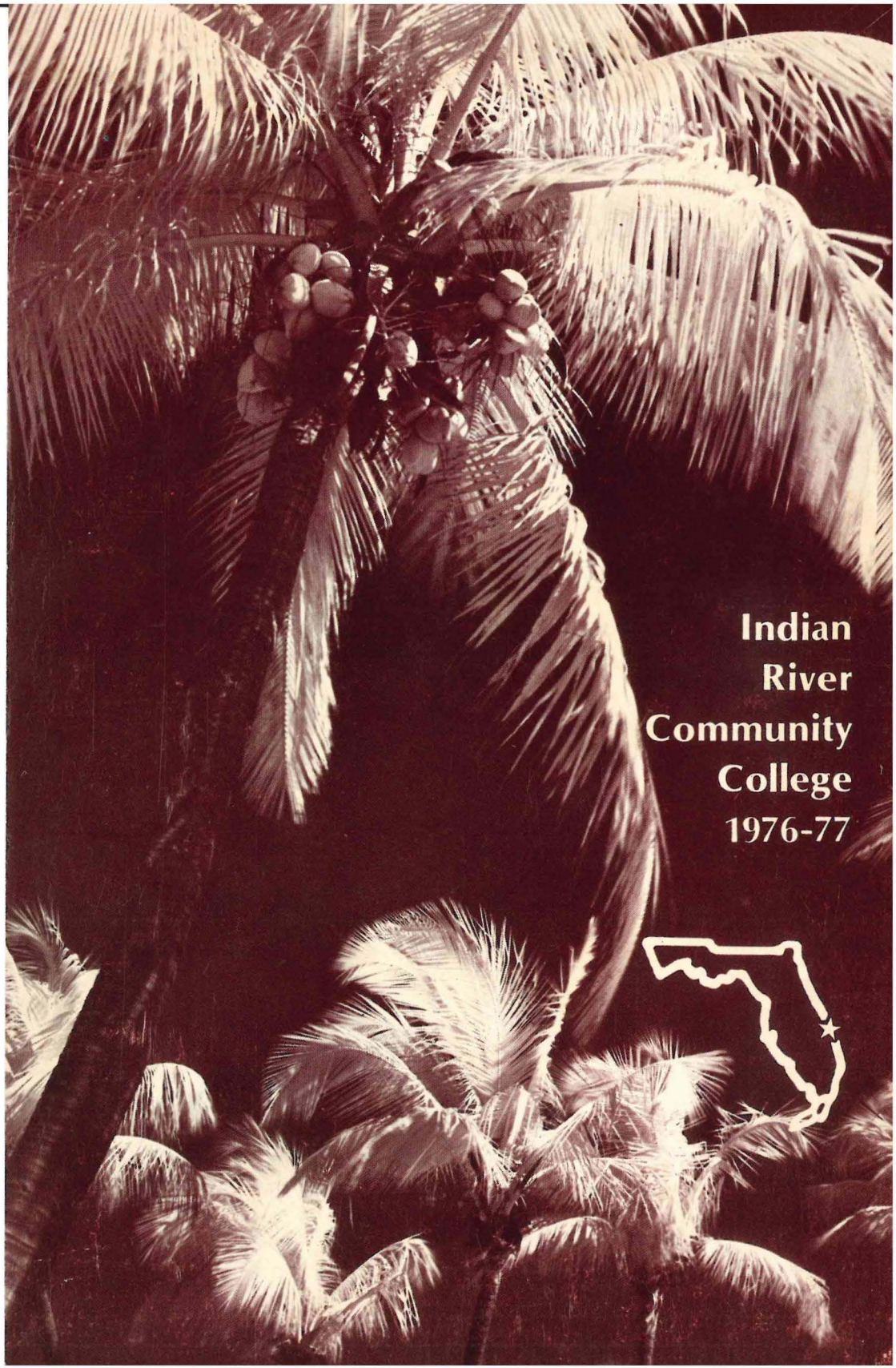
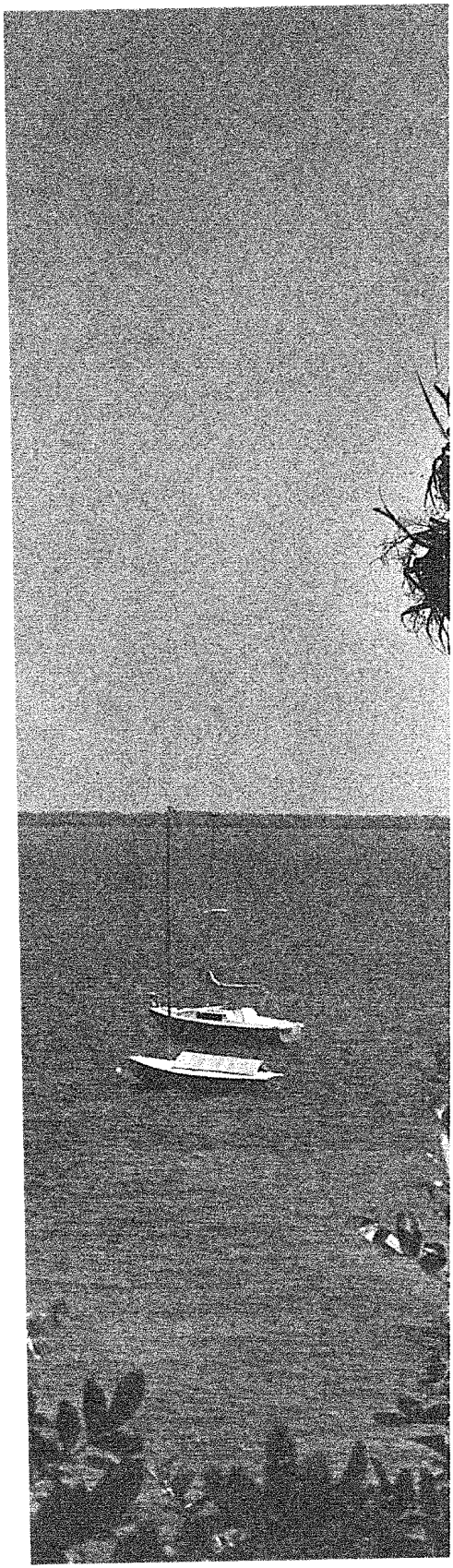


Indian River Community College 1976-77



INDIAN RIVER COMMUNITY COLLEGE

FORT PIERCE, FLORIDA 33450

1976-77

Phone (305) 464-2000
Okeechobee Site Phone (305) 763-3473
Stuart Phone (305) 287-2006
Roschman Site Phone (305) 283-6550
Vero Beach Phone (305) 567-7132

INDIAN RIVER COMMUNITY COLLEGE

. . . Is a Community College supported by the State of Florida, serves Indian River, Martin, Okeechobee and St. Lucie Counties, and is accredited by the Southern Association of Colleges and Schools. The College is governed by the . . .

DISTRICT BOARD OF TRUSTEES

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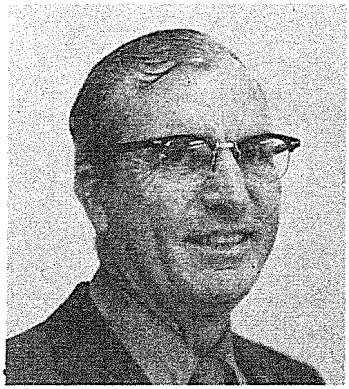

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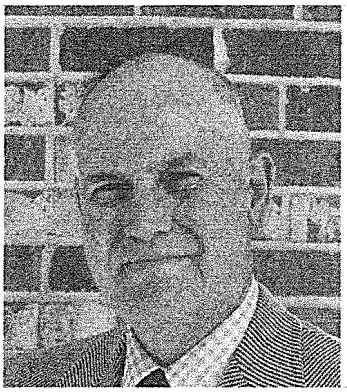
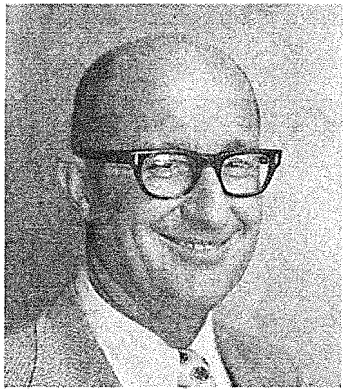


ROBERT F. FENTON

IDA C. MORGAN



CHESTER B. GRIFFIN
College Attorney

Indian River Community College

3209 Virginia Avenue
Fort Pierce, Florida 33450

OFFICE OF THE PRESIDENT

WELCOME

The community college system in the State of Florida makes it possible for 98 per cent of Florida's residents to commute daily to one of 28 junior colleges in the state. Indian River Community College has an "open door" policy of admission whereby any high school graduate can enroll. Any student can arrange an appointment to see the president concerning any problem that cannot be handled through regular channels. To keep the lines of communication open, the student leaders meet weekly with the president for informal session in the relaxed atmosphere of the president's office.

As a segment of the education industry, we are dedicated to the idea that "students are our only product." Our goal is to make students successful in the learning process. We share in failure when our students fail and we would rather be successful.

Our Guidance Department is housed in the Koblegard Student Union to make it easy for students to see their counselors. The Dean of Instruction and the Counselors work closely together so that their efforts are correlated as effectively as possible for student academic success.

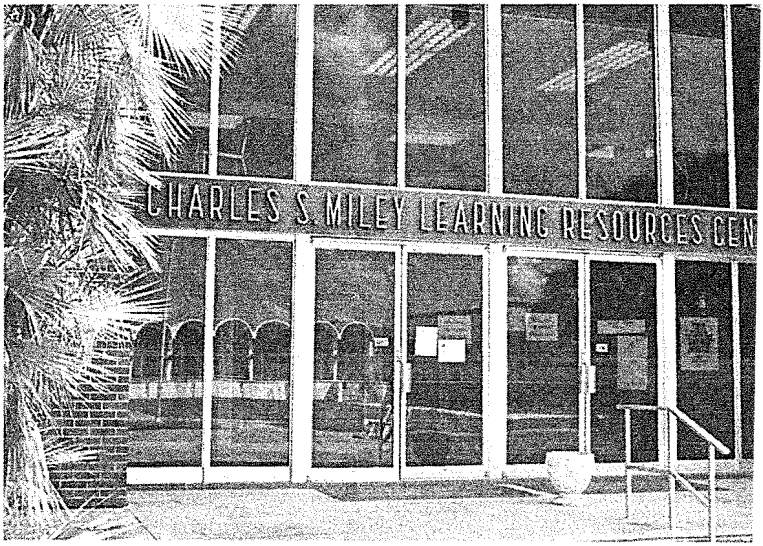
If you are a potential student, we welcome your questions. If you are the parent of a potential student, we welcome your questions. We extend an invitation to all of you to visit the Indian River Community College campus to meet counselors, instructors or administrators who will help you plan your program, whether it be a college transfer program or a career occupational goal you have in mind.

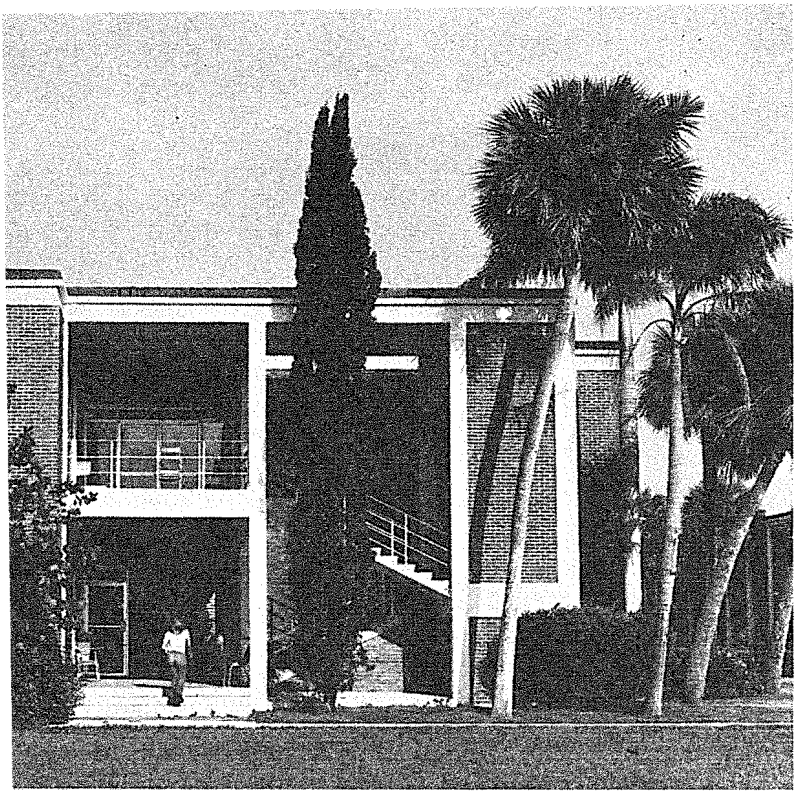
Cordially,

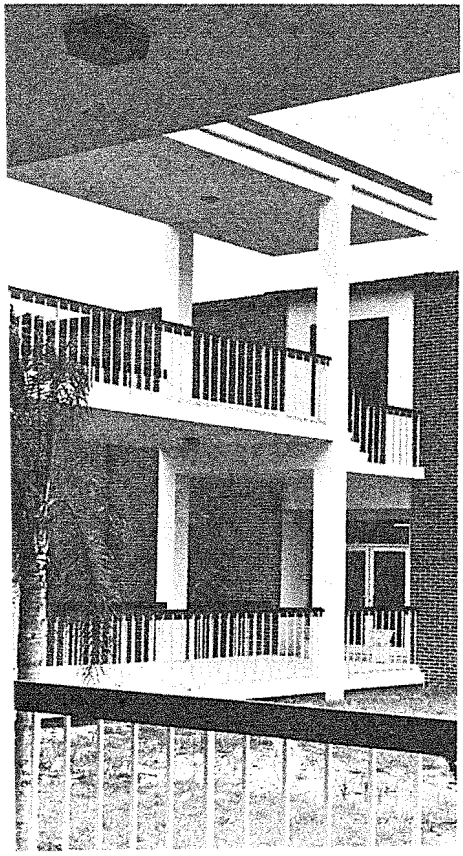
Herman A. Heise

Herman A. Heise

Serving Indian River - Martin - Okeechobee - Saint Lucie


CHARLES S. MILEY LEARNING RESOURCES CEN





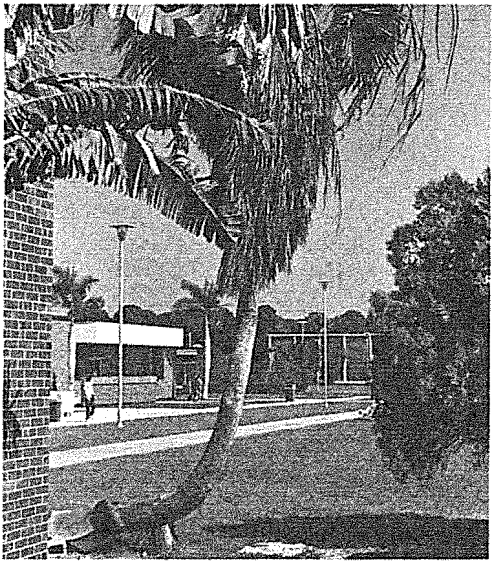
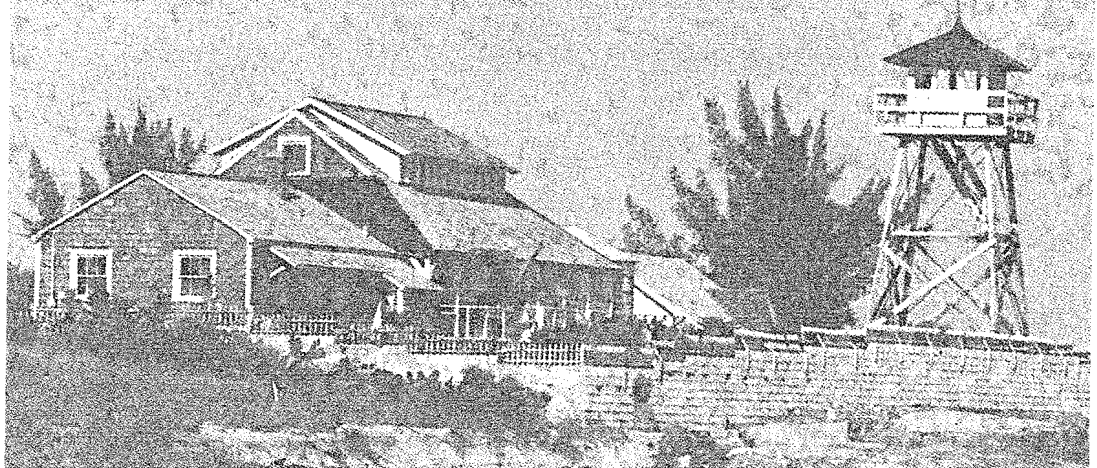


TABLE OF CONTENTS

	Page
District Board of Trustees	2
President's Message	5
Table of Contents	8
General Information	13
Admissions and Financial Information	31
Degree and Certificate Requirements	39
College Organization	217
College Calendar	9
Index	211
Index of Offerings	212



The provisions of this publication are not to be construed as a contract between the student and Indian River Community College. The College reserves the right to change any provision or requirement when such action will serve the interests of the College or its students. The College further reserves the right to ask a student to withdraw when it considers such action to be in the best interest of the College.

Students are responsible for meeting in full the requirements for graduation set forth in the College Catalog. The Guidance Department assists in the planning of a program of study for each student, but the final responsibility for meeting the requirements for graduation rests with the student. The catalog considered "in force" and binding on the student is (on the student's option):

1. The one under which he originally enrolled (if not more than four regular semesters prior to his graduation.)
2. The current college catalog.

INDIAN RIVER COMMUNITY COLLEGE
ACADEMIC CALENDAR, 1976-77

FALL SEMESTER, 1976

August 16, Monday	Last day to apply for Emergency Medical Technician I & II for Fall semester.
August 17, Tuesday	New faculty report.
August 18, Wednesday	Returning faculty report.
August 26, 27 Thursday, Friday	Registration, 8 a.m. to 8:30 p.m.
August 30, Monday	All credit classes begin.
	Late registration period begins. Late fee charged on and after this date.
	Drop and Add period begins.
August 31, Tuesday	Drop and Add period ends — 8 a.m. to 5 p.m.
September 6, Monday	Labor Day — Holiday
September 10, Friday	Last day of late registration period — 8 a.m. to 5 p.m.
	Last day to register in an "Institutional Credit" course.
October 1, Friday	Last day to apply for the January Licensed Practical Nursing Program.
October 15, Friday	*Last day to apply for Fall '76 degree without penalty.
October 20, Wednesday	Mid-Term grades due in Record Center by 5 p.m.
October 27, Wednesday	Last day to withdraw from a course with a "W".
November 11, Thursday	Veteran's Day — Holiday
November 12, Friday	Classes resume.
	Last day to apply for financial aid for Spring semester.
November 15, Monday	Last day to apply for Spring Cosmetology Program.
	Last day to apply for Emergency Medical Technician I & II for Spring semester.
November 25, 26 Thursday, Friday	Thanksgiving Holidays
November 29, Monday	Classes resume.
December 3, Friday	*No late applications for degree for Fall '76 accepted after this date.
December 20, 21, 22 Monday, Tuesday, Wednesday	Semester Exams.

SPRING SEMESTER, 1977

January 3, 4 Monday, Tuesday	Registration, 8 a.m. to 8:30 p.m.

*No graduation exercises are scheduled for Fall semester. Diplomas will be mailed by December 31st.

January 5, Wednesday	All credit classes begin. Faculty report. Late registration period begins. Late fee charged on and after this date. Drop and Add period begins.
January 6, Thursday	Drop and Add period ends — 8 a.m. to 5 p.m.
January 17, Monday	Last day of late registration period — 8 a.m. to 5 p.m.
February 4, Friday	Last day to apply for commencement '77 without penalty.
February 25, Friday	Mid-Term grades are due in Record Center by 5 p.m.
March 4, Friday	Last day to withdraw from a course with a "W".
March 7, Monday	Last day to apply for Fall Associate Degree Nursing Program.
March 21, Monday	Last day to apply for Spring Cosmetology Program.
April 1, Friday	Last day to apply for the June Licensed Practical Nursing Program. Last day to apply for Fall Dental Assistant Program. Last day to apply for Radiologic Technology Program. Last day to apply for Medical Laboratory Technology Program. Last day to apply for financial aid for Summer Session I.
April 7, 8 Thursday, Friday	Easter Holidays
April 11, Monday	Classes resume.
April 13, Wednesday	No late applications for commencement for Spring '77 accepted after this date.
April 25, 26, 27 Monday, Tuesday, Wednesday	Semester Exams.
May 1, Sunday	Commencement — Duty Day

SUMMER TERM I, 1977

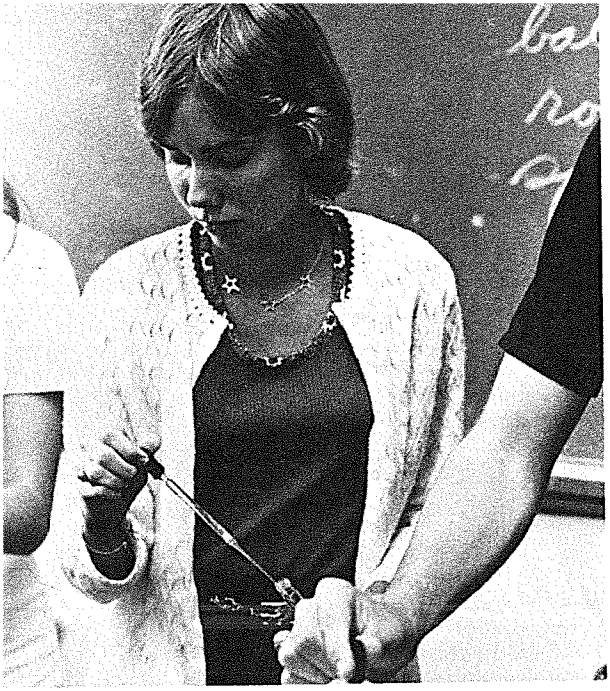
April 29, Friday	Registration — 8 a.m. to 8:30 p.m. Last day to apply for financial aid for Fall '77
May 2, Monday	All credit classes begin. Faculty report. Late registration period begins. Late registration fee charged on and after this date. Drop and Add period begins.
May 3, Tuesday	Drop and Add period ends — 8 a.m. to 5 p.m.
May 6, Friday	Last day of late registration period — 8 a.m. to 5 p.m. Last day to register in an "Institutional Credit" course.

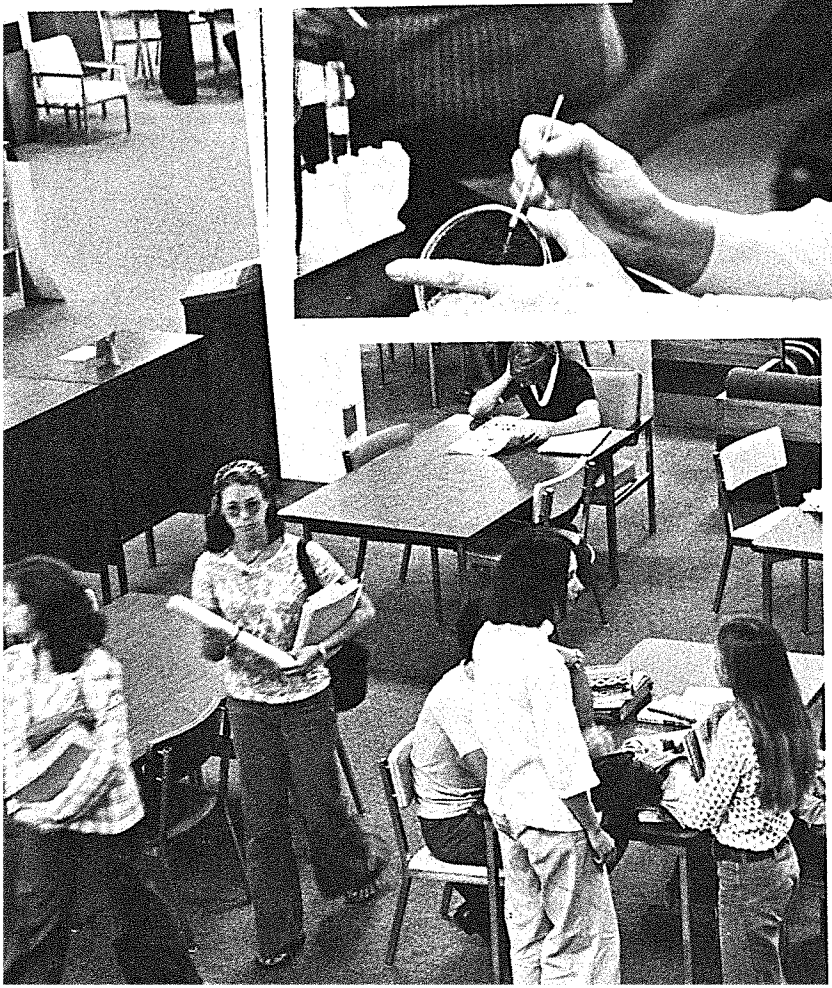
May 16, Monday	*Last day to apply for Summer I degree without penalty.
May 18, Wednesday	Mid-Term grades due in Record Center by 5 p.m.
May 25, Wednesday	Last day to withdraw from a course with a "W".
May 30, Monday	Memorial Day — Holiday
May 31, Tuesday	Classess resume.
June 10, Friday	*No late applications for degree for Summer I accepted after this date.
June 15, 16 Wednesday, Thursday	Semester Exams.

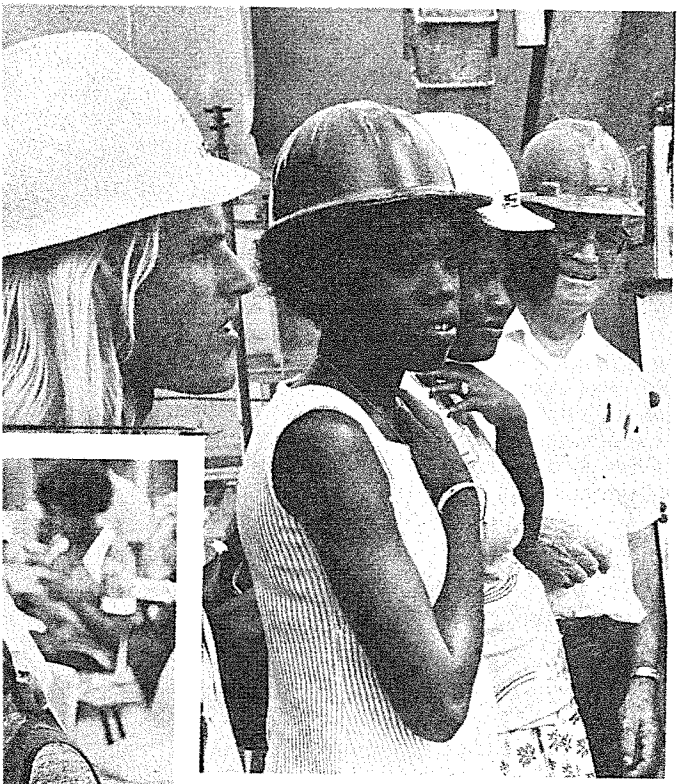
*No graduation exercises are scheduled for Summer Term I. Diplomas will be mailed by June 30.

SUMMER TERM II, 1977

June 17, Friday	Registration — 8 a.m. to 8:30 p.m.
June 20, Monday	All credit classes begin. Faculty report.
	Late registration period begins. Late fee charged on and after this date.
	Drop and Add period begins.
June 21, Tuesday	Drop and Add period ends — 8 a.m. to 5 p.m.
June 24, Friday	Last day of late registration period — 8 a.m. to 5 p.m.
	Last day to register in an "Institutional Credit" course.
July 4, Monday	Independence Dav — Holiday
July 5, Tuesday	Classes resume.
	Last day to apply for graduation for Summer II without penalty.
	Last day to apply for Fall Cosmetology Program.
July 11, Monday	Mid-Term grades due in Record Center by 5 p.m.
July 18, Monday	Last day to withdraw from a course with a "W".
July 25, Monday	No late applications for graduation for Summer II accepted after this date.
August 3, 4 Wednesday, Thursday	Semester Exams.
August 8, Monday	Graduation







GENERAL INFORMATION

SUN, FUN AND EDUCATION ON THE TREASURE COAST

INDIAN RIVER COMMUNITY COLLEGE is located in Fort Pierce on Florida's fabulous Treasure Coast — "where the tropics begin." Indian River Community College is accredited by the Southern Association of Colleges and Schools, and is a public institution supported by the taxpayers of Florida. It is one of the fastest growing and most innovative colleges in the state system.

Located in a land of citrus groves, cattle ranches, and beautiful beaches, with Lake Okeechobee to the west and the Indian River (part of the great Intracoastal Waterway) to the east, Indian River Community College serves well the residents of Indian River, St. Lucie, Martin, and Okeechobee Counties. The canals, rivers, lakes, and the Atlantic Ocean teem with fish, and conditions are perfect for scuba, surfing, and swimming. The weather is excellent and flights or trips to the Bahamas and other islands are easily obtained.

High speed roads such as the Sunshine State Parkway connect the Treasure Coast with the attractions of Florida — from the Keys, to Disney World, to St. Augustine. Within an hour's drive are two senior universities, jungle gardens, alligator farms, diverse job opportunities, rodeos, Jai Alai, professional baseball, Cape Kennedy, and a fascinating array of cultural events.

A good, solid education and a lot of fun is available for Indian River Community College students. Every effort is made to keep expenses to a minimum and worthwhile experiences at the maximum. Administration and faculty work together to provide a relevant, innovative course of study in which everyone who tries may experience success and the satisfaction of his or her educational, cultural, and vocational goals. Consistent with its "open door" policy, anyone with a high school, or high school equivalency diploma, and a desire to develop and expand his or her skills, is welcome to Indian River Community College.

HISTORY OF THE COLLEGE

Indian River Junior College was authorized by law during the 1959 session of the Florida Legislature. The College was established to serve the four-county area of Indian River, Martin, Okeechobee, and St. Lucie Counties, though many students are in attendance from outside this district. Students come to Indian River from all across the United States, and from approximately fifty other countries of the world.

College classes were first held in 1960 in temporary wooden buildings in Fort Pierce. In 1963, the College moved to its present campus, located on approximately 100 acres at Virginia Avenue and 35th Street. The land for the campus was donated to the College by the City of Fort Pierce.

The College now consists of thirteen permanent buildings. Classes are also held at a number of locations off campus in the four-county district to serve citizens in their community and cultural centers.

In November 1970, the Board of Trustees of the College, in accord with the State Board of Education, changed the name of the college to Indian River Community College. This was done in keeping with the changed role of the College. As a community college in the truest sense, Indian River Community College offers an excellent program leading to the Associate in Arts Degree, the Associate in Science Degree and the

Associate of Applied Science Degree. Indian River also serves its entire four-county service district with vocational, technical, cultural, and community service programs.

The College is administered by a District Board of Trustees composed of prominent men and women from the four-county district. President Herman A. Heise directs the activity of the College and serves as secretary to the Board of Trustees.

ROLE OF THE COLLEGE IN THE COMMUNITY

Indian River Community College is a comprehensive community college dedicated to meeting the needs of education beyond the high school level. The college serves as a center to foster cultural development in the community. It provides a two-year college program for transfer to a four-year college or university. It provides programs that will qualify students for employment in business and industry. It also provides suitable courses for students who wish to further their education, to improve their personal or business efficiency, or to enrich their cultural lives, regardless of their age or previous educational experience.

IRCC and its professional staff serve in many ways in the development and enrichment of the four-county community which it serves. Recently the Board of Trustees established an Area Historical Commission chaired by Judge Alto Adams, Sr., a highly respected local and state leader from a pioneer Florida family. This commission will gather area historical data in a microfilm repository in the college library to preserve the data for posterity and make it available for public use.

Members of the college faculty and staff serve on boards and committees of church and community groups, fraternal and social groups, and add their knowledge and labor to cultural and developmental aspects of the community.

GUIDANCE

Though Indian River excels in its degree programs, continual reevaluation is made of all academic areas to insure the best instruction possible. By placing the Guidance Department under the office of the Dean of Instruction, continual communication between Guidance and Instruction will be assured. The Guidance Department evaluates the requirements of senior universities on transfer of credit and advises the students on the courses they need to take for transfer.

The Guidance Department keeps the Dean of Instruction updated on the need for curriculum reform. Guidance performs career and academic counseling — not personal therapy analysis. Counseling is individualized for each student in terms of his proposed major, and the requirements set forth by the senior institution to which he intends to transfer. Each student meets with a counselor at least once in each semester to assure that the student takes the proper courses for transfer, completion of degrees, and satisfaction of his goals and objectives.

THE LEARNING CENTER

Media-implemented learning at IRCC is provided by three component departments of the centrally located College Learning Center: library services, audio-visual services, and the learning laboratory.

The college library contains over 38,000 volumes and is designed to

meet the academic needs and personal interests of both faculty and student body.

Included in the services offered by the library are microfilm and printed collections of periodical holdings. Provided for student use within the library facilities are a microfilm room with two readers and reader-printer, a copy service, and study space on both the first floor and mezzanine levels.

The audio-visual services and the learning laboratory provide the audio-visual support for the instructional program of the college.

Audio-visual services is responsible for the maintenance and distribution of audio-visual equipment and the production of A-V support materials. Staff members of this section provide the faculty with such services as photographic production, audio duplication, and 8 mm. film production.

The learning laboratory, like the library, is a facility for *independent student research,* and is responsible for the utilization of information recorded in the audio-visual media. Housed in the learning laboratory are libraries of presentations in the film slide, tape, transparency, and filmstrip formats. Instructional services include both audiotutorial and visual study stations, which are available for both classroom assigned study and individual research.

While Educational Services assumes a vital college role as a focal point for a vast accumulation of factual data, it is, above all, a student related research operation designed to provide the ultimate in classroom support through a multi-media approach to education.

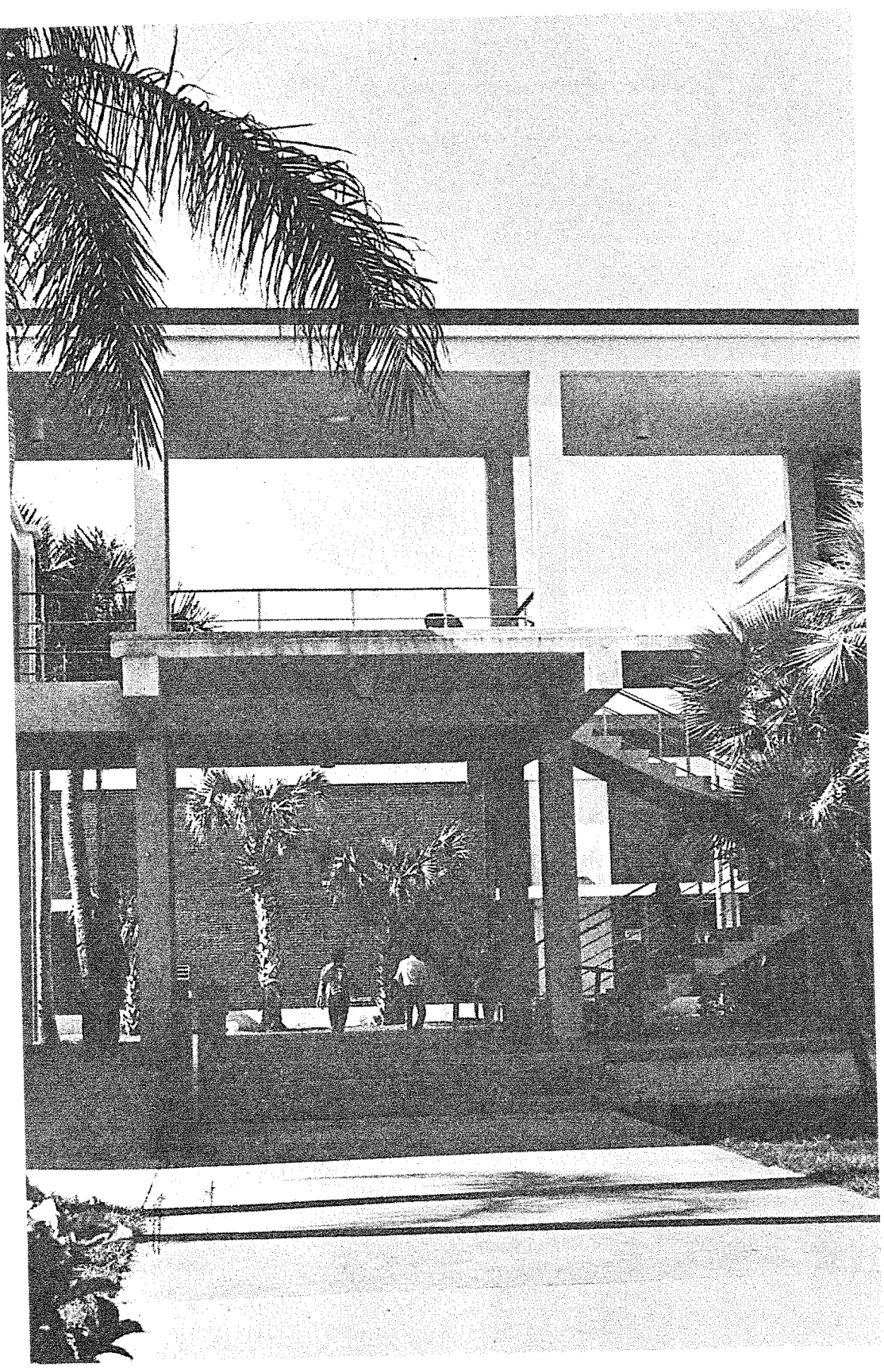
MEDICAL FACILITIES

The College does not provide medical facilities. However, first aid equipment can be obtained readily in various areas on campus. College nurses who instruct the Practical and Registered Nursing programs are usually available in case of emergency. Ambulance service, a fine local hospital, and an adequate number of doctors are located and easily accessible in Fort Pierce.

In cases of accidents or serious illness, parents are notified immediately. Emergency treatment by private physician or hospitalization is at the expense of the student or parents.

SOCIAL ACTIVITIES

The social development of the student is enhanced by a series of formal and informal events scheduled throughout the school year. Social, religious, departmental and service clubs are available to the student on and off campus. Students are encouraged to participate in club activities of their choice.



STUDENT ACTIVITIES

A variety of activities are provided the students through the Campus Coalition Government and campus clubs. All clubs must be non-segregated in accordance with the Economic Opportunity Act of 1964. All students are encouraged to participate in at least one activity to broaden their educational experience.

Included are:

Art
Campus Coalition Government
Cheerleaders
Chi Alpha Sorority
Circle K
College Chorale
Compass
Concert Band
Cosmetology
Criminal Justice
DECA (Distributive Education Clubs of America)
Inter-Club Council
International Club
Kappa Sigma Tau Sorority
Men's Intramurals
Phi Beta Lambda
Phi Theta Kappa (Honorary)
Pioneer Post
Practical Nursing
Radiology
Soul Society
Stage Band
Student Nurses Association
Veterans
Weight Lifting
Women's Intramurals
Wrestling
Young Farmers of America

INTERCOLLEGIATE ATHLETICS

As members of the Florida Junior College Conference, the athletic teams of IRCC participate with other colleges in the State in baseball, basketball, cross country, golf, track, swimming, tennis, volleyball, and wrestling.

INTRAMURAL SPORTS PROGRAM

The purpose of this program is to provide an opportunity for every student to take part in some kind of worthwhile recreational sport or activity.

The success of the program depends upon student participation in the various fields of recreational and athletic endeavor. Students participate in the planning, administration and execution of the program.

A few extramural programs are held with nearby community colleges and are separate from the Inter-Collegiate Athletic Program.

BOOKSTORE

The Bookstore is conveniently located in the Koblegard Student Union, providing textbooks, classroom supplies, and other items for students and faculty. Both new and used books are available as every effort is made to hold down the cost of education for IRCC students. Students may re-sell their books to the Bookstore, provided the books are in good condition and will be used by the college for the next semester or next year. The Bookstore also houses the Administrative and Faculty Post Office and delivers personal mail to students.

STUDENT UNION

One of the most heavily trafficked buildings on campus is the Koblegard Student Union. Located here is the Cafeteria, the Dean of Student's Office, Campus Coalition Government Office, Guidance Department, Financial Aid Office, Bulletin Boards (where notices of campus activities are posted) and space for various student activities.

HOUSING

Under the structure of the community college movement in Florida, the State Legislature made it possible for 98 percent of Florida's citizens to commute to a community college. No provision was made for the community colleges to provide housing on campus. Suitable accommodations within walking distance of the college are hard to find. Students requiring rentals should arrive in the community in advance of orientation and registration dates in order to find suitable accommodations.

CITIZENSHIP/RESPONSIBILITY

Students of Indian River Community College are expected to display at all times the qualities of courtesy, integrity and good citizenship that characterize the behavior of civilized societies. Commensurate with new Florida law on eighteen year olds, it is the policy of the college to look upon its students as mature adults and to treat them as such. Students are expected to comply with such regulations which the Campus Coalition Government and the Administration of the College have established. When a student is accepted for enrollment in the College, he assumes the responsibility to comply with such rules and regulations as well as those of the community, state, and nation.

The College does not permit the use or possession of alcoholic beverages on campus or at a College-sponsored activity. Possession of illegal narcotics is not permitted and will be cause for suspension from the college. Gambling is prohibited. Students who violate such rules and

regulations are subject to disciplinary measures, including suspension from the College. Such disciplinary measures pertain to misconduct both on and off campus. The decision of the President is final in all cases involving violations of rules of discipline.

An item of interest to junior college students was approved by the Florida Board of Regents on August 10, 1970. The item is as follows: "The Board directs that the institutions under its control exercise due care in the selection of students, taking into account not only their academic ability to perform satisfactorily but also their character and behavior. The universities shall refuse admission to an applicant whose record shows previous disruptive or other misconduct not to the best interest of the university. Each university shall develop a plan for implementing this policy, including procedures for an appeal."

Disciplinary probation, suspension, and expulsion constitute the types of penalties imposed for disruptive behavior or other misconduct, a record of which will be sent to the senior institution at the time of student's request for transfer of credits.

TRANSPORTATION AND PARKING

No public bus transportation is available in the City of Fort Pierce or from surrounding counties. Students have to depend on their own vehicles or car pools for transportation to and from classes. Parking facilities are available on campus and are being expanded as rapidly as the need and funds permit. All college personnel and students must observe traffic and parking laws for the safety of everyone. Violators are cited and fined for violating campus parking laws. The Student Judiciary System provides a Traffic Court for those who wish to appeal their citations. Improperly parked vehicles are towed from the campus at the owner's expense.

RESPONSIBILITY FOR REGULATIONS

All students are held responsible for the observance of all college regulations and policies. This Catalog, regular student bulletins, and other official publications of the college are provided to keep the student informed. When a student registers for a course or a program at the college, he assumes the responsibility of keeping himself informed of and abiding by the rules and regulations of the college. (See Statement page 8 under "Table of Contents.")

ADD AND DROP PROCEDURE

A student wishing to change his schedule after registration must obtain an Add and Drop Card from the Guidance Department; fill it out properly; obtain the signature of a Guidance Counselor; obtain the signature of the instructor of the course; and return the Add and Drop Card to the Records Center. Deadline dates for this procedure are published in the Course Schedule. Due to state regulations, no requests beyond deadline dates can be honored for any reason.

CLASSIFICATION OF STUDENTS

A student who has fewer than 24 semester hours credit is classified as a Freshman. A Sophomore is a student who has 24 or more but fewer

than 64 semester hours credit. Any student who has more than 64 hours or holds a degree is classified as a special (unclassified) student.

A full-time student is one enrolled for 12 or more semester hours; a part-time student is one enrolled for fewer than 12 semester hours.

WITHDRAWAL FROM A COURSE

Students may withdraw from a course with a record of "W" up to approximately mid-term (deadline dates will be published). Withdrawal by the student after the deadline will result in a grade of "F".

WITHDRAWAL FROM COLLEGE

Students who find it necessary to withdraw from all courses may obtain an official Withdrawal Form from the Guidance Department. Students withdrawing by other methods will receive an "F" in each course on their permanent record. Completion of proper procedure will result in a record of "W" for each course, provided procedure is completed prior to first day of final examinations for the current semester.

TRANSCRIPTS

Students may request transcripts of their academic records by mail or in person at the Guidance Department. There is a charge for this service. Transcripts from IRCC must show all courses taken at all colleges. In repeated courses, only the final grade earned by the student will be computed in the cumulative grade point average.

VEHICLE REGISTRATION

All vehicles that a student plans to park on campus must be registered. New students are required to register their vehicles and will receive a copy of the Traffic Regulations at the time of their class registration.

CHANGE OF ADDRESS

Change of address must be reported to the Guidance Department within 24 hours.

YEAR-ROUND OPERATION

The academic calendar of Indian River Community College is organized on a year-round basis. This program has the following special advantages:

1. It permits coordination with the state university academic calendar.
2. Two seventeen-week semesters and two six-week summer terms make it possible for a student to graduate in eighteen calendar months; four entrance periods make it possible for students to start their college work earlier and provide an opportunity for students with scholastic deficiencies to make up work.

REGISTRATION

Registration must be completed by the dates specified in the Academic Calendar; including payment of all fees.

Precounseling may take place at any time, however registration that reserves your space in a course does not take place until all fees are paid.

ORIENTATION

All new full-time students may be required to attend an orientation period prior to registration. During this visit the students will become acquainted with the policies of the college, the programs available, the testing, and the course selection and scheduling for the following year. For their travel convenience out-of-state students are invited to attend during the latter days of school orientation.

STUDENT I-D'S

During registration students are issued an Indian River Community College I-D Card which will admit students to certain activities held on campus.

REFUND POLICY

College Credit and Vocational Non-Credit

100 per cent of all fees, except application fee and late fee, if withdrawal is within Drop and Add period.

Students withdrawing for illness will not receive any refund except as indicated above.

No exceptions to the Refund Policy will be authorized.

Continuing Education and Adult High School

100 per cent of fees if withdrawal is prior to the first class meeting or if class is cancelled.

ACADEMIC LOAD

The average full-time student enrolls in 15 to 19 semester hours each term. Approval for enrollment is more than 19 semester hours must be obtained from the Dean of Instruction or one of the Guidance Counselors. A student enrolled for less than 12 hours is classified as a part-time student; those with 12 or more hours as a full-time student. Veterans, in order to qualify for full-time training status, must enroll in at least 12 semester hours. Enrolling in less than 12 hours reduces the veteran's training allowance proportionally.

GRADING SYSTEM

Final grades are mailed to each student (or his parents or guardian if the student is under 18 years of age) within a few days after the completion of each semester or summer session.

The following grading system is used:

A Outstanding work (4 quality points per semester hour).

B Very competent and effective work (3 quality points per semester hour).

C Satisfactory work (2 quality points per hour).

D Work sufficient to gain credit for the course and satisfy graduation requirements (but not usually acceptable as transfer credit). (1 quality point per semester hour.)

F Unsatisfactory work, failing grade (no quality points)
I Incomplete work, grade arranged with instructor — student must reregister for course during next regular semester to complete it. Failure to do so will result in "F" for the course.

A student who discontinues a course without officially withdrawing will receive an "F" in the course. Students officially withdrawing from a course prior to the time for withdrawal as stated in the college calendar will receive a "W".

The student's grade-point average is computed by dividing the total number of quality points earned by the total number of hours attempted. A student may repeat a course in which he has earned a "D" or "F", in which case only the final grade earned will be computed in the cumulative grade point average.

DEAN'S LIST

The Dean's List is posted at the end of each semester. All students who have earned an academic average of 3.5 or higher with no grade lower than "C", and who are carrying 12 or more semester hours, will be placed on the Dean's List.

PHI THETA KAPPA

The Nu Iota Chapter of the National Scholastic Fraternity received its National Charter on April 22, 1964. The purpose of this Fraternity is to promote scholarship, develop character and cultivate fellowship among students of the junior colleges. Invitation to membership is extended to a regularly enrolled student who shall carry at least 12 semester hours per term and be actively seeking a degree at Indian River Community College; and at the time of election he or she must have obtained:

- a 4.00 for the first semester enrolled at IRCC; or
- a 3.85 or better cumulative grade point average for two consecutive semesters; or
- a 3.70 or better cumulative grade point average for three consecutive semesters; or
- a 3.50 or better cumulative grade point average for four consecutive semesters.

Further, if a student, after entry into Phi Theta Kappa, drops below a 3.25 GPA, he will be given one semester in which to bring his GPA up higher and if he does not do so, his membership will be dropped from the organization.

ACADEMIC PROBATION/SUSPENSION

A full-time student failing to maintain a 1.5 grade point average will be placed on academic probation the following semester. If the student on probation fails to improve his grade point average by the end of the probationary semester, he will be placed on probation an additional semester. If by the close of the second probationary semester, the student fails to improve his grade point average, he will be placed on academic suspension. A student on academic suspension must appeal to the admissions committee for readmission to the college. Academic suspension is the action taken by the college to suspend or drop a student because of poor scholarship. Students who have been suspended for poor scholarship will be re-admitted to the college on probationary status only.

Summer terms One and Two are exceptions to the academic probation/suspension rule, which pertains to Fall and Spring semesters only. The student may attend the summer terms in an effort to upgrade his scholastic standing. Academic probation/suspension pertains to students in the Associate in Arts degree program.

TIME SHORTENED DEGREE OPPORTUNITIES

ADVANCED PLACEMENT

Indian River Community College participates in the Advanced Placement program which is administered by high schools through the Educational Testing Service, Princeton, New Jersey.

Under this system, a student entering the College offers a nationally graded examination as evidence of his completion of a college level course taken in high school. When the results of the examination meet at least the minimum requirements, the student may receive college credit for courses offering similar material. In some cases, only exemption from a course, not credit, is available. In either case, the student is assured that the College takes full cognizance of the advanced work done prior to his entrance.

CLEP PROGRAM

Consideration for CLEP credits (College Level Examination Program) will be given to those students who complete formal application through the Guidance Department to the Admissions Committee. Students may be awarded credit through the CLEP program to the extent specified in the CLEP amendment of the Articulation Agreement. A maximum of six credits may be earned in each of the five general examination areas. The minimum acceptable performance level is the 75th percentile for the general examinations.

Students may seek CLEP credit in the following courses: Mathematics 105 and 106; English 101 and 102; three of the four Humanities courses; History 101 and 102, Psychology 201, or Sociology 201; Chemistry 101 and 102, or Biology 101 and 102, or Biology 111 and 112, or Physical Science 101 and 102, or Geology 101 and 102.

CLEP credit for subject examination areas may be awarded through special arrangement. The student must petition the Admissions Committee through the Guidance Department if he plans to pursue CLEP credit in any of the subject examination areas. The Guidance Department will inform the student of those subject examination areas in which CLEP credit can be earned.

In all cases, at least the minimum criteria specified in the CLEP amendment to the Articulation Agreement will be followed.

DEFERRED CREDIT ENROLLMENT

An individual will be permitted, without formal admission, to register for and take up to a total of 18 semester hours of college course work on a "deferred credit" basis. Said "deferred credit" may become "standard college credit" if, and only if, the student is formally admitted and/or pursues a degree program, and requests a change in the status of his "deferred credit" course work. In no cases will work beyond 18 hours be transferred

from the deferred category to the standard college credit category. The student will be responsible for seeking formal admission to the college when and if such action becomes warranted. No transcripts will be issued for "deferred credits."

All individuals in the above category will be clearly designated "non-degree seeking." Regular registration procedures are required, including the affidavit of residency.

DIRECTED INDEPENDENT STUDY

Students who find it necessary to take a college course by independent study must contact the instructor of the course prior to registration and complete a written contract. A copy of the contract will be forwarded through Guidance to the Dean of Instruction for final approval. The contract will specify the need and the requirements to be completed by the student (including tests, periodic class attendance, term papers, etc.). The student must complete all requirements of the contract to obtain credit for the course.

The regular grading system applies to all students of independent study. Grades earned by independent study have the same status as those acquired through regular class attendance. Directed Independent Study is restricted to sophomores. In no case will a Directed Independent Study course duplicate a course regularly scheduled. Students must have the Dean of Instruction's approval.

