALL MTW CLASSES FINAL EXAM DATE FOR ALL M W CLASSES FINAL EXAM DATE FOR ALL MTWTh CLASSES FINAL EXAM DATE FOR ALL T Th CLASSES

POST-SESSION ENDS!

EVENING COLLEGE

CHRISTOPHER NEWPORT COLLEGE — Newport News, Virginia

SUMMER SESSION — 1968

SCHEDULE OF SUMMER CLASSES

REGISTRATION:

Thursday, June 13 - 6-9 p. m. for 9-week and

Pre-Session

Wednesday, July 17 - 6-7 p. m. for Post-Session

OFFICE HOURS: 8:30 a. m. - 4:30 p. m., Monday through Friday.
OFFICE WILL BE CLOSED ON SATURDAYS. NO
REGISTRATIONS DURING REGULAR OFFICE HOURS

ON JUNE 13.

PRE-REGISTRATION: In person, any time PRIOR to June 13th, or by MAIL, which must be postmarked NOT LATER THAN JUNE 10.

ADMISSION INTERVIEWS/COUNSELING --- BY APPOINTMENT ONLY! ANY MONDAY EVENING 6-9 p. m.

COURSE & NUMBER	DESCRIPTION	CREDIT	TIME		DAY(S)	ROOM	
Biology 100	Biological Principles	5	7:00-10:40	P.M.	MTW	*G104	
Biology 101	Zoology	5	7:00-10:40	P.M.	MTW	G106	
Biology 112N	Microbiology (for nurses)	4	2:00- 4:15	P.M.	MTWTh	G110	
Business 102	Introduction to Business	3	5:30- 7:40	P.M.	T Th	G202	
*Business 201	Principles of Accounting	3	7:45-10:00	P.M.	MTWTh	G202	
**Business 202	2nd sem. Principles of Accounting	g 3	7:45-10:00	P.M.	MTWTh	G202	
Chemistry 101	General Chemistry	5	7:00-10:40	P.M.	MTW	G105	
*Economics 201	Principles of Economics	3	6:00- 8:15	P.M.	MTWTh	G102	
**Economics 202	2nd sem. Principles of Economics	3	6:00- 8:15	P.M.	MTWTh	G102	
English 001-1	Preparatory English (Grammar,	NC	7:00- 9:15				
	Spelling, Punctuation, etc.)				MW	**C202	
English 001-2	" " "	NC	7:00- 9:15	P.M.	T Th	C202	
1 (p) English 101-1	Grammar, Comp. & Lit.	3	5:00- 7:15	P.M.	MW	C201	
1 (p) English 101-2	" " "	3	7:20- 9:30	P.M.	MW	C203	
English 102-1	" " "	3	7:00- 9:15	P.M.	T Th	C203	
English 102-2	" " "	3	5:00- 7:15	P.M.	T Th	C208	
English 201	English Literature	3	7:20- 9:30	P.M.	MW	C201	
English 202	" "	3	7:20- 9:30	P.M.	T Th	C208	
*Government 101	Intro, to Pol. Science	3	7:00- 9:15	P.M.	MTWTh	C209	
**Government 102	American Pol. System	3	7:00- 9:15	P.M.	MTWTh	C2 09	
*Graphic Arts 101	Engineering Drawing	3	7:00- 9:45	P.M.	MTWTh	G206	
**Graphic Arts 102	Descriptive Geometry	3	7:00- 9:45	P.M.	MTWTh	G206	
History 101	History of Europe	3	7:00-10:00	P.M.	MW	C110	
History. 102	2nd sem. History of Europe	3	7:00-10:00	P.M.	T Th	C110	
History 201	American History	3	7:00- 9:00	P.M.	MW	G211	
History 202	" (2nd sem.)	3	7:00- 9:00	P.M.	T Th	G211	
Mathematics 001-1	Preparatory Algebra	NC	7:00- 9:15	P.M.	MW	G205	
Mathematics 001-2	" "	NC	7:00- 9:15	P.M.	T Th	G205	
Mathematics 011	Intermediate Algebra	NC	7:00- 9:15	P.M.	MW	G103	
*Mathematics 105	Fundamental Concepts	3	7:00- 9:15	P.M.	MTWTh	G207	
**Mathematics 106	2nd sem. Fundamental Concepts	3	7:00- 9:15	P.M.	MTWTH	G207	
Mathematics 103	Pre-Calculus Math	3	7:00- 9:15	P.M.	MW	G209	
Mathematics 101	Algebra	3	7:00- 9:15	P.M.	MW	G203	
Mothematics 102	Algebra, Trig & Anal. Geom.	3	7:00- 9:15	P.M.	T Th	G203	
Mathemotics 201	Calculus with Anal. Geom.	3	7:00- 9:15	P.M.	T Th	G209	
Philosophy 201	History of Philosophy	3	7:00- 9:15	P.M.	MW	C208	
Psychology 201	Principles of Psychology	3	7:00- 9:15	P.M.	· MW	G101	
2 (p) Psychology 305	Abnormal Psychology	3	7:00- 9:15	P.M.	MW	Library	
2 (p) Psychology 307	Developmental Psychology	3	7:00- 9:15	P.M.	T Th	C107	
Physical Ed. (Men)	Bowling & Golf	1 .	7:00- 9:00	P.M.	MWF	Men's Gym	
,	Basketball & Volleyball	1	7:00- 9:00	P.M.	MWF	Men's Gym	
	Track & Weight Training	1	7:00- 9:15			Men's Gym	
	Circuit Training	1	5:00- 7:00			Men's Gym	
	Soccer & Weight Training	1	7:00- 9:15			Men's Gym	
	Physical Conditioning	1	5:00- 7:00			Men's Gym	
Sociology 201	General Sociology	3	7:00- 9:15		T Th	G101	
Jociology 201		3	7:00- 9:15		MW	C107	
Speech 101	Public Speaking	3	7.00- 7.13	./ ٧١.	14144	0101	