EARLY ADMISSIONS PROGRAM

Exceptional students, upon completion of their junior year of high school, may apply for enrollment under the Early Admissions Program. Such students follow regular admissions procedures; they must also have the recommendation of their high school principal, and parental consent. If accepted in the Early Admissions Program, these students are: (1) Admitted as regular full-time students; (2) Exempt from their senior year of high school; (3) Not limited as to credit hours attempted.

CHALLENGE EXAMINATION (CREDIT BY EXAMINATION)

Through special arrangement by petition to the Admissions Committee through the Guidance Department or the Dean of Instruction, a student at Indian River Community College may be given the opportunity to earn credit for course work through the medium of challenge examination in certain specified areas. A student may earn credit in authorized courses by successfully completing relevant subject matter area tests. Generally limited to the following courses: MTH 105 and 106; ENG 101 and 102; three of the four Humanities courses: HIS 101 and 102, or PSY 201, or SOC 201; CHY 101 and 102, or BIO 111 or 112, or BIO 111A and 112A, or PS 101 and 102, or GLG 101 and 102. Challenge examination courses are designated in the course description section of the catalog. These examinations are considered under the Directed Independent Study procedure only.

YEAR ROUND OPERATION

Indian River Community College operates on a year round basis. This permits the student to enroll at the beginning of any semester he chooses. By beginning his college career the first semester subsequent to high

school graduation, a student may shorten the time he would otherwise spend at Indian River Community College.

EXTENDED COURSE LOAD

Those academically superior students who are qualified may, with special permission, take up to 20 semester credits in the regular term (12 semester credits in the summer session), thus telescoping the time required to earn a degree at Indian River Community College.

COURSE SEQUENCE

With a few exceptions, courses listed with a 100 prefix are Freshman courses; those with a 200 prefix are Sophomore courses. In most cases it is advised that a student complete the lower numbered course before attempting the next higher one; i.e., EH 101 before EH 102, CHY 101 before CHY 102, and ECS 201 before ECS 202.

Once a student has successfully completed a course, he may not take for credit a course in the same area requiring lesser competence, or a prerequisite to the first course, without specific written approval of the Dean of Instruction.

CULTURAL AFFAIRS REQUIREMENT

All full-time students will be required to attend special cultural events. A program of special events, developed through the Dean of Instruction's office in coordination with the Lyceum Committee, is offered each school year.

The purpose of the program is to introduce students to events designed to extend the breadth of their experience. About six events are scheduled each school year. Attendance is required at four of them to complete the general requirements for the Associate in Arts, Associate in Science, Associate in Applied Science or Certificate of Proficiency programs.

FOREIGN STUDENTS

When foreign students apply for admission, official transcripts of completed secondary and college credits are required with notarized translation. These transcripts must include specific dates of school attendance, courses taken during each year of attendance, and grades received for each course. All records should be submitted at the time of application. They must be evaluated by the Admissions Committee, and the student accepted before Form I-20 (Immigration Certificate of Acceptance) is sent to the applicant. With these exceptions the conditions for admission of foreign students are identical with those for American students.

COMMUNITY SERVICE PROGRAMS

In keeping with the conclusions derived from a study by the Florida Community-Junior College Inter-institutional Research Council, and at the suggestion of the Division of Community Colleges, Department of Education, Indian River Community College continues to develop and expand Community Service Programs (CSP), which were initiated in the fall of 1966.

CSP programs are usually conducted off campus at community centers throughout the four-county college district. The off-campus centers provide geographic convenience for CSP participants of age levels ranging from youths to the elderly. On-campus facilities are also available for both day and night CSP programs.

CSP meets the educational needs and wants peculiar to members in a given community or organization. CSP programs provide flexibility in length of educational activities and in size of groups. Courses include:

... business and professional seminars by hours, days or weeks

... lectures and presentations held weekly, bi-weekly, monthly or bi-monthly

... language classes for as few as eight to twelve participants

... industrial courses with as few as ten working men enrolled

... community development and cultural enrichment programs with 25 to 250 community members in attendance.

At Indian River Community College the concept of community services extends beyond mere acquiescence to one of the five essential roles of Florida community junior colleges specified by the Division of Community Colleges, Department of Education," . . . that of providing to their own communities a community service program as well as a variety of continuing education for adults." CSP reaches out beyond the campus to the community to help persons and organizations to realize their potential, and to resolve their problems, by extending and expanding educational resources to meet the social, economic, cultural, and civic needs of the community.

HIGH SCHOOL COMPLETION PROGRAMS

The Adult Continuing Education Program offers high school credit courses for those seeking a diploma. Upon successful completion of the needed courses, the Indian River Community College will issue the high school diploma.

Adults over 18 years of age may obtain a high school diploma by pursuing the General Education Development program. Adults are advised to enroll in high school review courses prior to taking the test. Upon successful completion of the General Education Development Test, adults are issued a State High School Equivalency Diploma.

Guidance personnel are available to assist students in planning their programs. Diplomas earned in the adult education program will be accepted by this college if the student wishes to enter the Community College and earn credit toward a degree.

ADULT PERSONAL IMPROVEMENT AND GENERAL INTEREST COURSES

The adult student who wishes to follow a self-improvement study plan may choose from intellectual and cultural development offerings such as these examples:

Art
Ceramics
Conversational Languages
Creative Writing
Current Affairs Workshop
Dramatics
Home Landscaping
Law for the Layman

Literature
Music
Natural Sciences
Psychology
Reading Improvements
Safety Education
Securities and Investments
Sewing

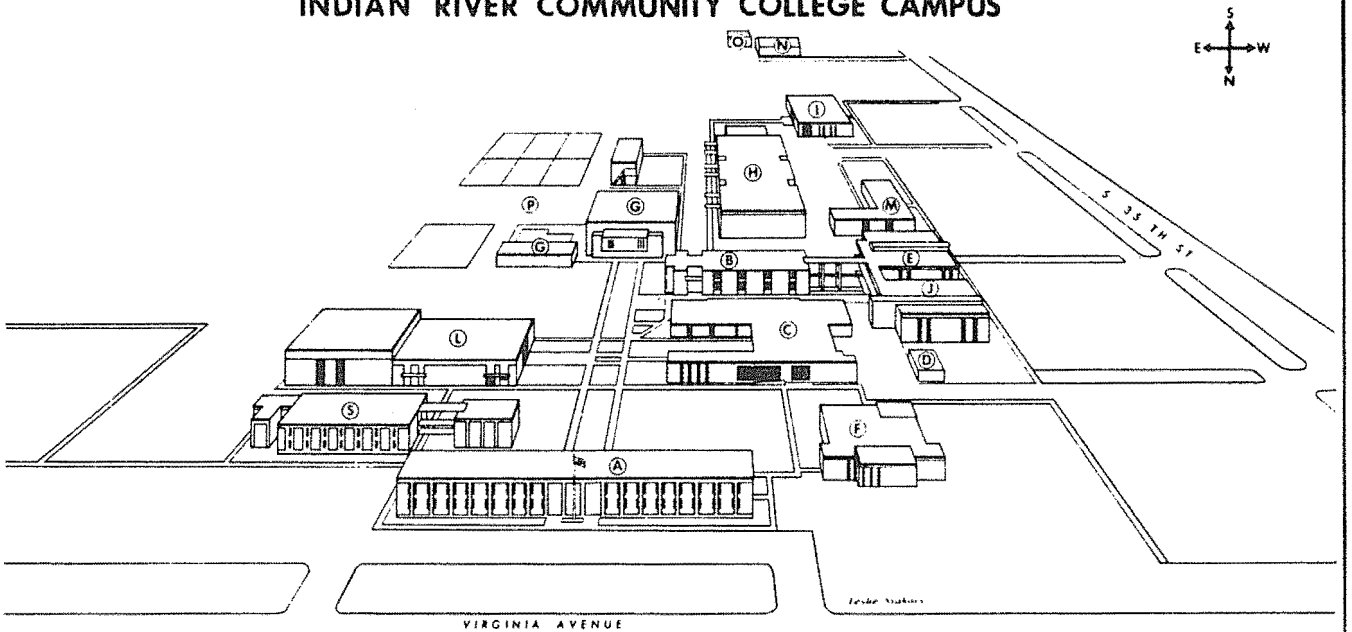
PLACEMENT

The Placement Service is located in the Guidance Department in the Student Union. The primary function of the Placement Counselor is to act as liaison between those students who have completed a vocational-technical certificate program or a two-year degree program, and business firms, industrial organizations, and governmental agencies seeking trained personnel for permanent employment.

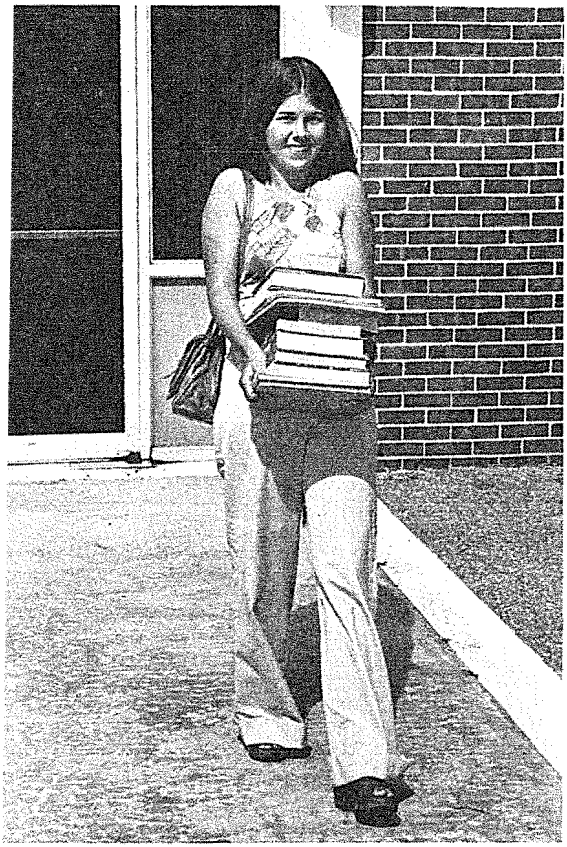
The services to the student include:

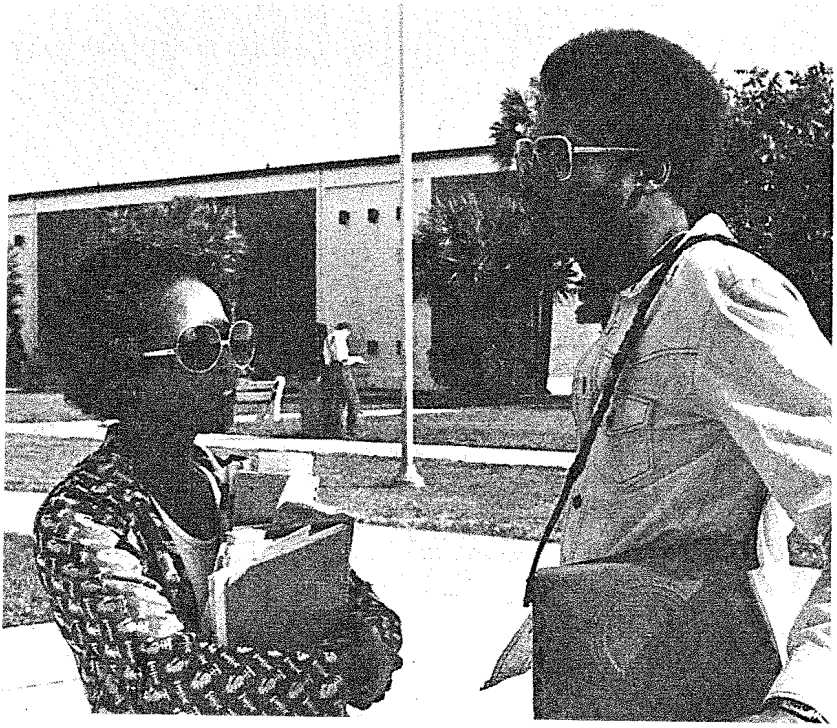
1. Guidance in preparing a resume file.
2. Assistance in developing interview techniques.
3. Arrangements for campus interviews between employers and students.
4. List of available positions.

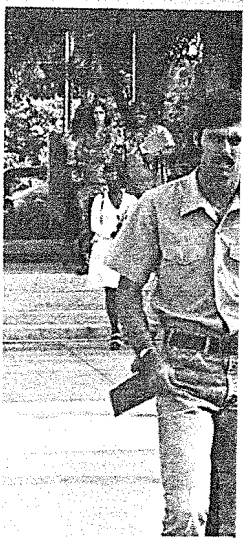
INDIAN RIVER COMMUNITY COLLEGE CAMPUS

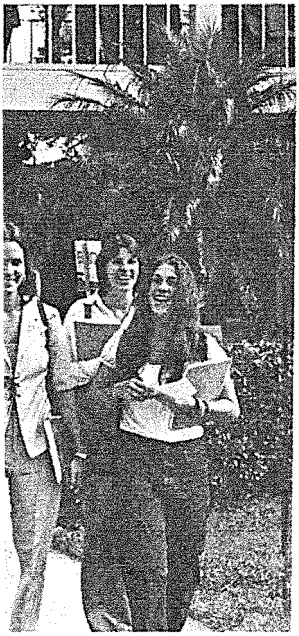


A-Administration
B-Applied Science
C-Koblegard St. Union
D-Mechanical Bldg.
E-First Federal of Fort Pierce Careers Bldg.
F-Fine Arts
G-Gym. & Lockers
H-Gulf + Western Vocational Building
I-Criminal Justice
J-Allied Health
L-Charles S. Miley Learning Resources Center
M-Print Shop
N-Maintenance & Warehouse
O-Maintenance Offices
P-Physical Ed. Complex
S-Science









ADMISSIONS
FINANCIAL
INFORMATION

SCHEDULE OF FEES

An Application Fee of $10.00 is required of all applicants (except Adult Continuing Education and Adult High School) whether or not they become students. It is non-refundable and non-applicable to other charges.

	In-State	*Out-of-State*
Matriculation	$12.00 per credit hour	$27.00 per credit hour
Legislative Assessment for Scholarships (for In-State and Out-of-State students taking 12 or more credit hours)	$ 4.50	$ 4.50
Community Services Per course)	$ 5.00	$ 5.00
Institutional Credit Per Semester Hour	$ 8.00	$ 8.00
Adult Education Courses Registration fee Per Course and Per Term	$ 5.00	$ 5.00
Deferred Credit and Credit by Examination Per Semester Hour	$12.00	$27.00

Summer Term — fees are accessed per credit hour as in regular semester.

INSURANCE

Student accident insurance is available for students at the time of registration. Students are encouraged to take advantage of this insurance. All students participating in inter-collegiate sports or nursing or allied health or shop programs are required to have accident insurance coverage.

All students enrolled in nursing or allied health or cosmetology programs must have liability insurance coverage, and they must enroll and pay fees for the insurance at the time of registration.

SPECIAL FEES

(In addition to Matriculation, Tuition and Registration)

Late Registration	$ 10.00
Graduation Fee:	
Fall Semester	5.00
Spring Semester	20.00
Summer Term (does not include regalia)	5.00
Late Application for Graduation (In addition to above)	10.00
Cosmetology (per 1200-hour course) (excluding uniforms)	150.00
Cosmetology Specialist Course (500-hour course) (excluding uniforms)	40.00
Cosmetology Refresher Course	40.00
Cosmetology Transfer Student	60.00
Licensed Practical Nurse (per 52-week course) (excluding uniforms)	65.00
Agri-Mechanical Technology (per semester, per course)	10.00
Auto Mechanics (per semester)	10.00
Air-Conditioning (per semester)	10.00

Auto Body and Fender Repair (per semester)	10.00
Welding (per semester)	20.00
Electronics (per semester)	10.00
Radio/Television (per semester)	10.00
Ceramics (per semester)	10.00
Real Estate Principles and Practices (per semester)	10.00
Applied Music (per semester)	75.00
Graphics (ART 224) (per semester)	10.00
Motorcycle Repair (per semester)	5.00
Brick and Block Laying (per semester)	5.00
Quantity Cooking (per semester)	10.00
Quantity Baking (per semester)	10.00
Food for the Family (HE 205)	10.00
EMT (per semester)	10.00
MLT (per semester)	10.00
Chemistry Lab (per semester)	5.00
Biology Lab (per semester)	5.00
Physics Lab (per semester)	5.00
Jewelry Making (per semester)	10.00
Internal Testing (per test) (Strong, Crary, or SCAT)	5.00
Furniture Reupholstery	5.00
Child Care (per child, per month)	30.00
Drivers Training (behind the wheel)	45.00
Community Services	5.00
Sculpture	10.00
Emergency Medical Technician I & II	10.00

ADULT HIGH SCHOOL

Registration Fee (per course, per semester)	$ 5.00
Graduation Fee (does not include regalia)	5.00
I.D. Photos	1.00

REFUNDS

College Credit and Vocational Non-Credit

100 per cent of all fees, except application fee and late fee, if withdrawal is within Drop and Add period.

Students withdrawing for illness will not receive any refund except as indicated above.

No exceptions to the refund policy will be authorized.

Continuing Education and Adult High School

100 per cent of fees if withdrawal is prior to the first class meeting or if class is cancelled.

ADMISSION

Persons desiring to enroll in Indian River Community College should write, phone or visit the Guidance Department to request an application for admission. The completed application, with the student's high school or college transcript must be filed well in advance of the time of registration from the college. The following papers must be submitted for an deadline for filing of applications established in the college calendar, (see front of catalog), or special deadlines in specific programs, such as nursing.

No student is formally admitted until he has received formal notifica-

Greensboro College Academic Catalog
Georgia Institute of Technology
ILLINOIS WESLEYAN UNIVERSITY BLOOMINGTON ILLINOIS
1973-1974
UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN
USAGE COLLEGE
1973-75
THE LIFE SCHOOL OF THEOLOGY 1974-76 CATALOG
HUNTINGDON COLLEGE MONTGOMERY, ALABAMA 1973-74
HOOD COLLEGE / 1974-76
HOLLINS COLLEGE
GENERAL BULLETIN
HOFSTRA UNIVERSITY
Catalog 1971-1973
Kalamazoo Valley Community College Catalog
JOHN BROWN UNIVERSITY BULLETIN
KENNESAW JUNIOR COLLEGE

tion from the college. The following papers must be submitted for an application to be considered.

Application for Admission (with $10.00 fee)
Affidavit of Residency
Health Certificate
Transcript of high school or college record
Personal Data Sheet

ADMISSION REQUIREMENTS

A. Graduation from an accredited high school or the equivalent (as evidenced by the issuance of a certificate or diploma of high school equivalency by the Florida State Department of Education or a similar agency of another state).

B. Graduates of non-Florida high schools and others who do not meet the requirements above may establish eligibility for admission only by approval of the Admissions Committee. If approved, they will be admitted under the conditions specified by the Admissions Committee.

C. An applicant who has previously attended or enrolled in any other college or university is considered a transfer student. This student must furnish evidence of an honorable dismissal by the last college or university that he attended. Students who have been suspended from other colleges must be approved for admission by the Admissions Committee. If approved, they will be admitted under the conditions specified by the Admissions Committee. As implied above, the Admissions Committee is reponsible to set criteria for the transfer of course work; assessments to be made in each individual case.

D. A special student may be admitted to the college while still attending high school with the approval of his high school principal or other designate of his county Superintendent of Schools.

E. There are specialized programs at Indian River Community College which require admissions procedures above and beyond the presentation of a valid high school diploma, affidavit of residency, health certificate, etc. The programs also have deadline and closing dates for application for admission (see the college calendar at the front of the catalog). The programs with additional requirements and specialized procedures include, but are not limited to the following: Nursing (both Licensed Practical Nursing and Associate Degree Nursing Program), Radiologic Technology, Medical Laboratory Technology, Cosmetology, Emergency Medical Technician Training, and Dental Assistant.

For details as to deadline dates, specialized admission requirements, etc., please contact the Guidance Division, Indian River Community College.

REGISTRATION

Registration must be completed, and all fees paid by the dates specified in the Academic Calendar.

VETERANS EDUCATION (G.I. BILL)*

The training of Veterans has been approved for the Indian River Community College. Veterans are urged to apply early to their State Regional Office and obtain certification of eligibility. These forms are available in the office of the Registrar or in any V.A. office. For Florida Veterans, the location of the State Regional V.A. Office is P.O. Box 1437, St. Petersburg, Florida 33700.

Veterans must realize that certain procedures must be followed to expedite payments. It is the responsibility of the Veteran and not of the college to insure that all Veteran requirements are met. The college periodically reports the Veteran's status and certifies enrollment to the Veteran's Administration.

Veterans must enroll for a minimum of 12 semester hours during the fall and spring semesters, or a minimum of 5 semester hours during the summer terms to receive full benefits. Enrollment in fewer hours reduces monthly allotments proportionately.

It is the responsibility of the Veterans to report their change in semester hours' status to the Veterans Administration. Normally, a Veteran should allow at least 45 to 60 days after enrollment to receive his first payment.

The Veterans Affairs officer is located in the Guidance Department.

FINANCIAL AID

Indian River Community College welcomes applications from all students who without financial assistance would be unable to attend college. A number of scholarships are available through individuals, civic organizations and service clubs that contribute to the college scholarship funds in order to give everyone a chance to attend college regardless of his financial situation.

Athletic and music scholarships are available. Interested students should contact the Athletic Director or Chairman of the Fine Arts Department relative to these awards.

Government Agencies have established financial aid programs through the benevolence of the American taxpayer, as follows:

Educational Opportunity Grant, under the Higher Education act of 1965. Non-repayable awards.

National Defense Student Loans. Up to 10 years to repay after completing college.

Florida Student Loan. Payment starts after graduation.

Florida Teaching Scholarship Loan. For future teachers through competitive examinations.

Florida Nursing Loan Programs. For future nurses through competitive examinations.

Federally Insured Loan Program. Through banks and other lending agencies; repayment after completing college.

College Work-Study Program Learn and earn your way at the same time.

Regular part-time employment is also coordinated through the College Financial Aid Office. Students who need financial help should contact

*NOTE: Veterans are required to attend **all** classes **and** make sufficient educational progress; see Guidance.

their high school guidance office early in their senior year before college. Some examinations and programs must be applied for early.

Any student interested in financial aid through the college should contact the College Financial Aid Counselor at least 60 days before the semester during which he will need financial assistance.

STIPULATIONS FOR THE IRCC TRUSTEES SCHOLARSHIP

This scholarship is offered to each of the valedictorians of the area high schools.

The scholarship covers the two years of attendance at Indian River Community College and provides tuition and books.

STIPULATIONS FOR THE IRCC ACADEMIC SCHOLARSHIP

Each applicant must file an application for financial aid and the ACT form.

There must be evidence of some financial need, but the emphasis will be on scholarship.

To qualify an applicant must have a B average from high school and intend to enroll as a full-time student.

The scholarship may not exceed the cost of tuition.

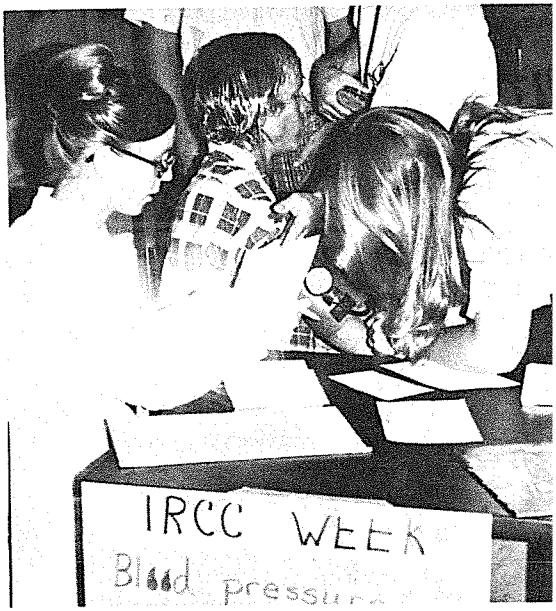
To receive the scholarship, a student must have and maintain a B average and must re-apply each term prior to registration.

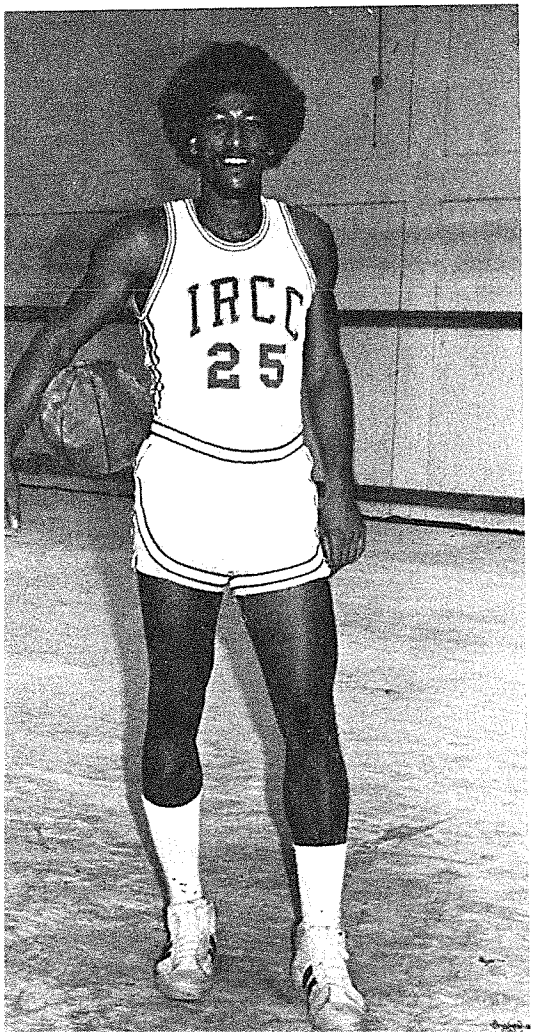
This scholarship should be considered a two-year scholarship contingent upon the student's maintaining the B grade average.

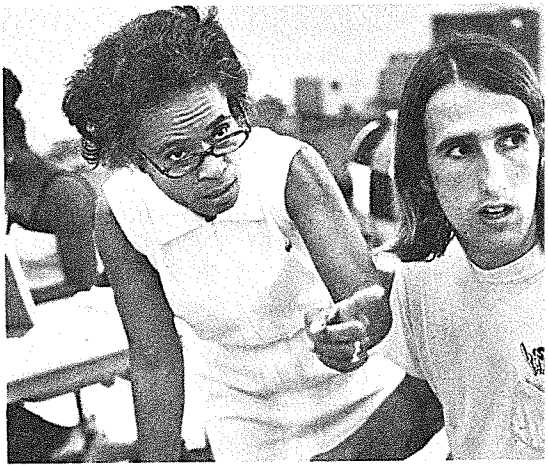
ATTENDANCE

Students enrolled at IRCC under the GI Bill or other tax supported programs (e.g. Social Security, disability etc.) are required to attend class at all times. No unexcused absences are permitted. Further, sufficient educcational progress must be maintained if eligibility is to continue. Consult Guidance for details of your legal responsibilities under these various programs.

The College does not require class attendance but is firmly convinced that a student missing more than a class or two will have difficulty passing the course. The obligation to attend class rests with the student.


IRCC WEEK


IRCC
25



DEGREE AND CERTIFICATE REQUIREMENTS

PROGRAMS AND INSTRUCTION

There are four major programs of instruction available for high school graduates at Indian River Community College. These programs are set up as follows:

Associate in Arts Degree — College Transfer Program.
Associate in Science Degree — College Technical Programs
Associate in Applied Science Degree — College Vocational Supervisory and Service Management Program.
One Year Certificate Programs — Technical or Vocational Skill.

Indian River is on a two-semester schedule, Fall and Spring, and has two summer sessions, Terms I and II. This permits a student to enter at any time of the year and to complete the program in his own time pattern.

ADULT EDUCATION and COMMUNITY SERVICE affords the opportunity to discover that learning is a never-ending process. Men and women are encouraged to continue their quest for knowledge, enrich their lives, advance their careers and acquire new ideas through community service offerings.

PUBLIC SCHOOL TEACHER TRAINING . . . Indian River offers credit for public school teachers who wish to upgrade themselves professionally and to receive recency of credit units to satisfy state certification. The college also cooperates with senior universities which offer professional credit courses for teachers and other citizens on the IRCC campus.

ADMISSION

Forms necessary for making application to the college may be obtained by writing to the Guidance Department, Indian River Community College, Fort Pierce, Florida 33450, or by visiting the Guidance Department in the Student Union.

COMPLETION/COMMENCEMENT

All students must make application for graduation, whether they are candidates for a degree or candidates for a certificate. The application for graduation is filled out by the student in the Guidance Office. The college calendar in the College Catalog lists the last date in each semester or term in which the student can make application for graduation. Attendance at graduation ceremonies is required.

GENERAL EDUCATION

General education is that combination of subjects and activities at the freshman and sophomore levels of college that are considered essential for effective participation of a citizen in his community regardless of his role in the community. While providing these needed common understandings, skills, and competencies, this program will also serve as a foundation for the pursuit of a program of a terminal nature or an academic program at the senior college level. Therefore, a course of study should include appropriate academic subjects and supplementary activities whereby the student achieves citizenship, equipped not only with a vocation, but with a better understanding of himself and a higher regard for others. One important and specific way to realize this philosophy is to guarantee teaching of the highest calibre. Implicit in this philosophy is the recognition that general education is here defined only in terms of what can

be done to assist the individual to an initial and expanding achievement of his fullest potential.

OBJECTIVES OF GENERAL EDUCATION

To foster an understanding of cultural heritage —
To develop citizenship —
To broaden skill in communications —
To encourage critical thinking —
To stimulate creativity —
To enhance physical development —
To develop moral and spiritual values —
To enhance the comprehension of the total environment —

ASSOCIATE IN ARTS DEGREE

College Transfer Program

The Associate in Arts Degree program is designed for students who intend to transfer to senior colleges and universities. It is a transfer or college parallel program. It offers a solid academic program for the first two years of college culminating in the liberal arts degree.

As its primary function, the Associate in Arts Degree program gives the student an academic experience to prepare him for continued success in his college career. A major component of the AA Degree program is the general education requirement which has as its objectives: the increased understanding of cultural heritage, the development of citizenship, the broadening of the skills of communication, the encouragement of critical thinking, the stimulation of creativity, the enhancement of physical development, the development of moral and spiritual values and comprehension of the total environment.

Students pursuing the Associate in Arts Degree satisfy the general education requirements by taking specified numbers of courses in English, Science, Physical Education, History, Social Science, Mathematics and Humanities. A large segment of the Associate in Arts program is devoted to pursuit of elective courses, (excluding occupational courses), which introduce the student to a selection of areas in which he may wish to major in his later college career.

ASSOCIATE IN ARTS DEGREE REQUIREMENT

To meet the requirements for the Associate in Arts degree, the student must complete the required courses for graduation (36 semester hours of general education), as listed below, plus at least 28 semester hours of elective courses designed for the Associate in Arts degree (excluding occupational courses). In addition to the above requirements, the student must:

1. Take the last 20 semester hours at this college unless written permission is authorized from the office of the Dean of Instruction.
2. Have a grade-point average of at least 2.0 on all college courses attempted. (Except repeated courses, in which case the last grade earned is used in calculating the grade-point average).
3. Apply for graduation at the beginning of the semester or term in which the student plans to graduate. This application must include the payment of the graduation fee.

4. Participate in all phases of the graduation exercise. (Those graduating in absentia will *not* receive the diploma.)
5. Complete the Cultural Affairs requirement.
6. Be recommended by the faculty to the President of the College for the confirmation of the degree.

It is the sole responsibility of the student to check his record to be sure that the above graduation requirements are satisfied. A Guidance Counselor will assist the student at any time in checking his course selections and the graduation requirements.

GENERAL EDUCATION

REQUIRED COURSES FOR GRADUATION

(AA DEGREE)

English — *6 semester hours*

This requirement is met through completion of Eng. 101 and Eng. 102.

Science — *6 semester hours*

The Science requirement may be met through completion of 6 semester hours in biological and/or physical science courses. In Biological and/or any physical science course (Chemistry, Physics, Geology or a combination of these). Laboratory courses are recommended for transfer purposes.

Physical Education — *4 semester hours*

The Physical Education requirement is met through the completion of PE 101, and at least one semester hour of swimming. The two remaining hours must be ACTIVITY courses.

Students who cannot participate in regular Physical Education classes because of medical limitations will have their participation modified accordingly.

The Physical Education requirement is met through regular class participation.

The Physical Education Curriculum will be required of all students with the exception of those who have medical exemptions, those who are veterans, and those who are 26 years of age or older at the time of entrance.

History — *6 semester hours*

The History requirement is met through completion of His. 101 and His. 102.

Social Science — *3 semester hours*

The Social Science requirements may be met through completion of any course from the following: ECS 201, PSY 201, PSY 205, GEO 201, SOC 201, SOC 202, SOC 203, PHI 110, PHI 210, POL 101, POL 202, APY 203.

Mathematics — *3 semester hours*

The Mathematics requirements may be met through completion of any of the following math courses: MTH 105, MTH 110, MTH 111, MTH 112, MTH 115, MTH 205.

Humanities — *8 semester hours*

To meet this requirement a student must take work in the following areas:

In Art, Hms. 201 must be taken; in Literature, Hms. 202; in Music,

Hms. 203 and in Philosophy, Hms. 204. Humanities 206 may be substituted for any one of the above.

The above 36 hours are required for the Associate in Arts Degree. In addition the student must take at least 28 semester hours of elective courses designed for an Associate in Arts Degree. Please refer to program guidelines and description of courses on the following pages.

NOTE: **No occupational courses are permitted in the Associate in Arts Degree programs.** In the catalog section on "Curriculum and Course Descriptions," courses are designated with code letters "A" for academic, "O" for Occupational, and "D" for dual.

The student must keep in mind that the Associate in Arts Degree program is a College Transfer Program. The Guidance Department is prepared to assist the student in selection of electives to fit the career which he intends to pursue when he transfers to a senior college or university. The Guidance Department will help the student select electives for the various college majors offered in the upper division.

The AA degree program certifies that the student has completed the first half (freshman and sophomore years) of a senior college program. With the AA degree, the student begins his junior year at the senior college, and may then begin programs leading to a liberal arts degree in such major areas as:

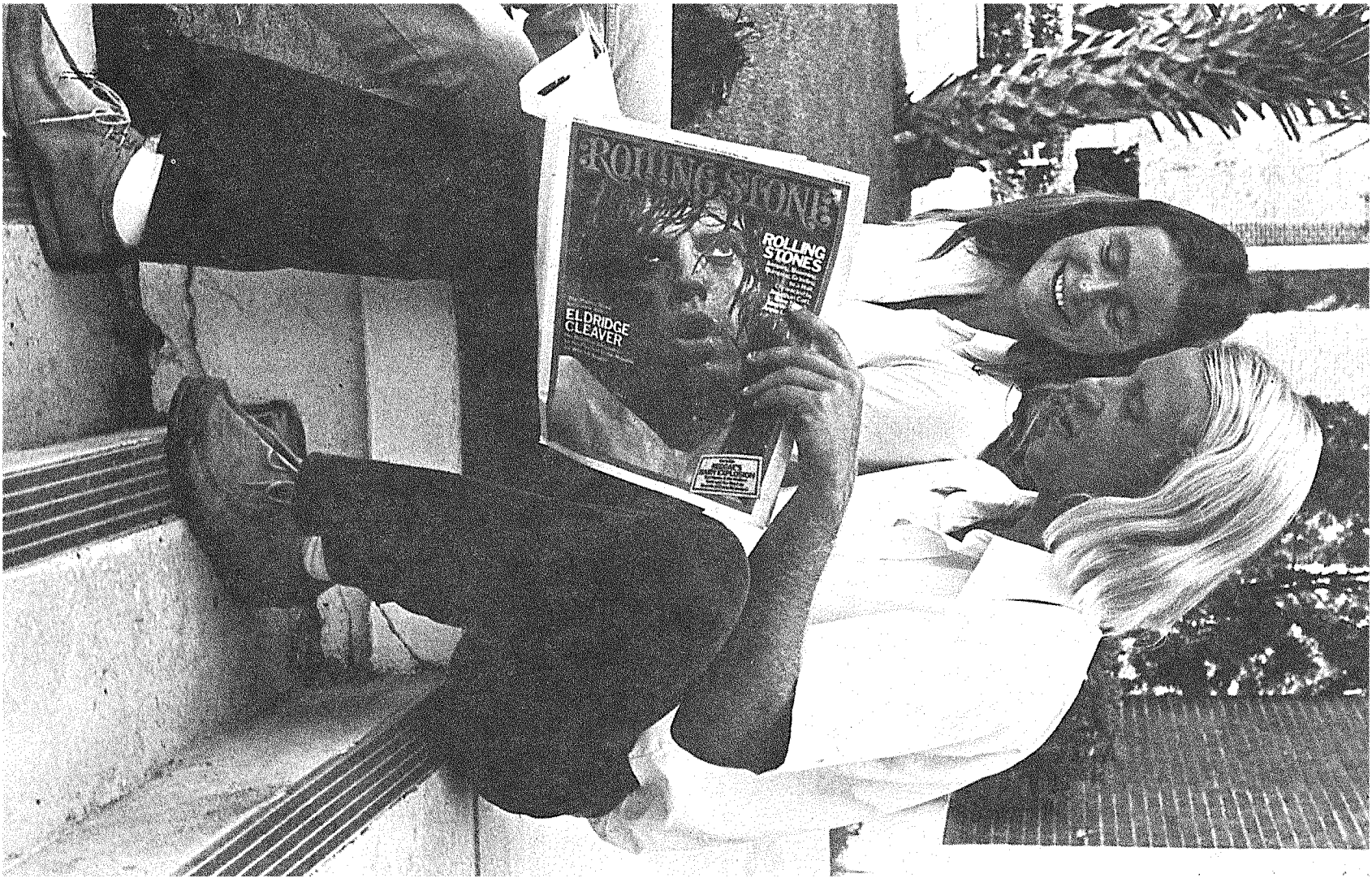
Architecture
Biology, General
Education
Engineering, General
Ocean Engineering
Creative Writing
Speech
Mathematics
Physics
Chemistry
Geology
Psychology
Social Sciences
Economics
Art
Health and Phys. Ed.
Sociology
History
Political Science
General Education
Liberal Arts
Music
French
Spanish
Medicine
Pharmacy
Physical Therapy
Pre-Medicine
English
Philosophy

PROGRAM GUIDES

To earn the Associate in Arts Degree, certain general education requirements and elective courses must be satisfactorily completed. It is in the area of electives that the greatest freedom of choice is afforded the student. It is also in the elective area that the student must select courses which will best prepare him for transfer into a particular major field at a specific college or university. For students planning to pursue a Bachelor's Degree, the following suggested programs meet the requirements for the Associate in Arts Degree and include the electives generally recommended for certain majors at most of the state universities.

Listing all recommendations and requirements for all major fields at all colleges and universities is not possible. Therefore, it is imperative that the student, who has already selected the senior college or university to which he wishes to transfer, plan his pre-professional program at Indian River Community College with the aid of a guidance counselor. In this way his program of study can be made to conform to the specific requirements for the major field he intends to enter at the senior institution he has chosen.

In planning his program of study at Indian River Community College, the student is advised to review the overall requirements of his chosen major field before making his selection from the courses acceptable for meeting general education requirements, since specific general education courses may be recommended for his particular major. The student should also review the upper level requirements of his major field in order to become acquainted with necessary prerequisites and any particular


ROLLING STONE
ROLLING STONES
ELDRIDGE CLEAVER

sequence of courses which may be required.

The suggested programs listed below do not necessarily have to be taken in the order presented. In some cases, courses are not offered each semester and the student is advised to plan ahead so as to enroll in courses when they are available.

Final responsibility for choice of program and courses selected rests with the student.

SUGGESTED PRE-PROFESSIONAL COURSES OF STUDY

The courses of study outlined below are designed for the student who plans to complete the first two years of his four year education at Indian River Community College, with an Associate in Arts Degree, for purposes of transfer to a senior institution.

PRE-AGRICULTURE

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 and ENG 102

Science ..... 6 credits
CHY 101 and CHY 102

Physical Education ..... 4 credits
PE 101 and Swimming plus two additional courses

History ..... 6 credits
HIS 101 and HIS 102

Social Science ..... 3 credits
Select from APY 203, ECS 201, PSY 201, PSY 205, GEO 201, SOC 201, SOC 202, SOC 203, PHI 203, POL 101, POL 202.

Mathematics ..... 3 credits
Select from MTH 105, MTH 110, MTH 111, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206

(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

AGR 120	Introduction to Animal Science	3 credits
AGR 230	Principles of Agricultural Economics	3 credits
AGR 110	Principles of Horticulture	3 credits
MTH 111	College Algebra	3 credits
MTH 112	Plane Trigonometry	3 credits
BIO 225	Invertebrate Zoology	4 credits
BIO 226	Vertebrate Zoology	3 credits
Optional Course Work		6 credits

PRE-ARCHITECTURE

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 and ENG 102

Science ..... 6 credits
BIO 111 and 112
Physical Education ..... 4 credits
PE 101 and Swimming plus two additional courses
History ..... 6 credits
HIS 101 and HIS 102
Social Science ..... 3 credits
PSY 201
Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS·203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

MTH 115	Pre-Calculus	5 credits
MTH 205	Analytical Geometry and Calculus I	5 credits
ART 101	Drawing	3 credits
ART 102	Drawing	3 credits
PHY 201	General Physics	4 credits
PHY 202	General Physics	4 credits
GS 101	Engineering Graphics	3 credits
Optional Course Work		1 credit

ART

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 and ENG 102
Science ..... 6 credits
Select from BIO 101, BIO 102, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204, GLG 101, PS 101, PS 102.
Physical Education ..... 4 credits
PE 101 and Swimming plus two additional courses
History ..... 6 credits
HIS 101 and HIS 102
Social Science ..... 3 credits
Select from APY 203, ECS 201, PSY 201, PSY 205, GEO 201, SOC 201, SOC 202, SOC 203, PHI 210, POL 101, POL 202
Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

ART 101	Drawing	3 credits
ART 102	Drawing	3 credits

ART 111	Color and Design	3 credits
ART 112	Color and Design	3 credits
ART 224	Graphics	3 credits
RDG 100	Developmental Reading	3 credits
Physical Science (Chemistry, Physics, Geology)		3 credits
Physical Science (Chemistry, Physics, Geology)		3 credits
Optional Course Work		4 credits

ART EDUCATION

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 and ENG 102

Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204

Physical Education ..... 4 credits
PE 101 and Swimming plus two additional courses

History ..... 6 credits
HIS 101 and HIS 102

Social Science ..... 3 credits
PSY 201

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206

(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

ART 101	Drawing	3 credits
ART 102	Drawing	3 credits
ART 111	Color and Design	3 credits
ART 112	Color and Design	3 credits
ART 224	Graphics	3 credits
RDG 100	Developmental Reading	3 credits
SPH 120	Fundamentals of Speech	3 credits
PSY 205	Educational Psychology	3 credits
Optional Course Work		4 credits

PRE-BUSINESS ADMINISTRATION

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 and ENG 102

Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204

Physical Education ..... 4 credits
PE 101 and Swimming plus two additional courses
History ..... 6 credits
HIS 101 and HIS 102
Social Science ..... 3 credits
ECS 201
Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

SPH 120	Fundamentals of Speech	3 credits
ATG 203	Principles of Accounting	3 credits
ATG 204	Principles of Accounting	3 credits
ATG 205	Principles of Accounting	3 credits
MTH 120	Elementary Statistics	3 credits
ECS 202	Principles of Economics	3 credits
ENG 235	Business Communications	3 credits
DP 120	Introduction to Data Processing	3 credits
Optional Course Work		4 credits

PRE-BUSINESS EDUCATION

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 and ENG 102
Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204
Physical Education ..... 4 credits
PE 101 and Swimming plus two additional courses
History ..... 6 credits
HIS 101 and HIS 102
Social Science ..... 3 credits
ECS 201
Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

BUS 101	Elementary Typewriting	3 credits
BUS 102	Intermediate Typewriting	3 credits
BUS 103	Advanced Typewriting	3 credits
BUS 111	Introductory Shorthand	3 credits
BUS 112	Intermediate Shorthand	3 credits
BUS 211	Dictation and Transcription	3 credits

BUS 256	Reprographics	2 credits
BUS 257	Business Machines	2 credits
ATG 203	Principles of Accounting	3 credits
ATG 204	Principles of Accounting	3 credits
ATG 205	Principles of Accounting	3 credits

BIOLOGY

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 and ENG 102

Science ..... 6 credits
BIO 111A and BIO 112A

Physical Education ..... 4 credits
PE 101 and Swimming plus two additional courses

History ..... 6 credits
HIS 101 and HIS 102

Social Science ..... 3 credits
PSY 201

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206

(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

BIO 115	Anatomy and Physiology	3 credits
BIO 116	Anatomy and Physiology	3 credits
BIO 120	Microbiology	4 credits
BIO 225	Invertebrate Zoology	4 credits
BIO 226	Vertebrate Zoology	4 credits
BIO 101	General Chemistry	4 credits
BIO 102	General Chemistry	4 credits
Optional Course Work		1 credit

BIOLOGY-EDUCATION

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 and ENG 102

Science ..... 6 credits
BIO 111A and BIO 112A

Physical Education ..... 4 credits
PE 101 and Swimming plus two additional courses

History ..... 6 credits
HIS 101 and HIS 102

Social Science ..... 3 credits
PSY 201

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

BIO 115	Anatomy and Physiology	3 credits
BIO 116	Anatomy and Physiology	3 credits
BIO 225	Invertebrate Zoology	4 credits
BIO 226	Vertebrate Zoology	4 credits
PSY 205	Educational Psychology	3 credits
PHI 203	Introduction to Logic	3 credits
RDG 100	Developmental Reading	3 credits
Optional Course Work		5 credits

CHEMISTRY

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 and ENG 102

Science ..... 6 credits
CHY 101 and CHY 102

Physical Education ..... 4 credits
PE 101 and Swimming plus two additional courses

History ..... 6 credits
HIS 101 and HIS 102

Social Science ..... 3 credits
PSY 201

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206

(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

CHY 201	Organic Chemistry	5 credits
CHY 202	Organic Chemistry	5 credits
PHY 201	General Physics	4 credits
PHY 202	General Physics	4 credits
MTH 111 and	College Algebra	3 credits
MTH 112 or	Plane Trigonometry	3 credits
MTH 115	Pre-Calculus	5 credits
Optional Course Work		1 credit

EDUCATION

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 and ENG 102

Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204

Physical Education ..... 4 credits
PE 101 and Swimming plus two additional courses

History ..... 6 credits
HIS 101 and HIS 102
Social Science ..... 3 credits
PHY 201
Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM

EDU 201	Introduction to Education	3 credits
EDU 202	Social Foundations of Education	3 credits
EDU 245	Child Growth and Development	3 credits
PSY 205	Educational Psychology	3 credits
SOC 201	Introduction to Sociology	3 credits
SPH 120	Fundamentals of Speech	3 credits
RDG 100	Developmental Reading	3 credits
RDG 101	Developmental Reading	3 credits
Optional Course Work		4 credits

PRE-ENGINEERING

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 and ENG 102
Science ..... 6 credits
PHY 203 and PHY 204
Physical Education ..... 4 credits
PE 101 and Swimming plus two additional courses
History ..... 6 credits
HIS 101 and HIS 102
Social Science ..... 3 credits
Select from APY 203, ECS 201, PSY 201, PSY 205, GEO 201, SOC 201, SOC 202, SOC 203, PHI 203, POL 101, POL 202
Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

MTH 111 and	College Algebra	3 credits
MTH 112 or	Plane Trigonometry	3 credits
MTH 115	Pre-Calculus	5 credits
MTH 205	Analytical Geometry and Calculus I	5 credits
MTH 206	Calculus II	5 credits
MTH 207	Calculus III	5 credits
MTH 120	Elementary Statistics	3 credits
PHI 203	Introduction to Logic	3 credits

GS 101	Engineering Graphics	3 credits
GS 102	Descriptive Geometry	3 credits
GLG 101	Earth Science	3 credits

ENGLISH

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 and ENG 102

Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204

Physical Education ..... 4 credits
PE 101 and Swimming plus two additional courses

History ..... 6 credits
HIS 101 and HIS 102

Social Science ..... 3 credits
Select from APY 203, ECS 201, PSY 201, PSY 205, GEO 201, SOC 201, SOC 202, SOC 203, PHI 203, POL 101, POL 202

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206

(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

ENG 201	World Literature	3 credits
ENG 202	World Literature	3 credits
ENG 215	English Literature	3 credits
ENG 216	English Literature	3 credits
ENG 224	American Literature to 1865	3 credits
ENG 225	American Literature after 1865	3 credits
ENG 100	Fundamentals of Writing	3 credits
SPH 120	Fundamentals of Speech	3 credits
RDG 100	Developmental Reading	3 credits
Optional Course Work		1 credit

PRE-FORESTRY

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 and ENG 102

Science ..... 6 credits
BIO 111A and BIO 112A

Physical Education ..... 4 credits
PE 101 and Swimming plus two additional courses

History ..... 6 credits
HIS 101 and HIS 102

Social Science ..... 3 credits
Select from APY 203, ECS 201, PSY 201, PSY 205, GEO 201, SOC 201, SOC 202, SOC 203, PHI 203, POL 101, POL 202
Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

MTH 115	Pre-Calculus	5 credits
MTH 205	Analytical Geometry and Calculus I	5 credits
CHY 101	General Chemistry	4 credits
CHY 102	General Chemistry	4 credits
PHY 201	General Physics	4 credits
PHY 202	General Physics	4 credits
GLG 101	Earth Science	3 credits
Optional Course Work		2 credits

FRENCH

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102
Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204
Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses
History ..... 6 credits
HIS 101 & HIS 102
Social Science ..... 3 credits
PSY 201 & PSY 205
Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

FR 101	Elementary French	3 credits
FR 102	Elementary French	3 credits
FR 201	Intermediate French	3 credits
FR 202	Intermediate French	3 credits
RDG 100	Developmental Reading	3 credits
SPA 101	Elementary Spanish	3 credits
SPA 102	Elementary Spanish	3 credits
Optional Course Work		7 credits

GEOLOGY

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102

Science ..... 6 credits
CHY 101 & CHY 102

Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses

History ..... 6 credits
HIS 101 & HIS 102

Social Science ..... 3 credits
Select from APY 203, ECS 201, PSY 201, PSY 205, GEO 201, SOC 201, SOC 202, SOC 203, PHI 203, POL 101, POL 202

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206

(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

GLG 101	Earth Science	3 credits
GLG 102	Historical Geology	3 credits
PHY 201	General Physics	4 credits
PHY 202	General Physics	4 credits
BIO 111	General Biology	3 credits
BIO 112	General Biology	3 credits
MTH 111	College Algebra	3 credits
MTH 112	Plane Trigonometry	3 credits
Optional Course Work		2 credits

GERMAN

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102

Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204

Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses

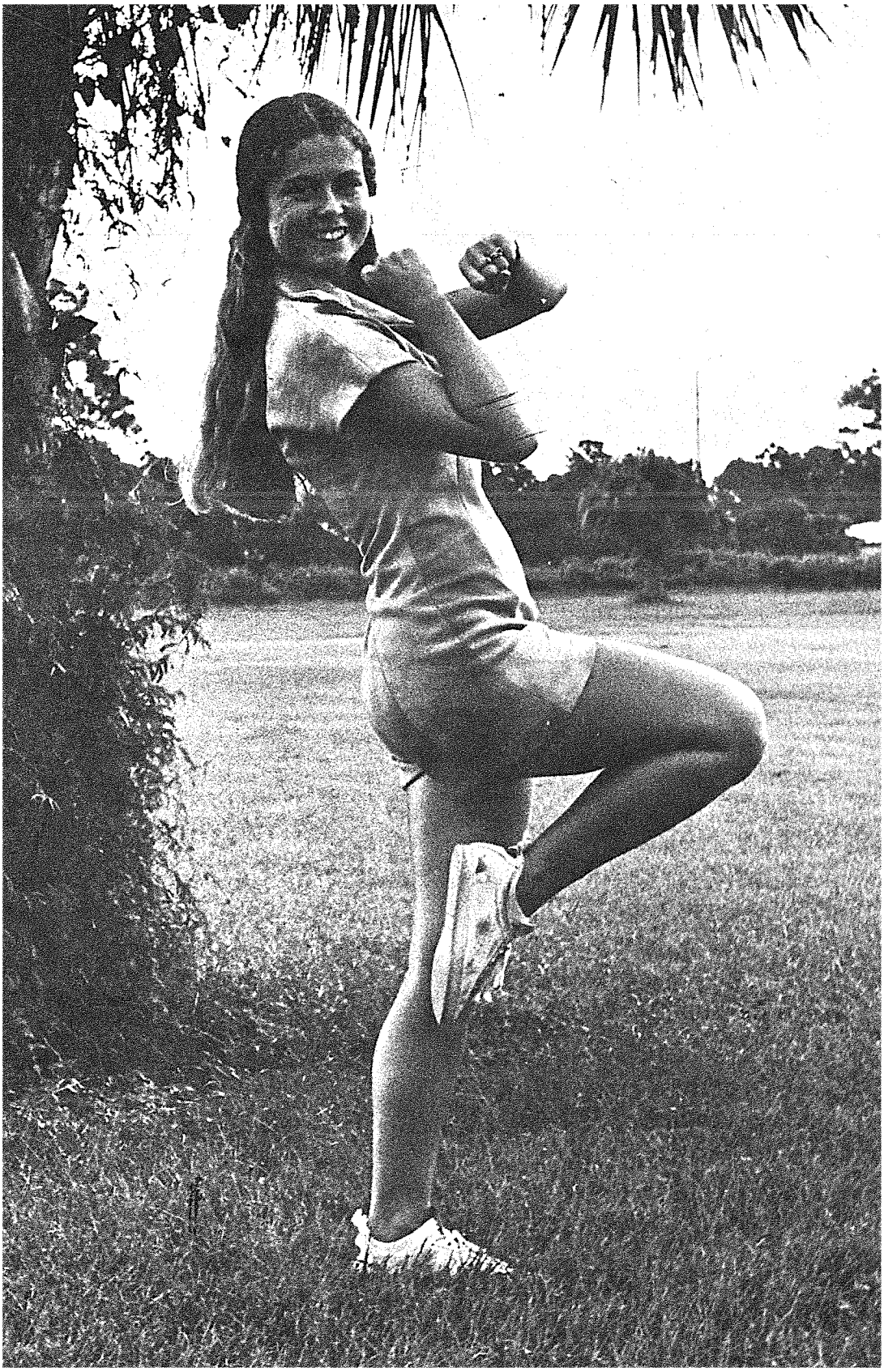
History ..... 6 credits
HIS 101 & HIS 102

Social Science ..... 3 credits
PHI 203

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206

(See page 42 for further information)



SUGGESTED ELECTIVE PROGRAM:

GER 101	Elementary German	3 credits
GER 102	Elementary German	3 credits
GER 201	Intermediate German	3 credits
GER 202	Intermediate German	3 credits
PSY 205	Educational Psychology	3 credits
EDU 245	Child Growth and Development	3 credits
Optional Course Work		10 credits

HEALTH EDUCATION

REQUIRED PROGRAM:

English ..... 6 credits
Eng 101 & ENG 102

Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204

Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses

History ..... 6 credits
HIS 101 & HIS 102

Social Science ..... 3 credits
PSY 201

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206

(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

HLT 225	Personal Health	3 credits
EDU 245	Child Growth and Development	3 credits
SPH 120	Fundamentals of Speech	3 credits
BIO 115	Anatomy and Physiology	3 credits
BIO 116	Anatomy and Physiology	3 credits
MTH 111	College Algebra	3 credits
MTH 112	Plane Trigonometry	3 credits
Optional Course Work		7 credits

HISTORY

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102

Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204

Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses
History ..... 6 credits
HIS 101 & HIS 102
Social Science ..... 3 credits
Phi 203
Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

HIS 201	American History	3 credits
HIS 202	American History	3 credits
HIS 204	The World in the Twentieth Century	3 credits
POL 101	American Government	3 credits
POL 202	State and Local Government	3 credits
RDG 100	Developmental Reading	3 credits
PSY 205	Educational Psychology	3 credits
ENG 225	American Literature after 1865	4 credits
Optional Course Work		+ credits

ITALIAN

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102
Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204
Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses
History ..... 6 credits
HIS 101 & HIS 102
Social Science ..... 3 credits
PHI 203
Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

ITL 101	Elementary Italian	3 credits
ITL 102	Elementary Italian	3 credits
ITL 201	Intermediate Italian	3 credits
ITL 202	Intermediate Italian	3 credits

PSY 205	Educational Psychology	3 credits
EDU 245	Child Growth and Development	3 credits
Optional Course Work		10 credits

JOURNALISM

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102

Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204

Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses

History ..... 6 credits
HIS 101 & HIS 102

Social Science ..... 3 credits
PSY 201

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206

See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

PHI 203	Introduction to Logic	3 credits
SPH-120	Fundamentals of Speech	3 credits
JRL 150	Survey of Communications	3 credits
JRL 151	Writing for Mass Communications	3 credits
HIS 201	American History	3 credits
HIS 202	American History	3 credits
ENG 222	Creative Writing	3 credits
Optional Course Work		7 credits

JOURNALISM-PUBLIC RELATIONS

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102

Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204

Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses

History ..... 6 credits
HIS 101 & HIS 102

Social Science ..... 3 credits
PSY 201

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

JRL 150	Survey of Communications	3 credits
JRL 151	Writing for Mass Communictions	3 credits
PHI 203	Introduction to Logic	3 credits
SPH 120	Fundamentals of Speech	3 credits
BUS 271	Human Relations in Business	3 credits
PSY 205	Educational Psychology	3 credits
Optional Course Work		10 credits

LIBERAL ARTS

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102
Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204
Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses
History ..... 6 credits
HIS 101 & 102
Social Science ..... 3 credits
PSY 201
Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 205
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

LANG 101 and	Elementary Foreign Language	3 credits
LANG 102 or	Elementary Foreign Language	3 credits
LANG 201 and	Intermediate Foreign Language	3 credits
LANG 202	Intermediate Foreign Language	3 credits
MTH 111 and	College Algebra	3 credits
MTH 112 or	Plane Trigonometry	3 credits
MTH 115	Pre-Calculus	5 credits
HIS 201	American History	3 credits
HIS 202	American History	3 credits
PHI 203	Introduction to Logic	3 credits
ENG 215	English Literature	3 credits
ENG 216	English Literature	3 credits
Optional Course Work		4 credits

MATH

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102

Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204

Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses

History ..... 6 credits
HIS 101 & HIS 102

Social Science ..... 3 credits
PSY 201

Mathematics ..... 3 credits
Select from MTH 105, MTH 11, MTH 112, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206

(See Page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

MTH 111 and	College Algebra	3 credits
MTH 112 or	Plane Trigonometry	3 credits
MTH 115	Pre-Calculus	5 credits
MTH 205	Analytical Geometry and Calculus I	5 credits
MTH 206	Calculus II	5 credits
MTH 207	Calculus III	5 credits
PHI 203	Introduction to Logic	3 credits
Optional Course Work		4 credits

MATH EDUCATION

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102

Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204

Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses

History ..... 6 credits
HIS 101 & HIS 102

Social Science ..... 3 credits
PSY 201

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206

(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

MTH 111 and	College Algebra	3 credits
MTH 112 or	Plane Trigonometry	3 credits
MTH 115	Pre-Calculus	5 credits
MTH 205	Analytical Geometry and Calculus I	5 credits
MTH 206	Calculus II	5 credits
PSY 205	Educational Psychology	3 credits
PHI 203	Introduction to Logic	3 credits
SPH 120	Fundamentals of Speech	3 credits
Optional Course Work		3 credits

PRE-MEDICAL TECHNOLOGY

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102

Science ..... 6 credits
CHY 101 & CHY 102

Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses

History ..... 6 credits
HIS 101 & HIS 102

Social Science ..... 3 credits
Select from APY 203, ECS 201, PSY 201, PSY 205, GEO 201, SOC 201, SOC 202, SOC 203, PHI 203, POL 101, POL 202

Mathematics ..... 3 credits
MTH 111

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206

(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

CHY 201	Organic Chemistry	5 credits
CHY 202	Organic Chemistry	5 credits
BIO 111	General Biology	4 credits
BIO 112	General Biology	4 credits
BIO 115	Anatomy and Physiology	3 credits
BIO 116	Anatomy and Physiology	3 credits
BIO 120	Microbiology	4 credits
BIO 226	Vertebrate Zoology	4 credits
MTH 112	Plane Trigonometry	3 credits
PHY 201	General Physics	4 credits

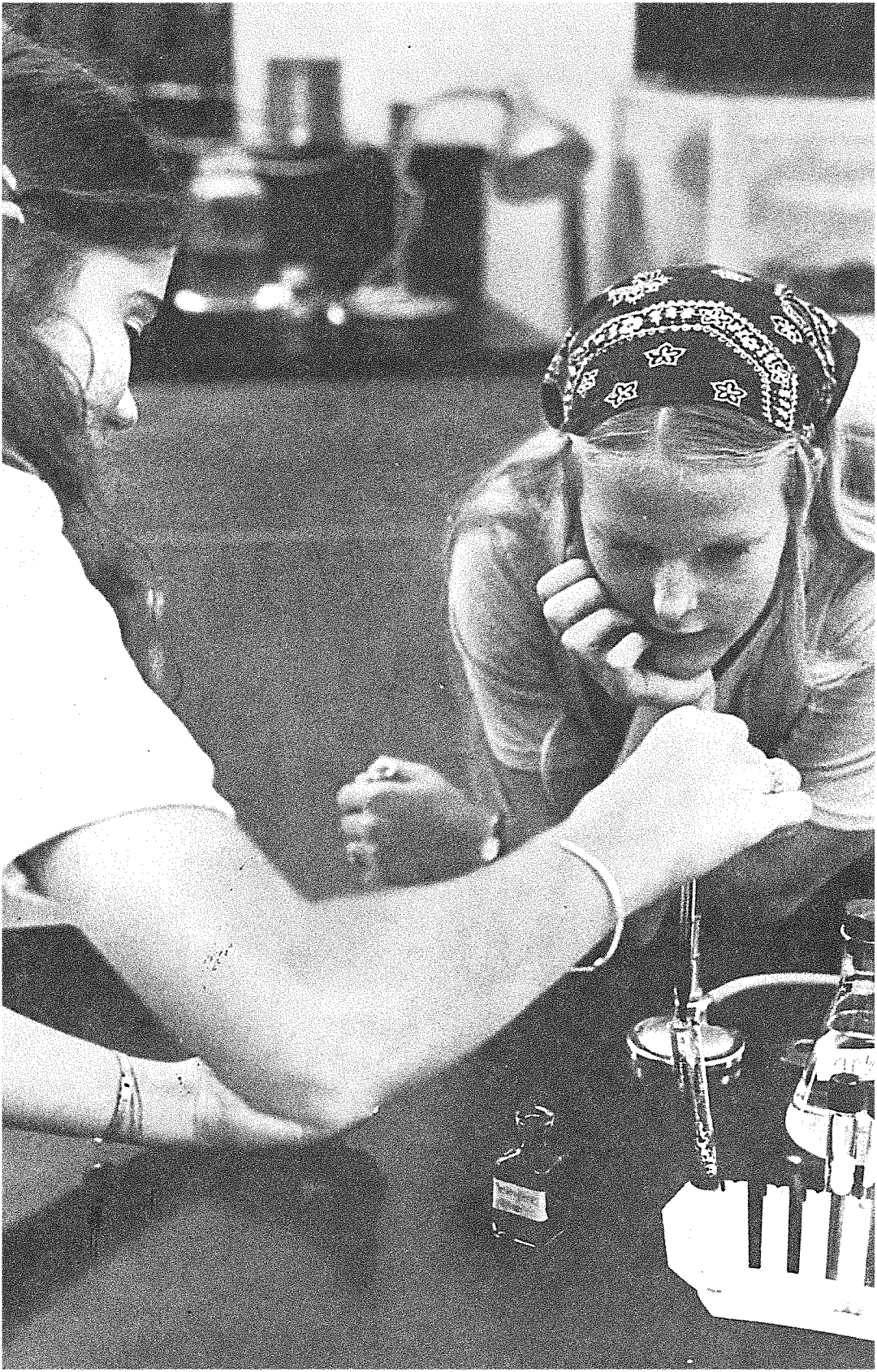
PRE-MEDICINE

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102

Science ..... 6 credits
CHY 101 & CHY 102

Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses



History ..... 6 credits
HIS 101 & HIS 102
Social Science ..... 3 credits
Select from APY 203, ECS 201, PSY 201, PSY 205, GEO 201
SOC 201, SOC 202, SOC 203, PHI 203, POL 101, POL 202
Mathematics ..... 3 credits
MTH 111
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

CHY 201	Organic Chemistry	5 credits
CHY 202	Organic Chemistry	5 credits
BIO 111	General Biology	4 credits
BIO 112	General Biology	4 credits
BIO 115	Anatomy and Physiology	3 credits
BIO 116	Anatomy and Physiology	3 credits
BIO 120	Microbiology	4 credits
BIO 225	Invertebrate Zoology	4 credits
BIO 226	Vertebrate Zoology	4 credits
MTH 205	Analytical Geometry and Calculus I	5 credits

MUSIC

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101, ENG 102

Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204

Physical Education ..... 4 credits
PE 101 and Swimming plus two additional courses

History ..... 6 credits
HIS 101, HIS 102

Social Science ..... 3 credits
PSY 201

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206

(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

MUS 110	Theory of Music	3 credits
MUS 111	Theory of Music	3 credits
MUS 210	Theory of Music	3 credits
MUS 211	Theory of Music	3 credits
MUS 230	History, Analysis and Form of Music Literature	3 credits
SPH 120	Fundamentals of Speech	3 credits
Applied Music or	Lessons in major instrument or voice each semester	4 credits
Performing Organization	College Chorale, Concert Band, or Stage Band	4 credits
Optional Course Work		6 credits

MUSIC EDUCATION

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102

Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204

Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses

History ..... 6 credits
HIS 101 & HIS 102

Social Science ..... 3 credits
PSY 201

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

MUS 110	Theory of Music	3 credits
MUS 111	Theory of Music	3 credits
MUS 210	Theory of Music	3 credits
MUS 211	Theory of Music	3 credits
PSY 205	Educational Psychology	3 credits
SPH 120	Fundamentals of Speech	3 credits
Applied Music or	Lessons in major instrument or voice each semester	4 credits
Performing Organization	Membership in College Chorale, Concert Band, or Stage Band	4 credits
Optional Course Work		6 credits

OCEAN ENGINEERING

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102
Science ..... 6 credits
BIO 111 & BIO 112
Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses
History ..... 6 credits
HIS 101 & HIS 102
Social Science ..... 3 credits
PSY 201
Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

CHY 101	General Chemistry	4 credits
CHY 102	General Chemistry	4 credits
CHY 201	Organic Chemistry	5 credits
CHY 202	Organic Chemistry	5 credits
BIO 120	Microbiology	4 credits
PHI 203	Introduction to Logic	3 credits
MTH 206	Calculus II	5 credits

PHARMACY WITH SPECIALIZATION IN GENERAL PRACTICE

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102

Science ..... 6 credits
PHY 201 & PHY 202
Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses
History ..... 6 credits
HIS 101 & HIS 102
Social Science ..... 3 credits
Select from APY 203, ECS 201, PSY 201, PSY 205, GEO 201, SOC 201, SOC 202, SOC 203, PHI 203, POL 101, POL 202
Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

CHY 101	General Chemistry	4 credits
CHY 102	General Chemistry	4 credits
CHY 201	Organic Chemistry	5 credits
CHY 202	Organic Chemistry	5 credits
BIO 111	General Biology	4 credits
BIO 112	General Biology	4 credits
MTH 205	Analytical Geometry and Calculus I	5 credits

PHILOSOPHY

REQUIRED PROGRAM:
English ..... 6 credits
ENG 101 & ENG 102
Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204
Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses
History ..... 6 credits
HIS 101 & HIS 102
Social Science ..... 3 credits
PSY 201
Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information

SUGGESTED ELECTIVE PROGRAM:

PHI 101	Introduction of Philosophy	3 credits
PHI 110	Critical and Creative Thinking	3 credits
PHI 210	Introduction to Logic	3 credits
PHI 220	Introduction to Problems of Knowledge	3 credits

PHI 240	Introduction to Ethics	3 credits
RDG 100	Development Reading	3 credits
SPH 120	Fundamentals of Speech	3 credits
PSY 205	Educational Psychology	3 credits
MTH 111	College Algebra	3 credits
Optional Course Work		1 credit

PHYSICAL EDUCATION

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101, ENG 102

Science ..... 6 credits
Select from BIO 101, BIO 102, BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204

Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses

History ..... 6 credits
HIS 101 & HIS 102

Social Science ..... 3 credits
PSY 201

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206

(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

BIO 115	Anatomy and Physiology	3 credits
BIO 116	Anatomy and Physiology	3 credits
EDU 245	Child Growth and Development	3 credits
PSY 205	Educational Psychology	3 credits
SPH 120	Fundamentals of Speech	3 credits
PE 103	Tennis and Badminton	1 credit
PE 112	Survival Swimming	1 credit
PE 106 or	Team Sports for Women	1 credit
PE 107	Team Sports for Men	1 credit
PE 104	Folk, Social, and Square Dance	1 credit
PE 105	Archery and Bowling	1 credit
PER 122	Life Saving	1 credit
HLT 225	Personal Health	3 credits
HLT 226	First Aid and Safety	3 credits
PE 200	Sports officiating	3 credits
PER 216	Community Recreation	2 credits

PHYSICAL EDUCATION-RECREATION

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102

Science ..... 6 credits
BIO 101, BIO 102, BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204
Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses
History ..... 6 credits
HIS 101 & HIS 102
Social Science ..... 3 credits
PSY 201
Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

PE 112	Survival Swimming	1 credit
PER 122	Life Saving	1 credit
PER 203	Tennis and Badminton	1 credit
PER 204	Folk, Social and Square Dance	1 credit
PER 205	Archery and Bowling	1 credit
PER 206 or	Team Sports for Women	1 credit
PER 207	Team Sports for Men	1 credit
SOC 201	Introduction to Sociology	3 credits
SOC 202	Social Problems	3 credits
ED 245	Child Growth and Development	3 credits
PSY 205	Educational Psychology	3 credits
SPH 120	Fundamentals of Speech	3 credits
Optional Course Work		7 credits

PRE-PHYSICAL THERAPY

REQUIRED PROGRAM:
English ..... 6 credits
ENG 101 & ENG 102
Science ..... 6 credits
PHY 201 & PHY 202
Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses
History ..... 6 credits
HIS 101 & HIS 102
Social Science ..... 3 credits
PSY 201
Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

BIO 115	Anatomy and Physiology	3 credits

BIO 116	Anatomy and Physiology	3 credits
BIO 225	Invertebrate Zoology	4 credits
BIO 226	Vertebrate Zoology	4 credits
BIO 120	Microbiology	4 credits
CHY 101	General Chemistry	4 credits
CHY 102	General Chemistry	4 credits
Optional Course Work		2 credits

PHYSICS

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102

Science ..... 6 credits
CHY 101 & CHY 102

Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses

History ..... 6 credits
HIS 101 & HIS 102

Social Science ..... 3 credits
Select from APY 203, ECS 201, PSY 201, PSY 205, GEO 201, SOC 201, SOC 202, SOC 203, PHI 203, POL 101, POL 202.

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for futher information)

SUGGESTED ELECTIVE PROGRAM:

PHY 203	Physics for Engineers	5 credits
PHY 204	Physics for Engineers	5 credits
MTH 111 and	College Algebra	3 credits
MTH 112 or	Plane Trigonometry	3 credits
MTH 115	Pre-Calculus	5 credits
MTH 205	Analytical Geometry and Calculus I	5 credits
MTH 206	Calculus II	5 credits
Optional Course Work		2 credits

PHYSICS-EDUCATION

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102

Science ..... 6 credits
CHY 101 & CHY 102

Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses

History ..... 6 credits
HIS 101 & HIS 102

Social Science ..... 3 credits
PSY 201

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

PHY 201	General Physics	4 credits
PHY 202	General Physics	4 credits
SPH 120	Fundamentals of Speech	3 credits
PSY 205	Educational Psychology	3 credits
EDU 245	Child Growth and Development	3 credits
PHI 203	Introduction to Logic	3 credits
Optional Course Work		8 credits

POLITICAL SCIENCE

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102

Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204

Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses

History ..... 6 credits
HIS 101 & HIS 102

Social Science ..... 3 credits
PHI 203

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

POL 101	American Government	3 credits
POL 202	State and Local Government	3 credits
HIS 201	American History	3 credits
HIS 202	American History	3 credits
HIS 204	The World in the Twentieth Century	3 credits
MTH 111	College Algebra	3 credits
MTH 112	Plane Trigonometry	3 credits
Optional Course Work		7 credits

PSYCHOLOGY

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102

Science ..... 6 credits
BIO 111 & BIO 112

Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses

History ..... 6 credits
HIS 101 & HIS 102
Social Science ..... 3 credits
PSY 201
Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

PSY 205	Educational Psychology	3 credits
EDU 245	Child Growth and Development	3 credits
MTH 120	Elementary Statistics	3 credits
SOC 201	Introduction to Sociology	3 credits
SOC 202	Social Problems	3 credits
PHI 203	Introduction to Logic	3 credits
Optional Course Work		10 credits

SOCIAL STUDIES

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102
Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204
Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses
History ..... 6 credits
HIS 101 & HIS 102
Social Science ..... 3 credits
PSY 201
Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

HIS 201	American History	3 credits
HIS 202	American History	3 credits
SPH 120	Fundamentals of Speech	3 credits
PSY 205	Educational Psychology	3 credits
EDU 245	Child Growth and Development	3 credits
SOC 201	Introduction to Sociology	3 credits
SOC 202	Social Problems	3 credits
SOC 203	Marriage and Family Adjustment	3 credits
Optional Course Work		4 credits

SOCIAL WELFARE

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102

Science ..... 6 credits
BIO 111 & BIO 112

Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses

History ..... 6 credits
HIS 101 & HIS 102

Social Science ..... 3 credits
PSY 201

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206

(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

SOC 201	Introduction to Sociology	3 credits
SOC 202	Social Problems	3 credits
PSY 205	Educational Psychology	3 credits
EDU 245	Child Growth and Development	3 credits
PHI 203	Introduction to Logic	3 credits
HLT 225	Personal Health	3 credits
MTH 120	Elementary Statistics	3 credits
Optional Course Work		7 credits

SOCIOLOGY

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101, ENG 102

Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204

Physical Education ..... 4 credits
PE 101 and Swimming plus two additional courses

History ..... 6 credits
HIS 101, HIS 102

Social Science ..... 3 credits
PSY 201

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206

(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

SOC 201	Introduction to Sociology	3 credits
SOC 202	Social Problems	3 credits
SOC 203	Marriage and Family Adjustment	3 credits

PSY 205	Educational Psychology	3 credits
PHI 203	Introduction to Logic	3 credits
MTH 120	Elementary Statistics	3 credits
APY 203	Introduction to Cultural Anthropology	3 credits
APY 202	Emergence of Man	3 credits
Optional Course Work		4 credits

SPANISH

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102

Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIM 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204

Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses

History ..... 6 credits
HIS 101 & HIS 102

Social Science ..... 3 credits
PSY 201

Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205

Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206

(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

SPA 101	Elementary Spanish	3 credits
SPA 102	Elementary Spanish	3 credits
SPA 201	Intermediate Spanish	3 credits
SPA 202	Intermediate Spanish	3 credits
PSY 205	Educational Psychology	3 credits
PHI 203	Introduction to Logic	3 credits
Optional Course Work		4 credits

SPEECH

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 & ENG 102

Science ..... 6 credits
Select from BIO 111, BIO 112, BIO 115, BIO 116, BIO 120, BIO 225, BIO 226, BIO 235, BIO 236, CHY 101, CHY 102, CHY 201, CHY 202, PHY 201, PHY 202, PHY 203, PHY 204

Physical Education ..... 4 credits
PE 101 & Swimming plus two additional courses

History ..... 6 credits
HIS 101 & HIS 102

Social Science ..... 3 credits
PSY 201
Mathematics ..... 3 credits
Select from MTH 105, MTH 111, MTH 112, MTH 115, MTH 205
Humanities ..... 8 credits
Select from HMS 201, HMS 202, HMS 203, HMS 204, HMS 206
(See page 42 for further information)

SUGGESTED ELECTIVE PROGRAM:

SPH 110	Speech Improvement	3 credits
SPH 115	Interpersonal Communications	3 credits
SPH 120	Fundamentals of Speech	3 credits
SPH 121	Advanced Speech	3 credits
EDU 245	Child Growth and Development	3 credits
PHI 203	Introduction to Logic	3 credits
PSY 205	Educational Psychology	3 credits
ENG 215	English Literature	3 credits
ENG 216	English Literature	3 credits
Optional Course Work		1 credit

ASSOCIATE IN SCIENCE DEGREE

Technical College Programs

The Associate in Science Degree program is designed for the high school graduate who wishes to develop a technical skill and enter the world of work after completing a two-year college degree. Practically every type of industry in America is looking for technicians who have developed skills beyond the high school academic experience.

The Associate in Science Degree requires the successful completion of 20 semester hours in the areas of English, Science, Physical Education and Social Science plus at least 44 semester hours in the specific technical field of the student's choice.

Indian River Community College offers the Associate in Science Degree in the following technical areas:

Agribusiness
Agricultural Mechanics
Animal Science
Banking
Building Construction
Citrus Technology and Production
Criminal Justice
Crop Technology and Production
Data Processing
Drafting
Electronics
Fashion Merchandising
Fire Science
Home Economics
Hotel-Motel Administration
Nursing
Mid-Management Institutional Food Service
Mid-Management Marketing and Retailing
Medical Technology
Radiologic Technology
Secretarial Science
Teacher Aide

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS

To meet the requirements of the Associate in Science degree, the student must complete the required courses for graduation (20 semester hours), as listed below, plus at least forty-four (44) semester hours including those courses indicated as requirements or their equivalent in specific technical fields. In addition to the above, the student must:

1. Take the last 20 semester hours at this college unless written permission is authorized from the office of the Dean of Instruction.
2. Have a grade-point average of at least 2.0 on all college courses attempted.
3. Apply for graduation at the beginning of the semester or term in which the student plans to graduate. This application must include the payment of the graduation fee.
4. Participate in all phases of the graduation exercise.
5. Complete the Cultural Affairs requirement.
6. Be recommended by the faculty to the President of the College for the confirmation of the degree.

It is the responsibility of the student, not the College, to check his records to be sure that the above graduation requirements are met in every respect. A Guidance Counselor will assist at any time with your course selections and in determining your status toward meeting the graduation requirements.

GENERAL EDUCATION
REQUIRED COURSES FOR GRADUATION
(AS DEGREE)

English *6 semester hours*

The English requirements may be met through completion of any two courses from the following: Eng. 100, Eng. 101, Eng. 102, Eng. 103, Eng. 104. (ENG 102 must be combined only with ENG 101).

Science *6 semester hours*

The Science requirement may be met through completion of six semester hours in a biological and/or physical science course.

Physical Education *2 semester hours*

PE 101 and at least a one semester hour course in swimming will satisfy this requirement.

Students who cannot participate in regular Physical Education classes because of medical limitations will have their participation modified accordingly.

The Physical Education requirement is met through regular class participation.

The Physical Education Curriculum will be required of all students with the exception of those who have medical excuses, those who are veterans, and those who are 26 years of age or more at the time of entrance.

Humanities — Social Science *6 semester hours*

The Humanities — Social Science requirement may be met by taking six semester hours from any of the following: His. 101, His. 102, Ecs. 200, Ecs. 201, Ecs. 202, Geo. 201, Soc. 201, Soc. 202, Soc. 203, Hms. 201, Hms. 202, Hms. 203, Hms. 204, Hms. 206, Psy. 201, Phi. 210, Apy. 203, Pol. 101, Pol. 202.

The above requirements must be met in order to earn the Associate in Science Degree. Forty-four (44) additional hours must be taken in specific technical fields to complete the degree program. Technical course descriptions will be found in the Description of Courses on the following pages. Also refer to Program Guidelines on the following pages.

The student should consult with the Guidance Department in the selection of the electives required for each special area of interest. The Associate in Science Degree program is a terminal program designed to provide the basic knowledge and manipulative skills required for the student to enter his own business or as a paid employee in a particular industry.

Following is a list of the special areas a student may wish to major in:

Argicultural Technology majors are offered in one or a combination of Agri-Business, Agri-Mechanics, Animal Science, Citrus Technology and Production or Crop Technology and Production.

Criminal Justice Certificate and Associate in Science Degree programs provide the basic sociological and psychological background and the technical knowledge needed for officers to deal with the social deviate. Two areas of emphasis, Law Enforcement and Corrections, are available. This Associate in Science Degree is structured to coordinate with the programs at Florida State University and Florida Atlantic University.

Data Processing Technology provides the basic knowledge and manipulative skills required to enter the field as a commercial programmer or

in preparation for further studies at upper division level. Also, it provides invaluable training for keypunch operators, computer operators, systems personnel or any other position requiring fundamental knowledge of data processing.

Drafting Technology will prepare the student to enter industry as a draftsman or prepare him for further studies in a technical field.

Electronics Technology prepares the student to enter the field of electronics as a paid employee of the electronics industry, or self-employed in his own electronics business or to pursue a Bachelor's of Technology at another institution.

Home Economics Program — A major in home economics will provide the student with a diverse background in home and family related skills. Through individual counseling special vocational preparation could be directed toward retailing, child care, teaching assistant, home management specialist or visiting homemaker.

Medical Laboratory Technology program prepares the student for eligibility to take the National Registry examination leading to certification as a Registered Medical Laboratory Technician. This is a two-year program with laboratory and theoretical courses offered at the college and practical experience at the pathology departments of Indian River Memorial Hospital, Ft. Pierce Memorial Hospital, and Martin Memorial Hospital. The student receives experience in all aspects of Medical Laboratory as required by the American Society of Clinical Pathologists.

Those who wish to apply for the Associate Degree in Medical Laboratory Technology must apply no later than May 1 of the year they plan to enter the program. The following are admission requirements:

a. Minimum age of 17.
b. High school diploma or equivalent.
c. Acceptable scores on the General Aptitude Test Battery.

Note: Experience has shown that one year each of high school biology, chemistry and algebra provides a suitable academic background for a college program in Medical Lab Technology.

Associate Degree Nursing Program prepares the student for eligibility to take the Florida State examination leading to licensure as a Registered Nurse. The program is two years in length and the student receives experience in Medical, Surgical, Maternal and Child Health, and Psychiatric Nursing.

Those who wish to apply for the Associate Degree Nursing program must apply no later than March 1 of the year one plans to enter the program. The following are the admission requirements:

a. Minimum age of 17.
b. High school diploma or equivalent.
c. U.S. citizen or have legally declared intention of becoming a citizen.
d. Acceptable academic background and an acceptable score on the National League for Nursing, Pre-Nursing and Entrance Examination.

Radiologic Technology prepares the student for eligibility to take the National Registry examinations, leading to certification as a Registered Technologist. This is a twenty-eight month program with technician courses offered at the Fort Pierce Memorial Hospital, Indian River Memo-

rial Hospital, and Martin Memorial Hospital. The student receives experience in all aspects of Radiologic Technology as required by the American Registry of Radiologic Technologists and the American Society of Radiologic Technologists.

Those who wish to apply for the Associate Degree in Radiologic Technology must apply no later than April 1 of the year they plan to enter the program. The following are the admission requirements:

a. Age 18 to 45; male or female.
b. High school diploma or equivalent.
c. An acceptable academic background and an acceptable score on a pre-entrance examination for Radiologic Technologists.

NOTE: Experience has shown that mathematics, and science courses, especially physics, chemistry and biology, are helpful in preparation for a career in x-ray technology.

Secretarial Science is designed to prepare the student for employment as a secretary, stenographer or a general office clerk. Students who are presently employed in a secretarial capacity can complete the occupational qualifications required by their employers. This major includes intensive study in business subjects combined with general education courses to provide a well-balanced program.

Teacher Aid certificate and Associate in Science programs provide both a general understanding of the social and psychological factors involved in working with children and the technical and skill competencies necessary to support the instructional activities of the professional classroom teacher, areas of emphasis available to students are Elementary, Secondary, or Secretarial.

Mid-Management Programs:

Banking, designed to prepare the student for employment in commercial banks. This program includes courses in accounting, economics, banking and finance, and management. Second year students receive on-the-job training in a financial institution. Students entering this program should see the program coordinator prior to registration.

Fashion Merchandising is designed to prepare the student for middle management employment situations in the exciting and ever-changing fashion industry. Specifically, the types of jobs this program prepares the student for include retail buyer, retail department manager, assistant to the fashion coordinator, or manager of a specialty shop.

The fashion merchandising program is occupationally oriented and involves a cooperative arrangement which integrates on-the-job training with related classroom instruction in such areas as clothing construction, personal development, retailing, and advertising.

Hotel-Motel Administration, designed to prepare the student for middle-management positions in the lodging industry. This occupationally-oriented program includes a cooperative arrangement which integrates on-the-job training in hotels or motels with classroom instruction in various aspect of business management. A third segment of this program includes leadership training provided through participation in the Indian River Community Chapter of the Distributive Education Clubs of America, better known as DECA. Students entering this program should contact the program coordinator prior to registration.

Institutional Food Services is designed to prepare students for supervisory positions at the mid-management level in cafeterias, restaurants or other businesses engaged in food service operations. The curriculum includes courses in food service technology, business administration, and general education. An internship program in the second year provides practical experience in situations to be met by a restaurant or cafeteria manager.

Marketing and Retailing is designed to prepare the student for junior executive, middle-management, sales and other positions in all facets of marketing and retailing. This occupationally oriented program includes a cooperative arrangement which integrates on-the-job training in retail, wholesale or manufacturing industries with classroom instruction in various aspects of business management. A third segment of this program includes leadership training provided through participation in the Indian River Community College Chapter of the Distributive Education Clubs of America, better known as DECA. Students entering this program should contact the program coordinator.

PROGRAM GUIDES

To earn the associate in science degree, certain general education requirements and elective courses must be satisfactorily completed, It is in the area of electives that the greatest freedom of choice is afforded the student. It is also in the elective area that the student must select courses which will best prepare him for his chosen career field. The following suggested programs meet the requirements for the associate in science degree and include the electives generally recommended for certain job preparedness.

In planning his program of study at Indian River Community College, the student is urged to consult frequently with the guidance counselor; further, the student is advised to review the overall requirements of his chosen field of study before making his selection from the courses acceptable for meeting general education requirements. The reason for this is that certain general education courses may be recommended for his particular field.

The suggested programs listed below do not necessarily have to be taken in the order presented. In some cases, courses are not offered each semester, and the student is advised to plan ahead as to enroll in courses when they are available.

Final responsibility for choice of program and courses selected rests with the student.

AGRI-BUSINESS

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104

Science ..... 6 credits
Select from Biology, Chemistry, Geology, Physics, or Physical Science

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities — Social Science ..... 6 credits
ECS 200 or ECS 201 and Select from APY 203, HIS 101, HIS 102, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202
(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

AGR 102	Agricultural Mechanics Technology I	3 credits
AGR 103	Agricultural Mechanics Technology II	3 credits
AGR 110	Principles of Horticulture	3 credits
AGR 215	Agricultural Marketing, Processing and Management	4 credits
AGR 212	Citrus Culture 1	3 credits
AGR 205	Landscape Management	3 credits
AGR 230	Principles of Agricultural Economics	3 credits
AGR 240	Agricultural Employment Experience	3 credits
BUS 132	Office Accounting	3 credits
Optional Course Work in Science, Business, Agriculture		12 credits

AGRICULTURAL MECHANICS

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104
Science ..... 6 credits
Select from Biology, Chemistry, Geology, Physics, or Physical Science
Physical Education ..... 2 credits
PE 101 and Swimming
Humanities — Social Science ..... 6 credits
ECS 200 or ECS 201 and Select from APY 203, HIS 101, HIS 102, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202
(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

AGR 102	Agricultural Mechanics Technology I	3 credits
AGR 120	Introduction to Animal Science	3 credits
AGR 103	Agricultural Mechanics Technology II	3 credits
AGR 110	Principles of Horticulture	3 credits
AGR 201	Soils and Fertilizers	3 credits
AGR 215	Agricultural Marketing, Processing and Management	4 credits
AGR 230	Principles of Agricultural Economics	3 credits
AGR 240	Agricultural Employment Experience	3 credits
BUS 121	Introduction to Business	3 credits
BUS 131	Mathematics of Business	3 credits
BUS 132	Office Accounting	3 credits
Optional Course Work Science, Business, Agriculture		6 credits

ANIMAL SCIENCE

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104

Science ..... 6 credits
Select from Biology, Chemistry, Geology, Physics, or Physical Science

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities — Social Science ..... 6 credits
ECS 200 or ECS 201 and Select from APY 203, HIS 101, HIS 102, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

AGR 102	Agricultural Mechanics Technology I	3 credits
AGR 120	Introduction to Animal Science	3 credits
AGR 103	Agricultural Mechanics Technology II	3 credits
AGR 121	Animal Nutrition	3 credits
AGR 215	Agricultural Marketing, Processing, and Management	4 credits
AGR 201	Soils and Fertilizers	3 credits
AGR 122	Animal Diseases and Pests	3 credits
AGR 230	Principles of Agricultural Economics	3 credits
AGR 240	Agricultural Employment Experience	3 credits
BUS 121	Introduction to Business	3 credits
BUS 131	Mathematics of Business	3 credits
BUS 132	Office Accounting	3 credits
Optional Course Work in Science, Business, Agriculture		3 credits

ARCHITECTURAL DRAFTING

REQUIRED PROGRAM:

English ..... 6 credits
ENG 104 and Select from ENG 100, ENG 101, ENG 102, ENG 103

Science ..... 6 credits
PS 101 & PS 102

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities — Social Science ..... 6 credits
Select from APY 203, HIS 101, HIS 102, ECS 200, ECS 201, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

GS 111	Technical Drafting	3 credits
GS 112	Technical Drafting	3 credits

GS 151	Industrial Materials	3 credits
GS 221	Architectural Drafting	3 credits
GS 222	Pictorial Drafting	3 credits
GS 223	Illustrations	3 credits
MTH 103	Technical Mathematics	3 credits
MTH 104	Technical Mathematics	3 credits
SUR 201	Elementary Surveying	3 credits
SUR 202	Advanced Surveying	3 credits
Optional Course Work		14 credits

BANKING

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104

Science ..... 6 credits
Select from Biology, Chemistry, Geology, Physics, or Physical Science

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities — Social Science ..... 6 credits
ECS 200 and select from APY 203, HIS 101, HIS 102, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

BUS 131	Mathematics of Business	3 credits
BAN 201	Principles of Bank Operations	3 credits
DP 120	Introduction to Data Processing	3 credits
BUS 101 or	Elementary Typewriting	3 credits
BUS 102	Intermediate Typewriting	3 credits
BUS 257	Business Machines	2 credits
BUS 220	Business Law	3 credits
BAN 205	Principles of Finance	3 credits
BAN 203 or	Agricultural Finance	3 credits
BAN 204	Credit Administration	3 credits
ATG 203	Principles of Accounting	3 credits
ATG 204	Principles of Accounting	3 credits
BAN 181	Banking Seminar	4 credits
BAN 281	Banking Seminar	3 credits
BAN 206	Money and Banking	3 credits
BAN 211	Bank Letters and Reports	3 credits
BAN 202	Bank Management	3 credits

BUILDING CONSTRUCTION

REQUIRED PROGRAM:

English ..... 6 credits
ENG 103 or ENG 104 and Select from ENG 100, ENG 101, ENG 102

Science ..... 6 credits
PHY 201 & PHY 203 or PHY 203 & PHY 204
Physical Education ..... 2 credits
PE 101 and Swimming
Humanities — Social Science ..... 6 credits
HMS 201, POL 101, POL 202
(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

SOC 201	Introduction to Sociology	3 credits
ATG 203	Principles of Accounting	3 credits
GLG 101	Earth Science	3 credits
DP 120	Introduction to Data Processing	3 credits
GS 101 or	Engineering Graphics	3 credits
GS 221 or	Architectural Drafting	3 credits
GS 111	Technical Drafting	3 credits
HLT 225	Personal Health	3 credits
MTH 111 &	College Algebra	3 credits
MTH 112 or	Plane Trigonometry	3 credits
MTH 115	Pre-Calculus	5 credits
MTH 205	Analytical Geometry and Calculus I	5 credits
Optional Course Work		15 credits

BUSINESS DATA PROCESSING

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104
Science ..... 6 credits
Select from Biology, Chemistry, Geology, Physics, or Physical Science
Physical Education ..... 2 credits
PE 101 and Swimming
Humanities — Social Science ..... 6 credits
Select from APY 203, HIS 101, HIS 102, ECS 200, ECS 201, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202
(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

BUS 131	Mathematics of Business	3 credits
BUS 121	Introduction to Business	3 credits
BUS 270	Personnel Management	3 credits
DP 120	Introduction to Data Processing	3 credits
DP 201	COBOL Programming I	3 credits
DP 202	COBOL Programming II	3 credits
MTH 105	Foundations of Mathematics	3 credits
MTH 120	Elementary Statistics	3 credits
MTH 201	Fortran IV	3 credits
ATG 203	Principles of Accounting	3 credits

ATG 204	Principles of Accounting	3 credits
ATG 205	Principles of Accounting	3 credits
DP 204	Advanced COBOL Programming	3 credits
DP 250	Computer Systems Design	3 credits
Optional Course Work		2 credits

CITRUS TECHNOLOGY & PRODUCTION

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104

Science ..... 6 credits
Select from Biology, Chemistry, Geology, Physics, or Physical Science

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities — Social Sciences ..... 6 credits
ECS 200 or ECS 201 and select from APY 203, HIS 101, HIS 102, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

AGR 102	Agricultural Mechanics Technology I	3 credits
AGR 103	Agricultural Mechanics Technology II	3 credits
AGR 216	Citrus Insects and Disease	3 credits
AGR 110	Principles of Horticulture	3 credits
AGR 205	Landscape Management	3 credits
AGR 212	Citrus Culture I	3 credits
AGR 215	Agricultural Marketing, Processing, and Management	4 credits
AGR 201	Soils and Fertilizers	3 credits
AGR 213	Citrus Culture II	3 credits
AGR 230	Principles of Agricultural Economics	3 credits
BUS 121	Introduction to Business	3 credits
BUS 131	Mathematics of Business	3 credits
BUS 132	Office Accounting	3 credits

CIVIL DRAFTING

REQUIRED PROGRAM:

English ..... 6 credits
ENG 104 and Select from ENG 100, ENG 101, ENG 102, ENG 103

Science ..... 6 credits
PS 101 & PS 102

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities — Social Science ..... 6 credits
Select from APY 203, HIS 101, HIS 102, ECS 200, ECS 201, ECS

202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

GS 111	Technical Drafting	3 credits
GS 112	Technical Drafting	3 credits
GS 113	Civil Drafting	3 credits
GS 115	Charts and Graphs	2 credits
GS 118	Intersections and Developments	2 credits
GS 151	Industrial Materials	3 credits
MTH 103	Technical Mathematics	3 credits
MTH 104	Technical Mathematics	3 credits
SUR 201	Elementary Surveying	3 credits
SUR 202	Advanced Surveying	3 credits
Optional Course Work		16 credits

CLERICAL TYPIST

REQUIRED PROGRAM:

English ..... 6 credits
ENG 100 or ENG 101 and select from ENG 102, ENG 103, ENG 104

Science ..... 6 credits
Select From Biology, Chemistry, Geology, Physics, or Physical Science

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities — Social Science ..... 6 credits
ECS 200 and select from APY 203, HIS 101, HIS 102, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

BUS 101	Elementary Typewriting	3 credits
BUS 102	Intermediate Typewriting	3 credits
BUS 103	Advanced Typewriting	3 credits
BUS 121	Introduction to Business	3 credits
BUS 131	Mathematics of Business	3 credits
BUS 132	Office Accounting	3 credits
BUS 250	Office Practice	3 credits
BUS 251	Secretarial Seminar & Supervised Work Experience	4 credits
BUS 255	Machine Transcription I	2 credits
BUS 256	Duplication	2 credits
BUS 257	Business Machines	2 credits
HE 220	Seminar in Personal Development	3 credits
Optional Course Work		10 credits

COMPUTER SCIENCE

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104

Science ..... 6 credits
Select from lab courses in Biology Geology, Physics

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities — Social Science ..... 6 credits
Select from APY 203, HIS 101, HIS 102, ECS 200, ECS 201, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, PSY 201. PHI 210, POL 101, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM

DP 120	Introduction to Data Processing	3 credits
DP 201	COBOL Programming I	3 credits
DP 202	COBOL PROGRAMMING II	3 credits
MTH 201	Fortran IV	3 credits
MTH 120	Elementary Statistics	3 credits
ATG 203	Principles of Accounting	3 credits
ATG 204	Principles of Accounting	3 credits
ATG 205	Principles of Accounting	3 credits
Optional Course Work		20 credits

CRIMINALISTICS

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101, ENG 102

Science ..... 6 credits
BIO 115, BIO 116

Physical Education ..... 2 credits
PE 101, Swimming

Humanities — Social Science ..... 6 credits
Select from APY 203, HIS 101, HIS 102, ECS 200, ECS 201, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

CRJ 202	Criminal Investigation	3 credits
CRJ 224	Introduction to Criminalistics	3 credits
CRJ 225	Criminalistics Laboratory	2 credits
CRJ 235	Rules of Evidence	3 credits
CRJ 240	Field Training	3 credits
MTH 101 and	Fundamentals of Mathematics	3 credits
MTH 111 or	College Algebra	3 credits
MTH 115	Pre-Calculus	5 credits
MTH 120	Elementary Statistics	3 credits
MTH 201	Fortran IV	3 credits

PHY 201	General Physics	4 credits
PHY 202	General Physics	4 credits
CHY 101	General Chemistry	4 credits
CHY 102	General Chemistry	4 credits
CHY 201	Organic Chemistry	5 credits
CHY 202	Organic Chemistry	5 credits

CRIMINAL CORRECTIONS

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101, ENG 102

Science ..... 6 credits
BIO 115, BIO 116

Physical Education ..... 2 credits
PE 101, Swimming

Humanities—Social Science ..... 6 credits
Select from APY 203, HIS 101, HIS 102, ECS 200, ECS 201, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

CRJ 200 or	Social Problems	3 credits
SOC 202	Social Problems	3 credits
CRJ 201	Introduction to Criminal Justice	3 credits
CRJ 207	Criminal Law II	3 credits
CRJ 211	Correctional Custody, Jails and Detention	3 credits
CRJ 213	Jail Administration	3 credits
CRJ 240	Field Training	3 credits
CRJ 241	Introduction to the Courts	3 credits
CRJ 210	Introduction to Corrections	3 credits
CRJ 209	Probation and Parole	3 credits
CRJ 212	Correctional Administration	3 credits
CRJ 246	Juvenile Delinquency	3 credits
CRJ 247	Juvenile Law	3 credits
SOC 201	Introduction to Sociology	3 credits
SOC 206	Criminal and Delinquent Behavior	3 credits
POL 202	State and Local Government	3 credits

CRIMINAL JUSTICE

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101, ENG 102

Science ..... 6 credits
BIO 115, BIO 116

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities—Social Science ..... 6 credits
Select from APY 203, HIS 101, HIS 102, ECS 200, ECS 201, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206 PSY 201, PHI 210, POL 101, POI 202
(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

CRJ 200 or	Social Problems	3 credits
SOC 202	Social Problems	3 credits
CRJ 201	Introduction to Criminal Justice	3 credits
CRJ 206	Criminal Law I	3 credits
CRJ 207	Criminal Law II	3 credits
CRJ 230	Constitutional Law	3 credits
CRJ 235	Rules of Evidence	3 credits
CRJ 240	Field Training	3 credits
CRJ 241	Introduction to the Courts	3 credits
CRJ 242	Police/Community Relations	3 credits
CRJ 243	Introduction to Corrections	3 credits
CRJ 246	Juvenile Delinquency	3 credits
CRJ 247	Juvenile Law	3 credits
CRJ 204	Law Enforcement and Transportation Operations	3 credits
SOC 201	Introduction to Sociology	3 credits
SOC 205	Deviant Behavior	3 credits
SOC 206	Criminal and Delinquent Behavior	3 credits
POL 202	State and Local Government	3 credits

CROP TECHNOLOGY & PRODUCTION

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104

Science ..... 6 credits
Select from Biology, Chemistry, Geology, Physics, or Physical Science

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities—Social Science ..... 6 credits
ECS 200 or ECS 201 and select from APY 203, HIS 101, HIS 102, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202
(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

AGR 102	Agricultural Mechanics Technology I	3 credits
AGR 201	Soils and Fertilizers	3 credits
AGR 103	Agricultural Mechanics Technology II	3 credits
AGR 110	Principles of Horticulture	3 credits
AGR 205	Landscape Management	3 credits
AGR 212	Citrus Culture I	3 credits

AGR 215	Agricultural Marketing, Processing and Management	4 credits
AGR 230	Principles of Agricultural Economics	3 credits
AGR 240	Agricultural Employment Experience	3 credits
BUS 121	Introduction to Business	3 credits
BUS 131	Mathematics of Business	3 credits
BUS 132	Office Accounting	3 credits
Optional Course Work in Business, Science, Agriculture		3 credits

DENTAL ASSISTANT

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101, ENG 102

Science ..... 6 credits
BIO 115, BIO 116

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities—Social Science ..... 6 credits

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

BUS 101 or 102	Elementary Typewriting	3 credits
PSY 201	Introduction to Psychology	3 credits
BUS 131	Mathematics of Business	3 credits
DEA 100	Introduction to Dental Assisting	2 credits
DEA 110	Dental Anatomy	3 credits
DEA 111	Dental Operatory	3 credits
DEA 115	Dental Materials and Techniques	3 credits
DEA 200	Dental Radiology	3 credits
DEA 220	Related Dental Theory	4 credits
DEA 221	Clinical Experience I	6 credits
DEA 222	Clinical Experience II	6 credits
BIO 120	Microbiology	4 credits
DEA 116	Dental Office Management	2 credits

EARLY CHILDHOOD EDUCATION

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104

Science ..... 6 credits
Select from Biology, Chemistry, Geology, Physics, or Physical Science

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities—Social Science ..... 6 credits
PSY 201 and select from APY 203, HIS 101, HIS 102, ECS 200, ECS 201, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

HE 140	Seminar in Early Childhood Education	4 credits
HE 141	Seminar in Early Childhood Education	4 credits
HE 240	Seminar in Early Childhood Education	4 credits
HE 241	Seminar in Early Childhood Education	4 credits
HE 131	Pre-School Child in the Family	3 credits
HE 133	Principles of Teaching the Pre-School Child	3 credits
HE 135	Creative Experiences for the Pre-School Child	3 credits
HE 220	Seminar in Personal Development	3 credits
ED 201	Introduction to Education	3 credits
SPH 110 or	Voice and Articulation Improvement	3 credits
SPH 120 or	Fundamentals of Speech	3 credits
RDG 100	Developmental Reading	3 credits
Optional Course Work		10 credits

ELECTRONICS TECHNOLOGY

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101, ENG 104

Science ..... 6 credits
PS 101, PS 102

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities—Social Science ..... 6 credits
Select from APY 203, HIS 101, HIS 102, ECS 200, ECS 201, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

ELE 101	Direct Current Circuits	4 credits
ELE 102	Alternating Current Circuits	4 credits
ELE 103	Fundamentals of Electronics	4 credits
ELE 202	Electronic Circuits Systems	4 credits
ELE 203	Advanced Electronic Circuits	4 credits
ELE 204	Semiconductor Electronics	4 credits
MTH 103	Technical Mathematics I	3 credits
MTH 104	Technical Mathematics II	3 credits
GS 231	Electronic Drafting	4 credits
Optional Course Work		10 credits