ALL COURSES RUN THE FULL 9-WEEK SESSION EXCEPT AS FOLLOWS:

^{*-}Pre-Session course, 1st 41/2 weeks.

^{*--}Gosnold Holl

^{**-}Post-Session course, last 41/2 weeks.

^{**—}Christopher Newport Hall

¹ p-Prerequisite: English placement test will be given on first class meeting night.

² p-Prerequisite: Psychology 201.

*APPLICATION FOR ADMISSION TO EVENING COLLEGE, CHRISTOPHER NEWPORT COLLEGE Newport News, Virginia *TO BE COMPLETED BY NEW (FIRST-TIME) STUDENTS ONLY! DATE: PRINT (Mr.) FULL (Mrs.) NAME (Miss) (Last) (First) (Middle) (Maiden Name) HOME ADDRESS:__ (Street & Na.) (City) (State) (Zip) LOCAL MAILING ADDRESS:__ (If not at home) LOCAL TELEPHONE NUMBER(S): BUSINESS:___ HOME: _NAME OF EMPLOYER:_ ARE YOU RECEIVING TUITION ASSISTANCE FROM EMPLOYER:_ PLACE OF SOCIAL DATE OF BIRTH_ BIRTH_ SECURITY #_ LIST ALL EDUCATIONAL INSTITUTIONS (H. S. & COLLEGES) YOU HAVE ATTENDED: HIGH SCHOOLS/COLLEGES ATTENDED CITY & STATE YR. GRAD .- DIPLOMA/DEGREE IF YOU HAVE EARNED A G. E. D. CERTIFICATE, WHEN?_ (Military/State) IF ON ACTIVE DUTY, WHICH BRANCH OF SERVICE?_ _RANK/RATE:_ RECEIVING GOVERNMENT TUITION ASSISTANCE? WHERE STATIONED?_ IF A VETERAN, ARE YOU RECEIVING BENEFITS UNDER G. I. BILL?_ WERE YOU EVER PLACED ON ACADEMIC PROBATION?_____ _IF SO, WHEN?_ IF SO, WHEN? HAVE YOU EVER BEEN SUSPENDED FOR ACADEMIC OR SOCIAL REASONS? HAVE YOU BEEN REINSTATED?______DATE OF REINSTATEMENT___ ARE YOU CURRENTLY ELIGIBLE TO RETURN TO THE LAST COLLEGE ATTENDED? (If NOT, you will NOT BE PERMITTED TO ENROLL IN THIS COLLEGE.) DO YOU PLAN TO COMPLETE DEGREE REQUIREMENTS AT CHISTOPHER NEWPORT? LIST COURSE(S) YOU PLAN TO ENROLL IN FOR THIS SESSION: NUMBER OF CREDITS/AUDIT NUMBER TIME DAY(S) CHECK ENCLOSED_ _ AMOUNT. (Make check payable to Christopher Newport College.) THE HONOR CODE PLEDGE I have read the statement of the Christopher Newport College Honor Code. I know that any act of lying, stealing, cheating or failure to report an infraction is a violation of the Honor Code and is punishable by dishonorable dismissal from the College. I hereby pledge my full support of the Honor Code. FOR COLLEGE USE ONLY! FOR:___ __SEM.__ SESSION LETTER:_ ACCEPTED:_ __REG. CARD:_ _LETTER:_ CONDITIONAL: CERTIFICATE OF GOOD