FASHION MERCHANDISING

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104

Science ..... 6 credits
Select from Biology, Chemistry, Geology, Physics, or Physical Science
Physical Education ..... 2 credits
PE 101 and Swimming
Humanities—Social Science ..... 6 credits
ECS 200 or ECS 201 and select from APY 203, HIS 101, HIS 102, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202
(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

BUS 121	Introduction to Business	3 credits
BUS 131	Mathematics of Business	3 credits
BUS 231	Principles of Retailing	3 credits
BUS 233	Salesmanship	3 credits
BUS 232	Advertising and Sales Promotion	3 credits
BUS 191	Mid-Management Seminar	4 credits
BUS 192	Mid-Management Seminar	4 credits
BUS 270	Personnel Management	3 credits
HE 101	Basic Clothing & Construction	3 credits
HE 107	Introduction to Textiles	3 credits
HE 220	Seminar in Personal Development	3 credits
ART 111 or	Color and Design	3 credits
HE 210	Art in Home and Dress	3 credits
SPH 110 or	Voice and Articulation Improvement	3 credits
SPH 120	Fundamentals of Speech	3 credits
Optional Course Work		3 credits

FIRE PREVENTION AND FIRE INVESTIGATION

REQUIRED PROGRAM:

English ..... 6 credits
ENG 104 and select from ENG 100, ENG 101, ENG 102, ENG 103
Science ..... 6 credits
CHY 100, PHY 201
Physical Education ..... 2 credits
PE 101 and Swimming
Humanities—Social Science ..... 6 credits
SOC 202, POL 202
(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

FIF 162	Basic Fire Recruit	12 credits
FIF 160	Introduction and Orientation to Firefighting	3 credits
FIF 161	Fundamentals of Fire Prevention	3 credits
FIF 261	Hazardous Materials	3 credits
FIF 262	Firefighting Tactics and Strategy	3 credits
FIF 260	Applied Fire Science	3 credits

FIF 260	Applied Fire Science	3 credits
FIF 264	Building and Fire Codes	3 credits
FIF 265	Hydraulics, Pump Operation, and Hose Streams	3 credits
FIF 266	Fire Investigation	3 credits
FIF 267	Municipal Fire Administration	3 credits
FIF 200	Fire Service Problems	3 credits
MTH 105	Foundations of Mathematics	3 credits
DP 104	Introduction to Data Processing	3 credits
PHI 203	Introduction to Logic	3 credits
CRJ 202	Criminal Investigation	3 credits
SOC 201	Introduction to Sociology	3 credits
ECS 201	Principles of Economics	3 credits

FIRE PROTECTION ENGINEER

REQUIRED PROGRAM:

English ..... 6 credits
ENG 104 and select from ENG 100, ENG 101, ENG 102, ENG 103

Science ..... 6 credits
CHY 100, PHY 201

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities—Social Science ..... 6 credits
SOC 202, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

FIF 162	Basic Fire Recruit	12 credits
FIF 160	Introduction and Orientation to Firefighting	3 credits
FIF 262	Firefighting Tactics & Strategy	3 credits
FIF 265	Fire Hydraulics, Pump Operation and Hose Streams	3 credits
FIF 260	Applied Fire Science	3 credits
FIF 261	Hazardous Materials	3 credits
FIF 267	Municipal Fire Administration	3 credits
FIF 264	Building and Fire Codes	3 credits
FIF 200	Fire Service Problems	3 credits
FIF 161	Fundamentals of Fire Prevention	3 credits
FIF 266	Fire Investigation	3 credits
FIF 298	Work Experience Internship	3 credits
FIF 163	Introduction to Marine Fire Protection	3 credits
FIF 268	Introduction to Oil Refinery and Tank Farm Fire Protection	3 credits
MTH 105	Foundations of Mathematics	3 credits
DP 105	Introduction to Data Processing	3 credits
PHI 203	Introduction to Logic	3 credits
CRJ 202	Criminal Investigation	3 credits

FIRE SUPPRESSION AND FIRE MANAGEMENT

REQUIRED PROGRAM:

English ..... 6 credits
ENG 104 and select from ENG 100, ENG 101, ENG 102, ENG 103

Science ..... 6 credits
CHY 100, PHY 201

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities — Social Science ..... 6 credits
SOC 202, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

FIF 162	Basic Fire Recruit	12 credits
FIF 160	Introduction and Orientation to Firefighting	3 credits
FIF 261	Hazardous Materials	3 credits
FIF 262	Firefighting and Strategy	3 credits
FIF 260	Applied Fire Science	3 credits
FIF 264	Building and Fire Codes	3 credits
FIF 265	Fire Hydraulics, Pump Operation, and Hose Streams	3 credits
FIF 200	Fire Service Problems	3 credits
FIF 163	Introduction to Marine Fire Protection	3 credits
FIF 268	Introduction to Oil Refinery and Tank Farm Fire Protection	3 credits
MTH 105	Foundations of Mathematics	3 credits
DP 104	Introduction to Data Processing	3 credits
PHI 203	Introduction to Logic	3 credits
CRJ 202	Criminal Investigation	3 credits
ECS 201	Principles of Economics	3 credits
SOC 201	Introduction to Sociology	3 credits

HOME ECONOMICS

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104

Science ..... 6 credits
Select from lab courses in Biology, Chemistry, Geology, Physics

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities — Social Science ..... 6 credits
Select from APY 203, HIS 101, HIS 102, ECS 200, ECS 201, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

HE 101	Clothing Selection and Construction	3 credits
ART 111	Color and Design	3 credits

HE 105 or	Nutrition	3 credits
HE 106	Basic Childhood Nutrition	3 credits
HE 107	Introduction to Textiles	3 credits
HE 131	The Pre-School Child in the Family	3 credits
HE 220	Seminar in Personal Development	3 credits
HE 210	Art in Home and Dress	3 credits
HE 205	Food for the Family	4 credits
HE 140	Seminar in Early Childhood Education	4 credits
HE 190	Cautious Consumer	3 credits
BUS 101	Elementary Typewriting	3 credits
HE 103	Pattern Design	3 credits
HE 201	Advanced Clothing Construction	3 credits
Optional Course Work		4 credits

INDUSTRIAL ARTS

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104

Science ..... 6 credits
Select from Biology, Chemistry, Geology, Physics, or Physical Science

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities — Social Science ..... 6 credits
PSY 201 and select from APY 203, HIS 101, HIS 102, ECS 200, ECS 201, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

GS 111	Technical Drafting	3 credits
GS 112	Technical Drafting	3 credits
ELE 101	Direct Current Circuits	4 credits
ELE 102	Alternating Current Circuits	4 credits
PSY 205	Educational Psychology	3 credits
Optional Course Work		27 credits

MACHINE DRAFTING

REQUIRED PROGRAM:

English ..... 6 credits
ENG 104 and Select from ENG 100, ENG 101, ENG 102, ENG 103

Science ..... 6 credits
PS 101 & PS 102

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities — Social Science ..... 6 credits
Select from APY 203, HIS 101, HIS 102, ECS 200, ECS 201, ECS

202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, PSY 201, PHI 210, POL 101, POL 202
(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

GS 111	Technical Drafting	3 credits
GS 112	Technical Drafting	3 credits
GS 115	Charts and Graphs	2 credits
GS 118	Intersections and Developments	2 credits
GS 151	Industrial Materials	3 credits
GS 241	Machine Drafting	3 credits
GS 242	Machine Drafting	3 credits
GS 243	Numerical Drafting	2 credits
GS 252	Methods of Fabrication	3 credits
MTH 103	Technical Mathematics	3 credits
MTH 104	Technical Mathematics	3 credits
Optional Course Work		14 credits

MEDICAL LAB TECHNICIAN

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101, ENG 102

Science ..... 6 credits
BIO 115, BIO 116

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities—Social Science ..... 6 credits
SOC 201, PSY 201

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

CHY 101	General Chemistry	4 credits
CHY 102	General Chemistry	4 credits
MTH 106	College Algebra	3 credits
MLT 101	Fundamentals of MLT and Hematology I	6 credits
MLT 102	Hematology II and Urinalysis	6 credits
MLT 103	Serology and Blood Bank	4 credits
MLT 201	Microbiology and Chemistry	7 credits
MLT 202	Microbiology and Chemistry	7 credits
MLT 203	MLT Topics	1 credit
MLT 204	Clinical Practicum	9 credits

MID-MANAGEMENT IN HOTEL MOTEL MANAGEMENT

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104

Science ..... 6 credits
Select from Biology, Chemistry, Geology, Physics, or Physical Science

Physical Education ..... 2 credits
PE 101 and Swimming
Humanities — Social Science ..... 6 credits
ECS 200 or ECS 201 and select from APY 203, HIS 101, HIS 102, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202
(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

BUS 121	Introduction to Business	3 credits
BUS 131	Mathematics of Business	3 credits
BUS 132	Office Accounting	3 credits
BUS 191	Mid-Management Seminar	4 credits
BUS 192	Mid-Management Seminar	4 credits
BUS 291	Mid-Management Seminar	4 credits
BUS 292	Mid-Management Seminar	4 credits
BUS 270 or	Personnel Management	3 credits
BUS 283	Principles of Management	3 credits
HMA 205	Introduction to Hotel-Motel Administration	3 credits
HMA 215	Hotel-Motel Housekeeping	3 credits
HMA 225	Front Office Procedures	3 credits
IFS 240	Food Service Supervision and Management	3 credits
SPH 120	Fundamentals of Speech	3 credits
BUS 232	Advertising and Sales Promotion	3 credits

MID-MANAGEMENT IN INSTITUTIONAL FOOD SERVICE

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104
Science ..... 6 credits
Select from Biology, Chemistry, Geology, Physics, or Physical Science
Physical Education ..... 2 credits
PE 101 and Swimming
Humanities — Social Science ..... 6 credits
Select from APY 203, HIS 101, HIS 102, ECS 200, ECS 201, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202
(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

BUS 121	Introduction to Business	3 credits
BUS 131	Mathematics of Business	3 credits
BUS 132	Office Accounting	3 credits
BUS 270 or	Personnel Management	3 credits
BUS 273	Principles of Management	3 credits

IFS 112	Nutrition	3 credits
IFS 210	Food Preparation I	3 credits
IFS 211	Food Preparation II	3 credits
IFS 212	Sanitation and Safety	3 credits
IFS 213	Use and Care of Kitchen Equipment	3 credits
IFS 230	Food Merchandising and Service	3 credits
IFS 240	Food Service Supervision and Management	3 credits
IFS 282	Food Service Seminar	4 credits
HLT 225	Personal Health	3 credits
Optional Course Work		4 credits

MID-MANAGEMENT IN MARKETING & RETAILING

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104

Science ..... 6 credits
Select from Biology, Chemistry, Geology, Physics, or Physical Science

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities — Social Science ..... 6 credits
ECS 200 or ECS 201 and select from APY 203, HIS 101, HIS 102, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201 HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

BUS 121	Introduction to Business	3 credits
BUS 131	Mathematics of Business	3 credits
BUS 132	Office Accounting	3 credits
BUS 230	Principles of Marketing	3 credits
BUS 231	Principles of Retailing	3 credits
BUS 191	Mid-Management Seminar	4 credits
BUS 192	Mid-Management Seminar	4 credits
BUS 291	Mid-Management Seminar	4 credits
BUS 292	Mid-Management Seminar	4 credits
BUS 232	Advertising and Sales Promotion	3 credits
BUS 233	Salesmanship	3 credits
BUS 220	Business Law	3 credits
BUS 270 or	Personnel Management	3 credits
BUS 283	Principles of Management	3 credits
Optional Course Work		1 credit

MID-MANAGEMENT IN REAL ESTATE

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104

Science ..... 6 credits
Select from Biology, Chemistry, Geology, Physics, or Physical Science
Physical Education ..... 2 credits
PE 101 and Swimming
Humanities — Social Science ..... 6 credits
ECS 200 or ECS 201 & PSY 201
(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

BUS 121	Introduction to Business	3 credits
BUS 131	Mathematics of Business	3 credits
BUS 132	Office Accounting	3 credits
BUS 140	Real Estate Principles and Practices	3 credits
BUS 141	Real Estate Licensing Law	3 credits
BUS 220	Business Law	3 credits
BUS 233	Salesmanship	3 credits
BUS 230	Principles of Marketing	3 credits
BUS 232	Advertising and Sales Promotion	3 credits
BUS 270 or	Personnel Management	3 credits
BUS 273	Principles of Management	3 credits
BUS 297	Mid-Management Seminar	4 credits
BUS 298	Mid-Management Seminar	4 credits
SUR 201	Elementary Surveying	3 credits

NURSING

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101, ENG 102
Science ..... 6 credits
BIO 115, BIO 116
Physical Education ..... 2 credits
PE 101 and Swimming
Humanities — Social Science ..... 6 credits
(See page 78 for further information)

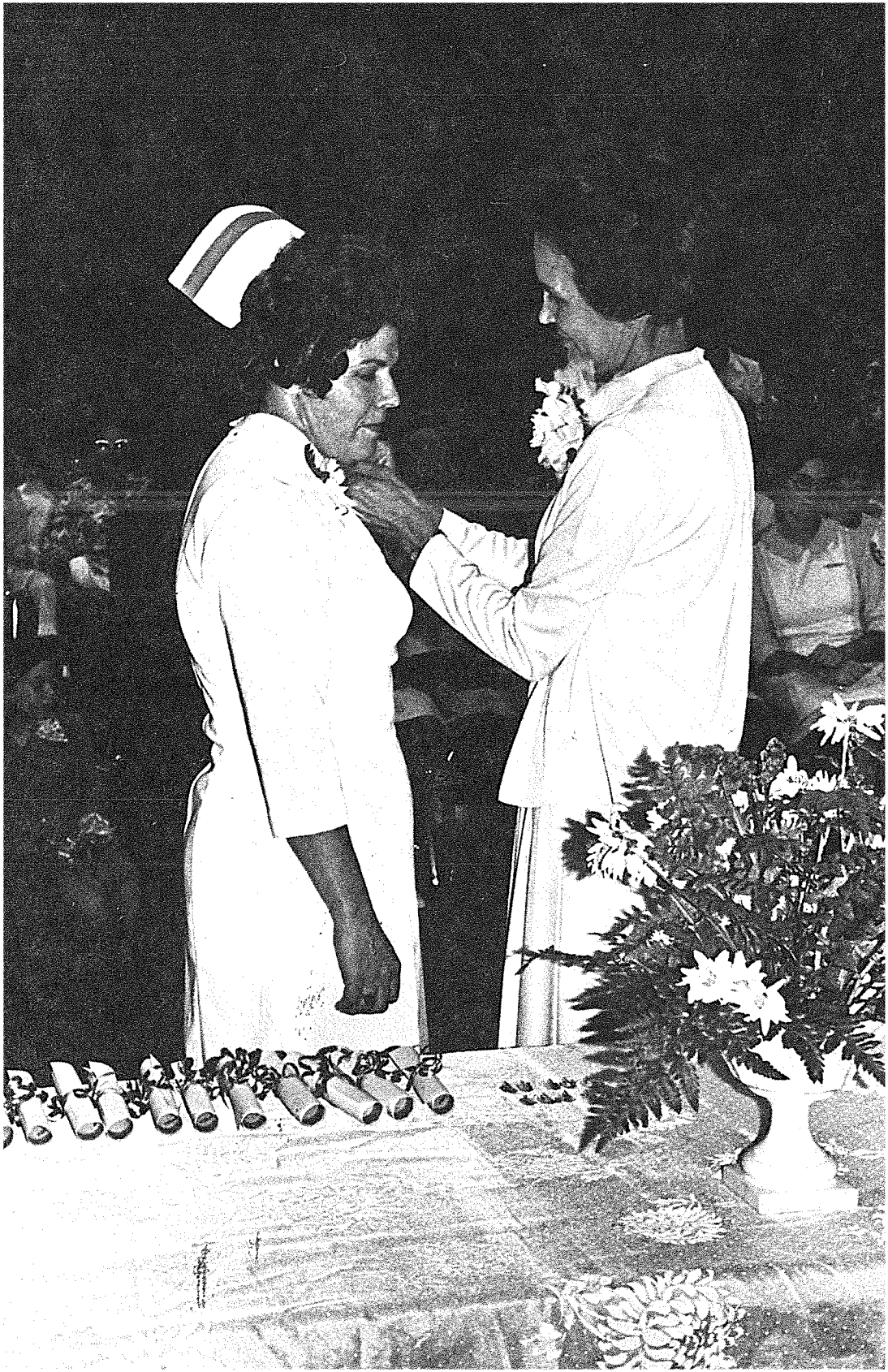
SUGGESTED ELECTIVE PROGRAM:

NS 101	Nursing Fundamentals	8 credits
NS 102	Medical Surgical Nursing	5 credits
NS 200	Medical Surgical Nursing	5 credits
NS 201	Medical Surgical Nursing	5 credits
NS 202	Psychiatric Nursing	4 credits
NS 203	Maternity Nursing	4 credits
NS 204	Pediatric Nursing	4 credits
NS 205	Nursing Trends	3 credits
HE 105	Principles of Nutrition	3 credits
BIO 120	Microbiology	4 credits
ED 245	Child Growth & Development	3 credits

PROBATIONS

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104



Science ..... 6 credits
Select from Biology, Chemistry, Geology, Physics, or Physical Science
Physical Education ..... 2 credits
PE 101 and Swimming
Humanities — Social Science ..... 6 credits
SOC 202 and select from APY 203, HIS 101, HIS 102, ECS 200, ECS 201, ECS 202, GEO 201, SOC 201, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202
(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

CRJ 215	Probation and Parole Concepts	3 credits
CRJ 216	Probation and Parole Practices	3 credits
CRJ 202	Criminal Investigation	3 credits
CRJ 230	Constitutional Law	3 credits
CRJ 235	Evidence	3 credits
CRJ 212	Corrections Concepts	3 credits
CRJ 201	Introduction to Criminal Justice	3 credits
SOC 205	Deviant Behavior	3 credits
SOC 206	Criminal and Delinquent Behavior	3 credits
Optional Course Work		17 credits

RADIOLOGIC TECHNOLOGY

REQUIRED PROGRAM:
English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104
Science ..... 6 credits
BIO 115, BIO 116
Physical Education ..... 2 credits
PE 101 and Swimming
Humanities — Social Science ..... 6 credits
Select from APY 203, HIS 101, HIS 102, ECS 200, ECS 201, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202
(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

RTE 161	Introduction to Radiologic Technology	2 credits
RTE 162	Radiologic Positioning	2 credits
RTE 164	Radiologic Positioning	2 credits
RTE 166	Radiologic Positioning	2 credits
RTE 262	Radiologic Positioning	2 credits
RTE 163	Radiologic Techniques	2 credits
RTE 165	Radiologic Techniques	2 credits
RTE 263	Radiologic Techniques	2 credits
RTE 171	Radiologic Practicum	2 credits
RTE 172	Radiologic Practicum	2 credits

RTE 173	Radiologic Practicum	1 credit
RTE 174	Radiologic Practicum	1 credit
RTE 271	Radiologic Practicum	4 credits
RTE 272	Radiologic Practicum	4 credits
RTE 273	Radiologic Practicum	1 credit
RTE 274	Radiologic Practicum	2 credits
RTE 167	Nursing and Pediatric Radiology	2 credits
RTE 265	Special Radiologic Procedures	2 credits
RTE 266	Special Radiologic Procedures	2 credits
RTE 283	Nuclear Medicine Technology	1 credit
RTE 285	Radiation Therapy	3 credits
RTE 268	Administrative Radiologic Techniques	2 credits
RTE 287	Medical and Surgical Diseases	1 credit
RTE 291	Radiologic Technology Internship	12 credits
BUS 101	Elementary Typewriting	3 credits
BUS 131	Mathematics of Business	3 credits

RANCH MANAGEMENT

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104

Science ..... 6 credits
Select from Biology, Chemistry, Geology, Physics, or Physical Science

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities — Social Science ..... 6 credits
Select from APY 203, HIS 101, HIS 102, ECS 200, ECS 201, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

AGR 102	Agricultural Mechanics Technology I	3 credits
AGR 103	Agricultural Mechanics Technology II	3 credits
AGR 110	Principles of Horticulture	3 credits
AGR 120	Introduction to Animal Science	3 credits
AGR 121	Animal Nutrition	3 credits
AGR 122	Animal Diseases and Pests	3 credits
FCR 200	Agricultural Finance	3 credits
AGR 201	Soils and Fertilizers	3 credits
AGR 215	Agricultural Marketing, Processing and Management	4 credits
AGR 202	Dairy Science, Dairy Animals and Problems Pertaining to the Dairy Industry	3 credits
AGR 240	Agricultural Employment Experience	3 credits
AGR 111	Forage Production and Use	3 credits
AGR 112	Ranch Management	3 credits

SECRETARIAL SCIENCE

REQUIRED PROGRAM:

English ..... 6 credits
ENG 101 or ENG 102, and ENG 103

Science ..... 6 credits
Select from Biology, Chemistry, Geology, Physics, or Physical Science

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities — Social Science ..... 6 credits
ECS 200 and select from APY 203, HIS 101, HIS 102, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PSY 201, PHI 210, POL 101, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

BUS 101	Elementary Typewriting	3 credits
BUS 102	Intermediate Typewriting	3 credits
BUS 103	Advanced Typewriting	3 credits
BUS 111	Introductory Shorthand	3 credits
BUS 112	Intermediate Shorthand	3 credits
BUS 211	Dictation and Transcription	3 credits
BUS 131	Mathematics of Business	3 credits
BUS 132	Office Accounting	3 credits
BUS 121	Introduction to Business	3 credits
BUS 250	Office Practice	3 credits
BUS 251	Secretarial Seminar	4 credits
BUS 255	Machine Transcription I	2 credits
BUS 256	Duplication	2 credits
BUS 257	Business Machines	2 credits
Optional Course Work		4 credits

TEACHER AIDE

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104

Science ..... 6 credits
Select from Biology, Chemistry, Geology, Physics, or Physical Science

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities — Social Science ..... 6 credits
PSY 201 and select from APY 203, HIS 101, HIS 102, ECS 200, ECS 201, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PHI 210, POL 101, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

EDU 201	Introduction to Education	3 credits

EDU 245	Child Growth and Development	3 credits
EDU 220	Educational Media Services	3 credits
HE 140	Seminar in Early Childhood Education	4 credits
BUS 131	Mathematics of Business	3 credits
BUS 132	Office Accounting	3 credits
BUS 101	Elementary Typewriting	3 credits
BUS 102	Intermediate Typewriting	3 credits
BUS 103	Advanced Typewriting	3 credits
BUS 250	Office Practice	3 credits
BUS 255	Machine Transcription I	2 credits
BUS 256	Duplication	2 credits
Optional Course Work		9 credits

TEACHER AIDE

Elementary and Secondary

REQUIRED PROGRAM:

English ..... 6 credits
Select from ENG 100, ENG 101, ENG 102, ENG 103, ENG 104

Science ..... 6 credits
Select from Biology, Chemistry, Geology, Physics, or Physical Science

Physical Education ..... 2 credits
PE 101 and Swimming

Humanities — Social Science ..... 6 credits
PSY 201 and select from APY 203, HIS 101, HIS 102, ECS 200, ECS 201, ECS 202, GEO 201, SOC 201, SOC 202, SOC 203, HMS 201, HMS 202, HMS 203, HMS 204, HMS 206, PHI 210, POL 101, POL 202

(See page 78 for further information)

SUGGESTED ELECTIVE PROGRAM:

EDU 201	Introduction to Education	3 credits
EDU 245	Child Growth and Development	3 credits
PSY 205	Educational Psychology	3 credits
EDU 210	Educational Measurement	3 credits
HE 140	Seminar in Early Childhood Education	4 credits
EDU 220	Educational Media Services	3 credits
BUS 101	Elementary Typewriting	3 credits
BUS 102	Intermediate Typewriting	3 credits
BUS 103	Advanced Typewriting	3 credits
Optional Course Work		16 credits

TECHNICAL EDUCATION CERTIFICATE

(College Credit)

One-year certificate programs are designed to prepare students to enter occupations in industry at the level of the skilled employee. At the conclu-

sion of the first semester or upon completion of the certificate program, students may elect to transfer into the two-year Associate in Science Degree program.

Technical Education Certificate programs are offered in all of the technical areas listed above under the Associate in Science Degree program except Associate Degree Nursing, Medical Laboratory Technician and Radiologic Technology. This permits a student to begin earning money at the end of one year in his chosen technical field with the possibility of completing a college degree while being gainfully employed.

The requirement for a one-year technical education college credit certificate is; satisfactory completion of thirty credit hours of course work in the technical field of the student's interest. A student may arrange through the Guidance Department a thirty-hour program of "related subjects" designed especially for him in the interest of preparing him for a predetermined job. For sequence of courses, and prerequisites, refer to the course listings beginning on page 110.

CERTIFICATE IN AGRIBUSINESS

SUGGESTED ELECTIVE PROGRAM:

AGR 102	Agricultural Mechanics Technology I	3 credits
AGR 120	Introduction to Animal Science	3 credits
AGR 212	Citrus Culture I	3 credits
AGR 215	Agricultural Marketing, Processing, and Management	4 credits
AGR 103	Agricultural Mechanics Technology II	3 credits
AGR 110	Principles of Horticulture	3 credits
AGR 230	Agricultural Economics	3 credits
Optional Course work (Business)		4 credits

CERTIFICATE IN AGRICULTURAL MECHANICS

SUGGESTED ELECTIVE PROGRAM:

AGR 102	Agricultural Mechanics Technology I	3 credits
AGR 120	Introduction to Animal Science	3 credits
AGR 201	Soils and Fertilizers	3 credits
AGR 215	Marketing, Processing, and Management	4 credits
AGR 103	Agricultural Mechanics Technology II	3 credits
AGR 110	Principles of Horticulture	3 credits
AGR 230	Agricultural Economics	3 credits
Optional Course work		4 credits

CERTIFICATE IN ANIMAL SCIENCE

SUGGESTED ELECTIVE PROGRAM:

AGR 102	Agricultural Mechanics Technology I	3 credits
AGR 120	Introduction to Animal Science	3 credits

AGR 201	Soils and Fertilizers	3 credits
AGR 215	Marketing, Processing, and Management	4 credits
AGR 103	Agricultural Mechanics Technology II	3 credits
AGR 110	Principles of Horticulture	3 credits
AGR 121	Animal Nutrition	3 credits
AGR 122	Animal Diseases and Pests	3 credits
AGR 230	Agricultural Economics	3 credits

CERTIFICATE IN CITRUS TECHNOLOGY AND PRODUCTION

SUGGESTED ELECTIVE PROGRAM:

AGR 102	Agricultural Mechanics Technology I	3 credits
AGR 201	Soils and Fertilizers	3 credits
AGR 212	Citrus Culture I	3 credits
AGR 205	Landscape Management	3 credits
AGR 215	Agricultural Marketing, Processing, and Management	4 credits
AGR 103	Agricultural Mechanics Technology II	3 credits
AGR 110	Principles of Horticulture	3 credits
AGR 213	Citrus Culture II	3 credits
AGR 216	Citrus Insects and Diseases	3 credits
AGR 230	Agricultural Economics	3 credits

CERTIFICATE IN CLERICAL TYPING

SUGGESTED ELECTIVE PROGRAM:

ENG 100 or	Fundamentals of Writing	3 credits
ENG 101	Communications	3 credits
ENG 103	Secretarial Communications	3 credits
RDG 100 or	Developmental Reading	3 credits
RDG 101	Developmental Reading	3 credits
BUS 101 or	Elementary Typewriting	3 credits
BUS 102 or	Intermediate Typewriting	3 credits
BUS 103	Advanced Typewriting	3 credits
BUS 121	Introduction to Business	3 credits
BUS 131	Mathematics of Business	3 credits
BUS 255	Machine Transcription I	2 credits
BUS 256	Duplication	2 credits
BUS 257	Business Machines	2 credits
BUS 132	Office Accounting	3 credits
BUS 250	Office Practice	3 credits

CERTIFICATE IN CROP TECHNOLOGY & PRODUCTION

SUGGESTED ELECTIVE PROGRAM:

AGR 102	Agricultural Mechanics Technology I	3 credits
AGR 201	Soils and Fertilizers	3 credits

AGR 212	Citrus Culture I	3 credits
AGR 215	Marketing, Processing, and Management	3 credits
AGR 205	Landscape Management	3 credits
AGR 103	Agicultural Mechanics Techology II	3 credits
AGR 110	Principles of Horticulture	3 credits
AGR 230	Agricultural Economics	3 credits
Optional Course Work in Agriculture		2 credits

CERTIFICATE IN DENTAL ASSISTING

SUGGESTED ELECTIVE PROGRAM:

BUS 101 or 102	Elementary Typewriting	3 credits
ENG 100 or 101	Communications	3 credits
BIO 120	Microbiology	4 credits
DEA 100	Introduction to Dental Assisting	2 credits
DEA 110	Dental Anatomy	3 credits
DEA 111	Dental Operatory	3 credits
DEA 115	Dental Materials and Techniques	3 credits
DEA 116	Dental Office Management	2 credits
DEA 200	Dental Radiology	3 credits
DEA 220	Related Dental Theory	4 credits
DEA 221	Clinical Experience I	6 credits
DEA 222	Clinical Experience II	6 credits

CERTIFICATE IN INSURANCE

SUGGESTED ELECTIVE PROGRAM:

INS 201	Life and Health Insurance	3 credits
INS 202	Life Insurance Law	3 credits
INS 203	Group Insurance	3 credits
INS 204	Pension Planning	3 credits
INS 205	Income Taxation	3 credits
INS 206	Investments	3 credits
INS 207	Accounting and Finance	3 credits
INS 208	Economics	3 credits
INS 209	Business Insurance	3 credits
INS 210	Estate Planning and Taxation	3 credits

CERTIFICATE IN STENOGRAPHY

SUGGESTED ELECTIVE PROGRAM:

ENG 100 or	Fundamentals of Writing	3 credits
ENG 101	Communications	3 credits
ENG 103	Secretarial Communications	3 credits
BUS 101 or	Elementary Typewriting	3 credits
BUS 102 or	Intermediate Typewriting	3 credits
BUS 103	Advanced Typewriting	3 credits
BUS 111 or	Introductory Shorthand	3 credits
BUS 112 or	Intermediate Shorthand	3 credits
BUS 211	Dictation and Transcription	3 credits

BUS 121	Introduction to Business	3 credits
BUS 131	Mathematics of Business	3 credits
BUS 132	Office Accounting	3 credits
BUS 250	Office Practice	3 credits

Optional Course work to total 30 hours

CERTIFICATE IN TEACHER AIDE

SUGGESTED ELECTIVE PROGRAM:

ENG 100	Fundamentals of Writing	3 credits
BUS 101 or	Elementary Typewriting	3 credits
BUS 102 or	Intermediate Typewriting	3 credits
BUS 103	Advanced Typewriting	3 credits
EDU 245	Child Growth and Development	3 credits
HEN 212	Health and First Aid	3 credits
EDU 220	Educational Media Services	3 credits
EDU 210	Educational Measurement	3 credits
HE 140	Seminar in Early Childhood Education	4 credits
BUS 256	Duplication	2 credits

ASSOCIATE IN APPLIED SCIENCE DEGREE PROGRAM

For requirements, sequence of courses, and prerequisite in the Associate in Applied Science Degree, Vocational College Supervisory and Service Management Program, see the following pages of the catalog.

ASSOCIATE IN APPLIED SCIENCE DEGREE

Vocational College Supervisory and Service Management Program

The Associate in Applied Science Degree program is designed to give the student a two-year vocational college program in which he must complete 60 hours of credits as specified below:

a. 18 hours of General Education from: English, Reading, Speech, and Social Science (with no more than six hours in any one area).
b. 12 hours of business, technical, industrial or other electives designed to support and expand the student's program. Depending on program emphasis, these could include such courses as: Introduction to Business, Business Math, Office Accounting, Personnel Management, OSHA, Industrial Math, and Metallurgy.
c. 30 hours of Vocational Service Management.

The Associate in Applied Science Degree can be earned in the following vocational specialties:

Auto Body and Fender Repair
Air Conditioning, Refrigeration and Heating
Auto Mechanics
Cosmetology (1200-hour program)
Secretarial Science
Radio/TV
Vocational Drafting
Welding

ASSOCIATE IN APPLIED SCIENCE DEGREE REQUIREMENT

To meet the requirements for the Associate in Applied Science Degree, the student must complete the required courses for graduation; 30 hours of Vocational Service Management, plus at least 18 hours of General Education and 12 hours of Business, Technical or other electives. In addition, the student must:

1. Take the last 20 hours at this college unless written permission is authorized from the office of the Dean of Instruction.
2. Have a grade-point average of 2.0 on all college courses attempted.
3. Apply for graduation at the beginning of the semester or term in which the student plans to graduate. This application must include the payment of the graduation fee.
4. Participate in all phases of the graduation exercise.
5. Complete the Cultural Affairs requirement.
6. Be recommended by the faculty to the President of the College for the confirmation of the degree.

On the following pages is a list of course descriptions pertaining to the Associate in Applied Science Degree program. Also, special information on the Cosmetology and Practical Nurse program plus information on the One-Year Vocational Certificate program is given.

FEDERAL
OF
FERENCE
BUILDING

PROGRAM GUIDES

To earn the Associate in Applied Science degree, certain general education requirements and elective courses must be satisfactorily completed. It is in the area of electives that the greatest freedom of choice is afforded the student. It is also in the elective area that the student must select courses which will best prepare him for his chosen career field. The following suggested programs meet the requirements for the Associate in Applied Science degree and include the electives generally recommended for certain job preparedness.

In planning his program of study at Indian River Community College, the student is urged to consult frequently with a guidance counselor; further, the student is advised to review the overall requirements of his chosen field of study before making his selection from the courses acceptable for meeting general education requirements. The reason for this is that certain general education courses may be recommended for his particular field.

The suggested programs listed below do not necessarily have to be taken in the order presented. In some cases, courses are not offered each semester, and the student is advised to plan ahead as to enroll in courses when they are available.

Final responsibility for choice of program and courses selected rests with the student.

AIR CONDITIONING/REFRIGERATION SERVICE MANAGEMENT

REQUIRED PROGRAM:

General Education Requirements ..... 18 credits
Select from: English, Reading, Speech, and Social Studies, (with no more than six hours in any one area)

Business, Technical or Industrial ..... 12 credits

WEL 131	Welding Services	3 credits
IND 131	Industrial Math	3 credits
PSC 100	OSHA Special	2 credits
IND 191	Industrial Seminar and Supervised Work	4 credits

(See page 110 for further information)

SUGGESTED ELECTIVE PROGRAM:

ACG 131	Basic Refrigeration	3 credits
ACG 133	Basic Electricity I	3 credits
ACG 134	Basic Electricity II	3 credits
ACG 135	Applied Electricity I	3 credits
ACG 136	Applied Electricity II	3 credits
ACG 137	Components of Refrigeration	3 credits
ACG 252	Heating and Cooling Load Calculation	3 credits
ACG 253	Duct Systems	3 credits
ACG 254	Heat	3 credits
ACG 255	Air Conditioning and Heating Service Management	3 credits

AUTO BODY AND FENDER REPAIR

REQUIRED PROGRAM:

General Education Requirements ..... 18 credits
Select from: English, Reading, Speech, and Social Studies, (with no more than six hours in any one area).

Business, Technical or Industrial ..... 12 credits
Select from: Introduction to Business, Business Mathematics, Office Accounting, Personnel Management, Graphics, Mid-Management Seminar or other electives designed to support and expand elective program.

(See page 110 for further information)

SUGGESTED ELECTIVE PROGRAM:

ABF 131	Auto Body and Frame Construction	3 credits
ABF 132	Basic Auto Body and Fender Repair	3 credits
ABF 133	Advanced Auto Body and Fender Repair	3 credits
ABF 134	Advanced Auto Body Collision Repair	3 credits
ABF 135	Auto Body Fiberglass and Plastic	3 credits
ABF 252	Advanced Auto Body Welding	3 credits
ABF 253	Basic Auto Body Refinishing	3 credits
ABF 254	Advanced Auto Refinishing	3 credits
ABF 136	Advanced Fiberglass	3 credits
ABF 225	Advanced Custom Refinishing	3 credits
AUS 131	Introduction to Auto Mechanics	3 credits
AUS 132	Automotive Service and Minor Repair	3 credits
Optional Course Work		3 credits

AUTO MECHANICS

REQUIRED PROGRAM:

General Education Courses ..... 18 credits
Select from: English, Reading, Speech, and Social Studies (with no more than six hours in any one area).

Business, Technical or Industrial ..... 12 credits
Select from: Introduction to Business, Business Mathematics, Office Accounting, Personnel Management, Graphics, Mid-Management Seminar or other electives designed to support and expand elective program.

(See page 110 for further information)

SUGGESTED ELECTIVE PROGRAM:

AUS 131	Introduction to Auto Mechanics	3 credits
AUS 132	Auto Service and Repair	3 credits
AUS 133	Introduction to Automotive Engine	3 credits
AUS 134	Engine Tune-Up	3 credits
AUS 135	Introduction to Automotive Chassis	3 credits
AUS 136	Chassis Service I	3 credits
AUS 151	Introduction to Automotive Electrical Systems	3 credits

AUS 252	Automotive Organization and Service Management	3 credits
AUS 253	Chassis Service II	3 credits
AUS 255	Engine Overhaul	3 credits
AUS 256	Advanced Electricity, Trouble Shooting	3 credits
AUS 259	Auto Mechanics Special	Various
TECHNICAL ELECTIVES:		
BUS 131	Mathematics of Business	3 credits
ACG 251	Automotive Air Conditioning	3 credits

COSMETOLOGY

REQUIRED PROGRAM:

General Education Requirements ..... 18 credits
Select from: English, Reading, Speech, and Social Studies, (with no more than six hours in any one area).

Business, Technical or Industrial ..... 12 credits
Select from Introduction to Business, Mathematics of Business, Office Accounting, Personnel Management, Graphics, Mid-Management Seminar or other electives designed to support and expand elective program.

(See page 110 for further information)

SUGGESTED ELECTIVE PROGRAM:

Twelve hundred clock hour program in cosmetology — preparation for state licensing. Subjects in the following areas:

- Florida Law
- Sterilization and Sanitation
- Bacteriology
- Shampoos and Related Chemistry
- Hairstyling
- Chemistry of Hair and Skin
- Hair and Scalp Treatments
- Manicuring and Pedicuring and Related Anatomy
- Facials and Related Anatomy
- Massage and Related Anatomy
- Hair Cutting
- Hair Coloring and Related Chemistry
- Permanent Waving and Related Chemistry
- Chemical Hair Straightening and Related Chemistry
- Thermal Pressing Curling
- Wigs and Hair Pieces
- Light Therapy and Related Anatomy
- Beauty Salon Management

EXECUTIVE SECRETARY

REQUIRED PROGRAM:

Reading ..... 6 credits
RDG 100, and RDG 101 or 102

English ..... 6 credits
ENG 100 or ENG 101, and ENG 103 or ENG 235
Social Science ..... 6 credits
SOC 201 and ECS 200
(See page 79 for further information)

SUGGESTED ELECTIVE PROGRAM:

*BUS 111	Introductory Shorthand	3 credits
BUS 112	Intermediate Shorthand	3 credits
BUS 211	Dictation and Transcription	3 credits
**BUS 101	Elementary Typewriting	3 credits
BUS 102	Intermediate Typewriting	3 credits
BUS 103	Advanced Typewriting	3 credits
BUS 121	Introduction to Business	3 credits
BUS 131	Mathematics of Business	3 credits
BUS 132	Office Accounting	3 credits
BUS 220	Business Law I	3 credits
BUS 250	Office Practice	3 credits
BUS 256	Reprographics	2 credits
BUS 257	Business Machines	2 credits
BUS 251	Secretarial Seminar and Supervised Work Experience	4 credits
BUS 197	Leadership Development	3 credits
BUS 115	Machine Shorthand I	3 credits
BUS 215	Machine Shorthand II	3 credits
BUS 255	Machine Transcription I	3 credits
BUS 265	Machine Transcription II	3 credits
BUS 273	Principles of Management	3 credits
SPH 110	Speech Improvement	3 credits
BUS 299	CPS Review Seminar	4 credits

*Students who have satisfactorily completed one year of high school shorthand should enroll in BUS 112. Students who have satisfactorily completed two years of high school shorthand should enroll in BUS 211.

**Students who have satisfactorily completed one year of high school typewriting should enroll in BUS 102. Students who have satisfactorily completed two years of high school typewriting should enroll in BUS 103.

LEGAL SECRETARY

REQUIRED PROGRAM:

English ..... 6 credits
ENG 100 or ENG 101, and ENG 103 or ENG 235
Reading ..... 6 credits
RDG 100, and RDG 101 or RDG 102
Social Science ..... 6 credits
SOC 201 and ECS 200
(See page 79 for further information)

SUGGESTED ELECTIVE PROGRAM:

*BUS 111	Introductory Shorthand	3 credits
BUS 112	Intermediate Shorthand	3 credits
BUS 211	Dictation & Transcription	3 credits
**BUS 101	Elementary Typewriting	3 credits

BUS 102	Intermediate Typewriting	3 credits
BUS 103	Advanced Typewriting	3 credits
BUS 121	Introduction to Business	3 credits
BUS 131	Mathematics of Business	3 credits
BUS 132	Office Accounting	3 credits
BUS 115	Machine Shorthand I	3 credits
BUS 215	Machine Shorthand II	3 credits
BUS 220	Business Law I	3 credits
BUS 221	Business Law II	3 credits
BUS 250	Office Practice	3 credits
BUS 251	Secretarial Seminar & Supvd. Work Experience	4 credits
BUS 240	Legal Secretarial Practices & Procedures I	3 credits
BUS 241	Legal Secretarial Practices & Procedures II	3 credits
BUS 255	Machine Transcription I	3 credits
BUS 265	Machine Transcription II	3 credits
BUS 257	Business Machines	2 credits
BUS 299	CPS Review Seminar	4 credits
BUS 197	Leadership Development	3 credits

*Students who have satisfactorily completed one year of high school school shorthand should enroll in BUS 112. Students who have satisfactorily completed two years of high school shorthand should enroll in BUS 211.

**Students who have satisfactorily completed one year of high school typewriting should enroll in BUS 102. Students who have satisfactorily completed two years of high school typewriting should enroll in BUS 103.

LICENSED PRACTICAL NURSING

REQUIRED PROGRAM:

18 hours of general education from: English, Reading, Speech and Social Science (with no more than six hours in any one area).

(See page 79 for further information)

SUGGESTED ELECTIVE PROGRAM:

LPN 100	Vocational Adjustments	2 credits
LPN 102	Health	2 credits
LPN 104	Body Structure and Function	3 credits
LPN 106	Lifespan and Nutrition	3 credits
LPN 108	Fundamentals of Nursing	5 credits
LPN 200	Drugs and Solutions	3 credits
LPN 202	Maternal-N.B.-Child Nursing	6 credits
LPN 204	Introduction to Med-Surg Nursing	6 credits
LPN 206	Medical-Surgical Nursing	6 credits
LPN 208	Comprehensive Nursing Review	6 credits

MEDICAL SECRETARY

REQUIRED PROGRAM:

English ..... 6 credits

ENG 100 or ENG 101, and ENG 103 or ENG 235

Reading ..... 6 credits
RDG 100, and RDG 101 or RDG 102
Social Science ..... 6 credits
SOC 201 and ECS 200
(See page 79 for further information)

SUGGESTED ELECTIVE PROGRAM:

*BUS 111	Introductory Shorthand	3 credits
BUS 112	Intermediate Shorthand	3 credits
BUS 211	Dictation and Transcription	3 credits
**BUS 101	Elementary Typewriting	3 credits
BUS 102	Intermediate Typewriting	3 credits
BUS 103	Advanced Typewriting	3 credits
BUS 115	Machine Shorthand I	3 credits
BUS 215	Machine Shorthand II	3 credits
BUS 121	Introduction to Business	3 credits
BUS 131	Mathematics of Business	3 credits
BUS 132	Office Accounting (medical practicum)	3 credits
BUS 255	Machine Transcription	3 credits
BUS 265	Machine Transcription II	3 credits
BUS 266	Medical Transcription	3 credits
BUS 256	Reprographics	2 credits
HLT 226	First Aid and Safety	3 credits
BUS 257	Business Machines	2 credits
BUS 252	Medical Office Practice	3 credits
BUS 251	Secretarial Seminar and Supervised Work Experience	4 credits
BUS 299	CPS Review Seminar	4 credits
BUS 197	Leadership Development	3 credits
BUS 273	Principles of Management	3 credits

*Students who have satisfactorily completed one year of high school shorthand should enroll in BUS 112. Students who have satisfactorily completed two years of high school shorthand should enroll in BUS 211.

**Students who have satisfactorily completed one year of high school typewriting should enroll in BUS 102. Students who have satisfactorily completed two years of high school typewriting should enroll in BUS 103.

OFFICE ADMINISTRATION

REQUIRED PROGRAM:

English ..... 6 credits
ENG 100 or ENG 101, and ENG 103 or ENG 235
Reading ..... 6 credits
RDG 100, and RDG 101 or RDG 102
Social Science ..... 6 credits
SOC 201 and ECS 200
(See page 79 for further information)

SUGGESTED ELECTIVE PROGRAM:

*BUS 111	Introductory Shorthand	3 credits

BUS 112	Intermediate Shorthand	3 credits
BUS 211	Dictation and Transcription	3 credits
**BUS 101	Elementary Typewriting	3 credits
BUS 102	Intermediate Typewriting	3 credits
BUS 103	Advanced Typewriting	3 credits
BUS 115	Machine Shorthand I	3 credits
BUS 215	Machine Shorthand II	3 credits
BUS 121	Introduction to Business	3 credits
BUS 131	Mathematics of Business	3 credits
BUS 132	Office Accounting	3 credits
BUS 273	Principles of Management	3 credits
BUS 255	Machine Transcription I	3 credits
BUS 250	Office Practice	3 credits
BUS 251	Secretarial Seminar and Supervised Work Experience	4 credits
BUS 257	Business Machines	2 credits
BUS 220	Business Law I	3 credits
BUS 299	CPS Review Seminar	4 credits
BUS 197	Leadership Development	3 credits

*Students who have satisfactorily completed one year of high school shorthand should enroll in BUS 112. Students who have satisfactorily completed two years of high school shorthand should enroll in BUS 211.

**Students who have satisfactorily completed one year of high school typewriting should enroll in BUS 102. Students who have satisfactorily completed two years of high school typewriting should enroll in BUS 103.

RADIO/TV

REQUIRED PROGRAM:

General Education Requirements ..... 18 credits
Select from: English, Reading, Speech, and Social Studies, (with no more than six hours in any one area).

Business, Technical or Industrial ..... 12 credits
Select from: Introduction to Business, Business Mathematics, Office Accounting, Personnel Management, Graphics, Mid-Management Seminar or other electives designed to support and expand elective program.

(See page 79 for further information)

SUGGESTED ELECTIVE PROGRAM:

RTV 131	Basic Electricity	3 credits
RTV 132	Basic Electricity	3 credits
RTV 133	Basic Electronics	3 credits
RTV 151	Basic Electronics	3 credits
RTV 152	Basic Electronics	3 credits
RTV 153	Semi-Conductors	3 credits
RTV 271	Advanced Electronics	3 credits
RTV 272	Advanced Electronics	3 credits
RTV 273	Advanced Electronics	3 credits
RTV 274	Advanced Electronics	3 credits
RTV 291	Advanced Television	3 credits
RTV 292	Advanced Television	3 credits

WELDING

REQUIRED PROGRAM:

General Education Requirements ..... 18 credits
Select from: English, Reading, Speech, and Social Studies, (with no more than six hours in any one area).

Business, Technical or Industrial ..... 12 credits
Select from: Introduction to Business, Business Mathematics, Office Accounting, Personnel Management, Graphics, Mid-Management Seminar or other electives designed to support and expand elective program.

(See page 110 for further information)

SUGGESTED ELECTIVE PROGRAM:

WEL 131	Welding Services	3 credits
WEL 132	Welding Services and Management	3 credits
WEL 153	Welding Service	3 credits
WEL 154	Welding Service and Management	3 credits
WEL 155	Welding Service	3 credits
WEL 156	Welding Service and Job Shop Management	3 credits
WEL 259	Welding Special	various
Optional Course Work		24 credits

VOCATIONAL EDUCATION CERTIFICATE

(College Credit)

One-year certificate programs in vocational education are designed for the student who wishes to spend only one year in training after high school to prepare himself for a vocation. The student could complete a certificate program in one of the vocations, go to work and then complete the Associate in Applied Science Degree after becoming gainfully employed. The Vocational Education Certificate program can be completed in the vocational specialities listed under the Associate in Applied Science Degree and in Practical Nursing.

The requirement for a one-year vocational education college credit certificate is: satisfactory completion of thirty credit hours of course work in the vocational field of the student's interest. A student may arrange through the Guidance Department a thirty-hour program of "related subjects" designed especially for him in the interest of preparing him for a pre-determined job. For sequence of courses, and prerequisites, refer to the course listings beginning on page 110.

CERTIFICATE IN AIR CONDITIONING/REFRIGERATION SERVICE MANAGEMENT

Minimum of 12 to 30 credits from the following Air Conditioning/Refrigeration Service Management speciality courses is required. Total required credits for a certificate — 30 hours.

ACG 131	Basic Refrigeration	3 credits

ACG 133	Basic Electricity I	3 credits
ACG 134	Basic Electricity II	3 credits
ACG 135	Applied Electricity I	3 credits
ACG 136	Applied Electricity II	3 credits
ACG 137	Components of Refrigeration	3 credits
WEL 131	Welding Services	3 credits
IND 131	Industrial Math	3 credits
IND 191	Industrial Seminar and Supervised Work	4 credits
OSHA 100	OSHA Special	3 credits

CERTIFICATE IN AUTO BODY AND FENDER REPAIR

Minimum of 12 to 30 credits from the following Auto Body and Fender Repair specialty courses is required. Total required credits for a certificate — 30 hours.

ABF 131	Auto Body and Frame Construction	3 credits
ABF 132	Basic Auto Body and Fender Repair	3 credits
ABF 133	Advanced Auto Body and Fender Repair	3 credits
ABF 134	Advanced Auto Body Collision Repair	3 credits
ABF 135	Auto Body Fiberglass and Plastic	3 credits
ABF 136	Advanced Fiberglass	3 credits
ABF 251	Auto Body Lock, Hinges, and Glass	3 credits
ABF 252	Advanced Auto Body Welding	3 credits
ABF 253	Basic Auto Body Refinishing	3 credits
ABF 254	Advanced Auto Refinishing	3 credits
ABF 255	Advanced Custom Refinishing	3 credits
ABF 256	Auto Body and Fender, Advanced Service Management	3 credits
ABF 259	Advanced Specialized Courses	various

CERTIFICATE IN AUTO MECHANICS

Minimum of 12 to 30 credits from the following Auto Mechanics specialty courses is required. Total required credits for a certificate — 30 hours.

AUS 131	Introduction to Auto Mechanics	3 credits
AUS 132	Automotive Service and Minor Repair	3 credits
AUS 133	Introduction to Automotive Engine	3 credits
AUS 134	Engine Tune-Up	3 credits
AUS 135	Introduction to Automotive Chassis	3 credits
AUS 136	Chassis Service I	3 credits
AUS 151	Introduction to Automotive Electrical Systems	3 credits
AUS 252	Automotive Organization	3 credits
AUS 253	Chassis Service II	3 credits
AUS 255	Engine Overhaul	3 credits
AUS 256	Advanced Electricity, Trouble Shooting	3 credits
AUS 259	Auto Mechanics Special	various

CERTIFICATE IN DRAFTING

Minimum of 12 to 30 credits from the following Drafting specialty courses is required. Total required credits for a certificate — 30 hours.

DTG 131	Basic Occupational Drafting and Supervision	3 credits
DTG 132	Basic Occupational Drafting and Supervision	3 credits
DTG 133	Basic Occupational Drafting and Supervision	3 credits
DTG 134	Intermediate Occupational Drafting and Supervision	3 credits
DTG 135	Intermediate Occupational Drafting and Supervision	3 credits
DTG 136	Intermediate Occupational Drafting and Supervision	3 credits
DTG 251	Advanced Occupational Drafting and Supervision	3 credits
DTG 252	Advanced Occupational Drafting and Supervision	3 credits
DTG 253	Advanced Occupational Drafting and Supervision	3 credits
DTG 254	Selective Fields of Occupational Drafting	3 credits
DTG 255	Selective Fields of Occupational Drafting	3 credits
DTG 256	Selective Fields of Occupational Drafting	3 credits
DTG 259	Advanced Special Vocational Drafting	various

CERTIFICATE IN LICENSED PRACTICAL NURSING

LPN 100	Vocational Adjustment	2 credits
LPN 102	Health	2 credits
LPN 104	Body Structure and Function	3 credits
LPN 106	Lifespan and Nutrition	3 credits
LPN 108	Fundamentals of Nursing	5 credits
LPN 200	Drugs and Solutions	3 credits
LPN 202	Maternal-N.B.-Child Nursing	6 credits
LPN 204	Introduction to Med-Surg Nursing	6 credits
LPN 206	Medical-Surgical Nursing	6 credits
LPN 208	Comprehensive Nursing Review	6 credits

CERTIFICATE IN RADIO AND TELEVISION

Minimum of 12 to 30 credits from the following Radio and Television specialty courses is required. Total required credits for a certificate — 30 hours.

RTV 131	Basic Electricity I	3 credits
RTV 132	Basic Electricity II	3 credits
RTV 133	Basic Electronics I	3 credits
RTV 151	Basic Electronics II	3 credits
RTV 152	Basic Electronics III	3 credits

RTV 153	Semi-Conductors	3 credits
RTV 271	Advanced Electronics, Basic Television I	3 credits
RTV 272	Advanced Electronics, Basic Television II	3 credits
RTV 273	Advanced Electronics, Basic Television III	3 credits
RTV 274	Advanced Electronics, Basic Television IV	3 credits
RTV 291	Advanced Television I	3 credits
RTV 292	Advanced Television II	3 credits
RTV 295	Electronics Special	various

CERTIFICATE IN WELDING

*Minimum of 12 to 30 credits from the following Combination Welding specialty courses is required. Total required credits for a certificate — 30 hours.

WEL 131	Welding Services	3 credits
WEL 132	Welding Service and Management	3 credits
WEL 153	Welding Service	3 credits
WEL 154	Welding Service and Management	3 credits
WEL 155	Welding Service	3 credits
WEL 156	Welding Service and Job Shop Management	3 credits
WEL 259	Welding Special	various

CAREER TRAINING PROGRAMS
COSMETOLOGY

REQUIRED PROGRAM:

Florida Law
Sterilization and Sanitation
Bacteriology
Shampoos and Related Chemistry
Hairstyling
Chemistry of Hair and Skin
Hair and Scalp Treatments
Manicuring and Pedicuring and Related Anatomy
Facials and Related Anatomy
Massage and Related Anatomy
Hair Cutting
Hair Coloring and Related Chemistry
Permanent Waving and Related Chemistry
Chemical Hair Straightening and Related Chemistry
Thermal Pressing and Curling
Wigs and Hair Pieces
Light Therapy and Related Anatomy
Beauty Salon Management

COSMETOLOGY SPECIALIST COURSE

REQUIRED PROGRAM:

Florida Law
Manicuring and Pedicuring and Related Anatomy
Facials and Related Anatomy
Shampooing and Related Chemistry
Sterilization and Sanitation
Bacteriology
Massage
Light Therapy

COSMETOLOGY REFRESHER COURSE

REVIEW IN THE FOLLOWING SUBJECTS:

Florida Law
Sterilization and Sanitation
Bacteriology
Shampoos and Related Chemistry
Hairstyling
Chemistry of Hair and Skin
Hair and Scalp Treatments
Manicuring and Pedicuring and Related Anatomy
Facials and Related Anatomy
Massage and Related Anatomy
Hair Cutting
Hair Coloring and Related Chemistry
Permanent Waving and Related Chemistry
Chemical Hair Straightening and Related Chemistry
Thermal Pressing and Curling
Wigs and Hair Pieces
Light Therapy and Related Anatomy

COSMETOLOGY BLOW WAVING AND IRON CURLING (FOR LICENSED COSMETOLOGISTS)

Blow Waving Techniques
Thermal Curling Techniques

EMERGENCY MEDICAL TECHNICIAN

REQUIRED PROGRAM:

The EMT Role — Responsibilities, Equipment

Airway Obstruction and Pulmonary Arrest
Mechanical Aids to Breathing and Pulmonary Resuscitation
Cardiac Arrest
Pulmonary and Cardiopulmonary Resuscitation
Bleeding, Shock, and Practice on Airway Care
Wounds
Vital Signs — Dressing, and Bandaging
Fractures of the Upper Extremities
Fractures of the Lower Extremities
Principles of Traction and Splinting
Injuries — Head, Neck and Spine
Injuries III — Chest, Abdomen, Pelvis, and Genitalia
Medical Emergencies — Heart, Stroke, Convulsive Disorders
Medical Emergencies — Diabetes, Abdominal Disorders, Poisonings
Medical Emergencies — Communicable Diseases, Emotionally Disturbed Patients
Childbirth
Problems with Child Patients
Lifting and Moving Patients
Environmental Emergencies, Heat, and Electricity
Environmental Emergency — Cold, Drowning
Environmental Emergency — Radiation and Explosions
Extrication from Automobiles
Operations — Driving — Maintenance — Communications — Records
Hospital Procedures in areas experiencing emergency type care.

EMERGENCY MEDICAL TECHNICIAN REFRESHER PROGRAM

REQUIRED PROGRAM (25 hours)

Resuscitation
Bleeding and Cardiopulmonary Resuscitation
Shock, Stroke, Heart Attack
Emotionally Disturbed — Alcoholic and Drug Users
Poisons, Epilepsy, Diabetics
Fractures and Dislocation
Injuries
Childbirth
Burns
Drowning and exposure to heat and cold
Extrication from automobiles
Lifting and moving patients
Vital signs and triage
Legal aspects
Final written and practical exam

LICENSED PRACTICAL NURSING PROGRAM

Completion of this course leads to acquisition of a certificate and eligibility to take the State Board Practical Nurse Examination after one year of classroom theory and clinical experience.(See pages 117 and 122 for further information)

SPECIAL EDUCATION PROGRAMS

INDIVIDUALIZED MANPOWER TRAINING PROGRAM

Indian River Community College has been selected as one of the new pilot demonstration sites of the federally funded Individualized Manpower Training Centers.

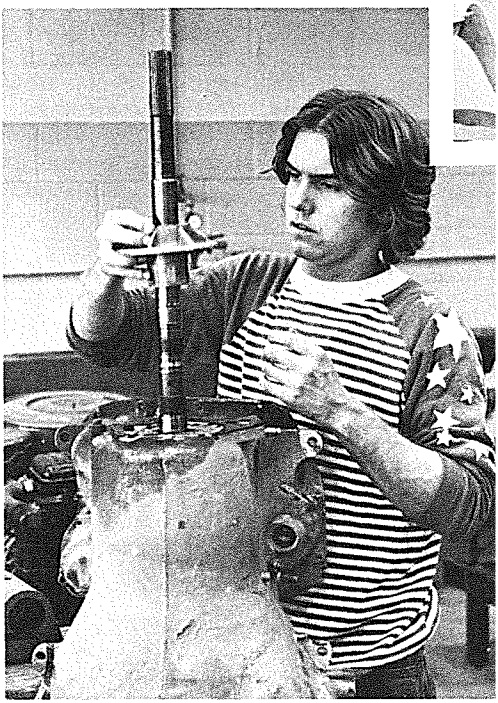
In the IMT Center, individualized instruction is provided in remedial mathematics, language skills, reading, employability behaviors and complementary skills to disadvantaged and/or handicapped students from Indian River, Martin, Okeechobee, and St. Lucie Counties, Florida.

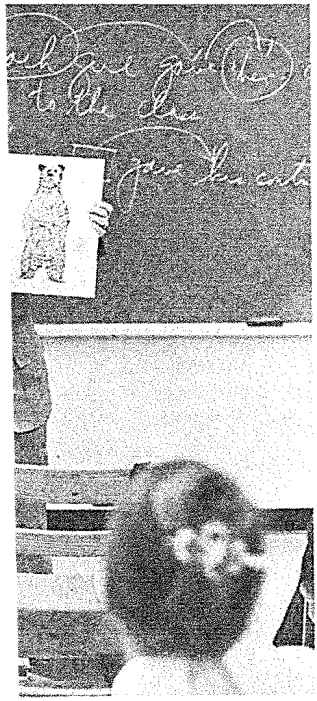
Within the total curriculum, the individualized programs aim toward preparing trainees to reach their occupational goals. Instructional activities are designed and prescribed to enable the trainees to acquire specific educational and employability skills. The basic design of the program enable the trainees to participate in these activities concurrently with their occupational training courses.

When the trainees are admitted to the IMT Center, their academic strengths and weaknesses are identified by various tests. After diagnosing of the test results, an individualized program of study is prescribed, concentrating on the elimination of the academic deficiencies of the trainees.

COOPERATIVE ADVANCEMENT PROGRAM

This program is designed to assist adult migrant and seasonal farm workers in acquiring an education in all areas offered by the College curriculum. Examples of training available would be nurses aide, teacher's aide, auto mechanics, cosmetology, concrete block laying, electricity, office practice, and other occupational education classes. It is designed to offer financial assistance to a head of household during the period of time he is in school. The student should remain in the program until qualified in his chosen field.





CURRICULUM AND COURSE DESCRIPTIONS

COURSE OFFERINGS*

The term "credit" as used in this catalog in reference to courses is designed in terms of semester hours. Generally, one class hour per week throughout a semester is equal to one semester hour. A two- or three-hour laboratory period is equivalent to one semester hour. Occupational courses are designed for A.S. and A.A.S. degree program only.

ACCOUNTING

ATG 203 Principles of Accounting (2550-D) 3 credits
Fundamental principles and procedures of recording, classifying, and summarizing financial data. Includes the analysis of current assets. No prerequisite.

ATG 204 Principles of Accounting (2550-D) 3 credits
The study of special systems for internal control, long-term asset analysis, the equity structure of partnerships and corporations. Prerequisite: Atg. 203 with a grade of C or higher.

ATG 205 Principles of Accounting (2550-D) 3 credits
The managerial aspects of cash control, costs, planning. Special emphasis on analysis for internal and external applications. Prerequisite: Atg. 204 with a grade of C or higher.

AGRICULTURE

AGR 102 Agriculture Mechanics Technology I (2150-O)
3 credits-1 hour lecture-4 hours lab
Agriculture mechanics overview. Development of skills in using hand and power tools. Tractor operation and daily care, arc and oxyacetylene welding and cutting.

AGR 103 Agriculture Mechanics Technology II (2150-O)
3 credits-1 hour lecture-4 hours lab
Application of skills in using hand and power tools. Arc and oxyacetylene welding and cutting in the vertical position, continuation of AGR 102, Agriculture Mechanics Technology II.

AGR 104 Agriculture Mechanics Technology III (2150-O)
3 credits-1 hour lecture-4 hours lab
Operation principles, performance and harvesting equipment. Oxyacetylene and arc welding in the overhead position.

AGR 105 Agriculture Mechanics Technology IV (2150-O)
3 credits-1 hour lecture-4 hour lab
Shop work designed to apply principles previously learned through construction, assembly, and repair. Particular emphasis on usage of repair manuals and operation manuals.

AGR 106 Economic Crop Production (2150-O) 3 credits
A study of the crops which have a potential of economic importance to this regional area, either as a cash crop or as a feed supply.

*The code letter "A" designates "academic" courses; the code letter "O" designates "occupational" courses; the code letter "D" designates "dual" courses.

AGR 110 Principles of Horticulture (2150-D) 3 credits
The fundamental principles of commercial horticultural crop production.

AGR 111 Forage Production and Use (2150-O) 3 credits
Characteristics and management of introduced pasture plants; combinations for extended grazing, seedbed preparation and planting, weed control, fertilization, irrigation, grazing management, and harvest for hay, silage, and seed.

AGR 112 Ranch Management (2150-O) 3 credits
Principles of plant growth and reproduction, economic characteristics and field identification of range plants, ecology of range plants and animals; management of rangeland for maximum production including setting and adjusting stocking rates, distribution of grazing, deferred rotation systems, and supporting practices; preparation of ranch grazing plan.

AGR 120 Introduction to Animal Science (2150-D) 3 credits
An introduction to the production, classification, and marketing of farm animals.

AGR 121 Animal Nutrition (2150-O) 3 credits
A study of the feeds and feeding of ruminant and non-ruminant animals.

AGR 122 Animal Diseases and Pests (2150-O) 3 credits
A study of the prevention, treatment, and control of common disease, internal and external pests.

AGR 123 Livestock Selection (2150-O) 3 credits
The visual and scientific process in selecting livestock for this regional area. Major emphasis on dairy and beef cattle with minor emphasis on horses, bovine and sheep.

AGR 124 Animal Reproduction (2150-O) 3 credits
A study of animal reproduction including pregnancy determination, artificial breeding, reproductive diseases and disorders.

AGR 130 Floriculture I (2150-O) 3 credits
An overview of the flower industry. Emphasis on type of plants to grow, propagation, feeding, irrigation, and pest control.

FCR 200 Agricultural Finance (2150-D) 3 credits
Reflecting the rapid growth of the off-farm agribusiness sectors (the suppliers of farm inputs), this course emphasizes general principles associated with the evaluation of management and the use of capital. Prerequisite: BAN 206. Same course as BAN 203.

AGR 201 Soils and Fertilizers (2150-O) 3 credits
A study of soil usage and fertility including fertilizing practices.

AGR 202 Introduction to Dairy Science (2150-D) 3 credits
Study of dairy science, dairy animals, and the problems pertaining to the dairy industry.

AGR 203 Beef Cattle Production (2150-D) 3 credits
A study of the beef cattle industry in general, its growth and development.

AGR 204 Dairy Science and Management (2150-D) 3 credits
A study of the management of a dairy enterprise from a reproduction, lactation, herd management and marketing viewpoint.

AGR 205 Landscape Management (2150-O) 3 credits
A basic course in landscape management including the use of plants and their aesthetic values.

AGR 206 Beef Cattle Management (2150-D) 3 credits
A study of beef cattle management practices including care, feeding, equipment, and disease control.

AGR 212 Citrus Culture I (2150-D) 3 credits
A study of propagation methods, nursery practices, and the origin and history of citrus and the citrus industry.

AGR 213 Citrus Culture II (2150-D) 3 credits
A study of the care and maintenance of a citrus nursery and of a mature grove, including cultivation, fertilization, spraying, irrigation, and water. Prerequisite: Ag. 212.

AGR 215 Agricultural Marketing, Processing and Management (2150-O) 4 credits
Marketing, processing, and management of agricultural products and firms. Students will have an opportunity to become familiar with problems of local marketing, processing and management operations. The basic principles of budgeting and the success and failure in farming and ranching will be analyzed.

AGR 216 Citrus Insect and Disease (2150-O) 3 credits
An analysis of the major citrus insects and diseases that affect the industry in Florida including their identification and control.

AGR 219 Greenhouse Management (2150-O) 3 credits
The development of a greenhouse range and the potential of plants growing in controlled environments. Production practices and problems.

AGR 221 Insects and Diseases of Ornamental Plants (2150-O) 3 credits
The study of insects and diseases of ornamental plants of South Florida.

AGR 225 Landscape Plant Materials (2150-O) 3 credits
Identification and usage of plants in the landscape of South Florida.

AGR 230 Principles of Agricultural Economics (2150-D) 3 credits
A study of the principles of economics as they apply to agriculture; basic production problems of agriculture and agricultural policy.

AGR 240 Agricultural Employment Experience (2150-O) 3 credits
This course will give students practical experience working in the agricultural field of their specialization.

AGR 241 Farm and Ranch Job Skills and Development (2150-O) 3 credits
The principles of jobs, skills and new developments in production agriculture.

AIR CONDITIONING

ACG 131 Basic Refrigeration (2650-O) 3 credits
Introduction to refrigeration — the history, refrigeration cycle, tools of the trade, and principles of service management. 5 class hours per week.

ACG 133 Basic Electricity I (Air Conditioning) (2650-O) 3 credits
Introduction to electricity covering sources, measuring devices, Ohm's law, circuits, and service management. 3 class hours per week.

ACG 134 Basic Electricity II (Air Conditioning) (2650-O) 3 credits
Covers the 3 basic types of electrical devices. Also covers electric motors, relays, solenoids, heat strips, capacitors, and service management. 3 class hours per week.

ACG 135 Applied Electricity I (Air Conditioning) (2650-O) 3 credits
Introduction to test equipment and circuit protection — practical circuits and power, energy, and service management. 5 class hours per week.

ACG 136 Applied Electricity II (Air Conditioning) (2650-O) 3 credits
Advanced theory of electrical motors, transformers, control devices, circuit reading, and service management. 5 class hours per week.

ACG 137 Components of Refrigeration (2650-O) 3 credits
Introduction to compressors, condensors, evaporators, metering devices and service management. 5 class hours per week.

ACG 251 Automotive Air Conditioning (2650-O) 3 credits
Introduction to automotive air conditioning and service management. 5 class hours per week.

ACG 252 Heating and Cooling Load Calculation (2650-O) 3 credits
Heating and cooling loads. Calculating of heating and cooling loads and service management. 3 class hours per week.

ACG 253 Duct Systems (Air Conditioning and Heating) (2650-O) 3 credits
Introduction to the construction layout and balancing of a duct system and service management.

ACG 254 Heat (2650-O) 3 credits
Introduction to electrical, gas, oil heating systems, and service management. 5 class hours per week.

ACG 255 Air Conditioning and Heating Service Management (2650-O) 3 credits
Principles and theory of business, customer, employer and employee relations.

ACG 259 Air Conditioning — Special (2650-O) Various credits
Special courses or seminars as developed to meet the needs of the community. Class hours per week — varies.

ANTHROPOLOGY

APY 202 The Emergence of Man (1022-A) 3 credits

An introduction to physical anthropology — emphasis will be placed on the story of human evolution and the human condition as revealed by discoveries in archeology and primate behavior.

APY 203 Introduction to Cultural Anthropology (1022-A) 3 credits
An introduction to culture, its content and forms. Special attention will be given to the variety of customs, family life, economic forms and social organization in various societies. Prerequisite: Sophomore standing or permission of instructor.

ART

ART 101 Drawing (1010-A) 3 credits-5 hours
An introduction to the materials and techniques used in drawing, with emphasis on styles and types of approaches. No prerequisite.

ART 102 Drawing (1010-A) 3 credits-5 hours
A continuation of Art 101 with more emphasis on personal creativity and introduction into figure studies. Prerequisite: ART 101.

ART 111 Color and Design (1010-A) 3 credits
Fundamentals of visual composition within the two-dimensional area. Prerequisites: None

ART 112 Color and Design (1010-A) 3 credits
Fundamentals of three-dimensional composition. Prerequisites: None

ART 114 Sculpture (1010-A) 3 credits-6 hrs. lab.
An introduction into materials and techniques of three-dimensional sculpture using additive, subtractive, and assemblage methods. Prerequisites: None.

ART 201 Introduction to Painting (1010-A) 3 credits-5 hours
Basic painting techniques. Prerequisite: ART 102 or permission of instructor.

ART 202 Painting (1010-A) 3 credits-5 hours
A continuation of ART 201. This course emphasizes individual styles and problems. Exhibiting required. Prerequisite: ART 201.

ART 211 Introduction to the History of Art (Prehistoric through Renaissance) (1010-A) 3 credits
A detailed, in depth study of the development of art as it relates to cultures, individual artists and comparative relationships. Prerequisite: Humanities 201.

ART 212 History of Art (Baroque through Modern) (1010-A) 3 credits
A continuation of ART 211. Prerequisite: ART 211.

ART 220 Introduction to Ceramics (1010-A) 3 credits-5 hours
Fundamentals of pottery making. Prerequisite: ART 112 or permission of the instructor.

ART 221 Ceramics (1010-A) 3 credits-5 hours
A continuation of ART 220. Emphasis on creativity. Prerequisite: ART 220.

ART 224 Graphics (1010-A) **3 credits-5 hours**
Basic printing techniques with emphasis on the silkscreen process. Prerequisite: ART 102 or permission of instructor.

AUTO BODY AND FENDER REPAIR

ABF 131 Auto Body and Frame Construction, and Service Management (2650-O) **3 credits**
5 class hours per week, (1) How metal is formed to provide strength, (2) Frame construction, (3) Unit body construction, (4) Hardware and trim.

ABF 132 Basic Auto Body and Fender Repair and Service Management (2650-O) **3 credits**
5 class hours per week, (1) Metal bumping, (2) Welding, brazing, soldering and shrinking, (3) Metal finishing.

ABF 133 Advanced Auto Body and Fender Repair and Service Management (2650-O) **3 credits**
5 class hours per week, (1) Small collision repair, (2) Body and fender alignment, (3) Panel replacement.

ABF 134 Advanced Auto Body Collision Repair and Service Management (2650-O) **3 credits**
5 class hours per week, (1) Conventional body and frame alignment, (2) Unitized body alignment, use of gauges, (3) Post and panel replacement.

ABF 135 Auto Body Fiberglass and Plastic and Service Management (2650-O) **3 credits**
5 class hours per week, (1) Patching metal with fiberglass, (2) Patching fiberglass, (3) Use of plastic with fiberglass or metal.

ABF 136 Advanced Fiberglass and Service Management (2650-O) **3 credits**
5 class hours per week, (1) Making moulds for panels, (2) Construction with fiberglass, (3) Finishing and painting fiberglass.

ABG 137 Theory of Sheet Metal Correction (2650-O) **3 credits**
A broad understanding of the theory of sheet metal and its reactions under various conditions. Prerequisites: None.

ABF 251 Auto Body Lock, Hinges and Glass Service Management (2650-O) **3 credits**
5 class hours per week, (1) Door locks and stiker plates, (2) Door glasses and regulators, (3) Hinges installation and alignment.

ABF 252 Advanced Auto Body Welding and Service Management (2650-O) **3 credits**
5 class hours per week, (1) Shrinking with heat, (2) Use of heat to straighten metal, (3) Use of heat to fill metal with solder, (4) Sweating on clamps.

ABF 253 Basic Auto Body Refinishing and Service Management (2650-O) **3 credits**
5 class hours per week, (1) Sanding and priming, (2) Masking and cleaning, (3) Spray Gun techniques.

ABF 254 Advanced Auto Refinishing and Service Management (2650-O) **3 credits**
5 class hours per week, (1) Ground coats and sealers, (2) Spray vinyl and vinyl roof covers, (3) Wood grain, decals, and stripes.

ABF 255 Advanced Custom Refinishing and Service Management (2650-O) **3 credits**
5 class hours per week, (1) Metal flake, (2) Diamond flake, (3) Fading and blending, (4) Compounding and clear coating.

ABF 256 Auto Body and Fender Advanced Service Management (2650-O) **3 credits**
5 class hours per week, (1) Cost and estimating, (2) Auto insurance and adjustment, (3) Repair procedures, (4) Customer relations.

ABF 259 Advanced Specialized Courses in Auto Body and Fender and Automotive Refinishing (2650-O) **Various credits**

AUTO MECHANICS

AUS 131 Introduction to Auto Mechanics and Service Management (2650-O) **3 credits**
To orient students in the field of auto mechanics through the study of basic automotive technology. Shop safety, tool utilization, shop organization, and automotive systems will be emphasized.

AUS 132 Automotive Service and Minor Repair (2650-O) **3 credits**
An understanding of the automotive systems and skills required to repair minor system problems with particular emphasis on preventative maintenance. Shop safety, automotive theory, hand tool selection, service management, and diagnostic equipment will be surveyed and utilized. 5 class hours per week.

AUS 133 Introduction to Automotive Engine (2650-O) **3 credits**
Understanding of the engine theory of operation and practice of engine overhaul procedure for the experience of beginning students. Shop safety, tool selection, shop service management, and engine overhaul procedures will be emphasized. 5 class hours per week.

AUS 134 Engine Tune-Up (2650-O) **3 credits**
Diagnosis and tune-up procedures as they pertain to the function and control of the engine. Shop safety, tool selection, engine analyzing equipment, and service management will be emphasized. 5 class hours per week. Prerequisite: AUS 157 or permission of instructor.

AUS 135 Introduction to Auto Chasis **3 credits**
An understanding of the components of the automotive chassis with emphasis on nomenclature and theory of operation of the different systems. Prerequisites: None.

AUS 136 Automotive Chassis Service I **3 credits**
An understanding of the servicing techniques of automotive brake and front end systems with particular emphasis on the equipment used in the repair of these automotive units. Prerequisites: AUS 135, Introduction to Automotive Chassis.

AUS 137 Exhaust Emission Control Systems (2650-O) 3 credits
An introduction to exhaust emission history, law, and innovations from 1960 to the present with emphasis on the innovations since 1970. Prerequisite: AUS 131.

AUS 151 Introduction to Automotive Electrical Systems (2650-O) 3 credits
Intensive study of chassis and body wiring diagrams as a basis for diagnosis of malfunction. Shop safety, testing instruments, electrical systems, and service management will be emphasized.

AUS 252 Automotive Organization and Service Management (2650-O) 3 credits
Study of automotive industry with emphasis on service department arrangement ranging from large organizations to smaller independent shops. 5 class hours per week.

AUS 253 Automotive Chassis Service II (2650-O) 3 credits
Maintenance and servicing techniques of drive line units. Practical experience in disassembly, reassembly of working units, and service management will be emphasized. 5 class hours per week.

AUS 255 Engine Overhaul (2650-O) 3 credits
Advanced knowledge in engine theory and repair. Customer engine overhauls will be performed under actual shop conditions. Shop safety, tool selection, and service management will be emphasized. 5 class hours per week. Prerequisite: AUS 151 or permission of instructor.

AUS 256 Advanced Electricity, Trouble Shooting and Service Management (2650-O) 3 credits
Testing with oscilloscopes, generator, regulator, alternator testers; battery starter testers; and distribution testers will be implemented. Prerequisite: AUS 134 and AUS 151. 5 class hours per week.

AUS 259 Auto Mechanics Special (1650-O) Various credits
Special courses or seminars as developed to meet the needs of the community. Class hours per week — varies.

BANKING

BAN 201 Principles of Bank Operations (5003-O) 3 credits
Provides an understanding of the basic functions of banking and a working knowledge of the operations of a bank. No prerequisite.

BAN 202 Bank Management (5003-O) 3 credits
Presents new trends which have emerged in the philosophy and practice of management. The study and application of the principles outlined provide new and experienced bankers with a working knowledge of bank management. Prerequisite: BAN 201.

BAN 203 Agricultural Finance (2150-D) 3 credits
Reflecting the rapid growth of the off-farm agribusiness sectors (the suppliers of farm inputs), this course emphasizes general principles associated with the evaluation of management and the use of capital. Prerequisite: BAN 201. Same course as AGR 200.

BAN 204 Credit Administration (5003-O) 3 credits
This course concerns itself partly with a statement and a discussion of factors influencing and determining loan policy, methods of credit investigation and analysis, credit techniques, specific credit problems. Regular as well as unusual types of loans are studied. Prerequisite: BAN 201.

BAN 205 Principles of Finance (5003-O) 3 credits
A basic survey of the field of finance, both public and private. Loan and investment practices are analyzed together with a review of financial institutions and the instruments necessary to meet the demand for funds in the capital markets. Prerequisite: BAN 201.

BAN 206 Money and Banking (5003-O) 3 credits
Stresses the practical aspects of money and banking and emphasizes the basic monetary theory needed by banking students to apply his knowledge to a particular job. Prerequisite: Economics 200 or 201.

BAN 207 Installment Credit (5003-O) 3 credits
Emphasis is placed on establishing the credit, obtaining and checking information, servicing the loan, and collecting the amounts due. Also discussed are inventory financing, special loan programs, and the public relations aspect of installment banking. Prerequisite: BAN 201.

BAN 208 Trust Functions and Services (5003-O) 3 credits
Presents a complete picture of the services rendered by institutions engaged in trust business and provides an introduction to the services and duties involved in trust operations. Prerequisite: BAN 201.

BAN 209 Federal Reserve System (5003-O) 3 credits
Examines the operations and policies of the Federal Reserve System during critical periods over the past 60 years. Also discussed is international monetary affairs and economic development affecting the American fiscal system. Prerequisite: BAN 201 and Economics 200 or 201.

BAN 210 Analyzing Financial Statements (5003-O) 3 credits
A study of the basic considerations in statement analysis including details of financial statements, basic ratios, analysis of internal comparison, budgets and projections and consolidated statements. Prerequisite: Accounting 203 and 204.

BAN 211 Bank Letters and Reports (5003-O) 3 credits
Designed for those bank officers, supervisors, and employees who dictate or review correspondence. It reviews letter forms, emphasizes fundamental principles underlying modern correspondence and examines different kinds of bank letters. Prerequisite: BAN 201.

BAN 214 Bank Public Relations and Marketing (5003-O) 3 credits
This course discusses the basis of public relations, both internal and external, and seeks simply to explain the why, what and how of public relations and marketing. It is intended as an overview for all bankers in terms of what everyone in banking should know about the essentials of public relations and marketing. Prerequisite: BAN 210.

BAN 215 Bank Investments (5003-O) 3 credits
Because the bank's needs for primary reserves and loanable funds limit the funds available for investment, this course describes the nature

of such funds and how their uses are determined. It also analyzes the primary and secondary reserve needs of commercial banks, the sources of reserves, and their random and clerical fluctuations. Prerequisite: BAN 201.

BAN 216 Management of Commercial Bank Funds (5003-O) 3 credits
This course deals with those necessary principles from which the student can derive an adequate philosophy of funds management. The importance of funds management as the catalyst that brings together policies in the areas of loans, deposits, investments, and capital and relates each to the other is stressed. Prerequisites: BAN 201 and ECS 200 or ECS 201.

BAN 217 Savings and Time Deposit Banking (5003-O) 3 credits
This course reflects recognition of the fact that a knowledge of the historical development of savings institutions and an awareness of the basic economic function of the savings process are necessary to an understanding of the current operations and policies of these institutions. Prerequisite: BAN 201.

BAN 181-281 Banking Seminar (5003-O) 4 credits
A series of seminars for students enrolled in the banking program. The seminars meet weekly for discussion and reports on matters of current interest to bank employees. Prerequisite: BAN 201.

BIOLOGY

BIO 101 General Biology (1004-A) 3 credits
Chemical basis of life structure and function of cells and other parts, the variety of plant and animal forms. Students taking this course should plan to take BIO 102, as a follow-up. No lab. No prerequisite.

BIO 102 General Biology (1004-A) 3 credits
Continuation of Biology 101; development of plants and animals, beginning of life, photosynthesis, respiration, cell reproduction, basic genetics, genes and their actions. The study on the organism level of nutrition, gas exchange, circulation, excretion, hormones, nervous control, muscles, behavior, evolution, and ecology. No lab. Prerequisite: Biology 101, or permission of instructor.

BIO 111 General Biology (1004-A) 4 credits-3 hrs. lecture-2 hrs. lab.
Chemical basis of life structure and function of cells and other parts, the variety of plant and animal forms. Students taking this course should plan to take BIO 112, as a follow-up. General Biology with addition of lab experience. No prerequisite.

BIO 112 General Biology (1004-A) 4 credits-3 hrs. lecture-2 hrs. lab.
Continuation of Biology 111; development of plants and animals, beginning of life, photosynthesis, respiration, cell reproduction, basic genetics, genes and their actions. The study on the organism level of nutrition, gas exchange, circulation, excretion, hormones, nervous control, muscles, behavior, evolution, and ecology. General Biology with addition of lab experience. Prerequisite: BIO 111, or permission of instructor.

BIO 115 Anatomy and Physiology (1004-A)
3 credits-2 hrs. lecture-2 hrs. lab
A study of the anatomy and physiology of the human. First semester will cover anatomical terminology, the cell, it morphology and functions, chemistry, reproduction. Tissues will be studied as to structure and function. In addition, the integumentary, skeletal and muscular system will be covered. No prerequisite.

BIO 116 Anatomy and Physiology (1004-A)
3 credits-2 hrs. lecture-2 hrs. lab
A continuation of Biology 115, studying the anatomy and physiology of the system of the human. The systems to be covered are: circulatory, digestive, respiratory, excretory, endocrine, reproductive and nervous. Prerequisite: BIO 115.

BIO 120 Microbiology (1004-A) 4 credits-3 hrs. lecture-2 hours lab
Bacteria, molds, protozoans, ricksettsiae, and virusus. Staining, transfer, physiology, disinfection, immunization, prevention and aseptic techniques. Prerequisite: BIO 111 and 112, or BIO 115, or permission of the instructor.

BIO 225 Invertebrate Zoology (1004-A) 3 credits-2 hrs. lecture-2 hrs. lab
A survey of the taxonomy, morphology, physiology, and ecology of the major invertebrate phyla (Protozoa through Cephalochordata). Field work is required. Prerequisite: BIO 111, 112, or permission of instructor.

BIO 226 Vertebrate Zoology (1004-A) 4 credits-3 hrs. lecture-2 hrs. lab
The taxonomy, morphology, physiology, evolution and ecology of vertebrate animals. Prerequisite: BIO 225 or permission of instructor.

BIO 230 Introduction to Oceanography (1004-A) 3 credits
Fundamentals principles and procedures of physical, geological, chemical and biological oceanography.

BIO 235 General Botany (1004-A) 4 credits-3 hrs. lecture-2 hrs. lab
The non-flowering plants; Taxonomy, ecology, evolution and diversity of the lower plant kingdom. Prerequisite: BIO 111 or permission of instructor.

BIO 236 General Botany (1004-A) 4 credits-3 hrs. lecture-2 hrs. lab
The diversity of flowering plants. Taxonomy, ecology and physiology. Prerequisite: BIO 235 or permission of instructor.

BIO 240 Introductory Marine Biology (1004-A)
4 credits-3 hrs. lecture-2 hrs. lab
An introductory study of marine and estuarine waters as biological environments. Emphasis will be placed on locally occurring flora and fauna and the interrelationship existing between these organisms and the physical, chemical, geological and biological aspects of their environments. Field trips to local marine and estuarine areas will be required. Prerequisites: BIO 111, BIO 112, BIO 230 recommended, or permission of the instructor.

ECY 101 Ecology
See Page 151

BLACK CULTURE STUDIES

BLC 201 Afro-American Studies (1003-A) 3 credits
A survey course will be taught chronologically and will serve as an introduction to the literature and history of the Black American experience. It begins with the oral tradition of the slave narratives and spirituals and ends with the most current writings available. No prerequisite.

BUSINESS AND DISTRIBUTIVE

BUS 121 Introduction to Business (2550-D) 3 credits
Survey of the nature and extent of the private enterprise system including the tools used in recording, appraising, organizing, distributing, and controlling business operation. No prerequisite.

BUS 131 Mathematics of Business (2550-O) 3 credits
Application of mathematics to business computations including consumer finance, payroll, depreciation, amortization, insurance and taxes, stocks, bonds, and annuities. Includes the use of special formulas for interest, inventories, mark-ups and mark-downs. No prerequisite but students need good basic skills in mathematics.

BUS 132 Office Accounting (2550-D) 3 credits
Accounting fundamentals and the collating of figures for reports, prerequisite: BUS 131.

BUS 140 Real Estate Principles and Practices (2250-O) 3 credits
Successful completion required by Florida Real Estate Commission prior to filing application for State licensing examination. Broad overview of real estate principles but does not cover Real Estate licensing law in depth. Should be taken in conjunction with Real Estate Licensing Law by those preparing for the State examination.

BUS 141 Real Estate Licensing Law (2250-O) 3 credits
Covers chapter 475 and sub-chapters of Florida State Statutes governing real estate licensing. Florida Real Estate Commission Examination will be covered in the content of this course.

BUS 142 Real Estate Financing (2550-O) 3 credits
Real estate financing is a survey of the various institutions and techniques involved in the financing of real estate transactions, as they relate to the sales function. Prerequisite: BUS 140.

BUS 191-192-291-292 Mid-Management Seminar and (2250-O)
Supervised Work Experience Each 4 credits
A series of seminars for students enrolled in the Marketing and Retailing Mid-Management Program. The seminars meet a minimum of one hour each week for discussions and reports concerning the supervised work experience. A minimum of 15 hours supervised on-the-job training is required in a marketing or retailing firm per week. Prerequisite: Permission of Mid-Management coordinator. May be repeated once for credit, 16 credits total.

BUS 193-194-293-294 Mid-Management Seminar and (2250-0) Supervised Work Experience (Summer Sessions Only) Each 2 credits
Bus 193 plus 194 will substitute for BUS 191 and 192, BUS 293 and 294 substitute for BUS 291 and 292.

BUS 195, 196, 295, 296 Mid-Management Seminar in Fashion Merchandising (2250-0) Each 4 credits
A survey of the exciting and ever-changing "world of fashion." The seminar includes a study of fashion history, cycles, and trends; the sources of fashion ideas; and the work and personalities of European and American fashion designers. The production of a fashion show and on-the-job training are included in the Fashion Seminar.

BUS 220 Business Law I (2550-D) 3 credits
The purpose and logic of law as well as contracts, law of sales, and negotiable instruments.

BUS 221 Business Law II (2250-D) 3 credits
Partnerships and corporations, real property, estates and bankruptcy, and government and business.

BUS 230 Principles of Marketing (2250-D) 3 credits
An overview of the entire field of marketing is presented. The basic marketing functions, market strategies, buyer behavior, market research, and the marketing institutions are all included. Prerequisites: None.

BUS 231 Principles of Retailing (2250-D) 3 credits
Opportunities, development, and present status of the retailing structure. Analysis of major store functions: Buying, selling, advertising, store operation activities, accounting and control. No prerequisite.

BUS 232 Advertising and Sales Promotion (2250-D) 3 credits
Review of all phases of sales promotion including advertising, display, direct mail, radio, and television. Emphasis placed on creation of the message, selection of media, and the planning, coordinating, controlling, and evaluation of the campaign. No prerequisite.

BUS 233 Salesmanship (2250-0) 3 credits
A study of the basic principles of selling and their practical applications. Specific areas of study include: finding prospects, gaining interviews, overcoming objections; and gaining favorable responses. No prerequisite.

BUS 235 Principles of Merchandise Display (2250-0) 3 credits
The course is intended to give students the basic fundamentals in the construction of interior and window displays. No prerequisite.

BUS 270 Personnel Management (2250-D) 3 credits
Philosophies and policies of personnel management programs stressing a broad understanding of current executive managerial techniques. No prerequisites.

BUS 271 Human Relations in Business (2250-D) 3 credits
An integrated view of the fundamental and foundational aspects of human relations including leadership, motivation, organization, communication. No prerequisite.

BUS 273 Principles of Management (2250-D) 3 credits
A basic management course emphasizing such areas of study as planning, organizing, directing and controlling in business situations. No prerequisites.

BUS 275 Management Seminar for Business and Industry Phase I (2250-0) Various credits
A seminar designed for local industrial and business concerns which emphasize management and leadership development. A portion of the credits offered is earned by actual on-the-job implementation of the managerial techniques covered thereby enabling students to gain practical experiences.

BUS 276 Management Seminar for Business and Industry Phase II (2250-0) Various credits
This is a seminar for students who are presently in, or aspire to be in management. The course covers the basic fundamentals of motivation, leadership, communications, human relations, and managing change.

BUS 281-282 Mid-Management Seminar and Banking Internship (2250-0) Each 4 credits
A series of seminars for students enrolled in the Banking Mid-Management Program. The seminars meet a minimum of one hour each week for discussions and reports concerning the banking internship. A minimum of fifteen hours of supervised on-the-job training required in a financial institution per week. American Institute of Banking resource materials are used in the seminars. Prerequisite: Permission of mid-management coordinator.

BUS 297 Mid-Management Seminar in Real Estate (2250-0) 4 credits
This seminar focuses on the practical aspects of real estate principles and practices as covered in BUS 140 and BUS 141. Emphasis is placed on sales techniques, appraising, and financing with real estate experts providing input. Four hours lab experience or the equivalent in on the job training is required. Prerequisite: BUS 140.

BUS 298 Mid-Management Seminar in Real Estate (2250-0) 4 credits
This seminar focuses on the practical aspects of real estate principles and practices as covered in BUS 140 and BUS 141. Emphasis is placed on sales techniques, appraising, and financing with real estate experts providing input. Four hours lab experience or the equivalent in on the job training is required. Prerequisite: BUS 140.

CHEMISTRY

CHY 100 Introduction to Chemistry (1019-A) 3 credits
A study of the elementary principles of general chemistry for the non-science major and for students who wish to prepare for CHY 101.

CHY 101 General Chemistry (1019-A) 4 credits-3 hrs. lecture-3 hrs. lab
A study of the principles of chemistry, atomic and molecular structure, chemical bonding, properties of gases, stoichiometry, liquids and solids. Related laboratory experiments.

CHY 102 General Chemistry (1019-A) 4 credits-3 hrs. lecture-3 hrs. lab
A continuation of CHY 101 including equilibrium, kinetics, electrochemistry and descriptive chemistry of some elements. Related laboratory experiments in qualitative analysis of some cation and anions. Prerequisite: CHY 101.

CHY 201 Organic Chemistry (1019-A) 5 credits-3 hrs. lecture-6 hrs. lab
A study of the nomenclature, preparations, reactions, mechanisms and electronic and structural features of carbon-containing compounds. Related laboratory experiments. Prerequisite: CHY 102.

CHY 202 Organic Chemistry (1019-A) 5 credits-3 hrs. lecture-6 hrs. lab
Continuation of CHY 201. Prerequisite: CHY 201.

COSMETOLOGY

COS 101 Cosmetology (2650-O) 15 credits
Basic skills necessary for giving salon services.

COS 102 Cosmetology (2650-O) 15 credits
The chemistry and structure of skin and hair, anatomy, histiology and physiology, chemistry of products used and their effects on the body, skin and hair. Prerequisites: COS 101.

COS 103 Cosmetology (2650-O) 15 credits
Study of Florida law, as applied to cosmetology, salon management, advanced laboratory techniques and review. Prerequisites: COS 101 and 102.

COS 150 Cosmetology Specialist (2650-O) 15 credits
Theory and skill in manicuring, pedicuring, facials, shampooing and Florida Cosmetology law.

CRIMINAL JUSTICE

CRJ 200 Social Problems (2750-D) 3 credits
The causes and proposed solutions of contemporary social problems; suicide, mental disease, personal demoralization, delinquency, crime, family disorganization, divorce, minority groups, economic security, war, health, education, and population growth. Prerequisite: SOC 201.

CRJ 201 Introduction to Criminal Justice (2750-D) 3 credits
The historical and philosophical background of criminal justice and agencies involved in the administration of criminal justice will be introduced to the student. Development and objectives of criminal justice systems together with organization, administration and technical problems of local, state and federal agencies will be emphasized. The student will be oriented to the purposes, requirements and opportunities of the criminal justice career field.

CRJ 202 Criminal Investigation (2750-D) 3 credits
Fundamental principles, concepts, theory and history of investigation, methods of investigation, case preparation and problems in investigation. Principles and mechanics of criminal procedure as applied to arrest, search, and seizure. Types of evidence, admissibility, proof, competence and weight, court procedures, basic scientific techniques

of collection, identification, preservation and transportation of physical evidence within the resources of the investigator. Laboratory capabilities and limitations as they pertain to laboratory criminalistics.

CRJ 203 Criminal Investigation II (2750-D) 3 credits
Continuation of Criminal Investigations I.

CRJ 204 Law Enforcement and Transportation (2750-O) 3 credits
Introduction to the theory, history, development and management of a modern transportation system. Law enforcement traffic engineering, education and enforcement will be stressed. Prerequisites: None.

CRJ 205 Police Administration and Operations (2750-O) 3 credits
Introduction to the principles of law enforcement administration, organization and supporting services. Management concepts and practices will be discussed. Prerequisites: None.

CRJ 206 Criminal Law I (2750-D) 3 credits
A course designed to provide law enforcement personnel and other students of the Criminal Justice System with a framework of criminal law and how it has developed; its basic concepts and how they apply in our society today. Emphasis will be given Florida criminal law.

CRJ 207 Criminal Law II (2750-D) 3 credits
Continuation of Criminal Law I. Emphasis will be given to civil rights of law enforcement/corrections officers and of incarcerated and/or accused persons.

CRJ 209 Probation and Parole (2750-O) 3 credits
Examination of the policies and procedures utilized in the field of corrections, correctional programs, social investigation, release agencies and PSI reports will be studied. Prerequisites: None.

CRJ 210 Introduction to Corrections (2750-O) 3 credits
An overview of the American corrections system: correctional theories, history problems and procedures will be examined. Special emphasis will be given to Florida's correction system. Prerequisites: None.

CRJ 211 Correctional Custody, Jails and Detention (2750-O) 3 credits
The duties and functions of the correctional officer, supervisor of prisoners, discipline in a correctional institution, security, correctional treatment programs and the handling of unusual prisoners are discussed and studied in theory and in practical application.

CRJ 212 Correctional Institution Administration and Organization (2750-O) 3 credits
An analysis of the problems encountered by the corrections system relating to principles of management, supervision and administration. The supervisor's role in rehabilitation will be examined in depth. Prerequisites: None.

CRJ 213 Jail Administration (2750-O) 3 credits
Examination and study of the administrative concepts, philosophy, programs and problems of various jail systems, including juvenile, adult, and women institutions.

CRJ 224 Introduction to Criminalistics (2750-O) 3 credits
A broad survey of criminalistics with emphasis on crime scene processing, crime laboratory examinations, and court testimony.

body

CRJ 225 Criminalistics Laboratory (2750-O) 2 credits-4 hours lab
Reading assignments, discussions, and laboratory exercises in crimimalistics. Laboratory exercises will be conducted under the direct supervision of the criminalists at the Regional Crime Laboratory at Indian River Community College.

CRJ 230 Constitutional Law (2750-D) 3 credits
Emphasis is on the U.S. Constitution and specific treatment is given to the Amendments therein and how they relate to our system of criminal justice. A discussion of specific cases and how they apply to specific constitutional provisions and amendments.

CRJ 235 Rules of Evidence (2750-O) 3 credits
The course is designed to show the student the use of evidence and how it effects the criminal law and specifically the criminal justice system. It will show what evidence is, and when and how it can be introduced in a criminal trial.

CRJ 240 Field Training (2750-O) 3 credits
An introduction to the practical problems in criminal justice. The student will participate six hours a week in a cooperative work experience program in the field in one of the following areas: law enforcement, corrections, or probations.

CRJ 241 Introduction to the Courts (2750-O) 3 credits
Examination of the functions, organization and management of U.S. courts special emphasis of Florida's. Prerequisites: None.

CRJ 242 Police Community Relations (2750-O) 3 credits
Examination of the role of police in the community. Police community problem areas will be discussed. Prerequisites: None.

CRJ 246 Juvenile Delinquency (2750-O) 3 credits
A broad survey of the entire scope of juvenile delinquency. Juvenile delinquency concepts and control will be examined. Prerequisites: None.

CRJ 247 Juvenile Law (2750-O) 3 credits
Examination of the theories and enforcement of juvenile law with special emphasis on Florida's juvenile statutes. Prerequisites: None.

DATA PROCESSING

DP 120 Introduction to Data Processing (2750-D) 3 credits
Establishes an understanding of the fundamentals required for further study in the field through a general survey of the methods and techniques of processing data. Emphasis on the general purpose computer and its use in business and industry. Prerequisite: none.

DP 201 COBOL Programming 1. (2750-D) 3 credits
A beginning course in computer programming stressing efficient programming logic and techniques. Includes the solution of elemental commercial computer programs using the Common Business Oriented Language (COBOL). Prerequisite: none.

DP 202 COBOL Programming 2. (2750-D) 3 credits
A continuation of DP 201 using more advanced coding techniques. Emphasizes the use of COBOL in file maintenance and report writing. Prerequisite: DP 201.

DP 203 Fortran IV (See Mth 201) (2750-D) 3 credits

DP 204 Advanced COBOL Programming (2750-D)
3 crs.- 1 hrs. lecture-4 hrs. lab

A continuation of practical programming experience emphasizing programming techniques such as table handling, subscripting, data organization and storage methods; use of sub-routines; program segimentation and systems flow. Prerequisites: DP 201 and DP 202 or COBOL programming experience in business.

DP 250 Computer Systems Design (2750-D) 3 credits

A discussion with case studies and class problems, of how business procedures can be applied most effectively to the computer.

DENTAL ASSISTANT

DEA 100 Introduction to Dental Assisting (2352-O) 2 credits

History of Dentistry, duties of the dental assistant, the dental health team, code of ethics, state laws and jurisprudence, dental specialities, certification requirements, professional organizations, personal appearance and grooming, conduct and attitudes, professional and patient relations.

DEA 110 Dental Anatomy (2352-O) 3 credits-2 hrs. lecture-2 hrs. lab

The study of the structure, morphology, and function of the primary and permanent dentitions. Laboratory procedures include the identification and reproduction of tooth forms by drawing and carving representative teeth.

DEA 111 Dental Operatory (2352-O) 3 credits-2 hrs. lecture-2 hrs. lab

A study of operating and auxiliary equipment used at the chair side, proper chairside assistance, dental instruments, operation of equipment, maintenance and sterilization.

DEA 115 Dental Materials and Techniques (2352-O) 3 credits

A series of lecture demonstrations designed to acquaint the dental assistance student with a nomenclature, characteristics, proper mainipulation and application of the materials used in the laboratory in clinical practice of dentistry. Procedures for purchasing and storage of supplies will be considered.

DEA 116 Dental Office Management (3252-O)
2 credits

A course to acquaint students with telephone techniques, appointment book control and patient clinical and office records; and charting of patient dental history and conditions. Correlation of psychology to dental situation in the management of patients.

DEA 200 Dental Radiology (2352-O) 3 credits-2 hrs. lecture-2 hrs. lab

This course is designed to acquaint the student with the nature, physical behavior, biological affects, methods of control, safety precautions and the techniques for exposing, processing, and mounting x-rays. Laboratory procedures will include the application of these techniques in clinical practice.

DEA 220 Related Dental Theory (2352-O) 4 credits

A course designed for familiarization of common drugs and medicaments, pharmacological properties, therapeutic applications and any toxicities, knowledge of diet and nutrition with emphasis on their relationship to oral hygiene; preventative dentistry; aspects of all pathology; and recognition of dental emergency and procedures.

DEA 221 Clinical Experience I (2352-O) 6 credits-12 hrs. lab

Each student will receive individualized instruction in all phases of chair-side dental assisting.

DEA 222 Clinical Experience II (2352-O) 6 credits-12 hrs. lab

A continuation of DEA 221.

DRAMA

DRM 120 Introduction to Drama (1010-A) 3 credits

An introduction to the dramatic arts from the point of view of the audience. Historical and aesthetic considerations are included as keys to appreciation, as well as the basic principles of dramatic criticism. Students gain a knowledge of the substance, form, and technique of the various artists involved in a dramatic production: playwright, director, actor scene designer, lighting designer, costume designer, music composer, and sound man.

The five major types of drama are studied and evaluated for literary and theatrical qualities. Students will attend and evaluate dramatic performances in the area, and will present scenes from plays for class evaluation. Prerequisite: none.

DRM 130 World Drama (1010-A) 3 credits

A study of a significant literary genre traces the development of drama through the twenty-five centuries of theater in the Western World. The literary significance of the various works to their respective historical periods is of particular interest. Selections are drawn from a wide range: the Greek, Roman, Medieval, Renaissance, Neoclassical, and Modern theater. Prerequisite: Drama 120.

DRM 150 Oral Interpretation (1010-A) 3 credits

The art of oral interpretation through a study of the structure and content of the best literature of the ages, the techniques in communicating it, and the use of the body as an agent of expression. Through study and class participation, the student will develop skills in the use of the voice in the process of emotional and intellectual perception. He will study the best methods of program construction and presentation. Prerequisite: none.

DRM 151 Advanced Oral Interpretation (1010-A) 3 credits

A continuation of Drama 150. It is the advanced study of oral interpretation, acting, and program planning, with the emphasis on programs for mass media. Students will study script preparation, directing, acting, and production techniques for radio and television. Each student will participate in the preparation and production of one such program. Prerequisite: Drama 150, or permission of instructor.