FOR COLLEGE USE ONLY!

ACCEPTED: LETTER: FOR: SEM. SESSION

CONDITIONAL: LETTER: REG. CARD:

CHANGE CONDITIONAL: LETTER: STANDING REQUESTED:

ACC. ON PROBATION: LETTER: H. S.

NOT ACCEPTED: LETTER: COLLEGE

COMMENTS: TEST RESULTS: RECEIVED:

RECORDS TO REGISTRAR: W/D Off./Unoff.

*APPLICATION FOR READMISSION TO EVENING COLLEGE, CHRISTOPHER NEWPORT COLLEGE *TO BE COMPLETED BY STUDENTS CURRENTLY OR FORMERLY ENROLLED WHO ARE IN GOOD STANDING ONLY!

DATE:____

PRINT (Mr.) FULL (Mrs.)				
NAME (Miss)(Lost)	(First)	(Middle)		(Maiden Name)
HOME ADDRESS:		API A. 3	SPA - A - A	
(Street & No.		(City)	(State)	(Zip)
(If not at home) LOCAL TELEPHONE NUMBER(S). DI ICINHECC.		HOME:	
	NAME OF EMPLOYER:			
ARE YOU RECEIVING TUITION				
DATE OF	PLACE OF		CIAL	
BIRTH:	BIRTH:		CURITY #	
IF ON ACTIVE DUTY, WHICH	BRANCH OF SERVICE?		RANK/RATE: _	
WHERE STATIONED?				
IF A VETERAN, ARE YOU REC				
WHEN DID YOU LAST ATTEN	D CHRISTOPHER NEWPO	KI EVENING COI	(Month)	(Year)
WHEN DID YOU LAST ATTEN	D CHRISTOPHER NEWPO	RT DAY COLLEG	E? (Month)	(Year)
HAVE YOU ATTENDED ANOTH (If YES, your admission and registration will OTHER COLLEGE(S) ATTENDED	be "Conditional" until a Certificate	NDING CHRISTOI of Good Standing from	PHER NEWPOR	T COLLEGE?
WERE YOU EVER PLACED ON		IF	SO. WHEN?	
HAVE YOU EVER BEEN SUSPE				
HAVE YOU BEEN REINSTATE		TE OF REINSTAT	- Artista	
ARE YOU CURRENTLY ELIGIBI		AST COLLEGE A	TTENDED?	
OO YOU PLAN TO COMPLETI		S AT CHISTOPH	ED NEWPORTS	
TOO PENT TO COMPLETE	DEGREE REQUIREMENT	3 711 CHISTOTTI	ER NEWFORT:	
LIST COUR	SE(S) YOU PLAN TO EN NUMBER TIME	ROLL IN FOR TH		ER OF CREDITS/AUDIT
CHECK ENCLOSED	AMOUNTt College.)			
	THE HONOR CO	DE PLEDGE		
I have read the statement I know that any act of lyi Honor Code and is punishable to I hereby pledge my full sup	ng, stealing, cheating or to dishonorable dismissal f	failure to report of	Code. an infraction is	a violation of the
Date			Signature	
	FOR COLLEGE (JSE ONLY!		
ACCEPTED:	LETTER:		SEM	SESSION
CONDITIONAL:	LETTER:	REG. CA		
CHANGE CONDITIONAL:	LETTER:			TE OF GOOD REQUESTED:
ACC. ON PROBATION:	LETTER:		H. S	
NOT ACCEPTED:			COLLEGE_	
COMMENTS: TEST RESULTS:_			RECEIVED:	
RECORDS TO REGISTRAR:		/D Off./Unoff		and the second s