ECOLOGY

ECY 101 Man and the Environment (1004-A) 3 credits
The study of the inter-relationships between man and his physical and biological environment. Survey of the basic principles, procedures and applications of ecology. Discussion of historical development in human ecology, present day ecological aspects of man and implications for the future.

ECONOMICS

ECS 200 Introduction to Economics (2250-D) 3 credits
This course is designed for students in the terminal program who will devote only one semester to the study of economics. Intended to help the student acquire some basic familiarity with the overall performance and the individual unities that make up the economy. Credit is not given for both ECS 200 & ECS 201.

ECS 201 Principles of Economics (2250-D) 3 credits
The nature and scope of economic problems and principles including the role of the Federal Budget, public debt, and money in determining income, employment, and prices; current problems such as inflation, unemployment, poverty, growth, and development. Prerequisite: Sophomore standing or permission of instructor. Credit is not given for both ECS 200 & ECS 201.

ECS 202 Principles of Economics (2250-D) 3 credits
Continuation of Economics 201 emphasizing competition, monopoly, allocation of resources among competing uses; wages, interest, rent and profits; international trade, balance of payments, foreign lending, gold flows, and comparisons of economic systems. Prerequisite: ECS 201.

EDUCATION

ED 201 Introduction to Education (1008-A) 3 credits
The principles of improving classroom teaching, the preparation of instructional objectives, the dual role of the instructor as a counselor and teacher. Practical work in micro teaching and field experience. Prerequisite: Sophomore standing or permission of instructor.

ED 202 Social Foundations of Education (1008-A) 3 credits
Social structures, forces and values affecting education. Contributions of philosophical, historical, psychological, and social foundations of education to curriculum designs and methods of instruction. Prerequisite: Sophomore standing or permission of instructor.

PSY 205 Educational Psychology (1008-A) 3 credits
Theories of learning and the literature dealing with education from preschool to college level, including principles of development, learning, motivation, problem solving, individual differences, adjustment, guidance and measurement. No prerequisite.

ED 245 Child Growth and Development (1008-A) 3 credits
Study of growth and development from infancy through adolescence. Prerequisite: PSY 201 or permission of instructor.

ED 250 Seminar (1008-A) 3 credits
Topics of selected interest: Legal aspects, the role of the teacher and the aide, discipline, and subject matter. Discussion of aides' class-related work experience.

ELECTRONICS

ELE 101 Direct Current Circuits (2750-O) 4 cr.-3 hrs. lect.-3 hrs. lab
Basic principles of direct current circuits, laws and theorems — including emphasis on use of series and parallel electrical circuits, inductance, capacitance, electromagnetism, and electrical measurement. Co-requisite: MTH 103 or 106.

ELE 102 Alternating Current Circuits (2750-O) 4 cr.-3 hrs. lect.-3 hrs. lab
Inductive and capacitive reactance, series and parallel resonance, and transformer theory. Prerequisite: ELE 101; Co-requisite: MTH 104 or 107.

ELE 103 Fundamentals of Electronics (2750-O) 4 cr.-3 hrs. lect.-3 hrs. lab
Fundamental operation of electron tubes and their use in power supplies, amplifiers, and oscillators. Prerequisite: ELE 101.

ELE 202 Electronic Circuits Systems (2750-O) 4 cr.-3 hrs. lect.-3 hrs. lab
Radio receiver and transmitter circuits including frequency modulation and single side band. Emphasizes topics included in 2nd Class FCC license. Prerequisite: ELE 102 and 103.

ELE 203 Advanced Electronic Circuits (2750-O) 4 cr.-3 hrs. lect.-3 hrs. lab
Production and use of nonsinusidal wave shapes (multivibrators, blocking oscillators, sweep generators and wave shaping circuits) and their use in oscilloscopes and television systems. Prerequisites: ELE 102 and 103.

ELE 204 Semiconductor Electronics (2750-O) 4 cr.-3 hrs. lect.-3 hrs. lab
Transistor fundamentals and analysis of transistor circuits. Theory and application of semiconductor devices such as zener diodes, veracters, tunnel, diodes, etc. Prerequisites: ELE 102 and 103.

EMERGENCY MEDICAL TECHNICIAN

EMT 101 Emergency Medical Technician I (2352-O) 6 credits
Instruction in the basic theory and skills of emergency care with practical training in ambulance and hospital emergencies. Successful completion will qualify the student for the state registration examination for Emergency Medical Technician I. Prerequisites: Minimum age 18 years, Standard Red Cross Course, Valid Driver's License.

EMT 201 Emergency Medical Technician II (2352-O) 4 credits
The initial course leading to registration as an Emergency Medical Technician II. Stresses data communication by radio with hospital, advanced patient assessment in the field and use of life support skills and equipment. Prerequisite: EMT I, one year experience as EMT I.

EMT 202 Emergency Medical Technician II (2352-O) 4 credits
This course will provide hospital observation and training in the emergency room and in other areas of the hospital for treatment of cardiac and other emergency cases. Practice in use of extrication equipment will be provided. Prerequisites: EMT 201, Registered EMT I.

EMT 203 Emergency Medical Technician II (2352-O) 4 credits
This course will provide instruction in pulmonary, medical and traumatic emergencies and laboratory practice in performing emergency treatment. Prerequisites: EMT 202, Registered EMT I.

EMT 204 Emergency Medical Technician II (2352-O) 4 credits
Hospital observation and training is continued in the emergency room, operating room, intensive and cardiac care units. Ambulance runs will be made for field experience. Prerequisites: EMT 203, Registered EMT I.

ENGLISH

ENG 099 Remedial English (1015) No credits-3 hours lecture
A detailed consideration of the basics of grammar and such related elements as punctuation, capitalization and allied mechanics of writing with an emphasis on drill and individualized instruction. No prerequisite.

ENG 100 Fundamentals of Writing (1015-A) 3 credits
The relationship of sentence structure to ideas: theory, practicum, and application. No prerequisite.

ENG 100-F English as a Foreign Language (1015-A) 3 credits
The oral and written fundamentals of English, designed to give the foreign student a level of comprehension and understanding that will prepare him for academic success. Emphasis upon drills, tapes, other audiovisual materials, and both individualization and counselling. Use of group activity, interaction with American students, and foreign language consultants whenever feasible. Prerequisite: level of ability determined through test scores.

ENG 101 Communications (1015-A) 3 credits
The oral analysis through critical and creative discussion of the modern essay and the writing of short units of composition, with an emphasis on methods, relevancy, logic, and the adequacy of organization and development, and especially the relationship of content to form. No prerequisite.

ENG 102 Communications (1015-A) 3 credits
The oral analysis through critical and creative discussion of the short story, novel, poetry, and drama. The writing of short and long units of purposeful composition, with an emphasis on the principles of structure, development and thought. Perequisite: Eng. 101.

ENG 102-H Communications (Honors) (1015-A) 3 credits
Guided analysis of humanistic ideas from the areas of the short story, novel, poetry, and drama through intensive research and writing. Seminar approach. Prerequisite: Recommendation of the staff.

ENG 103/SES 131 Secretarial Communications (2250-O) 3 credits
The writing of business letters and short reports. Emphasizes both content and form and includes a review of the mechanics of writing; e.g., punctuation, capitalization, and spelling of business terms. Designed for secretarial science students. Prerequisite: BUS 101 or equivalent.

ENG 104/SES 132 Technical Communications (2250-O) 3 credits
Designed to meet the needs of technical, vocational, and midmanagement students. Emphasis is placed on types of writing that the student may expect to do in his field. Letter writing, memo writing, report writing, and oral presentations are covered.

ENG 201 World Literature (1015-A) 3 credits
Academic survey of significant authors and their works from Homer to the Renaissance with emphasis on literary trends, forms, and appreciation. Prerequisite: Eng. 102 or permission of instructor.

ENG 202 World Literature (1015-A) 3 credits
Continuation of Eng. 201 from the Renaissance into the 20th century. Prerequisite: ENG 102 or permission of instructor.

ENG 215 English Literature (1015-A) 3 credits
Introduction to English literature based upon selected masterpieces from Beowulf to Samuel Johnson. Prerequisite: Eng. 102 or permission of instructor.

ENG 216 English Literature (1015-A) 3 credits
A continuation of English 215, from the Romantic Movement to the present. Prerequisite: Eng. 102, Eng. 215, or permission of the instructor.

ENG 220 Special Interest Themes in Literature (1015-A) 3 credits
Intensive reading in a particular concept or topic of popular literary appeal. Examples include (but are not limited to) Horror Stories, Mystery Stories, Women in Literature, Science Fiction, the Literature of the Occult. Topics will be announced on a semester basis. Prerequisite: Eng. 102, or permission of instructor.

ENG 221 Special Interest Themes in Literature (1015-A) 3 credits
A continuation of ENG 220, with a change in topics.

ENG 222 Creative Writing (1015-A) 3 credits
Creative writing skills developed under workshop-lab conditions of group analysis and discussion. Specific techniques in both prose and poetry. Prerequisite: Permission of instructor.

ENG 224 American Literature to 1865 (1015-A) 3 credits
Introduction to American literature through American verse and prose, reflecting the motivating ideas in the American scene; attention to literary forms and the development of appreciation. Prerequisite: ENG 102 or permission of instructor.

ENG 225 American Literature after 1865 (1015-A) 3 credits
Continuation of English 224 through American verse and prose from 1865 to the present. Prerequisite: ENG 102 or permission of instructor.

ENG 235/SES 232 Business Communications (2250-O) 3 credits
A comprehensive study of the various areas of business communication with emphasis on the writing of business letters and reports. Designed for business administration and pre-business education students. Prerequisite: ENG 102.

ENG 236 Children's Literature (1015-A) 3 credits
A survey of children's literature with emphasis on children's needs and interests, criteria for judgment, and history and trends in the field. The arts of storytelling and oral reading will be stressed as vehicles for bringing literature to children.

FIRE SCIENCE

FIF 160 Introduction and Orientation to Firefighting (5507-O) 3 credits
An introduction to the history of fire services in U.S., including the philosophy and traditions of the fire service and career orientation.

FIF 161 Fundamentals of Fire Prevention (5507-O) 3 credits
Familiarize student with state and local statutes and ordinances relating to fire prevention, survey national fire codes, Underwriters Laboratories, South Florida building codes, N.F.P.A. manuals. Develop an appreciative understanding of the making of inspections or surveys, and reporting findings.

FIF 162 Basic Fire Recruit Training (5507-O) 12 Crs.-3 hrs. lect.-12 hrs. lab
Indoctrination into the fire services designed to enable the recruit to perform the duties of a fire fighter. Student must meet state requirements of Fire Standards.

FIF 163 Introduction to Marine Fire Protection (5507-O) 3 credits
Survey of agencies involved in marine safety, fire protection and cargo handling, familiarization with Federal, State and local fire protection ordinances. Develop an understanding of methods developed for control of fire aboard ships at sea and in port.

FIF 200 Fire Service Problems (5507-O) 3 credits
Opportunity to make a study of fire problems or to research a project relation to fire service improvement. Subjects may be studied individually or as a group project. Prerequisite: Permission of department head.

FIF 260 Applied Fire Science (5507-O) 3 credits
An introduction to the study of the chemical and physical properties of matter in solid, liquid, or gaseous forms as they relate to fire and firefighting. Prerequisite: Technical Mathematics.

FIF 261 Hazardous Materials (5507-O) 3 credits
Study of the chemical and physical properties of matter and their possible reactions related to storage handling and transportation. The study will include flammable liquids, combustible solid oxidizing corrosives, and radioactive materials. Prerequisite: FIF 260.

FIF 262 Firefighting Tactics & Strategy (5507-O) 3 credits
Develop an understanding of efficient use of manpower, apparatus placement, and equipment available. Placing emphasis on pre-fire planning, fire ground decisions, and problem solving. Use of fire simulator.

FIF 264 Building and Fire Codes (5507-O) 3 credits
To study and compare national, state, and local building and fire codes emphasizing local laws and ordinances pertaining to building construction and design.

FIF 265 Fire Hydraulics (5507-O) 3 credits
Theory of hydraulics as applied to the fire service with emphasis on the mathematics and formula related to fire streams, master streams, and pump operation.

FIF 266 Fire Investigation (5507-O) 3 credits
Survey of arson laws and incendiary fires, determining the cause of fire, recognizing and preserving evidence, interviewing witnesses, handling juveniles, presentation of court testimony and court procedures. Familiarization with the pathology of fire setters. Prerequisite FIF 161.

FIF 267 Municipal Administration (5507-O) 3 credits
To develop an understanding of systems for appraising, upgrading and implementing fire protection services of local, county, and state governments. To further develop an appreciation for knowledge in the fields of personnel management, fire signal systems, fire insurance regulation, mutual aid systems, and extra department relations.

FIF 268 Introduction to Oil Refinery and Tank Farm Fire Protection (5507-O) 3 credits
To study and develop strategies and techniques for fire protection and control in oil refinery and tank farm areas, study to include an introduction to regulations pertaining to fire prevention in these areas.

FIF 298 Work Experience Internship (5507-O) 3 credits
To be prepared after proper agreements with local fire officials. Prerequisite: Approval of department head and local fire personnel.

FRENCH

First-year language courses are intended for students who have no previous formal instruction in the language. Students with two years of high school French normally enter the second year courses.

FR 101 Elementary French (1011-A) 3 credits
Audio-lingual French. Fundamentals of speaking, reading and writing. No prerequisite.

FR 102 Elementary French (1011-A) 3 credits
Continuation of FR 101. Prerequisite: FR 101 or equivalent.

FR 201 Intermediate French (1011-A) 3 credits
Continuation of FR 102, with review of first-year grammar. Discussion of several short reading selections. Prerequisite: FR 102 or equivalent.

FR 202 Intermediate French (1011-A) 3 credits
Continuation of FR 201. Prerequisite: FR 201 or equivalent.

GEOGRAPHY

GEO 201 World Geography (1022-A) 3 credits
Basic principles of geography, as related to the global distribution of man and his natural environment, stressing the role of geography in interpreting human activities in the economic, cultural and political areas.

GEOLOGY

GLG 101 Earth Science (1019-A) 3 credits
Basic principles of geology relating to sedimentation, structural deformations, erosion, and weathering. The practical applications of geology as a profession and in research. Study of volcanism, earthquakes, and varieties of rocks. Study of geological theories.

GLG 102 Historical Geology (1019-A) 3 credits
Evolution of life and the earth. Study of the growth of mountains, and the physiographic development of continents. Study of the development of North American stratigraphy and structure during different eras and periods, and record of life forms. Study of the origins of ores and petroleum. Prerequisite: Geology 101 or PS 102.

GERMAN

First-year language courses are intended for students who have no previous formal instruction in the language. Students with two years of high school German normally enter the second year courses.

GER 101 Elementary German (1011-A) 3 credits
Audio-lingual German. Fundamentals of speaking, reading and writing. No prerequisite.

GER 102 Elementary German (1011-A) 3 credits
Continuation of GER 101. Prerequisite: GER 101 or equivalent.

GER 201 Intermediate German (1011-A) 3 credits
Continuation of GER 102, with review of first-year grammar. Reading and discussion of several short reading selections. Prerequisite: GER 102 or equivalent.

GER 202 Intermediate German (1011-A) 3 credits
Continuation of GER 201. Prerequisite: GER 201 or equivalent.

GRAPHIC SCIENCE

GS 101 Engineering Graphics (2750-D) 3 credits-2 hr. lecture-4 hrs. lab
Basic graphical communications. Use of instruments; lettering, engineering geometry; orthographic projection including spatial relationships of points, lines and planes; primary auxiliaries; sections; pictorials; dimensioning and tolerancing. No prerequisite.

GS 102 Descriptive Geometry (2750-D) 3 cr.-1 hr. lect.-4 hrs. lab
Continued spatial relationship of points, lines and planes; successive auxiliary views; revolutions; intersections, developments; working drawings and vector graphics. Prerequisite: GS 101 or GS 111.

GS 111 Technical Drafting (2750-O) 3 credits-1 hr. lecture-4 hrs. lab
Basic graphical communications. Use of instruments; lettering; geometric construction, sketching, orthographic projection including spatial relationships of points, lines and planes; primary auxiliary views; sections; isometrics; oblique; dimensioning and tolerancing. No prerequisite.

GS 112 Technical Drafting (2750-O) 3 credits-1 hr. lecture-4 hrs. lab
Continued spatial relationships of points, lines and planes; successive auxiliary views; revolutions; intersections; developments and working drawings. Prerequisite: GS 111.

GS 113 Civil Drafting (2750-O) 3 credits-1 hr. lecture-4 hrs. lab
Traverse plotting, contour plotting, contour revisions, elevations, map and aerial photo reading. No prerequisite.

GS 115 Charts and Graphs (2750-O) 2 credits-1 hr. lecture-2 hrs. lab
Graphical analysis of tabular data. Includes inking and the use of the LeRoy lettering device. No prerequisite.

GS 118 Intersections and Developments (2750-O)
2 cr.-1 hr. lect.-2 hrs. lab
Determination of intersecting solids and their surface developments. Prerequisite: GS 101, GS 112 or permission of instructor.

GS 221 Architectural Drafting (2750-O) 3 cr.-1 hr. lect.-4 hrs. lab
General architectural drafting including plot plans, floor plans, elevations, details in frame and masonry construction, building codes and site locations. No prerequisite.

GS 222 Pictorial Drafting (2750-O) 3 credits-1 hr. lecture-4 hrs. lab
Pictorial layout of axonometric, oblique, one and two point perspective Prerequisite: GS 101, GS 111 or approval of instructor.

GS 223 Illustrations (2750-O) 3 credits-1 hr. lecture-4 hrs. lab
General rendering, shade and shadow casting in all pictorial forms. Prerequisite: GS 222 or permission of instructor.

GS 231 Electronic Drafting (2750-O) 4 credits-1 hr. lecture-6 hrs. lab
Basic graphical communications as applied to the electronics industry. Electronic topics include symbols, schematic diagrams, circuit layouts, black diagrams, fastener components, government specifications, printed circuitry and production drawings. Prerequisite: ELE 103 or permission of instructor.

GS 241 Machine Drafting (2750-O) 3 credits-1 hour lecture-4 hours lab
Assembly and detail drawings of fasteners, cams, gears, jig and fixtures and welded or machined parts. Prerequisite: GS 101 or GS 111.

GS 242 Machine Drafting (2750-O) 3 credits-1 hour lecture-4 hours lab
Continuation of GS 241. Including linkage mechanisms, vector analysis and Kenamatics. Prerequisite: GS 241.

GS 243 Numerical Drafting (2750-O) 2 cr.-1 hr. lect.-2 hrs. lab
Study of numerical controlled machine tools and their required drafting procedures. Prerequisite: GS 101, GS 111 or permission of instructor.

GS 252 Methods of Fabrication (2750-O) 3 credits
The methods and machines used to shape and form industrial products. Includes both hot and cold processing, compression, cutting, abrasive forming and automatic and numerical controlled machines. No prerequisite.

HEALTH

HLT 225 Personal Health (1008-D) 3 credits
The physiological and psychological bases for health; health hazards; fitness; and family living. No prerequisite.

HLT 226 First Aid and Safety (co-educational) (1008-D) 3 credits
Basic and advanced instruction in principles and skills which will enable the individual to act in emergency situations. Standard and advanced Red Cross instruction is stressed.

HISTORY

HIS 101 History of Western Civilization (1022-A) 3 credits
Traces the development of Western Civilization from Greece through the Middle Ages. No prerequisite.

HIS 102 History of Western Civilization (1022-A) 3 credits
Traces the development of Western Civilization from the Renaissance through the modern era. No prerequisite, but it is recommended that History 101 be taken first.

HIS 201 American History (1022-A) 3 credits
Political, economic, social, and intellectual development of the United States from Discovery of North America through the Reconstruction. Prerequisite: Sophomore standing.

HIS 202 American History (1022-A) 3 credits
Continuation of History 201. From Reconstruction to present. Prerequisite: History 201.

HIS 204 The World in the Twentieth Century (1022-A) 2 credits
Emphasis placed on the causes and effects of World War I and II and the rise of Communism and Fascism; followed by examination of contemporary areas of crisis through the world. Prerequisite: Sophomore standing.

HOME ECONOMICS

H.E. 101 Basic Clothing Selection and Construction (2450-D)
3 credits-1 hour lecture-4 hours lab
A study of design, color and fabric as they apply to selection of clothing. Fundamental sewing techniques are taught while planning and constructing garments.

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H.E. 103 Pattern Design (2450-O) 4 credits
An introductory study of the flat pattern method of fashion design. After reviewing principles of good fit in clothing, patterns are created and garments constructed. Prerequisite: permission of instructor and advanced sewing skills.

H.E. 105 Principles of Nutrition (2450-D) 3 credits
An introductory course in the science of nutrition. Fundamental principles of nutrition, as they relate to developing and maintaining good health are studied.

H.E. 106 Basic Childhood Nutrition (2450-O) 3 credits
Course explains nutrition for teachers and others concerned with child health, and consists of basic nutrition information. Recommended dietary allowances, minimum daily requirements, metabolic functions of selected nutrients, and materials, for creative projects and procedures for presenting nutritional information to children is presented.

H.E. 107 Introduction to Textiles (2450-D) 3 credits
Textiles, Fibers, finishes and methods of fabric construction for personal clothing and home use are explored.

H.E. 131 The Pre-School Child in the Family (2450-D) 3 credits
The study of approaches to understanding and guiding the pre-school child as a family member. Emphasis is placed on the role of the family in meeting the needs of children for growth and development.

H.E. 133 Principles of Teaching the Pre-School Child (2450-D) 3 credits
A study of the techniques used to develop effective teaching-learning situations with pre-school children. The teacher's role in determining these learning experiences and implementing them in a classroom is identified.

H.E. 135 Creative Experiences for the Pre-School Child (2450-O)
3 credits-2 hour lecture-2 hour lab
An in-depth study of the creative activities enjoyed by pre-school children in music, literature, art and crafts. These learning experiences are provided for the student through lecture and laboratory participation.

H.E. 140-141 Seminar in Early Childhood Education (2450-D)
4 credits-2 hour lecture-4 hour lab
Supervised participation in the Child Care Center. The student will plan and carry out specific activities providing experiences in working with pre-school children individually and in groups.
Prerequisite: H.E. 131 or 133, or 135, or permission of the instructor.

H.E. 142 Seminar in Exceptional Child Education (2450-D)
4 credits-2 hours lecture-4 hours lab
A general introduction to the field of special education. It offers the basic background needed to continue to understand all areas of exceptional childhood education. A minimum of 4 hours on-the-job training is required per week.

H.E. 190 Family Finance (2450-O) 3 credits
Application of basic principles of sound money management to everyday life. Encourages the student to think wisely about buying, spending, and investing.

H.E. 201 Advanced Clothing Construction (2450-O) 4 credits
A study and application of advanced construction techniques. Emphasis is placed on individual fit as well as line, design and fabric suitability. Prerequisites: H.E. 101 or Permission of Instructor.

H.E. 205 Food for the Family (2450-D) 4 crs.-2 hr. lect.-4 hr. lab
Basic food preparation and applied nutrition to meet the family's need in today's economy. Includes planning, shopping, preparing and serving meals that are nutritionally adequate and attractive. Also included is a study of convenience foods.

H.E. 210 Art in Home and Dress (2450-O) 3 credits
Application of basic principles of color and design as they influence the home and selection of clothing.

H.E. 220 Seminar in Personal Development (2450-O) 3 credits
Survey of the factors that contribute to successful personality development such as personal appearance, wardrobe planning, poise, charm on the job and at home, figure control and human relations.

H.E. 240-241 Seminar in Early Childhood Education (2450-D) 4 credits-2 hours lecture-4 hours lab
A series of laboratory experiences and seminars for students enrolled in the Child Development Program. The lectures meet a minimum of two hours each week for discussions and reports concerning the supervised classroom experience. A minimum of 4 hours supervised on the job training per week is required.

HOTEL-MOTEL ADMINISTRATION

HMA 205 Introduction to Hotel-Motel Management (2250-O) 3 credits
History, organization, problems, and opportunities in the hotel-motel industry. A study of the functions of departments; promotional and personnel functions of management; trends and developments in the industry today and techniques and procedures of modern management.

HMA 215 Hotel-Motel Housekeeping (2250-O) 3 credits
A general understanding of the organization, duties, and administration of institutional housekeeping. Includes interior decoration, purchase of furniture, carpeting, linens, supplies, maintenance and engineering.

HMA 225 Front Office Procedures (2250-O) 3 credits
This course provides an analysis of various jobs within hotel-motel front office, and procedures involved in registering, accounting for, and checking out guests. No prerequisite.

HUMANITIES

HMS 201 (ART) Humanities (1049-A) 2 credits
A survey of painting, sculpture, architecture and other related art forms, including aesthetic, historical and technical significance of major artistic achievements. Prerequisite: Sophomore standing or permission of instructor.

HMS 202 (Literature) Humanities (1049-A) 2 credits
A survey of carefully selected chronological works from the East and the West, beginning with the ancient Greeks and extending into the twentieth century. Designed to increase the student's knowledge and understanding of significant ideas, their evolution, and pertinence to the contemporary scene. Prerequisite: Sophomore standing or permission of instructor

HMS 203 (Music) Humanities (1049-A) 2 credits
The basic elements of musical properties, forms, and styles. Emphasis on the representative relationship of the great periods in music to parallel eras in other arts, religion, and philosophy. Prerequisite: Sophomore standing or permission of instructor.

HMS 204 (Philosophy) Humanities (1049-A) 2 credits
A study of the important ideas in Western philosophic thought and their relation to contemporary problems. Basically a historical approach with emphasis upon developing a critical analytic attitude through analysis and criticism of a variety of philosophic positions. Prerequisite: Sophomore standing or permission of instructor.

HMS 206 Humanities of the Sea (1049-A) 2 credits
An introduction and exploration of the concept that man's future promises to be substantially influenced by his knowledge of the sea and his understanding of its dynamic relationship to his society. The course will focus on man and the world ocean, through the full spectrum of oceanic endeavor encompassing both the humanities and sciences. Humanities 206 may be substituted for Humanities 201, 202, 203, or 204. Offered fall semester only.

INDIVIDUAL PROBLEMS

IP 290 Individual Problems (Specify Subject Area by title-A) 1, 2, 3, 4 credits
A special course designed to offer work of an advanced nature, in any major field, that is not offered in a course listed in the catalog. Prerequisite: Permission of instructor.

INDUSTRIAL

IND 131 Industrial Math (2650-O) 3 credits
Application of mathematics to industrial topics including the use of whole numbers, common fractions, decimals, decimal fractions, standard measurements including metrics, percentages, and financial topics. Prerequisites: None

IND 191-192 Industrial Seminar and Supervised Work Experience (2650-O) 4 credits
A series of seminars for students enrolled in industrial programs. Seminars meet a minimum of one hour per week for discussion. Supervised work experience required a minimum of 15 hours per week. Prerequisites: Permission of the Division Director.

INSURANCE

INS 201 Individual Life and Health Insurance (2250-O) 3 credits
The role of life and health insurance in meeting economic security needs, types of individual and special life and annuity contracts, individual health insurance contracts including disability and medical expense insurance as related to premiums, reserves, non-forfeiture values, surplus and dividends.

INS 202 Life Insurance Law and Company Operations (2250-O) 3 credits
Legal aspects of contract formation, policy provisions, assignments, ownership rights, creditor rights, beneficiary designations, disposition of life insurance proceeds, and settlement options. Also includes types of insurers, risk selection, company investments, financial statements, and regulation and taxation of companies.

INS 203 Group Insurance and Social Insurance (2250-O) 3 credits
Analysis of group life and group health insurance, including products, marketing, underwriting, reinsurance, premiums and reserves. Also includes socio-economic problems related to old age, unemployment and disability, and various public plans that have been developed to meet these problems.

INS 204 Pension Planning (2250-O) 3 credits
Tax considerations, cost factors, and funding instruments involved in private pensions, profit-sharing plans, and tax-deferred annuities.

INS 205 Income Taxation (2250-O) 3 credits
The federal income tax system with particular reference to the taxation of life insurance and annuities, income taxation of individuals, sole proprietorships, partnerships, corporations, trusts and estates.

INS 206 Investments and Family Financial Management (2250-O) 3 credits
Various aspects of investment principles and their application to family financial management. Included are the subjects of yields, limited income securities, growth factors, and analysis of financial statements. Also discussed are family budgeting, property insurance, mutual funds, variable, annuities, and aspects of other investment media.

INS 207 Accounting and Finance (2250-O) 3 credits
Basic accounting principles including data accumulation systems, income measurement, valuation of assets and liabilities, and financial statement analysis. Also budgeting, short and long term financing, and other items which help CLU candidate to better appreciate how life and health insurance fit into the financial structure of a business.

INS 208 Economics (2250-O) 3 credits
Economic principles, the governmental and banking institutions which have an effect on the national economy, national income, theory and application of price determination, business cycles, money and banking, international trade and finance, and problems of economic growth.

INS 209 Business Insurance (2250-O) 3 credits
Business uses of life and health insurance, including proprietorship, partnership, and corporation continuation problems and their solution

through use of buy-sell agreements. Also discussed are key man insurance, non-qualified deferred compensation plans and split-dollar plans. There is also a section on human behavior and ethics in business.

INS 210 Estate Planning and Taxation (2250-O) **3 credits**
Advanced concepts in life underwriting, emphasizing estate planning, disposition of property, administration of property in trusts and estates, taxation of estates and gift transfers, and the effective use of life insurance to minimize financial problems.

INTERIM STUDIES

CHY 100 Introduction to Chemistry (1019-A) **3 credits**
A study of the elementary principles of general chemistry for the non-science major and for students who wish to prepare for CHY 101.

ENG 100 Fundamentals of Writing (1015-A) **3 credits**
See description under English.

ENG 100-F English as a Foreign Language (1015-A) **3 credits**
See description under English.

MTH 101 Fundamentals of Mathematics (1017-A) **3 credits**
See description under Mathematics.

PHY 100 Physics for Non-Science Majors (1019-A) **3 credits**
See description under Physics.

RDG. 100-101 Developmental Reading (3100-A) **3 credits**
See description under Reading.

SPH. 110 Speech Improvement (1015-A) **3 credits**
See description under Speech.

INSTITUTIONAL FOOD SERVICE

IFS 112 Nutrition (2450-O) **3 credits**
Food nutrients, their digestions and absorption, and the relationship of food to the development and maintenance of health. Includes a study of nutritional needs of all age groups and interpretation of the National Research Council's recommended dietary allowance.

IFS 210 Food Preparation I (2450-O) **3 credits**
Procedures, safety sanitation, and quality involved in food preparation, including procedures and techniques in quantity food preparation with emphasis on quality and retention of nutritive values. Kitchen organization and planning of quantity production is included. Practice is provided in the production and service of meals, including evaluation and controls.

IFS 211 Food Preparation II (2450-O) **3 credits**
Continuation of Food Preparation I. Prerequisite: IFS 210.

IFS 212 Sanitation and Safety (2450-O) **3 credits**
Sanitation relating to the preparation, storage, and service of food. Study of food-borne diseases, food poisoning, and diseases transmitted by food and food handlers, including safety practices in the food service department.

IFS 213 Use and Care of Kitchen Equipment (2450-O) 3 credits
Proper use of food service equipment in the easiest, safest, and most effective way. Includes proper care of equipment, simple repair techniques and preventative maintenance.

IFS 214 Quantity Baking (2450-O) 3 credits
Procedures and techniques used in quantity baking. Emphasis upon manipulation of recipes for the quantity baking of all types of breads, cakes and pies.

IFS 230 Food Merchandising and Service (2450-O) 3 credits
Theory and practice in acceptable procedures in serving foods. Includes how to display and merchandise foods in an attractive manner and how to evaluate the food service operation.

IFS 232 Food Services Special (2450-0) 3 credits
This course includes the planning, preparation of, and presenting of special food functions such as buffets, banquets, receptions, etc. Emphasis will be on decorating and display of food.

IFS 240 Food Service Supervision and Management (2450-O) 3 credits
Principles of management particularly as they apply to the food service industry. The role of the supervisor or manager in organizing and directing the work of his employees and his responsibility for planning and coordinating their activities is included.

IFS 250 Nutrition and Diet Therapy (2450-O) 3 credits
An introductory course in the science of nutrition and principles of diet therapy. Fundamental principles of nutrition are studied; application of these principles to diet planning is covered.

IFS 282 Food Service Seminar and Supervised Work Experience (2450-O) 4 credits
A seminar for students enrolled in the Institutional Food Service program. The seminars meet a minimum of one hour each week for discussions and reports concerning the supervised work experience. A minimum of fifteen hours of supervised on-the-job training required in the institutional food industry per week. Prerequisite: Permission of food services coordinator.

ITALIAN

First year language courses are intended for students who have no previous formal instruction in the language. Students with two years of high school Italian normally enter the second year courses.

ITL 101 Elementary Italian (1011-A) 3 credits
Audio-lingual Italian. Grammar by analysis. Fundamentals of reading and writing. No prerequisite.

ITL 102 Elementary Italian (1011-A) 3 credits
Continuation of ITL 101. Complex patterns of speech and writing. Prerequisite: ITL 101 or equivalent.

ITL 201 Intermediate Italian (1011-A) 3 credits
Continuation of ITL 102, with the addition of major points of grammar. Audio-lingual intermediate Italian, stressing the reading and discussion in Italian of a limited number of short stories. Prerequisite: ITL 102 or equivalent.

ITL 202 Intermediate Italian (1011-A) 3 credits
Continuation of ITL 201. Reading and discussion in Italian. In-depth study of one significant work of a major Italian author. Prerequisite: ITL 201 or equivalent.

JOURNALISM

JRL 150 Journalistic Communications (1006-D) 3 credits
Instruction and practice in basic news and feature writing, and in layout, together with training in principles and ethics of journalism. Class produces student newspaper, the "Pioneer Post." No prerequisite.

JRL 151 Journalistic Communications (1006-D) 3 credits
Survey of communications media, stressing differences in collecting and disseminating information on part of the reporter and media management. Continued instruction and practice in writing and make-up. Class produces student newspaper, the "Pioneer Post." Prerequisite: JRL 150.

LIBRARY SCIENCE

LIS. 100 Library Orientation (1016-O) 1 credit
A brief but comprehensive study of the varied library resources, their organization, arrangement and usefulness for specific purposes. Open to any student desiring to improve his use of library resources and services.

LEARNING SKILLS

LS 110 Learning Skills (1008) no credits-10 hrs. lecture-5 hrs. lab
Course design allows each student the opportunity to appraise his weaknesses and develop his strengths in the basic learning skills — listening, math, reading, speech, study skills, test sophistication and writing.

MATHEMATICS

MTH 099 Basic Mathematics Review (1017) no credits-3 hrs. lecture
Topics include fractions, decimals, percents, business practice, algebra and geometry.

MTH 101 Fundamentals of Mathematics (1017-A) 3 credits
A program course in algebra covering sets, radical, exponents, algebraic expressions, graphs, and equations in one and two variables.

MTH 102 Slide Rule (2750-D) **1 credit**
Emphasis on speed and accuracy with the use of the fundamental scales. Topics include multiplication, division, squaring, cubing, taking square roots and cube roots, using trigonometric and log scales to solve special problems. Prerequisite: MTH 107 or high school trigonometry.

MTH 103 Technical Mathematics I (2750-D) **3 credits**
Fundamentals of mathematics applied to modern technology including slide rule, scientific notation, and basic topics in algebra. No prerequisite.

MTH 104 Technical Mathematics II (2750-D) **3 credits**
A continuation of Math 103. Topics include exponentials, logarithms, trigonometry, complex numbers, and vectors. Prerequisite: MTH 103 or MTH 106.

MTH 105 Foundations of Mathematics (1017-A) **3 credits**
Designed to give some insight into the nature and structure of mathematics including probability, set operations, and applications of set language and notation, numeration systems, finite number systems, natural, integral, rational, real number systems, equations and inequalities.

MTH 110 Intermediate Algebra (1017-A) **3 credits**
Designed to prepare the student for MTH 111, College Algebra. Topics included are roots, radicals, exponents, linear and quadratic equations, graphs of linear and quadratic equations, and polynomials. Prerequisite: MTH 101 or 1½ years high school algebra with B or better.

MTH 111 College Algebra (1017-A) **3 credits**
Sets and functions, graphs, polynomials, mathematical induction, real numbers system, complex number system, linear inequalities, sequences, limit of a sequence. Prerequisite: MTH 105, MTH 101 or high school algebra.

MTH 112 Plane Trigonometry (1017-A) **3 credits**
A study of angles, trigonometric functions, logarithms, radian measure, identities, trigonometric equations, graphing trigonometric functions, addition formulas, polar coordinates, inverse trigonometric functions, complex numbers. Prerequisite: MTH 106 or may be taken concurrently with MTH 106 with permission of instructor.

MTH 115 Pre-Calculus (1017-A) **5 credits**
MTH 108 is MTH 106 and 107 combined, designed for well prepared students intending to take Calculus. Only offered in the Fall. A person receiving credit for either MTH 106 or 107 may not take 108 for credit. Prerequisite: Three years of college preparatory math.

MTH 120 Elementary Statistics (1017-A) **3 credits**
Variability, permutations, combinations, binomial theorem, general theory of probability for finite sample spaces, random variables, joint distribution and continuous distribution, binomial distribution, statistical applications of probability, test of hypothesis. Prerequisite: MTH 105, but recommended MTH 106.

MTH 167 The Metric System of Weights and Measurements (1017-A) **1 credit**
This course is designed to provide an awareness and a working knowledge of the metric system. Measurements of distance, volume, weight, and temperature are investigated.

MTH 201 Fortran IV (DP203) (2750-D) **3 credits**
Computer programming and applications using Fortran. Emphasis on

scientific and business oriented problems. Prerequisite: MTH 105 or permission of instructor.

MTH 205 Analytic Geometry and Calculus I (1017-A) 5 credits
Includes relations and functions, limits, continuity, derivatives, applications, of the derivative, definite integrals, areas under a curve, volumes of solids of revolution, work, transcendental functions, techniques of integration. Prerequisite: MTH 108, or MTH 106, and MTH 107.

MTH 206 Calculus II (1017-A) 5 credits
Includes curvature, arclength, surface area of revolution, Taylor's series, solid analytical geometry, partial differentiation, multiple integrals, cylindrical and spherical coordinates, center of mass, moments of inertia, L'Hospital's rules, improper integrals, infinite series. Prerequisite: MTH 205.

MTH 207 Calculus III. Differential Equations (1017-A) 5 credits
Includes linear differential equations with constant coefficients, higher order differential equations, series solutions, approximating methods, La Place transforms. Prerequisite: MTH 206, or may be taken concurrently with MTH 206 with permission of instructor.

MTH 210 Linear Algebra (1017-A) 3 credits
Includes matrices and vectors, linear transformations, determinants, and linear differential operators. Prerequisite: MTH 205. May be taken concurrently with MTH 205.

MECHANICAL TECHNOLOGY

MTY 101 Introduction to Quality Control (2753-O) 3 credits
Quality control principles, practices, organization, and relationship to reliability. Includes the approach to insuring product acceptability and quality according to established standards. Prerequisites: None.

MTY 150 Hydraulics and Pneumatics (2753-O) 3 credits
A study of basic fluid mechanics with emphasis on principles of hydraulic and pneumatic power as applied in modern equipment. Prerequisites: None.

MTY 160 Engineering Materials (2753 (2753-D) 3 credits
Production, composition, and properties of all materials used in engineering and related industries. Pure metal, alloys, woods, ceramics, polymers and modified materials are studied. Prerequisites: None.

MEDICAL LAB TECHNICIAN

MLT 101 Fundamentals of Medical Laboratory Technology and Hematology I (2350-O) 6 credits-2 hours lecture-9 hours lab
An introduction to medical lab science including principles and skills common to all departments, and basic hematological techniques. Prerequisite: Must be admitted to MLT program.

MLT 102 Hematology II and Urinalysis (2350-O) 6 credits-2 hours lecture-9 hours lab
In-depth study of blood cell disorders, recognition of abnormal cells, analysis of coagulation components, principles of kidney function, chemical and microscopic examination of urine. Prerequisite: MLT 101.

MLT 103 Serology and Blood Bank (2850-O)
4 credits-2 hours lecture-7 hours lab
The formation, structure, and action of antigen — antibody reactions with performance of sero-diagnostic test procedures and standard technique in blood banks, Prerequisite: MLT 101 and 102.

MLT 201 Microbiology I and Chemistry (2350-O)
7 credits-3 hours lecture-9 hours lab
An introduction to the general characteristics and classification of clinically important microbes; an overview of the principles of chemical analysis of blood and other body fluids with emphasis on basic manual procedures. Prerequisites: CHY 101 and BIO 115 and 116.

MLT 202 Microbiology II and Chemistry II (2350-O)
7 credits-3 hrs. lecture-9 hrs. lab
The etiology of microbiod diseases including viruses, fungi, and protozoans. Chemistry II includes automated procedures and tests in relation to disease processes. Prerequisite: MLT 201.

MLT 203 Medical Laboratory Career Orientation (2350-O) 1 credit
A seminar course in the responsibilities and ethics of an MLT, review of publications, human relations, unusual case histories. Prerequisite: Permission of instructor.

MLT 204 Clinical Practicum (2350-O) 9 credits
Practical clinical experience for a summer term, 40 hours per week at one of the three participating hospitals. Prerequisites: All previous MLT courses.

METALLURGY

MEY 150 Elementary Metallurgy (1920-O) 3 credits
A study of engineering materials in their origin and extraction and of the chemical and physical involvements essential to their acceptance for and into modern manufacturing. Prerequisite: high school chemistry and physics or permission of instructor.

MEY 151 Metallurgy (1920-O) 3 credits
The study of the constitution of matter (atomic, electronic, space lattice, crystallographic) as related and essential to the effective processing of ferrous and non-ferrous engineering materials. Prerequisite: MEY 150.

MOTORCYCLE REPAIR

MCR 131 Introduction to Motorcycle Repair (2653-O) 3 credits
Orientation to the field of motorcycle mechanics including shop procedure, safety practices, tool utilization and motorcycle systems. Prerequisites: None.

MCR 132 Intermediate Motorcycle Repair (2653-O) 3 credits
Basic servicing procedures, observation of safety precautions, and diagnosis and repair. Prerequisites: None.

MCR 133 Advanced Motorcycle Repair (2653-O) 3 credits
Continuation of servicing operations, safety precautions, diagnosing and repairing all systems of the motorcycle. Prerequisites: None.

MUSIC

MUS 099 Fundamentals of Music (1010) No credits
An intensive study of basic music fundamentals including notation, rhythm, scale building, chord structure, understanding of intervals.

MUS 105, 106, 205, 206 College Chorale (1010-A) 1 credit-5 hours lab
Ensemble including the study of choral works from the Sixteenth century to current musical comedy. Voice production, diction and the development of musical taste are included.

MUS 110 Theory of Music I (1010-A) 3 credits
An intensive study of the materials of music; notation, time and rhythm, chord structure, Prerequisite: Ability to play piano or comparable experience in band or chorus.

MUS 111 Theory of Music II (1010-A) 3 credits
A continuation of MUS 110. Prerequisite: MUS 110.

MUS 112 Sight Singing and Ear Training (1010-A) 2 credits
Drill in aural and visual recognition of melodies and harmonies. Prerequisite: MUS 110 or one semester of applied music, or adequate choral or band experience.

MUS 113 Sight Singing and Ear Training (1010-A) 2 credits
A continuation of MUS 112. Prerequisite: MUS 112.

MUS 115, 116, 215, 216 Concert Band (1010-A) 1 credit-3 hours lab
Various styles of instrumental music in practice and performance. Open to instrumental players in the college and community. Prerequisite: Knowledge and skill on an instrument.

MUS 125, 126, 225, 226 Stage/Jazz Band (1010-A) 1 credit- 3 hours lab
An instrumental organization specializing in music of the dance idiom. Emphasis is on reading and improvising toward performance. Prerequisite: Knowledge and skill on an instrument.

MUS 150, 151, 250, 251 Applied Music-Piano (1010-A) 1 credit
Private instruction in instrument, approved by the college. A one-half hour private lesson a week is required in addition to five hours of practice. No prerequisite.

MUS 155, 156, 255, 256 Applied Music-Voice (1010-A) 1 credit
Private instruction in voice, approved by the college. A one-half hour private lesson a week is required in addition to five hours of practice. No prerequisite.

MUS 160, 161, 260, 261 Applied Music-Brass (1010-A) 1 credit
Private instruction in instrument, approved by the college. A one-half hour private lesson a week is required in addition to five hours of practice. No prerequisite.

MUS 165, 166, 265, 266 Applied Music-Organ (1010-A) 1 credit
Private instruction in instrument, approved by the college. A one-half hour private lesson a week is required in addition to five hours of practice. No prerequisite.

MUS 170, 171, 270, 271 Applied Music-Percussion (1010-A) 1 credit
Private instruction in instrument, approved by the college. A one-half hour private lesson a week is required in addition to five hours of practice. No prerequisite.

MUS 175, 176, 275, 276 Applied Music-Woodwind (1010-A) 1 credit
Private instruction in instrument, approved by the college. A one-half hour private lesson a week is required in addition to five hours of practice. No prerequisite.

MUS 180, 181, 280, 281 Applied Music-Strings (1010-A) 1 credit
Private instruction in instrument, approved by the college. A one-half hour private lesson a week is required in addition to five hours of practice. No prerequisite.

MUS 210 Theory of Music III (1010-A) 3 credits
A continuation of MUS 111, with emphasis on creativity and originality. Prerequisite: MUS 111.

MUS 211 Theory of Music IV (1010-A) 3 credits
A continuation of MUS 210. Prerequisite: MUS 210.

MUS 230 History, Analysis and Form of Music Literature (1010-A) 3 credits
The development of various styles, forms and historical knowledge of the composers and their compositions.

MUS 252 Guitar (1010-A) 2 credits
The technique of playing guitar. General chords and single line melody. Class is taught to read music. Prerequisite: None.

NURSING SCIENCE

NS 101 Nursing Fundamentals (2350-O) 8 credits
The fundamentals of nursing, including the scientific principles of nursing care common to all patients, identifying and assessing the needs of the patient, planning nursing care, and developing beginning skill necessary to implement nursing care. Guided learning experience in the care of selected patients is provided in a local health facility. The unit on Social Foundations of Nursing is designed to assist the student in the acquisition of ethical standards, ideas, and traditions of the nursing profession. No prerequisite.

NS 102 Medical and Surgical Nursing (2350-O) 5 credits
Course explains nursing needs of the adult with the less complex common medical and surgical conditions. Prerequisite: NS 101.

NS 200 Medical and Surgical Nursing (2350-O) 5 credits
A continuation of NS 102.

NS 201 Medical and Surgical Nursing (2350-O) 6 credits
Involves identifying the needs, planning and evaluating nursing care and developing nursing techniques for adult patients with more difficult nursing problems. Emphasis is placed on the interrelationships of unique nursing care for the individual patient and the student's increasing ability to evaluate all phases of the nursing process. Prerequisite: NS 200.

These courses are designed to build on the student's knowledge and skills acquired in basic courses so that intelligent and comprehensive nursing care can be provided to patients with medical and surgical conditions. Within the framework of a patient-centered situation the etiology, pathology, treatment, and nursing care of disease conditions are studied with integration of pharmacology, nutrition, rehabilitation principles, and health teaching. As the student progresses in this area, the classes and clinical experiences are designed to place emphasis on increasing ability and skills necessary to identify and meet the nursing problems to the more difficult, complex nursing problems encountered in the care of the adult.

NS 202 Mental Health — Psychiatric Nursing (2350-O) 4 credits
Provides concepts of mental health and mental illness, the central focus on psychopathology. Consists of three interrelated parts: psychiatric nursing, a clinical seminar with the instructor, and a field experience centered about one patient, includes organization and environment. Competency in the area of interpersonal relationships is encouraged. Prerequisite or co-requisite: NS 200 and 201.

NS 203 Maternity Nursing (2350-O) 4 credits
Deals with the comprehensive nursing care of a patient during the antepartum, intrapartum, and post-partum periods, and the comprehensive care of the newborn infant. Prerequisite: NS 102.

NS 204 Pediatric Nursing (2350-O) 4 credits
A study of the child, from infancy through adolescence, designed to give the student an understanding of normal growth and development as well as common health problems of children with the application of knowledge and skills necessary to meet the nursing needs of the child in today's society. Prerequisite: NS 102.

NS 205 Nursing Trends (2350-O) 3 credits
Trends in the development of nursing, legal aspects of nursing, personal and professional responsibilities of the nurse.

OSHA

PSC 100 OSHA Special (5501-O) Various credit
Special courses or seminars designed to meet the OSHA requirements in particular specialty areas.

PHILOSOPHY

PHI 101 Introduction to Philosophy (1015-A) 3 credits
An introduction to the field of philosophy, offering to the student an opportunity to do some serious thinking on basic problems affecting all of us. The course is centered around issues which have resisted solution, usually including topics concerning reality and illusion, free will and responsibility, human nature, knowledge, art and censorship, and meaning of life and death.

PHI 110 Critical and Creative Thinking (1015-A) 3 credits
An introduction to logic which stresses practice and application. The point of the course is to provide practice in recognizing and avoiding inaccurate or fallacious thinking as well as to promote correct and creative thinking. Theory and theoretical principles are kept at a minimum; practice in applied logic — in straight thinking — at a maximum.

PHI 210 Introduction to Logic (1015-A) 3 credits
A study of methods and principles philosophers use to distinguish intelligent from unintelligent thinking. The study is divided into two parts: deductive logic and inductive logic. Most of the semester will be concerned with deductive logic and will center around techniques for describing logical validity. Recommended as a companion course to follow PHI 110. Not offered every semester.

PHI 220 Introduction to Problems of Knowledge (1015-A) 3 credits
This course provides an opportunity for the student who has been introduced to various areas of philosophy (through PHI 101 or HMS 204) to consider coherently problems involved in knowing. A number of alternate philosophical solutions will be considered.

PHI 240 Introduction to Ethics (1015-A) 3 credits
The purpose of this course is to introduce the student to the field of philosophy which deals with human value and committment —with the activity of decision and action. Special emphasis will be placed on moral values and actions, which we will be attempting to describe precisely. We will also attempt to discover principles basic in distinguishing moral from immoral, right from wrong, and good from bad.

PHYSICAL EDUCATION

PE 100 Swimming Fitness (1008-A) 2 credits-4 hours
Designed for good swimmers who desire to stay fit through swimming. Emphasis will be placed on endurance swimming and exercises for swimming. The course will satisfy the physical fitness and swimming requirements for graduation. Prerequisite: Permission of instructor.

PE 101-M Fitness through Physical Activity, Men (1008-A) 1 credit-2 hours
The understanding and appreciation of the contribution of physical fitness through conditioning exercises. Lectures with emphasis on the body systems, and participation in a variety of vigorous activities.

PE 101-W Fitness through Physical Activity, Women (1008-A) 1 credit-2 hours
An introduction to physical education with a study of the values of exercise to physical fitness, posture, weight control, figure improvement, and the body systems with an emphasis on participation in a variety of exercise programs.

PE 102 Swimming I (1008-A) 1 credit-2 hours
Instruction and participation for the beginner or non-swimmer in the basic swimming strokes and skills, safety skills, and survival techniques including "drown proofing," and elementary forms of rescue and mouth-to-mouth resuscitation.

PE 103 Tennis (1008-A) **1 credit-2 hours**
Instruction and participation in the basic skills, strategy, techniques and rules of tennis.

PE 104 Folk, Social and Square Dance (1008-A) **1 credit-2 hours**
Instruction and participation in a variety of basic dance steps and techniques as well as the most popular square dances and folk dances from around the world to provide the student with the opportunity to approach the dance floor with confidence and skill.

PE 105 Archery and Bowling (1008-A) **1 credit-2 hours**
Instruction and participation in the basic skills, strategy, techniques and rules of archery and bowling.

PE 106 Team Sports for Women (1008-A) **1 credit-2 hours**
Instruction and participation in the basic skills, strategy, officiating techniques and rules of volleyball and soccer.

PE 107 Team Sports for Men (1008-A) **1 credit-2 hours**
Instruction and participation in the basic skills, strategy, officiating techniques and rules of touch football and basketball.

PE 108 Wrestling (1008-A) **1 credit-2 hours**
Instruction and participation in the basic skills, strategy, techniques and rules of wrestling.

PE 109 Team Sports for Women (1008-A) **1 credit-2 hours**
Instruction and participation in the basic skills, strategy, officiating techniques and rules of basketball and softball.

PE 110 Team Sports for Men (1008-A) **1 credit-2 hours**
Instruction and participation in the basic skills, strategy, officiating techniques and rules of basketball, volleyball or softball.

PE 112 Swimming II (1008-A) **1 credit-2 hours**
Instruction and participation in intermediate skills and techniques of swimming with emphasis on survival techniques.

PE 113 Synchronized Swimming (1008-A) **1 credit-2 hours**
Individual, dual and group techniques in synchronized swimming; composition and production.

PE 114 Handball and Raquet ball (1008-A) **1 credit-2 hours**
Instruction and participation in the basic skills, strategy, techniques and rules of hand ball and paddle ball.

PE 115 Golf (1008-A) **1 credit-2 hours**
Instruction and participation in the basic skills, strategy, techniques and rules of golf.

PE 116 Soccer and Gator ball (1008-A) **1 credit-2 hours**
Instruction and participation in the basic skills, strategy, officiating techniques and rules of soccer and gator ball.

PED 141 Scuba I — Basic (1008-A) **2 credits-2 hrs.**
Instruction and participation in the basic skills and techniques of *SCUBA* diving, including scientific principles, a study of marine life, and principles of water safety. Prerequisite: Must be able to swim.

PED 142 Scuba II — Advanced (1008-A) 2 credits-2 hours
Instruction and participation in the advanced skills and techniques of SCUBA diving, including scientific principles, study of marine life, and principles of water safety. Prerequisite: PED 141.

PER 161 Recreational Sports (1008-A) 1 credit-2 hours
Instruction and participation in the basic skills, strategy, techniques, and rules of badminton, racquetball, and table tennis.

PE 200 Sports Officiating (1008-A) 3 credits-3 hours
Theory and practice of officiating football, basketball, and baseball.

PHYSICAL EDUCATION — RECREATION

PER 122 Life Saving (1008-A) 1 credit-2 hours
Red Cross Life Saving Course with survival skills and drown-proofing. Prerequisite: PE 112 or permission of instructor.

PER 203 Tennis and Badminton (1008-A) 1 credit-2 hours

PER 204 Folk, Social and Square Dance (1008-A) 1 credit-2 hours

PER 205 Archery and Bowling (1008-A) 1 credit-2 hours

PER 206 Team Sports for Women (1008-A) 1 credit-2 hours

PER 207 Team Sports for Men (1008-A) 1 credit-2 hours

PER 209 Team Sports for Women (1008-A) 1 credit-2 hours

PER 210 Team Sports for Men (1008-A) 1 credit-2 hours

PER 216 Community Recreation (1008-A) 2 credits-1 hr. lecture; 2 hrs. lab
Instruction and practical experiences in designing and setting up recreational programs for schools, recreation departments and other agencies.

PEV 208 Baseball (1008-A) 1 credit
Fundamental skills, techniques of participation, strategy and rules of baseball. Permission of instructor. May be repeated for credit.

PEV 209 Basketball (1008-A) 1 credit
Fundamental skills, techniques of participation, strategy, and rules of basketball. Permission of instructor only. May be repeated for credit.

PEV 210 Cross Country (1008-A) 1 credit
Fundamental skills, techniques of participation, strategy and rules of cross country running. Permission of instructor only. May be repeated for credit.

PEV 211 Track (1008-A) 1 credit
Fundamental skills, techniques of participation, strategy, and rules of track. Instruction and practice in long and short distance running. Top students form the varsity squad. Permission of instructor only. May be repeated for credit.

PEV 212 Swimming (1008-A) 1 credit
Fundamental skills, techniques of participation, strategy and rules of swimming. Permission of instructor only. May be repeated for credit.

PEV 213 Tennis (Women's) (1008-A) 1 credit
Fundamental skills, techniques of participation, strategy, and rules of tennis. Permission of instructor only. May be repeated for credit.

PEV 214 Tennis (Men's) (1008-A) 1 credit
Fundamental skills, techniques of participation, strategy, and rules of tennis. Permission of instructor only. May be repeated for credit.

PEV 215 Golf (1008-A) 1 credit
Fundamental skills, techniques of participation, strategy and rules of golf. Permission of instructor only. May be repeated for credit.

PEV 216 Volleyball (1008-A) 1 credit
Fundamental skills, techniques and rules of volleyball. Permission of instructor only. May be repeated for credit.

PHYSICAL SCIENCES

PS 101 Physical Science (1019-A) 3 credits
Basic principles of physics and chemistry, with practical application of the laws of science in problems. Includes Newton's law of motion, forces, work, energy, Periodic Law, chemical elements, compounds, and mixtures.

PS 102 Physical Science (1019-A) 3 credits
Basic principles of astronomy, geology, and meteorology. Includes various rock types, sedimentations, geologic structure, the earth and its origins, the solar system, the universe including modern theories, weather systems and how weather is predicted.

PS 105 Astronomy (1019-A) 3 credits
The methods and instruments used by astronomers; understanding the earth as an astronomical body; and the solar system and its relation to the galaxy.

PHYSICS

PHY 100 Physics for Non-Science Majors (1019-A) 3 credits
Physics for non-science majors. A one semester course dealing with the major concepts of physics and their impact on our society, developed from a historical viewpoint using a minimum amount of mathematics.

PHY 201 General Physics (1019-A) 4 credits-3 hrs. lecture-3 hrs. lab
A non-calculus approach to physics emphasizing the quantitative aspects of mechanics, heat, electricity, sound, light, atomic structure, and nuclear energy. Recommended prerequisite: MTH 106.

PHY 202 General Physics (1019-A) 4 credits-3 hrs. lecture-3 hrs. lab
A continuation of PHY 201. Prerequisite: PHY 201.

PHY 203 Physics for Engineers (1019-A) 5 credits-4 hrs. lecture-3 hrs. lab
A calculus approach to the physics of mechanics, heat and sound. Prerequisite: MTH 205.

PHY 204 Physics for Engineers (1019-A) 5 credits-4 hrs. lecture-3 hrs. lab
A continuation of PHY 203 including electricity, magnetism, and radiation. Prerequisite: PHY 203.

POLITICAL SCIENCE

POL 101 American Government (1022-A) 3 credits
The constitutional basis, organization, and function of the National Government, emphasizing the Declaration of Independence, the Constitution, the three branches of federal government, political parties, pressure groups, and current problems. Prerequisite: sophomore standing.

POL 200 Introduction to International Politics (1022-A) 3 credits
A survey of the basic workings of the international system, with special emphasis on nationalism, sovereignty, ideology, the role of force, the balance of power, peacekeeping, and an analysis of contemporary global patterns.

POL 201 Comparative Political Systems (1022-A) 3 credits
Examination of the basic concepts of the political order, including authority, legitimacy, national identity, and modernization, and will survey the political systems of selected major nations. Prerequisite: Sophomore standing.

POL 202 State and Local Government (1022-A) 3 credits
Historical, social, and legal basis of local and state government in the United States, the administrative methods and machinery of local and state governmental systems with special emphasis on Florida. Prerequisite: Sophomore standing.

POL 203 American Foreign Policy (1022-A) 3 credits
Examination of the manner in which U.S. foreign policy is made and carried out, description of the premises, problems, and performance of American diplomacy since World War II, and evaluation of the nation's changing role in the post-Vietnam era. Prerequisite: Sophomore standing.

PSYCHOLOGY

PSY 201 Introduction to Psychology (1020-A) 3 credits
Fundamentals, facts and laws of psychology and their applications to the understanding of human behavior, the relation of psychology to other fields, and the various problems and fields of psychology. Given without laboratory experiments.

PSY 205 Educational Psychology (1020-A) 3 credits
Theories of learning and the literature dealing with education from preschool to college level, including principles of development, learning, motivation, problem solving, individual differences, adjustment, guidance and measurement.

RADIOLOGIC TECHNOLOGY

RTE 161 Introduction to Radiologic Technology (2350-O) 2 credits
A general history of Radiologic Technology and an overall view of the part that radiology plays in medicine. An introduction to the ethical principles and responsibilities of membership in a Paramedical Profession. Medical terminology, basic phases of Elementary Radiation Protection, and basic nursing procedures are presented.

RTE 162 Radiologic Positioning I (2350-O) 2 credits
Positioning body section of the chest and abdomen view of common radiographic studies of the osseous system. A film critique is held on each examination. Co-requisite: RTE 171.

RTE 163 Radiologic Techniques I (2350-O) 2 credits
Fundamentals of electrical and radiation physics and the basic principles underlying the operation of X-ray equipment and auxiliary devices. Practical applications are considered. The purpose of the course is to develop the knowledge and skills for a thorough efficient dark room procedure including the history and development of X-ray film, and the chemical constituents of the processing solutions and their functions. Special emphasis is given to the subject of radiation protection.

RTE 164 Radiologic Positioning II (2350-O) 2 credits
Positioning of less complex examination, and common procedures using contrast media and equipment. Prerequisite: RET 162. Co-requisite: RTE 172.

RTE 165 Radiologic Techniques II (2350-O) 2 credits
Continuation of Physics, Radiolographic exposure and film critique. Prerequisite: RTE 163.

RTE 166 Radiologic Positioning III (2350-O) 2 credits
A continuation of Radiographic positioning, and film critique. Prerequisite: RTE 164. Co-requisite: RTE 173.

RTE 167 Nursing and Pediatric Radiology (2350-O) 2 credits
The course considers nursing procedures and techniques used in the general care of the patients with emphasis on the role of the radiologic technologist in various nursing situations. Fundamental principles of using sterile technique are presented. The study of experiences with children from birth to adolescence including special techniques is conducted. Co-requisite: RTE 174.

RTE 168 Positioning Lab (2350-O) 3 credits
A basic positioning lab conducted on campus in the radiology lab. All basic positioning is demonstrated and practiced. Co-requisite: RTE 162.

RTE 262 Radiologic Positioning IV (2350-O) 2 credits
The course involves advanced radiographic procedures. Diversification in types of examination in the emergency, operating and fluroscopic rooms. Positioning, film critique and technical factors run concurrently. Prerequisite: RTE 166. Co-requisite: RTE 271.

RTE 263 Radiologic Techniques III (2350-O) 2 credits
Personnel and patient safety is studied. Also considered is topographic anatomy and the relationship of organs to each other. Prerequisite: RTE 165.

RTE 265 Special Radiologic Procedures I (2350-O) 2 credits
The course involves the more complex and advanced procedures such as vascular and arterial radiographs. Positioning, Technical Factors and Film Critique are held on each special procedure.

RTE 266 Special Radiologic Procedures II (2350-O) 2 credits
Equipment use and methods including contrast media and special procedures is presented. Technique and film critique are held after every special procedure. The course provides an understanding of the anatomy and contours of the teeth and mouth and the geometry of image formation of this area. Prerequisite: RTE 265. Co-requisite: RTE 272.

RTE 268 Administrative Radiologic Techniques (2350-O) 2 credits
The organization, functions, supervision and financial procedures for a department of radiology are studied. The course presents the correct departmental, intra and inter-department relationships and studies policies relative to personnel management. Familiarization with the component circuits of an X-ray unit, permitting detection and correction of simple difficulties which interfere with or prevent the proper function of the equipment, is sought. A general review is held of the entire program. Co-requisite: RTE 274.

RTE 280 Registry Seminar (2350-O) 3 credits
This course is designed to review all aspects of radiologic technology in preparation for the national registry examination. Prerequisite: completion of two-year in radiologic technology.

RTE 283 Nuclear Medicine Technology (2350-O) 1 credit
The course outlines the basic fundamentals of a Nuclear Medicine Department. Radioactive isotopes and demonstrations of the more commonly employed applications are reviewed.

RTE 285 Radiation Therapy (2350-O) 3 credits
Basic minimal requirements for the technologist in radiation therapy are studied. Record keeping in a therapy department, the treating of patients with radium, and positioning for radiation therapy is considered. Corequisite: RTE 273.

RTE 287 Medical and Surgical Diseases (2350-O) 1 credit
The course provides a survey of medical and surgical diseases and the changes that occur in disease and injury with application of X-ray Technology.

RTE 290 Principles of Teaching Radiologic Technology (2350-O) 1 credit
To acquaint the student, by observation and practice, with effective teaching methods and classroom management in a radiologic technology program.

RTE 171 Clinical Education (2350-O) 2 credits
Hospital-Clinical experience within a department of radiology. 3 hours per day — 5 days per week.

RTE 172 Clinical Education (2350-O) 2 credits
Hospital-Clinical experience within a department of radiology. 3 hours per day — 5 days per week.

RTE 173 Clinical Education (2350-O) 1 credit
Hospital-Clinical experience within a department of radiology. 3 hours per day — 5 days per week.

RTE 174 Clinical Education (2350-O) 1 credit
Hospital-Clinical experience within a department of radiology. 3 hours per day — 5 days per week.

RTE 271 Clinical Education (2350-O) 4 credits
Hospital-Clinical experience within a department of radiology. 5 hours per day — 5 days per week.

RTE 272 Clinical Education (2350-O) 4 credits
Hospital-Clinical experience within a department of radiology. 5 hours per day — 5 days per week.

RTE 273 Clinical Education (2350-O) 1 credit
Hospital-Clinical experience within a department of radiology. 5 hours per day — 5 days per week.

RTE 274 Clinical Education (2350-O) 2 credits
Hospital-Clinical experience within a department of radiology. 5 hours per day — 5 days per week.

RTE 291 Radiologic Technology Internship (2350-O) 12 credits
Application of all previously learned skills will occur as a working staff member in a department of Radiology for a period of forty hours weekly for seventeen weeks. Prerequisite: Completion of twenty-four months in the program.

RADIO AND TELEVISION

RTV 131 Basic Electricity I and Service Management (2650-O) 3 credits
Covering AC and DC voltages and currents in series and parallel circuits, Ohm's law and power. 5 class hours per week.

RTV 132 Basic Electricity II and Service Management (2650-O) 3 credits
Covering capacitance, magnetism, inductance, transformers, and DC motors. Prerequisite: RTV 131 or concurrently with Stet or instructor's approval. 5 class hours per week.

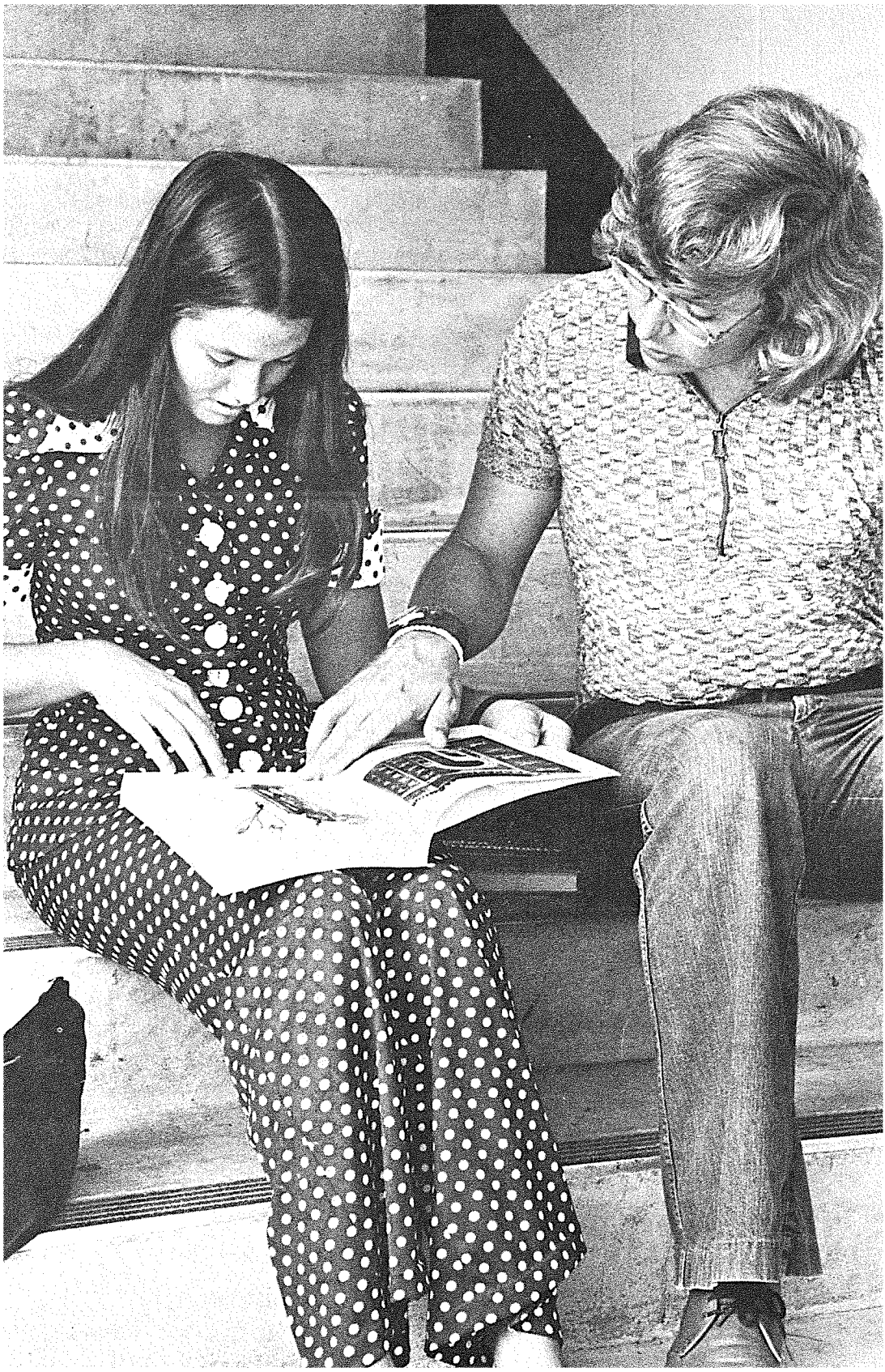
RTV 133 Basic Electronics I and Service Management (2650-O) 3 credits
Covering vacuum tube theory and general usage of the oscilloscopes and signal generators. Prerequisite: RTV 132 or concurrent with or instructor's approval. 5 class hours per week.

RTV 151 Basic Electronics II and Service Management (2650-O) 3 credits
Covering vacuum tubes in low frequency amplifiers, capacitors, and conductors in AC circuits. Prerequisite: RTV 133 or concurrent with or instructors's approval. 5 class hours per week.

RTV 152 Basic Electronics III and Service Management (2650-O) 3 credits
Covering power supplies, resonance, modulation and demodulation, R.F. amplifiers, and oscillators. Prerequisite: RTV 151 or concurrent with or instructor's approval. 5 class hours per week.

RTV 153 Semi-Conductors and Service Management (2650-O) 3 credits
Covering transistor theory and applications. Prerequisite: RTV 152 or concurrent with or instructor's approval. 5 class hours per week.

RTV 271 Advanced Electronics, Basic Television (B&W) I and Service Management (2650-O) 3 credits
Covering low voltage power supplies, cathode ray tube and transmitted television signal. Prerequisite: RTV 153 or one year Electronic Training which includes vacuum tubes and transistors. 5 class hours per week.



RTV 272 Advanced Electronics, Basic Television (B&W) II and Service Management (2650-O) **3 credits**
Covering vertical and horizontal circuits. Prerequisite: RTV 153 or one year Electronic Training which includes vacuum tubes and transistors. 5 class hours per week.

RTV 273 Advanced Electronics, Basic Television (B&W) III and Service Management (2650-O) **3 credits**
Covering high voltage power supply synchronization circuits, video amplifiers, and I.F. amplifiers. Prerequisite: RTV 153 or one year Electronic Training which includes vacuum tubes and transistors. 5 class hours per week.

RTV 274 Advanced Electronics, Basic Television (B&W) IV and Service Management (2650-O) **3 credits**
Covering AGC circuits, VHF and UHF, FM sound and CCTV systems. Prerequisite: RTV 153 or one year Electronic Training which includes vacuum tubes and transistors. 5 class hours per week.

RTV 291 Advanced Television (COLOR) I and Service Management (2650-O) **3 credits**
Covering color CRT, chroma band pass, burst amplifiers, croma sync and color killer. Prerequisite: RTV 153 or one year Electronic Training which includes vacuum tubes and transistors. 5 class hours per week.

RTV 292 Advanced Television (COLOR) II and Service Management (2650-O) **3 credits**
Covering R-Y, G-Y, B-Y amplifiers — Focus rectifiers, short regulators, color television adjustments and alignments and video tape recorders. Prerequisite: RTV 153 or one year Electronics Training which includes vacuum tubes and transistors. 5 class hours per week.

RTV 295 Electronics — Special (2650-O) **Various**
Special courses or seminars as developed to meet the needs of the community. Class hours per week — various.

READING

RDG 099 Remedial Reading (3100) **No credits-3 hours lecture**
Review of the basics associated with the reading process. Major emphasis placed on work attack, spelling. Diagnostic in nature with individualized instruction. No prerequisite.

RDG 100 Developmental Reading (3100-A) **3 credits**
Diagnostic in nature to allow the student insight regarding his strengths and weaknesses in the reading act. Instruction is individualized with a minimum of lecture. The approach is varied, with emphasis on comprehension and flexibility of rate improvement expected as a result of all the factors which comprise the reading task. Study skills are taught as well as vocabulary development and improved word attack skills. No prerequisite.

RDG 101 Developmental Reading (3100-A) **3 credits**
Continuation of the principles and practices encountered in Reading 100. Recommendation of instructor.

RDG 102 Reading for Business People (3100-A) 3 credits
Designed for people in the fields of business and technology. Emphasis on speed in reading, development of vocabulary, and increase in comprehension.

RUSSIAN

First year language courses are intended for students who have had no previous formal instruction in the language. Students with two years of high school Russian normally enter the second year courses.

RUS 101 Elementary Russian (1011-A) 3 credits
Audio-lingual Russian. Grammar by analysis. Fundamentals of reading and writing. No prerequisite.

RUS 102 Elementary Russian (1011-A) 3 credits
Continuation of RUS 101. Complex patterns of speech and writing. Prerequisite: RUS 101 or equivalent.

RUS 201 Intermediate Russian (1011-A) 3 credits
Continuation of RUS 102, with the addition of major points of grammar. Audio-lingual intermediate Russian, stressing the reading and discussion in Russian of a limited number of short stories. Prerequisite: RUS 102 or equivalent.

RUS 202 Intermediate Russian (1011-A) 3 credits
Continuation of Russian 201. Reading and discussions in Russian. In-depth study of one significant work of a major Russian author. Outside reading in Russian of a novel or play by a major Russian author. Prerequisite RUS 201 or equivalent.

SAVINGS & LOAN

SLI 203 Teller Operations (5003-O) 3 credits
To describe and explain the operations tellers are likely to perform; to communicate the importance of the teller's role in creating and maintaining good customer relations.

SLI 204 Savings and Loan Accounting I (5003-O) 3 credits
This course covers the basic accounting principles and procedures used by savings associations. Knowledge of these principles and procedures is important for all employees of associations, whether or not they are directly involved in accounting operations.

SLI 205 Savings and Loan Accounting II (5003-O) 3 credits
A continuation of Savings and Loan Accounting I. Prerequisites: SLI 204.

SLI 208 Savings Accounts (5003-O) 3 credits
Savings Accounts is vital for all association personnel because it provides information about one of the two main functions of the savings association — the solicitation and maintenance of savings funds. The employees familiar with savings department services can discuss these services with potential customers with the necessary facts provided by the course. Prerequisite: SLI 260.

SLI 209 Savings Accounts Administration (5003-O) 3 credits
Goes beyond the general nature of savings accounts described in the introductory course, Savings Accounts. It is designed for individuals working in the savings department and for those who need to acquire additional background information. Prerequisite: SLI 208.

SLI 211 Savings Association Lending I (5003-O) 3 credits
This course describes the functions of the loan department, procedures for handling conventional one-to-four family mortgage loans, home improvement loans, mobile home loans, and other nonmortgage loans. Prerequisites: BUS 140.

SLI 212 Savings Association Lending II (5003-O) 3 credits
This course treats some of the specialized areas of lending like the role of the government in home financing, the management of real estate owned, whole loan sales and participation sales and external forces which affect association lending. Prerequisites: SLI 211.

SLI 213 Residential Appraising I (5003-O) 3 credits
Introduces the student to appraisal of single-family residences. Emphasis is on the practical: the student learns how to fill out an appraisal form, and he learns what the appraiser does for a savings association. Prerequisites: BUS 140, SLI 233, and SLI 234.

SLI 214 Residential Appraising II (5003-O) 3 credits
Multi-family residential appraising is covered in this course. The income approach to value, briefly introduced in Residential Appraising I, is covered in greater depth in this second course. It explores also problems related to low rise apartment buildings, townhouses, condominiums, and cooperatives. Prerequisites: SLI 213.

SLI 226 Insurance (5003-O) 3 credits
Insurance is an advanced specialized course designed to familiarize the student with basic insurance terms and concepts. It provides a knowledge of insurance principles and practices and contributes to the student's understanding of the nature and the purpose of savings associations' insurance policies. Prerequisites: SLI 211, SLI 212, BUS 220.

SLI 227 Investments I (5003-O) 3 credits
Deals with various investment alternatives, information that must be considered before thought is directed toward particular industries or companies. Included in the course are the tools and sources that are needed for the analysis necessary before making investment decisions. Prerequisites: ECS 201, ECS 202, SLI 230, and SLI 231.

SLI 228 Investments II (5003-O) 3 credits
Investments II is analytical in that it involves the mechanics of investing. It proceeds from an analysis of needs and determination of objectives to the selection of securities appropriate for realizing those objectives. Prerequisites: SLI 227.

SLI 229 Mortgage Loan Servicing (5003-O) 3 credits
Covers in detail procedures involved in servicing loans. Servicing systems, regulations, reports, records, accounting procedures, loan participations and the sale of loans are a few of the topics covered in this course.

SLI 230 Financial Institutions I (5003-O) **3 credits**
Financial Institutions I & II introduce the broad field of finance. These courses provide an understanding of agencies, institutions, and practices involved in accumulating funds and channeling them through institutions. Prerequisites: SLI 260.

SLI 231 Financial Institutions II (5003-O) **3 credits**
A continuation of Financial Institutions I. Prerequisites: SLI 260 and SLI 230.

SLI 232 Personal Money Management (5003-O) **3 credits**
Personal Money Management deals with important aspects of financial management and planning for families and individuals. Since financial management is basically the management of the flow of money — income and expenses — students analyze sources of income and expenditures.

SLI 233 Housing: Construction Principles and Practices (5003-O) **3 credits**
This course consists of a study of current construction practices, including the impact of changing methods and the resulting structural, visual, and economic adjustments. It deals with both conventional and innovative construction. Prerequisites: SLI 211 and SLI 212.

SLI 234 Housing: Design and Planning (5003-O) **3 credits**
Topics of study include: construction codes; planning and zoning objectives; Planned Unit Developments, Architectural Services; trends in house design and plan-site relationship. Student involvement is encouraged through the use of class design problems. Prerequisites: SLI 211, SLI 212, and SLI 233.

SLI 246 Credit and Collections (5003-O) **3 credits**
Designed to stress the importance of the credit granting stage in mortgage loan procedures and the practical techniques involved in an effective collection system. Prerequisites: SLI 211, SLI 212, and SLI 232.

SLI 247 Supervisory Personnel Management I (5003-O) **3 credits**
This course introduces the student to the human relations and social system of work, and provides practical information about a variety of supervisory responsibilities and problems. Prerequisites: SLI 261.

SLI 248 Supervisory Personnel Management II (5003-O) **3 credits**
Continues the presentation of realistic supervisory problems for class work. It also introduces the student to the organization, and the individual's role in an organization. Prerequisites: SLI 247.

SLI 249 Public Relations (5003-O) **3 credits**
To introduce principles of public relations and to demonstrate practical applications of public relations for savings associations. The student will learn how to work with the media including newspaper, magazines, radio and television.

SLI 250 Executive Secretarial Training (5003-O) **3 credits**
Executive Secretarial Training is designed to assist the secretary in remaining informed about the latest advances in the field. It covers such topics as meeting and greeting callers in person or on the phone, maintaining office files, and arranging business travel and business meetings. Prerequisites: ENG 100 or ENG 101 and BUS 235.

SLI 260 Introduction to the Savings Association Business (5003-O) **3 credits**
This is a survey course designed to be helpful to all savings association employees, regardless of the position or point of entry into the business. It prepares individuals for active and intelligent involvement in the business. It is a requirement for all of the new Institute degree programs.

SLI 261 Human Relations in Business (5003-O) **3 credits**
To provide students with some basic principles of human behavior; to show how psychology, as an empirical human study, can be applied in a wide variety of social situations, and to provide a perspective on people as individuals.

SLI 262 Savings Association Operations (5003-O) **3 credits**
While the Introduction to the Savings Association Business course provides an introduction to the overall business, the Savings Association Operations course takes a closer look at the particular financial and management operations of the association. This course is required for the Diploma II and III program. Prerequisites: SLI 260.

SLI 263 Advanced Savings & Loan Accounting (5003-O) **3 credits**
Advanced accounting acquaints the student with current accounting regulations and the proper procedures for handling the specialized transactions characterized by savings associations operations. Prerequisites: SLI 204, SLI 205, SLI 211, SLI 212, SLI 208, and SLI 209.

SLI 264 Personnel Administration I (5003-O) **3 credits**
Personnel Administration I acquaints the student with the fundamental concepts necessary to design or redesign the personnel functions of an organization. Starting with the corporate plan, the working framework of the personnel function within the organization is presented. Prerequisites: None.

SECRETARIAL SCIENCE

BUS 101 Elementary Typewriting (2550-D) **3 credits-5 hours**
Initial instruction in keyboard control, personal correspondence, business correspondence, centering and tabulation, outlines, and manuscripts. No prerequisite.

BUS 102 Intermediate Typewriting (2550-D) **3 credits-5 hours**
Development of skill in the typing of business correspondence, tables, manuscripts, and other business forms. Prerequisites: BUS 101 or equivalent.

BUS 103 Advanced Typewriting (2550-D) **3 credits-5 hours**
Application of typewriting skills to specialized office situations, e.g., technical office accounting office, professional office, etc. Prerequisite: BUS 102.

BUS 111 Introductory Shorthand (2550-D) **3 credits-5 hours**
Initial instruction in Gregg shorthand theory and introduction to dictation and transcription. No prerequisite.

BUS 112 Intermediate Shorthand (2550-D) 3 credits-5 hours
Application to Gregg shorthand theory through speed-building dictation and typewritten transcription. Prerequisites: BUS 111 and BUS 101 or equivalent.

BUS 115 Machine Shorthand I (2550-O) 3 credits
Through touch control of 23 keys, machine shorthand operators write phonetically all sounds that make up the English language. Machine Shorthand I permits the attainment of writing skills from 60-80 words a minute or more. Prerequisite: one year of typing or completion of BUS 101.

BUS 197 Leadership Development (2250-O) 3 credits
Leadership development through the case method, practical application of proven techniques. Opportunities to lead group sessions, extemporaneous speaking, public speaking, preparation of research reports, study of business skills.

BUS 211 Dictation and Transcription (2550-D) 3 credits
Development of shorthand transcription skills through production of mailable copy and continued development of dictation speed. Provides opportunity for specialization in general, scientific, legal, and medical terminology. Prerequisites BUS 112 and BUS 102. (BUS 102 may be taken concurrently.

BUS 215 Machine Shorthand II (2550-O) 3 credits
Continuation of Machine Shorthand I. Student's speed skills will be built in this course up to 120 words a minute or more. A marketable skill in machine shorthand by the end of the semester. Prerequisite: BUS 115.

BUS 250 Office Practice (2550-O) 3 credits
Principles of filing and the typing of letters and business forms at business production rates. For secretarial and career business students. Prerequisites: BUS 102 and ENG 103/SES 131.

BUS 251 Secretarial Seminar and Supervised Work Experience (2550-O) 4 credits
A culmination of secretarial knowledge and skills as they apply to on-the-job training. A minimum of 15 hours of supervised office internship is required each week. Seminar discussion includes topics relevant to the office experiences. Prerequisite: Permission of instructor.

BUS 252 Medical Office Practice (2552-O) 3 credits
Preparation of medical and dental records and filing of same. Study of the medical secretary's role in dealing with patients and doctors. Evaluation and assignment of office priorities. Prerequisites: BUS 102 or equivalent.

BUS 255 Machine Transcription I (2550-O) 2 credits
Transcription of mailable copy from a variety of office dictating machines. Provides opportunity for specialization in general, legal, and medical transcription. Designed for both the secretarial and clerical office student. Prerequisite: BUS 101 or equivalent.

BUS 256 Reprographics (2250-D) 2 credits
Emphasis on decision making as to which equipment and/or technique to use in order to accomplish a duplication job with a minimum of

time, cost, and maximum of quality. Hands on experience in the production of photocopy process copies, fluid process masters, stencil process masters, and printing process masters. Hands on experience in operation of the reprographics equipment. Prerequisites: BUS 101 or equivalent.

BUS 257 Business Machines (2550-D) 2 credits
Operation of ten-key adding machines, printing calculators, and electronic calculators. Includes application of machine functions to various business computations.

SES 131/ENG 103 Secretarial Communications (2550-O) 3 credits
The writing of business letters and short reports. Emphasizes both content and form and includes a review of the mechanics of writing, e.g., punctuation, capitalization, and spelling of business terms. Designed for secretarial science students. Prerequisite: BUS 101 or equivalent.

SES 232/ENG 235 Business Communications (2550-O) 3 credits
A comprehensive study of the various areas of business communication with emphasis on the writing of business letters and reports. Designed for business administration and pre-business education students. Prerequisite: ENG 102.

BUS 260 Legal Secretarial Practices and Procedures I (2550-O) 3 credits
The practices and procedures of the legal office. Designed for: (1) the student now in training for a career as a legal secretary, (2) the general secretary whose goal is a legal office position, and (3) the legal secretary who would like more background in law office procedures. Prerequisite: One year of typing or completion of BUS 101.

BUS 261 Legal Secretarial Practices and Procedures II (2550-O) 3 credits
Continuation of BUS 240. Prerequisite: one year of typing or completion of BUS 101.

BUS 265 Machine Transcription II (2550-O) 2 credits
Increased development of machine transcription skill to the level where it may be used in place of manual shorthand in offices preferring machine dictation and transcription method. Students will qualify for the same civil service rating as students with manual shorthand skllls. Designed for both the secretarial and clerical office student. Prerequisite: BUS 255.

BUS 266 Medical Transcription (2552-O) 3 credits
Advanced transcription course for medical secretary majors. Includes medical and dental transcription and preparation of medical and dental records. Prerequisites: BUS 265.

BUS 299 CPS Review and Supervised Work Experience Seminar (2250-O) 4 credits
2 hours lecture
15 hours lab

To prepare students for the Certified Professional Secretary Examination through a combination of study and on-the-job training. On-the-job training will be constituted by 15 hours employment per week. Prerequisite: BUS 251 or permission of instructor.

SOCIAL SCIENCE

SS 211 Introduction to Social Sciences (1022-A) 3 credits
Interrelationships among the various social sciences and their application to modern cultural trends. Emphasis is placed on individual student research and analysis of these trends. Prerequisite: Sophomore standing.

SOCIOLOGY

SOC 201 Introduction to Sociology (1022-A) 3 credits
The study of patterns of human social interaction as they occur in social relationships, groups, organizations, communities and societies. Emphasis is placed on present-day United States society, however comparisons will be made with other societies or other periods in history where appropriate. No prerequisites.

SOC 202 Social Problems (1022-A) 3 credits
The causes and proposed solutions of contemporary social problems: suicide, mental disease, personal demoralization, delinquency, crime, family disorganization, divorce, minority groups, economic security, war, health education, and population growth. Prerequisite: SOC 201. Same as CRJ 200.

SOC 203 The Family (1022-A) 3 credits
The relationship between society and the family as a social institution — emphasis on types of families in the United States and other Societies, the function of marriage, how marriage and the family and attitudes towards them adjust to major changes in a society.

SOC 205 Deviant Behavior (2750-D) 3 credits
Types of deviant behavior in our society (for example, mental illness, marginally illegal activities, occupational deviance, crime and delinquency), their causes as rooted in the society, and ways in which our society attempts to control these types of behavior.

SOC 206 Criminal and Delinquent Behavior (2750-D) 3 credits
An examination of sociological issues in defining crime and delinquency. Theories of ciminal and delinquent behavior, and approaches to prevention and control.

SPANISH

First-year language courses are intended for students who have had no previous formal instruction in the language. Students who have had two years of high school Spanish normally enter the second-year courses.

SPA 101 Elementary Spanish (1011-A) 3 credits
Audio-lingual Spanish. Fundamentals of speaking, reading, and writing. No prerequisite.

SPA 102 Elementary Spanish (1011-A) 3 credits
Continuation of Spanish 101. Prerequisite: Spanish 101 or equivalent.

SPA 201 Intermediate Spanish (1011-A) 3 credits
Continuation of SP 102, with review of first-year grammar. Discussion of several short reading selections. Prerequisite: SP 102 or equivalent.

SPA 202 Intermediate Spanish (1011-A) 3 credits
Continuation of SP 201. Prerequisite: SP 201 or equivalent.

SPEECH

SPH 099 Remedial Personal Speech (1015) No credits-3 hours lecture
Personal Remedial Speech is designed for students who need to improve their speech by elimination of dialectical and articulatory errors. Equal emphasis is given to the organization and expression of ideas and vocabulary building. No prerequisite.

SPH 110 Speech Improvement (1015-A) 3 credits
Designed to improve vocal quality, pronunciation and articulation, and to give instruction and practice in using the International Phonetic Alphabet (system of internationally accepted sounds and symbols) for speech improvement.

SPH 115 Interpersonal Communication (1015-A) 3 credits
A study of basic theories of human communication. Focus on the nature of verbal and non-verbal signals, *face-to-face communication systems,* and analysis of human interpersonal communication at individual and societal levels.

SPH 120 Fundamentals of Speech (1015-A) 3 credits
The nature and basic principles of speech; emphasis on improving speaking and listening skills common to all forms of oral communication through a variety of experiences in *public speaking.*

SPH 121 Advanced Speech (1015-A) 3 credits
An analysis of two modes of discourse: group discussion and debate. Emphasis on the principles and methods of leading and participating in various types of group discussions and conferences. Study of principles of argumentation, analysis of evidence and modes or reasoning. Prerequisite: SPH 120 or permission of instructor.

SPH 135, 136, 237, 238 Forensic Activity (1015-A) 1 credit-3 hours
Active participation in one or more Forensic Activities in on-campus and off-campus events; Debate, Oral Interpretation, Persuasive Speaking, Extemporaneous Speaking, Reader's Theater. Prerequisite: none.

SURVEYING

SUR 201 Elementary Surveying (2650-O) 3 credits
Field use of surveyor's instruments — surveyor's chain, rods, level, transit — adjustment of instruments, running traverse, keeping field notes, preliminary stadia, closing surveys and calculating areas. Prerequisite: Permission of the instructor.

SUR 202 Advanced Surveying (2650-O) 3 credits
Continuation of SUR 201, involving running traverses, topographic surveys, cross-sections, profiles, circular and parabolic curves and staking grades. Prerequisite: SUR 201.

VOCATIONAL DRAFTING

DTG 131 Basic Occupational Drafting and Supervision (2650-O) 3 credits
Introduction to drafting principles and practices. Orientation of students in the various drafting occupations. Basic tools of drafting, proper selection and utilization. Basic Shop Mathematics, 5 class hours per week.

DTG 132 Basic Occupational Drafting and Supervision (2650-O) 3 credits
Basic skills in sketching and instrument drafting. 5 class hours per week.

DTG 133 Basic Occupational Drafting and Supervision (2650-O) 3 credits
Orthographic and pictorial drawing. Size description fundamentals. Basic drafting room operations. 5 class hours per week.

DTG 134 Intermediate Occupational Drafting and Supervision (2650-O) 3 credits
Specialized tools of drafting and practice in their usage. Study of National and Industrial Drafting and Design Standards. Introduction to shop processes. 5 class hours per week.

DTG 135 Intermediate Occupational Drafting and Supervision (2650-O) 3 credits
Continued practice toward quality improvement of skills in sketching, instrument drafting and lettering. 5 class hours per week.

DTG 136 Intermediate Occupational Drafting and Supervision (2650-O) 3 credits
Sectioning, auxiliary views and revolutions, dimensioning and tolerances, pictorial projections, threads and fasteners, working drawings. Drafting room organization. 5 class hours per week.

DTG 251 Advanced Occupational Drafting and Supervision (2650-O) 3 credits
Drafting room management, company drafting and design standards, reference materials, reproduction and control of drawings. 5 class hours per week.

DTG 252 Advanced Occupational Drafting and Supervision (2650-O) 3 credits
Perfecting of all drafting skills. Simple design problems. 5 class hours per week.

DTG 253 Advanced Occupational Drafting and Supervision (2650-O) 3 credits
Design layouts, assembly drawings intersections and developments, gears and cams. 5 class hours per week.

DTG 254 Selective Fields of Occupational Drafting and Supervision (2650-O) 3 credits
Study of available standards in fields of architectural, structural, electronic, piping, and topographical drafting. 5 class hours per week.

DTG 255 Selective Fields of Occupational Drafting and Supervision (2650-O) 3 credits
Skill improvement as applied to any or all of the selective fields of drafting. 5 class hours per week.

DTG 256 Selective Fields of Occupational Drafting and Supervision (2650-O) **3 credits**
In depth study of dimensioning and tolerancing for interchangeability. 5 class hours per week.

DTG 259 Advanced Special Vocational Drafting and Design (2650-O) **Various credits**
Special courses or seminars as developed to meet the needs of the community. Class hours per week — various.

WELDING

WEL 131 Welding Services (2650-O) **3 credits**
Consists of oxy-acetylene welding principles and basic shop mathematics; shop safety and management. Laboratory work will be oxy-acetylene cutting, brazing, welding light steel. 5 class hours per week.

WEL 132 Welding Service and Management (2650-O) **3 credits**
Basic metallurgy, study of different types of welding machines, types of electrodes, safety standards. Laboratory work will consist of welding mild steel in all positions. 5 class hours per week.

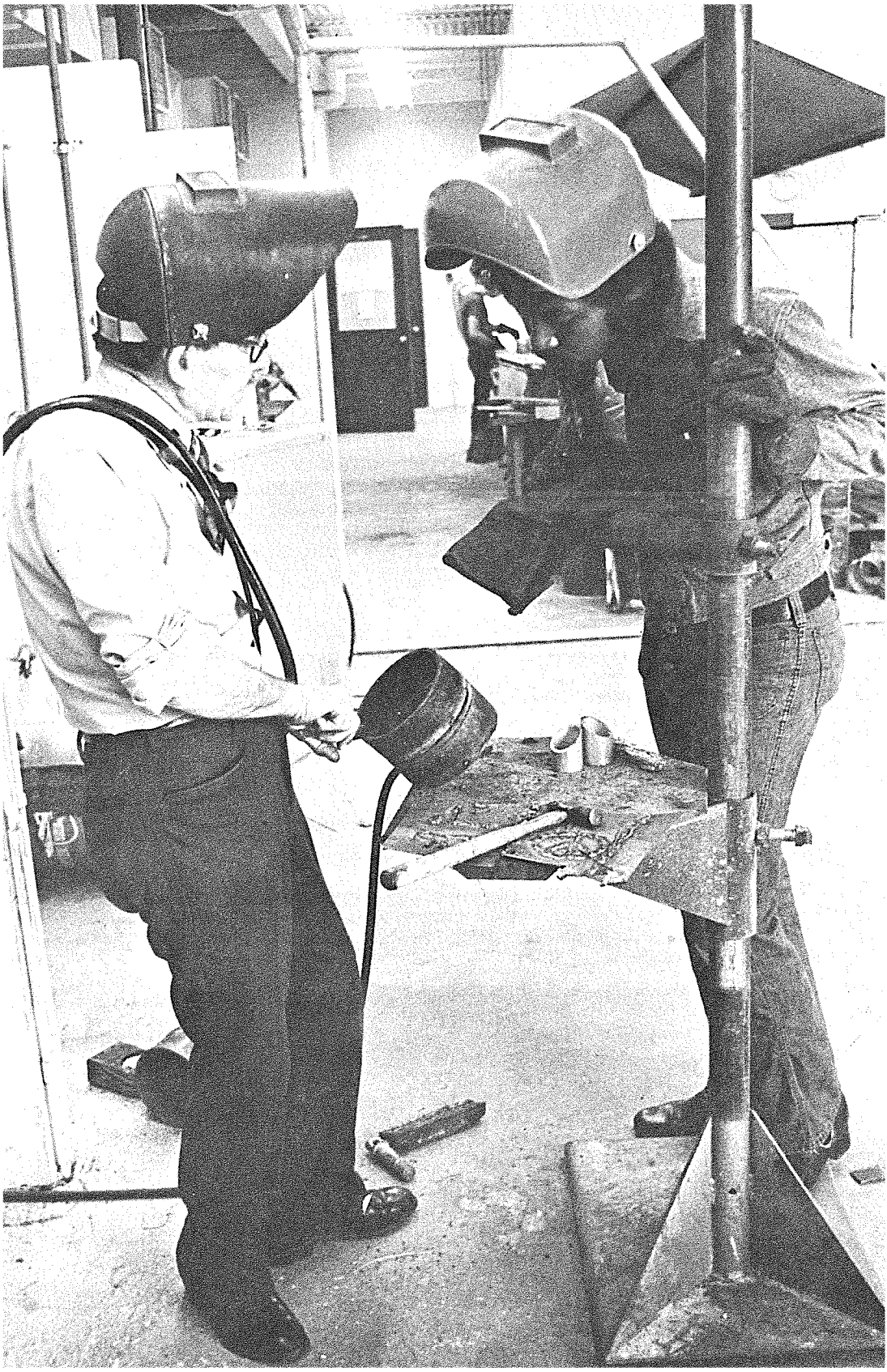
WEL 153 Welding Service (2560-O) **3 credits**
Study of geometric layouts, pipe templates, usage of shop drawings. Laboratory cutting pipe to template design with torch, fabricating steel pipe clusters. 5 class hours per week.

WEL 154 Welding Service and Management (2650-O) **3 credits**
Reaching blueprints, advanced layout drawings, study of inert gas principles, machines. Shop work consisting of mild steel welding with metallic inert gas. 5 class hours per week.

WEL 155 Welding Service (2650-O) **3 credits**
Principles to tungsten inert gas operations. Cluster pipe designs and usages. Shop operation of TIG welder using aluminum and stainless steel, all positions. 5 class hours per week.

WEL 156 Welding Service and Job Shop Management (2650-O) **3 credits**
Cost estimates of jobs. Preparing shop drawings. Principles of submerged arc welding studies. Project work with students preparing drawings, estimating costs will be final laboratory work. 5 class hours per week.

WEL 259 Welding — Special (2650-O) **Various**
Special courses or seminars are developed to meet the needs of the community. Class hours per week — varies.



INSTITUTIONAL CREDIT COURSES

All occupational and adult non-college credit education courses may be offered for institutional credit. The institutional credit hours awarded for these courses is in proportion to their contact hours which will vary depending upon the term offered. The following formula will be applied when assigning institutional credit:

Instruction	*Contact Hours*	*Institutional Credit*
Lecture	16	1
Supervised Laboratory	32	1

ACCOUNTING

ACC. 014	**Bookkeeping I**	**Institutional Credit 3**
ACC. 015	**Bookkeeping II**	**Institutional Credit 3**
ACC. 060	**Principles of Accounting I**	**Institutional Credit 3**
ACC. 080	**Principles of Accounting II**	**Institutional Credit 3**
ACC. 081	**Principles of Accounting III**	**Institutional Credit 3**

AGRICULTURE

ACE. 060	**Principles of Agricultural Economics**	**Institutional Credit 3**
AME. 060	**Agricultural Mechanic Technology I**	**Institutional Credit 5**
AME. 061	**Agricultural Mechanic Technology II**	**Institutional Credit 5**
AME. 062	**Agricultural Mechanics Technology III**	**Institutional Credit 5**
ASC. 060	**Introduction to Animal Science**	**Institutional Credit 3**
ASC. 061	**Animal Nutrition**	**Institutional Credit 3**
ASC. 062	**Introduction to Dairy Science**	**Institutional Credit 3**
ASC. 063	**Beef Cattle Production**	**Institutional Credit 3**
ASC. 064	**Forage Production and Use**	**Institutional Credit 3**
ASC. 065	**Livestock Selection**	**Institutional Credit 3**
ASC. 066	**Animal Reproduction**	**Institutional Credit 3**
ASC. 067	**Beef Cattle Management**	**Institutional Credit 3**
ASC. 068	**Dairy Science Management**	**Institutional Credit 3**
FBM. 061	**Agricultural Marketing, Processing and Management**	**Institutional Credit 4**
FBM. 062	**Agricultural Employment Experience**	**Institutional Credit 3**
FBM. 063	**Ranch Jobs and Development**	**Institutional Credit 3**
FBM. 064	**Ranch Management**	**Institutional Credit 3**

FBM. 069 Farm and Ranch, Skills and Development **Institutional Credit 3**

FCR. 060 Agricultural Finance **Institutional Credit 3**

PLS. 060 Principles of Horticulture **Institutional Credit 3**

PLS. 061 Landscape Management **Institutional Credit 3**

PLS. 062 Citrus Culture I **Institutional Credit 3**

PLS. 063 Citrus Culture II **Institutional Credit 3**

PLS. 064 Citrus Insect and Disease **Institutional Credit 3**

PLS. 065 Soils and Fertilizers **Institutional Credit 3**

AIR CONDITIONING

ACG. 031 Basic Refrigeration **Institutional Credit 3**
5 class hours per week

ACG. 033 Basic Electricity I (Air Conditioning) **Institutional Credit 3**
5 class hours per week.

ACG. 034 Basic Electricity II (Air Conditioning) **Institutional Credit 3**
5 class hours per week.

ACG. 035 Applied Electricity I (Air Conditioning) **Institutional Credit 3**
5 class hours per week.

ACG. 036 Applied Electricity II (Air Conditioning) **Institutional Credit 3**
5 class hours per week.

ACG. 037 Components of Refrigeration **Institutional Credit 3**
5 class hours per week.

ACG. 051 Automotive Air Conditioning **Institutional Credit 3**
5 class hours per week.

ACG. 052 Heating and Cooling Load Calculation **Institutional Credit 3**
5 class hours per week.

ACG. 053 Duct Systems (Air Conditioning and Heating) **Institutional Credit 3**

ACG. 054 Heat **Institutional Credit 3**
5 class hours per week.

ACG. 055 Air Conditioning and Heating Service **Institutional Credit 3**

ACG. 059 Air Conditioning — Special **Institutional Credit, Various Credits**

AUTO BODY AND FENDER REPAIR

ABF. 031 Auto Body and Frame Construction, and Service Management **Institutional Credit 3**
5 class hours per week.

ABF. 032 Basic Auto Body and Fender Repair, and Service Management **Institutional Credit 3**
5 class hours per week.

ABF. 033 Advanced Auto Body and Fender Repair, and Service Management **Institutional Credit 3**
5 class hours per week.

ABF. 034 Advanced Auto Body Collision Repair, and Service management **Institutional Credit 3**
5 class hours per week.

ABF. 035 Auto Body Fiberglass and Plastic, and Service Management **Institutional Credit 3**

ABF. 036 Advanced Fiberglass, and Service Management **Institutional Credit 3**

ABF. 037 Theory of Sheet Metal Correction **Institutional Credit 3**

ABF. 051 Auto Body Lock, Hinges, and Glass and Service Management **Institutional Credit 3**

ABF. 052 Advanced Auto Body Welding, and Service Management **Institutional Credit 3**
5 class hours per week.

ABF. 053 Basic Auto Body Refinishing, and Service Management **Institutional Credit 3**
5 class hours per week.

ABF. 054 Advanced Auto Refinishing, and Service Management **Institutional Credit 3**
5 class hours per week.

ABF. 055 Advanced Custom Refinishing, and Service Management **Institutional Credit 3**
5 class hours per week.

ABF. 056 Auto Body and Fender, Advanced Service Management **Institutional Credit 3**
5 class hours per week.