EVENING COLLEGE CHRISTOPHER NEWPORT COLLEGE - NEWPORT NEWS, VIRGINIA

CERTIFICATE OF GOOD STANDING

THIS FORM IS REQUIRED OF ANY STUDENT NOT CURRENTLY ENROLLED AT OR ADMITTED TO CHRISTOPHER NEWPORT COLLEGE

Mr. NAME (PRINT) Mrs Miss	
STREET ADDRESS	
CITYSTATEHC	OME TELEPHONE NO
COMPLETE EITHER 1, 2, 3 or 4. THE STUDENT WHOSE NAM	ME APPEARS ABOVE:
1. Was a student at, and is entitled to honorable dismissal from	n
	(College or University).
2. IsWasa student atCollege or University	and (his) (her) status is as follows:
Graduated(Date).	
Is a student in good standing and is eligible to co	ontinue (his) (her) course here.
ls on probation but eligible for readmission on	Date
Was academically suspended but has been reinsto	
———Was academically suspended and IS NOT ELIGIBL	E FOR ADMISSION.
Other, please describe	
PERMISSION IS GRANTED FOR THIS STUDENT TO TAKE	THE FOLLOWING COURSES:
(IF, SUBSEQUENT TO THE ISSUANCE OF THIS CERTIFICATE RECOMMENDATION, PLEASE NOTIFY THE COORDINATOR O	
DATE	(Signature of Dean or Registrar)
3. Is a student in good standing at High School and is planning to graduate before the Summer	Session begins.
4. Was graduated from	High School on
Date	(Signature of Principal)

THIS FORM SHOULD BE COMPLETED AND MAILED TO: COORDINATOR OF THE EVENING COLLEGE CHRISTOPHER NEWPORT COLLEGE P. O. BOX 1518 NEWPORT NEWS, VIRGINIA 23601

EVENING COLLEGE CHRISTOPHER NEWPORT COLLEGE - NEWPORT NEWS, VIRGINIA SUMMER SESSION - 1968

THE FOLLOWING REVISIONS TO THE PRINTED SCHEDULE OF SUMMER CLASSES ARE EFFECTIVE AS OF APRIL 5, 1968:

ENGLISH 001-2.	Preparatory English	NC	5:00-7:15pm	T Th	C202
MATHEMATICS 230. (NO PREREQUISITES)	Elementary Computer Programming	3	7:30-9:45pm	M W	C210
SPANISH 201*.	Intermediate Spanish Readings	3	8-10:15am	MIWTh	G101
SPANISH 202**.	Readings in Modern Literature	3	8-10:15am	MTWTh	G101

*Pre-session course: 1st 4½ weeks. PREREQUISITE: 2 High School units or the equivalent.

**Post-session Course: 2nd 4½ weeks. PREREQUISITE: 3 High School units or one 200 course of the equivalent.

> James V. Miracle, Coordinator of the Evening College & Summer Session