ABF. 057 Theory of Automotive Refinishing **Institutional Credit 3**

ABF. 059 Advanced Specialized Courses in Auto Body and Fender and Automotive Refinishing **Institutional Credit, Various Credits**

AUTO MECHANICS

AUS. 031 Introduction to Auto Mechanics and Service Management **Institutional Credit 3**

AUS. 032 Automotive Service and Minor Repair **Institutional Credit 3**
5 class hours per week.

AUS. 033 Introduction to Automotive Engine **Institutional Credit 3**
5 class hours per week.

AUS. 034 Engine Tune-Up — **Institutional Credit 3**
5 class hours per week.

AUS. 035 Introduction to Auto Chassis — **Institutional Credit 3**

AUS. 036 Automotive Chassis Service I — **Institutional Credit 3**

AUS. 037 Exhaust Emission Control Systems — **Institutional Credit 3**

AUS. 051 Introduction to Automotive Electrical Systems — **Institutional Credit 3**

AUS. 052 Automotive Organization and Service Management — **Institutional Credit 3**
5 class hours per week.

AUS. 053 Automotive Chassis Service II — **Institutional Credit 3**
5 class hours per week.

AUS. 054 Automatic Transmission and Service Management — **Institutional Credit 3**
5 class hours per week.

AUS. 055 Engine Overhaul — **Institutional Credit 3**
5 class hours per week.

AUS. 056 Advanced Electricity, Trouble Shooting and Service Management — **Institutional Credit 3**
5 class hours per week.

AUS. 059 Auto Mechanics Special — **Institutional Credit, Various Credits**

BANKING

BAN. 060 Principles of Bank Operations — **Institutional Credit 3**

BAN. 062 Bank Management — **Institutional Credit 3**

BAN. 063 Agricultural Finance — **Institutional Credit 3**

BAN. 064 Credit Administration — **Institutional Credit 3**

BAN. 065 Principles of Finance — **Institutional Credit 3**

BAN. 066 Money and Banking — **Institutional Credit 3**

BAN. 067 Installment Credit — **Institutional Credit 3**

BAN. 068 Trust Functions and Services — **Institutional Credit 3**

BAN. 069 Federal Reserve System — **Institutional Credit 3**

BAN. 070 Analyzing Financial Statements — **Institutional Credit 3**

BAN. 071 Bank Letters and Reports — **Institutional Credit 3**

BAN. 073 Bank Public Relations and Marketing — **Institutional Credit 3**

BAN. 074 Bank Investments — **Institutional Credit 3**

BAN. 075 Management of Commercial Bank Funds — **Institutional Credit 3**

BAN. 076 Savings and Time Deposit Banking — **Institutional Credit 3**

BAN. 050-080 Banking Seminar — **Institutional Credit 4**

BRICK AND BLOCK LAYING

BBL. 031 Introduction to Brick and Block Laying **Institutional Credit 3**
5 class hours per week.

BBL. 032 Intermediate Brick and Block Laying **Institutional Credit 3**
5 class hours per week.

BBL. 033 Advanced Brick and Block Laying **Institutional Credit 3**
5 class hours per week.

BUSINESS AND DISTRIBUTIVE

AAC. 013 Office Accounting **Institutional Credit 3**

ADS. 060 Advertising and Sales Promotion **Institutional Credit 3**

ADS. 061 Principles of Merchandise Display **Institutional Credit 3**

APM. 060 Mathematics of Business **Institutional Credit 3**

BUM. 081, 083, 084 Mid-Management Seminar and Supervised Work Experience **Institutional Credit Each 2**
(Summer Session Only)

BUM. 091, 092, 093, 094 Mid-Management Seminar and Supervised Work Experience **Institutional Credit Each 4**

BUS. 057 Business Machines **Institutional Credit 3**

CRT. 050 Cash Register-Checker Training **Institutional Credit 3**

FCR. 060, 061 Mid-Management Seminar and Banking Internship **Institutional Credit Each 4**

BUM. 091, 092, 093, 094 Mid-Management Seminar (Human Relations and Marketing Research) **Institutional Credit 3**

BUM. 096, 097, 098, 099 Mid-Management Seminar In Fashion Merchandising **Institutional Credit Each 4**

GME. 060 Principles of Retailing **Institutional Credit 3**

IMA. 060 Principles of Marketing **Institutional Credit 3**

IMA. 061 Salesmanship **Institutional Credit 3**

OFO. 060 Dictation and Transcription **Institutional Credit 3**

SAM. 010 Introduction to Business **Institutional Credit 3**

SAM. 011 Business Law I **Institutional Credit 3**

SAM. 012 Business Law II **Institutional Credit 3**

SAM. 060 Personnel Management **Institutional Credit 3**

SAM. 061 Human Relations in Business **Institutional Credit 3**

SAM. 062 Principles of Management **Institutional Credit 3**

SAM. 064 Management Seminar for Industry **Institutional Credit, Various Credits**

SAM. 065 Seminar for Business and Industry Phase II **Institutional Credit, Various Credits**

CRIMINAL JUSTICE

LAE. 021 Orientation to Law Enforcement **Institutional Credit 3**
5 class hours per week.

LAE. 022 Introduction to Law Enforcement **Institutional Credit 3**
5 class hours per week.

LAE. 023 Organization of Law Enforcement Agencies **Institutional Credit 3**
5 class hours per week.

LAE. 024 Law for the Law Enforcement Officer **Institutional Credit 3**
5 class hours per week.

LAE. 025 Criminology and the Criminal Justice Process **Institutional Credit 3**
5 class hours per week.

LAE. 026 Auxiliary Skills for the Law Enforcement Officer **Institutional Credit 3**
5 class hours per week.

LAE. 060 Introduction to Criminal Justice **Institutional Credit 3**

LAE. 061 Criminology I **Institutional Credit 3**

LAE. 062 Criminology II **Institutional Credit 3**

LAE. 064 Criminal Law I **Institutional Credit 3**

LAE. 081 Criminal Law II **Institutional Credit 3**

LAE. 065 Deviant Behavior **Institutional Credit 3**

LAE. 068 Correctional Custody, Jails and Detention **Institutional Credit 3**

LAE. 069 Introduction to Criminalistics I **Institutional Credit 3**

LAE. 071 Jail Administration **Institutional Credit 3**
5 class hours per week.

LAE. 072 Criminal Investigation I **Institutional Credit 3**
5 class hours per week.

LAE. 073 Criminal Investigation II **Institutional Credit 3**

LAE. 074 Cooperative Training I **Institutional Credit 3**
5 class hours per week.

LAE. 075 Cooperative Training II **Institutional Credit 3**
5 class hours per week.

LAE. 076 Cooperative Training III — **Institutional Credit 3**
5 class hours per week.

LAE. 080 Constitutional Law — **Institutional Credit 3**

LAE. 090 Introduction to the Courts — **Institutional Credit 3**

LAE. 091 Police Community Relations — **Institutional Credit 3**

LAE. 092 Introduction to Corrections — **Institutional Credit 3**

LAE. 093 Probation and Parole — **Institutional Credit 3**

LAE. 094 Correctional Institutional Administration and Organization — **Institutional Credit 3**

LAE. 095 Juvenile Delinquency — **Institutional Credit 3**

LAE. 096 Juvenile Law — **Institutional Credit 3**

LAE. 097 Law Enforcement and Transportation — **Institutional Credit 3**

LAE. 098 Police Administration and Operations — **Institutional Credit 3**

SOC. 010 Social Problems — **Institutional Credit 3**

DATA PROCESSING

BDP. 060 Introduction to Data Processing — **Institutional Credit 3**

BDP. 061 COBOL Programming I — **Institutional Credit 3**

BDP. 062 COBOL Programming II — **Institutional Credit 3**

BDP. 063 Advanced COBOL Programming — **Institutional Credit 3**

BDP. 070 Fortran IV — **Institutional Credit 3**

BDP. 080 Computer System Design — **Institutional Credit 3**

DRAMA

DRA. 050 Oral Interpretation — **Institutional Credit 3**

ECOLOGY

ECY. 050 Man and the Environment — **Institutional Credit 3**

ECONOMICS

ECS. 050 Introduction to Economics — **Institutional Credit 3**

ECS. 060 Principles of Economics I — **Institutional Credit 3**

ECS. 061 Principles of Economics II — **Institutional Credit 3**

ELECTRONICS

ELS. 060 Direct Current Circuits — **Institutional Credit 4**
6 class hours per week.

ELS. 062 Alternating Current Circuits — **Institutional Credit 4**
6 class hours per week.

ELS. 063 Fundamentals of Electronics — **Institutional Credit 4**
6 class hours per week.

ELS. 064 Electronic Circuits Systems — **Institutional Credit 4**
6 class hours per week.

ELS. 065 Advanced Electronic Circuits — **Institutional Credit 4**
6 class hours per week.

ELS. 066 Semi-conductor Electronics — **Institutional Credit 4**
6 class hours per week.

EMERGENCY MEDICAL TECHNICIAN

EMT. 050 Emergency Medical Technician I — **Institutional Credit 6**

EMT. 061 Emergency Medical Technician II — **Institutional Credit 4**

EMT. 062 Emergency Medical Technician II — **Institutional Credit 4**

EMT. 063 Emergency Medical Technician II — **Institutional Credit 4**

EMT. 064 Emergency Medical Technician II — **Institutional Credit 4**

ENGLISH

TER. 011 Technical Communications — **Institutional Credit 3**

SES. 032 Business Communications — **Institutional Credit 3**

LIT. 036 Children's Literature — **Institutional Credit 3**

FIRE SCIENCE

FFS. 050 Introduction and Orientation to Firefighting — **Institutional Credit 3**

FFS. 051 Fundamentals of Fire Prevention — **Institutional Credit 3**

FFS. 052 Basic Fire Recruit Training — **Institutional Credit 12**

FFS. 053 Introduction to Marine Fire Protection — **Institutional Credit 3**

FFS. 060 Fire Service Problems — **Institutional Credit 3**

FFS. 061 Hazardous Materials — **Institutional Credit 3**

FFS. 062 Firefighting Tactics and Strategy — **Institutional Credit 3**

FFS. 063 Applied Fire Science **Institutional Credit 3**

FFS. 064 Building and Fire Codes **Institutional Credit 3**

FFS. 065 Fire Hydraulics **Institutional Credit 3**

FFS. 066 Fire Investigation **Institutional Credit 3**

FFS. 067 Municipal Fire Administration **Institutional Credit 3**

FFS. 068 Introduction to Oil Refinery and Tank Farm Fire Protection **Institutional Credit 3**

FFS. 098 Work Experience Internship **Institutional Credit 3**

GRAPHIC SCIENCE

DTG. 060 Engineering Graphics **Institutional Credit 3**
5 class hours per week.

DTG. 061 Descriptive Geometry **Institutional Credit 3**
5 class hours per week.

DTG. 062 Technical Drafting **Institutional Credit 3**
5 class hours per week.

DTG. 063 Technical Drafting **Institutional Credit 3**
5 class hours per week.

DTG. 064 Civil Drafting **Institutional Credit 3**
5 class hours per week.

DTG. 065 Charts and Graphs **Institutional Credit 2**
3 class hours per week.

DTG. 066 Intersections and Development **Institutional Credit 2**
3 class hours per week.

DTG. 068 Architectural Drafting **Institutional Credit 2**
5 class hours per week.

DTG. 069 Pictorial Drafting **Institutional Credit 2**
5 class hours per week.

DTG. 070 Illustrations **Institutional Credit 2**
5 class hours per week.

DTG. 071 Electronic Drafting **Institutional Credit 4**
7 class hours per week.

DTG. 072 Machine Drafting **Institutional Credit 3**
5 class hours per week.

DTG. 073 Machine Drafting **Institutional Credit 3**

DTG. 074 Numerical Drafting **Institutional Credit 2**
3 class hours per week.

DTG. 075 Methods of Fabrication **Institutional Credit 3**

HEADSTART

HS. 030 Headstart on the Job I — **Institutional Credit 1**

HS. 031 Headstart on the Job II — **Institutional Credit 1**

HS. 032 Headstart on the Job III — **Institutional Credit 1**

HEALTH

HLT. 026 First Aid and Safety — **Institutional Credit 3**

HLT. 027 Personal Health — **Institutional Credit 3**

HEALTH OCCUPATIONS

HOA. 30 (3040) Health Occupations I (Service Aide)
Survey of Health Service careers. Exploration of health occupations and basic skills common to all health occupations. Institutional Credit 10 credit hours. Clock hours 160 per semester.

HOA. 31 (3040) Health Occupations II (Service Aide)
Exploration of a wide variety of health services, including clinical experience. Basic and intermediate health service skills. Institutional Credit 10 credit hours. Clock Hours 160 per semester.

HOME ECONOMICS

CHD. 060 The Pre-School Child in the Family — **Institutional Credit 3**

CHD. 061 Principles of Teaching the Pre-School Child — **Institutional Credit 3**

CHD. 062 Creative Experiences for the Pre-School Child
4 class hours per week. — **Institutional Credit 3**

CHD. 040, 041, 042, 043. Seminar in Early Childhood Education — **Institutional Credit Each 4**
5 class hours per week.

CLT. 060 Basic Clothing Selection and Construction
5 class hours per week — **Institutional Credit 3**

CLT. 063 Pattern Design — **Institutional Credit 3**

CLT. 064 Sewing Children's Clothing — **Institutional Credit 3**

CLT. 065 Personal Pattern Adjustment — **Institutional Credit 3**

CLT. 066 Sewing Techniques on Knit Fabrics — **Institutional Credit 3**

CLT. 067 Alterations on Men's Clothing — **Institutional Credit 3**

CLT. 068 Advanced Clothing Construction — **Institutional Credit 3**

CLT. 069 Quilting Techniques — **Institutional Credit 3**

CLT. 070 Ladies Tailoring **Institutional Credit 3**

CLT. 071 Lingerie and Swimwear **Institutional Credit 3**

CLT. 080 Introduction to Textiles **Institutional Credit 3**

FON. 060 Principles of Nutrition **Institutional Credit 3**

FON. 061 Basic Childhood Nutrition **Institutional Credit 3**

FON. 062 Food for the Family **Institutional Credit 4**
6 class hours per week.

FRU. 070 Furniture Reupholstery **Institutional Credit 3**

HEF. 060 Art in Home and Dress **Institutional Credit 3**

HEN. 010 Seminar in Personal Development **Institutional Credit 3**

HOC. 027 Home Economics **Institutional Credit 3**

HOM. 060 Family Finance **Institutional Credit 3**

HOTEL-MOTEL ADMINISTRATION

HOL. 060 Introduction to Hotel-Motel Management **Institutional Credit 3**

HOL. 061 Hotel-Motel Housekeeping **Institutional Credit 3**

HOL. 062 Front Office Procedures **Institutional Credit 3**

INDUSTRIAL

IND. 031 Industrial Math **Institutional Credit 3**

IND. 091 Industrial Seminar and Supervised Work Experience **Institutional Credit 4**

IND. 092 Industrial Seminar and Supervised Work Experience **Institutional Credit 4**

INSURANCE

INS. 060 Individual Life and Health Insurance **Institutional Credit 3**

INS. 061 Life Insurance Law and Company Operations **Institutional Credit 3**

INS. 062 Group Insurance and Social Insurance **Institutional Credit 3**

INS. 063 Pension Planning **Institutional Credit 3**

INS. 065 Income Taxation **Institutional Credit 3**

INS. 066 Investments and Family Financial Management **Institutional Credit 3**

INS. 067	Accounting and Finance	Institutional Credit 3
INS. 068	Economics	Institutional Credit 3
INS. 069	Business Insurance	Institutional Credit 3
INS. 070	Estate Planning and Taxation	Institutional Credit 3

INSTITUTIONAL FOOD SERVICE

QFO. 060	Nutrition	Institutional Credit 3
QFO. 061	Food Preparation I	Institutional Credit 3
QFO. 062	Food Preparation II	Institutional Credit 3
QFO. 063	Sanitation and Safety	Institutional Credit 3
QFO. 064	Food Merchandising and Service	Institutional Credit 3
QFO. 065	Use and Care of Kitchen Equipment	Institutional Credit 3
QFO. 066	Food Service Supervision and Management	Institutional Credit 3
QFO. 067	Quantity Baking	Institutional Credit 3
QFO. 080	Food Service Seminar and Supervised Work Experience	Institutional Credit 4
QFO. 081	Special Functions	Institutional Credit 3
QFO. 082	Nutrition and Diet Therapy	Institutional Credit 3

MATHEMATICS

APM. 061	Technical Mathematics I	Institutional Credit 3
APM. 062	Technical Mathematics II	Institutional Credit 3
APM. 067	Metric System of Weight and Measurements	Institutional Credit 1

MECHANICAL TECHNOLOGY

MTY. 040	Introduction to Quality Control	Institutional Credit 3
MTY. 050	Hydraulics and Pneumatics	Institutional Credit 3
MTY. 060	Engineering Materials	Institutional Credit 3

MOTORCYCLE REPAIR

MCR. 031	Introduction to Motorcycle Repair	Institutional Credit 3
MCR. 032	Intermediate Motorcycle Repair	Institutional Credit 3
MCR. 033	Advanced Motorcycle Repair	Institutional Credit 3

MUSIC

MUS. 015	**Concert Band**	**Institutional Credit 1**
MUS. 016	**Concert Band**	**Institutional Credit 1**
MUS. 045	**Concert Band**	**Institutional Credit 1**
MUS. 046	**Concert Band**	**Institutional Credit 1**
MUS. 025	**Stage Band**	**Institutional Credit 1**
MUS. 026	**Stage Band**	**Institutional Credit 1**
MUS. 035	**Stage Band**	**Institutional Credit 1**
MUS. 036	**Stage Band**	**Institutional Credit 1**
MUS. 051	**Music Theory Fundamentals**	**Institutional Credit 2**
MUS. 052	**Guitar**	**Institutional Credit 2**
MUS. 053	**Fundamentals of Music**	**Institutional Credit 2**

OSHA

PSC. 011	**OSHA Special**	**Institutional Credit 3**

PHYSICAL ED. (AD)

PED. 020	**Fitness through Phys. Activity**	**Institutional Credit 1**
PED. 030	**Tennis**	**Institutional Credit 1**
PED. 041	**Basic Scuba I**	**Institutional Credit 2**
PED. 042	**Advanced Scuba II**	**Institutional Credit 2**
PED. 016	**Community Recreation**	**Institutional Credit 3**
WSI. 847	**Water Safety Inst. Training**	**Institutional Credit 2**

PHYSICAL SCIENCE (AD)

PS. 022	**Physical Science**	**Institutional Credit 3**

RADIO AND TELEVISION

RTV. 031 Basic Electricity I and Service Management
Institutional Credit 3

5 class hours per week.

RTV. 032 Basic Electricity II and Service Management
Institutional Credit 3

5 class hours per week.

RTV. 033 Basic Electronics I and Service Management
Institutional Credit 3
5 class hours per week.

RTV. 051 Basic Electronics II and Service Management
Institutional Credit 3
5 class hours per week.

RTV. 052 Basic Electronics III and Service Management
Institutional Credit 3
5 class hours per week.

RTV. 053 Semi-Conductors and Service Management
Institutional Credit 3
5 class hours per week.

RTV. 071 Advanced Electronics, Basic Television (B & W) I and Service Management **Institutional Credit 3**
5 class hours per week.

RTV. 072 Advanced Electronics, Basic Television (B & W) II and Service Management **Institutional Credit 3**
5 class hours per week.

RTV. 073 Advanced Electronics, Basic Television (B & W) III and Service Management **Institutional Credit 3**
5 class hours per week.

RTV. 074 Advanced Electronics, Basic Television (B & W) IV and Service Management **Institutional Credit 3**
5 class hours per week.

RTV. 091 Advanced Television (COLOR) I and Service Management **Institutional Credit 3**
5 class hours per week.

RTV. 092 Advanced Television (COLOR) II and Service Management **Institutional Credit 3**
5 class hours per week.

RTV. 059 Electronics—Special **Institutional Credit, Various Credits**

READING

ERE. 050 Developmental Reading I **Institutional Credit 3**

ERE. 051 Developmental Reading II **Institutional Credit 3**

SAFETY ED (AD)

DRT. 010 Driver's Ed. (Classroom) **Institutional Credit 3**

DRW. 011 Driver's Ed. (Behind Wheel) **Institutional Credit 3**

SAVINGS AND LOAN

SLI. 033	**Teller Operations**	**Institutional Credit 3**
SLI. 034	**Savings and Loan Accounting I**	**Institutional Credit 3**
SLI. 035	**Savings and Loan Accounting II**	**Institutional Credit 3**
SLI. 038	**Savings Accounts**	**Institutional Credit 3**
SLI. 039	**Savings Accounts Administration**	**Institutional Credit 3**
SLI. 041	**Savings Association Lending I**	**Institutional Credit 3**
SLI. 042	**Savings Association Lending II**	**Institutional Credit 3**
SLI. 043	**Residential Appraising I**	**Institutional Credit 3**
SLI. 044	**Residential Appraising II**	**Institutional Credit 3**
SLI. 056	**Insurance**	**Institutional Credit 3**
SLI. 057	**Investments I**	**Institutional Credit 3**
SLI. 058	**Investments II**	**Institutional Credit 3**
SLI. 059	**Mortgage Loan Servicing**	**Institutional Credit 3**
SLI. 060	**Financial Institutions I**	**Institutional Credit 3**
SLI. 061	**Financial Institutions II**	**Institutional Credit 3**
SLI. 062	**Personnel Money Management**	**Institutional Credit 3**
SLI. 063	**Housing: Construction Principles and Practices**	**Institutional Credit 3**
SLI. 064	**Housing: Design and Planning**	**Institutional Credit 3**
SLI. 067	**Advanced Savings & Loan Accounting**	**Institutional Credit 3**
SLI. 076	**Credit and Collections**	**Institutional Credit 3**
SLI. 077	**Supervisory Personnel Management I**	**Institutional Credit 3**
SLI. 078	**Supervisory Personnel Management II**	**Institutional Credit 3**
SLI. 079	**Public Relations**	**Institutional Credit 3**
SLI. 080	**Executive Secretarial Training**	**Institutional Credit 3**
SLI. 090	**Introduction to the Savings Association Business**	**Institutional Credit 3**
SLI. 091	**Human Relations in Business**	**Institutional Credit 3**
SLI. 092	**Savings Association Operations**	**Institutional Credit 3**
SLI. 093	**Personnel Administration I**	**Institutional Credit 3**

SECRETARIAL SCIENCE

STS. 060 Elementary Typewriting **Institutional Credit 3**
4 class hours per week.

STS. 061 Intermediate Typewriting **Institutional Credit 3**
5 class hours per week.

STS. 062 Advanced Typewriting **Institutional Credit 3**
5 class hours per week.

STS. 063 Introductory Shorthand **Institutional Credit 3**
5 class hours per week.

STS. 064 Intermediate Shorthand **Institutional Credit 3**
5 class hours per week.

STS. 066 Machine Shorthand I **Institutional Credit 3**

STS. 067 Machine Shorthand II **Institutional Credit 3**

STS. 068 Dictation and Transcription **Institutional Credit 3**

STS. 069 Reprographics **Institutional Credit 3**

STS. 070 Adding Machines and Calculators **Institutional Credit 3**

STS. 071 Machine Transcription I **Institutional Credit 3**

STS. 072 Office Practice **Institutional Credit 3**

STS. 073 Machine Transcription II **Institutional Credit 3**

STS. 075 Legal Practices and Procedures I **Institutional Credit 3**

STS. 076 Legal Practices and Procedures II **Institutional Credit 3**

STS. 080 Secretarial Seminar and Supervised Work Experience **Institutional Credit 4**

STS. 081 Leadership Development **Institutional Credit 3**

STS. 082 CPS Review Seminar **Institutional Credit 3**

STS. 085 Medical Office Practice **Institutional Credit 3**

STS. 086 Medical Transcription **Institutional Credit 3**

CIT. 060 Elementary Surveying **Institutional Credit 3**

CIT. 080 Advanced Surveying **Institutional Credit 3**

VOCATIONAL DRAFTING

DTG. 031 Basic Occupational Drafting and Supervision
5 class hours per week. **Institutional Credit 3**

DTG. 032 Basic Occupational Drafting and Supervision
5 class hours per week. **Institutional Credit 3**

DTG. 033 Basic Occupational Drafting and Supervision
5 class hours per week. **Institutional Credit 3**

DTG. 034 Intermediate Occupational Drafting and Supervision **Institutional Credit 3**
5 class hours per week.

DTG. 035 Intermediate Occupational Drafting and Supervision **Institutional Credit 3**
5 class hours per week.

DTG. 036 Intermediate Occupational Drafting and Supervision **Institutional Credit 3**
5 class hours per week.

DTG. 051 Advanced Occupational Drafting and Supervision **Institutional Credit 3**
5 class hours per week.

DTG. 052 Advanced Occupational Drafting and Supervision **Institutional Credit 3**
5 class hours per week.

DTG. 053 Advanced Occupational Drafting and Supervision **Institutional Credit 3**
5 class hours per week.

DTG. 054 Selective Fields of Occupational Drafting and Supervision **Institutional Credit 3**
5 class hours per week.

DTG. 055 Selective Fields of Occupational Drafting and Supervision **Institutional Credit 3**
5 class hours per week.

DTG. 056 Selective Fields of Occupational Drafting and Supervision **Institutional Credit 3**
5 class hours per week.

DTG. 059 Advanced Special Vocational Drafting and Design **Institutional Credit, Various Credits**

WELDING

WEL. 031 Welding Services **Institutional Credit 3**
5 class hours per week.

WEL. 032 Welding Service and Management **Institutional Credit 3**
5 class hours per week.

WEL. 033 Electric Welding **Institutional Credit 3**
5 class hours per week.

WEL. 034 Intermediate Electric Welding **Institutional Credit 3**
5 class hours per week.

WEL. 049 Intermediate Combination Welding **Institutional Credit 3**
5 class hours per week.

WEL. 052 Advanced Combination Welding **Institutional Credit 3**
5 class hours per week.

WEL. 053 Welding Service **Institutional Credit 3**
5 class hours per week.

WEL. 054 Welding Service and Management **Institutional Credit 3**
5 class hours per week.

WEL. 055 Welding Service **Institutional Credit 3**
5 class hours per week.

WEL. 056 Welding Service and Job Shop Management **Institutional Credit 3**
5 class hours per week.

WEL. 059 Welding—Special **Institutional Credit, Various Credits**

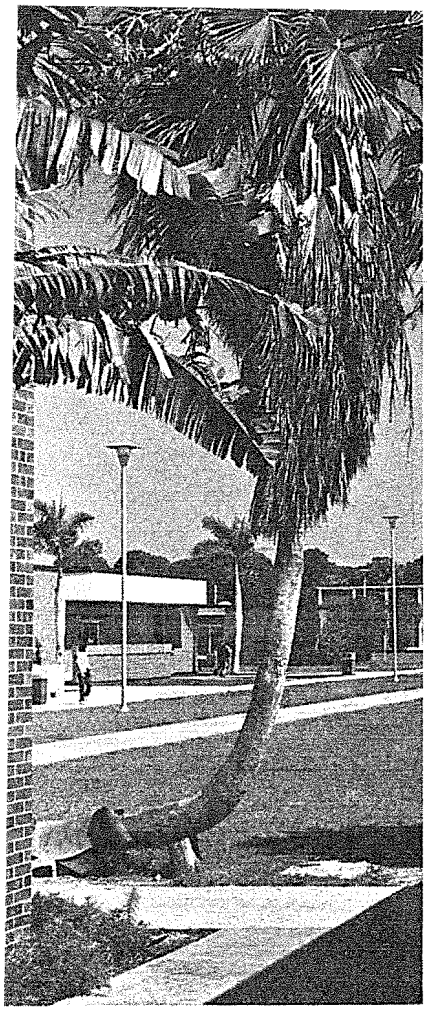
MEY. 050 Elementary Metallurgy **Institutional Credit 3**

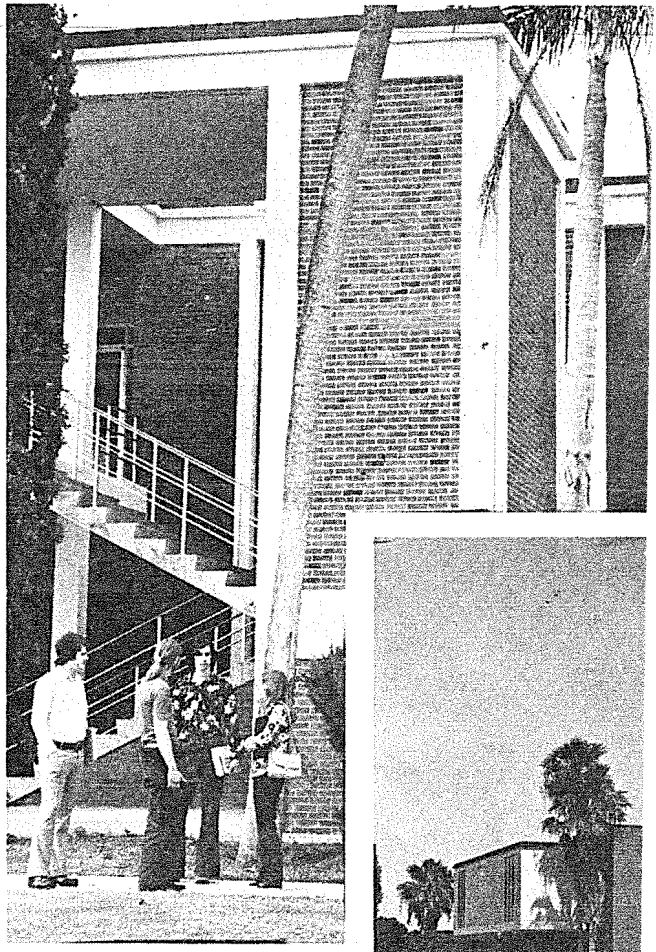
MEY. 051 Metallurgy **Institutional Credit 3**

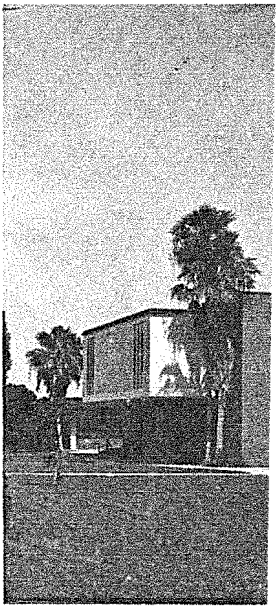
MEY. 070 Engineering Materials **Institutional Credit 3**

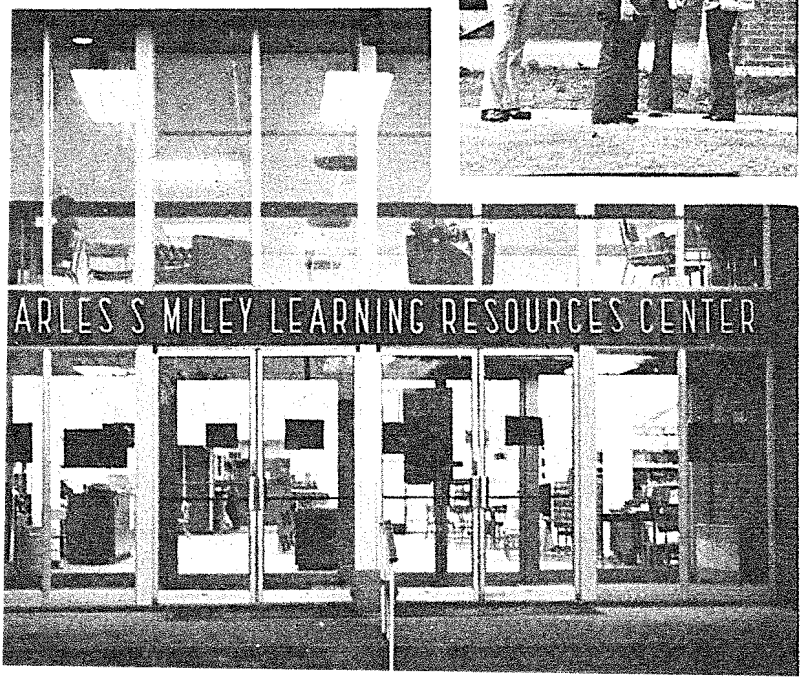
WATER AND WASTEWATER MANAGEMENT

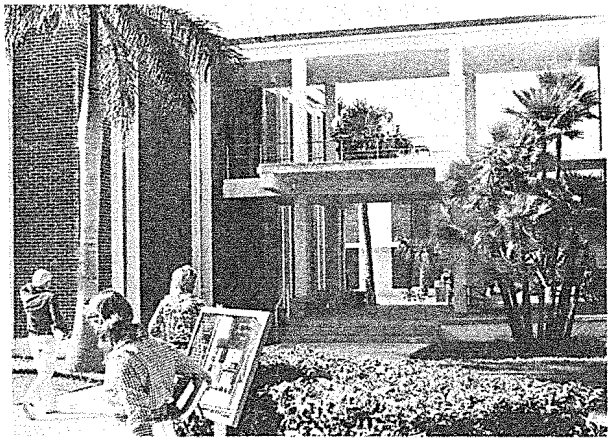
WSO. 086 Water and Wastewater Management I **Institutional Credit 3**

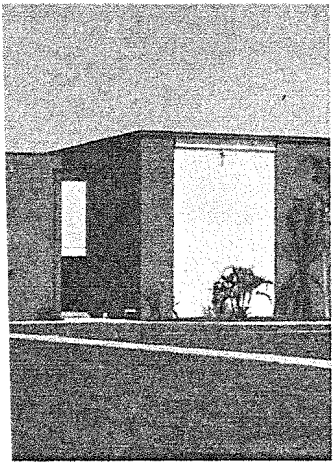







ARLES S MILEY LEARNING RESOURCES CENTER





COLLEGE ORGANIZATION

INDIAN RIVER COMMUNITY COLLEGE

ADMINISTRATION

Herman A. Heise ..... *President*
Ph.D., Georgetown University

John W. Muir ..... *Vice President*
Ph.D., University of Georgia

Leroy C. Floyd, Sr. ..... *Dean of Students*
M.S., Florida A&M University

Joseph H. Colville ..... *Dean, Centers Development*
M.A., University of Georgia

Burgess A. Meadows ..... *Dean of Financial Affairs*
M.Ed., University of Maryland

Robert W. Moses ..... *Associate Dean of Instruction*
M.S., University of Tennessee

David L. Anderson ..... *Assistant Dean of Instruction (Roschman Site)*
Ed.D., Florida Atlantic University

Sylvia L. Wolff ..... *Assistant Dean of Instruction (Okeechobee Site)*
M.Ed., Florida Atlantic University

Gerald M. Jenkins ..... *Assistant Dean of Instruction*
Ph.D., University of Hawaii

INSTRUCTIONAL DIVISION DIRECTORS

John J. Avril ..... *CETA Program (Vero Site)*
M.A., Seton Hall University

Frances L. Hammett ..... *Health Education*
B.A., Marion Wesleyan College
R.N., University of Alabama

Charles Ray Lunceford ..... *Arts & Sciences*
M.Ed., University of Florida

Raymond L. Isenburg ..... *Guidance*
M.S., University of Tennessee

Timothy T. Miller ..... *Municipal Services*
M.A., Western Kentucky University

William A. Sigurdson ..... *Career Education*
M.Ed., Texas A&M University

ADMINISTRATIVE DIVISION DIRECTORS

James C. Canterbury ..... *Business Services*
A.A., Manatee Junior College

Harold M. McCormick ..... *Physical Plant and New Construction*
B.S., Florida Atlantic University

Kenneth O. Parry ..... *Data Processing*
M.Ed., Florida Atlantic University

Elmer Stapleton ..... *Personnel*
B.S., Florida State University

Richard G. Wells ..... *Athletics & Student Activities*
B.S., Florida State University

Rudolph P. Widman ..... *Educational Services*
Ph.D., Northeastern University

Kathy Kirry Wockley ..... *Development*
M.Ed., Florida Atlantic University

INSTRUCTIONAL DEPARTMENT CHAIRMEN

James R. Carlson ..... *Management*
M.A., University of Minnesota

B. Hall Davis ..... *Agriculture*
Ph.D., Louisiana

Thomas C. Deal ..... *Mathematics*
M.A., Appalachian State Teachers College

Thomas D. Embry ..... *Science*
M.S., New Mexico Highlands University

Vernon H. Floyd ..... *Physical Education*
M.S., Indiana University

John R. Johnson ..... *Industrial Education*
B.S., Florida State University

Helen B. Keller ..... *Language Arts*
M.A., University of Georgia

Erma B. Kraft ..... *Health Education*
M.S.N., Catholic University of America, Washington, D.C.

Wendell Martin ..... *Guidance*
M.S., Fort Valley State College

Louis Maser ..... *Fine Arts*
M.M.E., University of Kansas

Deloris Reed ..... *Secretarial Science*
M.A., Western Michigan University

Ramona T. Scott ..... *Library*
M.Ed., Chicago State University

Peter Webb ..... *Social Science*
M.A., Memphis State University

INSTRUCTIONAL COORDINATORS

Henry T. Christen ..... *Coordinator of Fire Academy*
Fire Science Management, Miami-Dade Community College

John H. Matthews ..... *Coordinator of Police Academy*
M.A., St. Mary's University, San Antonio, Texas
M.S.A.J., American University, Washington, D.C.

~~**William P. Palmer**~~ ..... *Coordinator of Community Services*
M.A., Florida Atlantic University

COORDINATOR OF STUDENT AFFAIRS

Sally R. Barner ..... B.A., College of William & Mary

FINANCIAL AID COUNSELOR

Charles E. Bowen ..... M.Ed., Florida Atlantic University

PLACEMENT COUNSELOR

Pinkie W. Hendley ..... B.S., Florida A&M University

PERSONNEL

Egena Jo Chism ..... *Personnel Specialist*

Patricia M. Kirk ..... *Personnel Specialist*

FACULTY

Carmen H. Arndt ..... B.S., South Dakota State University

Robert W. Arthur ..... M.S., Western Illinois University

Sylvia A. Austin ..... The Medical Center School of Nursing, Columbus, Georgia

Sydney U. Barnes ..... M.S., University of Southern California

Riley A. Bennett, Jr. ..... A.S., Indian River Community College

Lydia A. Bergstraesser ..... B.S.N., University of Florida

Mary Ellen Berger ..... B.A., Slippery Rock College

John U. Biedenharn ..... M.A., Western Kentucky State

Margaret Borland ..... *Vocational/Technical Specialist*

Nancy A. Bredemeyer ..... M.S., Florida State University

Norman S. Brinsley ..... B.S., Florida Atlantic University

D. Eugene Brown ..... M.A., State University of New York at Binghamton

Alison N. Brundage ..... B.S.N., Florida State University

Mary H. Butler ..... *Vocational/Technical Specialist*

James R. Carlson ..... M.A., University of Minnesota

Authalean P. Chesser ..... M.S., Jackson State University

Charles R. Croghan ..... Ed.D., Union Theological Seminary and Columbia University

Gloria Crutchfield ..... M.Ed., Florida A&M University

B. Hall Davis ..... Ph.D., Louisiana State University

Thomas C. Deal ..... M.A., Applachian State Teachers College

Virginia L. DeHaven ..... M.A., West Virginia University

Armond Della-Volpe ..... M.S., New York University

M. June DeLudos ..... M.A., University of South Florida

Donald H. DeMeules ..... M.A., Colorado State

LaVerne J. Denning ..... M. Phil., University of Kansas

Catherine J. Duncan ..... M.A., University of Delaware

Thomas D. Embry ..... M.S., New Mexico Highlands University

Judith M. Farmer ..... Methodist Hospital School of Nursing

Mark L. Fields ..... M.A., East Tennessee State University

Evelyn M. Fiesler ..... M.A., Michigan State University

Vernon H. Floyd ..... M.S., Indiana University

Dixie G. Gentry ..... M.Ed., University of Florida

Adella M. Grove ..... M.Ed., Bowling Green State University

Joseph A. Haislip ..... M.S., New Mexico Highlands University

Ruth E. Hansell ..... M.S., Florida State University

Linda M. Hays ..... B.S., Florida State University

Rose M. Haywood ..... M.S., Fort Valley State College

Pinkie W. Hendley ..... B.S., Florida A&M University

Jane B. Howard ..... M.A., Murray State University

Charles O. Jaap, III ..... *Vocational/Technical Specialist*

Ella L. Jackson ..... M.S., Southwest Texas State University

John R. Johnson ..... B.S., Florida State University

Lyndall A. Jordan ..... *Vocational/Technical Specialist*

Helen B. Keller ..... M.A., University of Georgia

John D. Kennedy ..... Ph.D., University of Florida

Aileen M. Kiele ..... Manhattan State Hospital New York, New York

Erma B. Kraft ..... M.S.N., Catholic University of America, Washington, D.C.

Michael D. Leatherwood ..... M.S., University of Florida

Keith Mahon ..... M.B.A., Pepperdine University

Wendell Martin ..... M.S., Fort Valley State College
Louis L. Maser ..... M.M.E., University of Florida
Edwin R. Massey .....Ph.D., University of South Mississippi
Stephen J. Maxwell ..... Ph.D., University of Florida
Elizabeth F. Mayer ..... M.A., California State College at Los Angeles
Angela M. McClennan .....B.S.N., Florida International at Miami
Harry N. McDonald .....DeVong Technical Institute
Genevieve McMillen ..... M.S., Florida State University
Marianna A. Moody ..... M.Ed., Florida Atlantic University
Joe P. Newton ..... *Vocational/Technical Specialist*
Margaret B. Paige .....M.S., Indiana University
Richard P. Pentz .....M.S., University of Georgia
Glen W. Power ..... M.S., University of South Carolina
Russell C. Privateer ..... *Vocational/Technical Specialist*
David N. Radabaugh ..... M.A., Tennessee Technological University
Deloris C. Reed ..... M.A., Western Michigan University
Robert P. Rizzo ..... M.Ed., Kent State University
Theodore R. Robinson ..... M.A., University of Kentucky
Edward J. Rogers .....M.S.Ed., University of Pennsylvania
Marcus L. Rouse .....R.T., Baltimore City Hospital
Ramona T. Scott .....M.Ed., Chicago State University
Betty B. Shannon ..... M.S., Memphis State University
Charlotte L. Sparling .....M.N. Yale University School of Nursing
Roger J. Stafford ..... M.Ed., Livingston University
Daniel Strumas ..... M.Ed., Florida Atlantic University
Theodore P. Swingle ..... Ed.D., Oklahoma State University
Dorothy L. Vandegrift ..... B.A., Florida Atlantic University
Lois A. Walters ..... B.S., Florida State University
William F. Ward ..... Ph.D., Florida State University
Rhonny Weaver .....M.M., University of Tennessee
Peter Webb .....M.A., Memphis State University
Suzanne I. Whiddon ..... Holy Name Hospital School of Nursing
Ada Coats Williams ..... M.Ed., Florida Atlantic University
Sara R. Whitacre ..... M.Ed., Florida Atlantic University
Gary J. Wirth .....M.A., East Tennessee State University

Reginald M. Woodall ..... M.A., University of Alabama
Judith Wright ..... M.A., East Carolina University
Gerald P. Young ..... Ph.D., University of Florida

INDEX OF OFFERINGS

Accounting 130
Agriculture 130
Air Conditioning/Refrigeration and Heating 133
Anthropology 133
Art 134
Auto Body and Fender Repair ... 135
Auto Mechanics 136
Banking 137
Biology 139
Black Cultural Studies 142
Business 142
Chemistry 144
Cosmetology 145
Criminal Justice 145
Data Processing 148
Dental Assistant 149
Drama 150
Ecology 151
Economics 151
Education 151
Electronics 152
Emergency Medical Technician .. 152
English 153
Fashion Merchandising 80
Fire Science 155
French 156
Geography 157
Geology 157
German 157
Graphic Science 157
Health 159
History 159
Home Economics 159
Hotel-Motel Administration 162
Humanities 162
Individual Problems 163
Industrial 163
Insurance 164
Interim Studies 165
Institutional Credit Courses 197
Institutional Food Service 165
Italian 166
Journalism 167
Learning Skills 167
Library Science 167
Marketing and Retailing 100
Mathematics 167
Mechanical Technology 169
Medical Lab Technician 169
Music 171
Nursing Science 173
Philosophy 174
Physical Education 175
Physical Education-Recreation ... 178
Physical Sciences 179
Physics 179
Political Science 180
Practical Nursing 173
Psychology 180
Radio and TV 183
Radiologic Technology 180
Reading 185
Russian 186
Savings & Loan Instruction 186
Secretarial Science 189
Social Science 192
Sociology 192
Spanish 192
Speech 193
Surveying 193
Teacher Aid 105
Vocational Drafting 194
Welding 195

INDEX

Academic Awards 23
Academic Calendar 9
Academic Load 22
Academic Probation/Suspension . 23
Add & Drop Procedure 20
Administration 218
Admission Requirements 35
Admission 33
Adult High School 33
Adult Personal Improvement
  Courses 28
Advanced Placement 24
Agricultural Technology 78
Associate in Applied Science
  Degree 110
  Requirements 111
Associate in Arts Degree 41
  Requirements 41
  Required Courses 42
Associate in Science Degree 77
  Requirements 77
Board of Trustees 2
Bookstore 19
Campus Map 29
Change of Address 21
Citizenship/Responsibility 19
Classification of Students 20
College Calendar 9
Community Service Program 26
Completion/Commencement 40
Course Offerings 130
Course Sequence 26
Cultural Events Requirement 26
Dean's List 23
Deferred Credit Enrollment 24
Directed Independent Study 25
EMT 125
Faculty 220
Fees 32
Financial Aid 36
Foreign Students 26
General Education, ... 40
  Objectives of 41
Grading System 22
Guidance 15
High School Completion
  Programs 27
History of the College 14
Housing 19
IMT 127
Institutional Credit 197
Insurance 32
Intercollegiate Athletics 18
Intramural Sports Program 19
Licensed Practical Nurse
  Program 126
Medical Facilities 16
Migrant Program 127
Orientation 22
Phi Theta Kappa Society 23
Placement 28
Program Guides 44
Programs of Instruction 40
Refund Policy 22
Registered Nurse Program 101
Responsibility for Regulations ... 20
Role of the College in
  the Community 15
Schedule of Fees 32
Scholarship, Trustees 37
Scholarships, Academic 37
Social Activities 16
Special Education Programs 27
Special Fees 32
Student Activities 18
Student Identification 22
Student Union 19
Technical Education
  Certificate 106
Transcripts 21
Transportation and Parking 20
Vehicle Registration 21
Veteran's Education 36
Vocational Education
  Certificate 120
Withdrawal from College 21
Withdrawal from a Course 21
Year Round Operation 21, 26

NOTES

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NOTES

No person shall on the basis of sex, age, race, color or national origin, be excluded from employment or participation in, be denied the benefits of, or be subjected to discrimination under any program or activity of this institution.

If any person connected with this institution feels that the above statement is being violated, he should contact me, in my office.

Herman A. Heise, Ph.D
Economic Opportunity Officer

For further information on the college; contact:

Kathy Kirry Wockley
Director of Development
Indian River Community College
3209 Virginia Avenue
Fort Pierce, Florida 33450

Phone: (305) 464-2000

INDIAN RIVER COMMUNITY COLLEGE
3209 Virginia Avenue
Fort Pierce, Florida 33450

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FLORIDA RESIDENCY AFFIDAVIT

PLEASE READ CAREFULLY BEFORE SIGNING AFFIDAVIT BELOW

All applicants who are residents of the State of Florida are required to execute a residency affidavit in order to matriculate. State regulations require that a tuition fee be paid in addition to the matriculation fee by all students who are not residents of the State of Florida. If the applicant is less than 18 years of age and not married, the affidavit must be signed by his parent or legal guardian.

Legal Definition of a Florida Resident:

"A Florida resident is defined as a person who shall be a citizen of the United States or a resident alien and who shall have resided and has his habitation, domicile, home, and permanent abode in the State of Florida for at least 12 months immediately preceding his current registration." *(State Board of Education regulation 130-8.61(3)(b).)*

In applying this regulation, "applicant" shall mean a student enrolling in courses at the institution if he is married or 18 years of age, or if he is a minor, it shall mean parents, parent, or legal guardian of his or her person. *Please note that ownership of Florida property does not qualify you as a Florida resident.*

There are four categories of applicants who cannot qualify under the above definition of a Florida resident but who are eligible to sign the residency affidavit. These categories are as follows:

A. Military personnel of the United States of America on active duty and stationed in Florida, including dependent members of their immediate families.

B. Veterans of the United States of America retired with twenty (20) years or more or active military service, including dependent members of their immediate families who are in Florida at the time of retirement or move to Florida within one (1) year following retirement and intend to make Florida their permanent home.

C. Elementary, secondary, and junior college faculty members under current teaching contracts in the State of Florida.

D. Full time faculty and career employees of the junior college system of Florida and members of their immediate families. (This is construed to exclude the spouses of students.)

PENALTY FOR PERJURY: Section 837.01, Florida Statutes, provides that:

"Whoever, being duly authorized or required by law to take oath or affirmation, not in a judicial proceeding, willfully swears or affirms falsely in regard to any material matter or thing, respecting which such oath or affirmation is authorized or required, shall be deemed guilty of perjury, and shall be imprisoned in the state prison not exceeding twenty years."

If qualified, complete the following affidavit by having it notarized.

If not, give your state of residency _____ _____
Signature of Applicant

I, being first duly sworn, affirm that _____
Name of Applicant

is a bona fide resident as defined above of _____ ***County.***

State of Florida or that the applicant qualifies under section _____
A, B, C, or D

Sworn to and subscribed before me

this _____ ***day of*** _____ ***19*** _____

_____
Notary Public

My commission expires _____

_____
(Signature of parent or legal guardian of applicant under 18 years of age)

_____
(Signature of applicant over 18 years of age)

_____
(Address of person making affidavit)

_____

If the affidavit is executed by someone other than a natural parent, a copy of the court order assigning guardianship is required. Applicants who believe there are extenuating circumstances relative to their residency should consult with the Indian River Community College Guidance Office.

APPLICATION FOR ADMISSION
Indian River Community College
Fort Pierce, Florida

INSTRUCTIONS
NO APPLICATION WILL BE PROCESSED UNLESS THE FOLLOWING IS COMPLETED

1. Complete this application (print in ink or type) sign, date, and mail to the Guidance Department, Indian River Community College, 3209 Virginia Avenue, Fort Pierce, Florida 33450.
2. Request former school to forward a transcript of your credits to Guidance Department at Indian River Community College.
3. Accompany application with: 1. $10.00 Non-refundable application fee. 2. Completed affidavit of residency.

SECTION I — PERSONAL DATA

Social Security Number ☐☐☐-☐☐-☐☐☐☐

1. Mr. / Mrs. / Miss _____
Last First Middle (or Maiden)

2. Permanent Mailing Address _____ Phone _____
Street City State Zip (Area)

3. Local Mailing Address _____ Phone _____
Street City State Zip (Area)

4. Date of Birth _____ 5. Place of Birth _____
Month Day Year City State County

6. Sex M☐ F☐ 7. Marital Status Single ☐ Married ☐ Divorced ☐ Widowed ☐

8. *Ethnic Category Black ☐ Oriental ☐ Spanish Surnamed ☐ American Indian ☐ Other ☐

9. Name of Parent or Guardian _____ Relationship _____
Last First Middle

10. Address _____ Phone _____
Street City State Zip (Area)

SECTION II — EDUCATIONAL PREPARATION

1. High School Graduate _____ or GED _____ In What Year? _____ State _____

2. List in chronological order every high school or college attended

Name of Institution	City, State	Dates Attended	Degrees	Date Received

SECTION III — EDUCATIONAL PLANS

1. Entry Data Fall ☐ Spring ☐ Summer I ☐ Summer II ☐ Year _____

2. Major Program: _____

SECTION IV — CERTIFICATION BY APPLICANT

I certify that all the information submitted in this application is true to the best of my knowledge. I understand that any misrepresentation of facts may result in the immediate cancellation of my application or registration. If admitted to Indian River Community College, I agree to abide by the policies of the Board of Trustees and the rules and regulations of the College.

Applicant's Signature _____ Date _____

*Information is required to meet reporting requirements of the Health, Education and Welfare Department.