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University of Omaha

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Bulletin of the
UNIVERSITY OF OMAHA
VOLUME XXIII, NUMBER 1
JUNE, 1965
GENERAL CATALOG
for the academic years
1965-66
1966-67
The University at a Glance

... To earn a living
And live a cultured life
Not as two processes
But as one . . .

The primary purposes of the University of Omaha are: first, to maintain a faculty of dynamic teacher-scholars of high character and competence who will inspire able and willing students to achieve to the maximum of their abilities; and second, to provide classroom, laboratory, and library facilities adequately equipped to produce an environment conducive to learning of the highest order.

By contemporary standards the University of Omaha is not a large institution. Composed of a student body of 9,000 (4,500 day — 4,500 evening), the University attempts to treat each student as an individual; his background, his problems, and his aspirations all receive constant attention. Ample opportunity is provided for specialized study in terms of interest, talent, and ultimate vocational objective. Thus, the University is concerned that its graduates be good citizens who earn a better living and live a richer, fuller life.

A university may well be judged by the success of its graduates. For a half century since its founding in 1908, the University has furnished Omaha, the state of Nebraska, and the nation with men and women of sound intellectual training and strong character.

The University of Omaha has six colleges — Liberal Arts, Applied Arts, Teacher Education, Business Administration, Adult Education, and the Graduate Studies, each of which conducts day and evening classes to meet the multiple needs and demands of the community.

The University, as a further service to the community, designs training courses for thousands of business and industrial employees; supplies in-service training for teachers; conducts television classes for University credit on KMTV and WOW-TV; and sponsors a wide variety of conferences, workshops, lectures, and concerts to enrich the regular academic program.
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HISTORICAL SKETCH

The University of Omaha became a municipal university in 1930, but its history as an educational institution began more than 20 years earlier.

In 1908, through the efforts of a group of far-sighted citizens, the University of Omaha was incorporated as a co-educational, non-sectarian college. The first college term opened in September, 1909, under the leadership of Dr. Daniel E. Jenkins. The original campus was located at 24th and Pratt Streets.

The University grew rapidly in these early years. Its physical plant was developed through the acquisition of additional properties. The John Jacobs Memorial Gymnasium, a gift of Mrs. M. O. Maul, and Joslyn Hall, a gift of Mr. George A. Joslyn, were the major buildings.

The movement to make the University a municipal institution began in 1929. In that year the Legislature of Nebraska passed an act authorizing cities of the metropolitan class to establish and maintain municipal universities.

The citizens of Omaha voted on May 6, 1930, to establish the Municipal University of Omaha. In the summer of 1930, the Omaha Board of Education selected the first University Board of Regents, which was inducted into office on July 1, 1930. In January, 1931, the new Board of Regents took over the old University of Omaha and its properties.

In November, 1936, the University received a grant from the Public Works Administration. This grant, together with accrued building funds, financed in 1937-38 the erection of a modern educational structure of Georgian style on the permanent, 51-acre site south of Dodge Street at 60th.

Since the University of Omaha became a municipal institution, important advances have been achieved in faculty personnel, curricular reforms, administrative organization, scientific laboratories, and in library facilities during the presidencies of Dr. W. E. Sealock, 1931-35, Dr. Rowland Haynes, 1935-48, Dr. Milo Bail, 1948-65, and Dr. Leland E. Traywick, who took office February 1, 1965. The University now has five undergraduate colleges, plus a Graduate College.

In 1949, the $750,000 Fieldhouse, stadium and playing fields were completed providing facilities in all sports. In the city election of May, 1951, Omaha citizens voted authority to the University to levy to the extent of two mills. In June, 1951, an Air Force ROTC unit was established. The $850,000 Gene Eppley Library was completed in 1955.

In 1959, the Milo Bail Student Center Building and the Applied Arts-Classroom Building were completed for use in an expanded educational program.

In 1962 and 1964 two wings totaling $575,942 were completed on the Applied Arts Building, and two $580,000 wings on the Gene Eppley Library were completed in 1963.
The Gene Eppley Library, a gift of Eugene C. Eppley of Omaha, is a modern Georgian two-story building housing the library and the Adult Education Conference Center. Designed to reflect the principles of functional planning, the library offers an invitation to reading through its open shelf collections and integrated reading areas. Each student may select his own type of study facility — from an individual carrel to an easy chair in the popular reading lounge.

The library numbers over 160,000 volumes and 125,000 documents chosen through the co-operative efforts of the faculty and library staff to provide for the curricular and recreational reading interests of students. Over 1,000 American and foreign periodicals are received regularly and extensive back files are maintained through binding and microfilms. As a United States government document depository, the library makes available complete files of the major government publications. The extensive pamphlet collection is particularly strong in the field of vocational materials.

The open shelf arrangement of the general book collection gives students the opportunity to select their own materials and invites browsing in all subject fields. Reference librarians provide library instruction through orientation lectures and assist students in using the library for information and research. Librarians serve as reader-consultants in guiding students in selecting reading materials and developing reading programs.

Special services in the library include the Education Curriculum Laboratory with its collections of textbooks and curriculum materials, research rooms for faculty, and seminar rooms for advanced classes. A classroom and laboratory house the materials for library science and a sample collection of literature for elementary and high school. The Eppley Adult Education Conference Center with its auditorium, conference rooms, and lounge offers opportunities for workshops, conferences, and informal groups to work in close co-operation with library materials.

The Audio-Visual Department of the library makes available the newer media of communication including educational films, film-strips, and recordings. Its facilities include listening rooms, a classroom, a preview room, and a tape recording laboratory. Instruction in the use of audio-visual materials is a requirement for all students in the College of Teacher Education.
OFFICIAL CALENDAR 1965-66

FIRST SEMESTER

September 9
Guidance examinations for all first semester freshmen and all transfer students.

September 7 - 17
Counseling and Registration.

September 10
Last day for submitting applications for admittance.

September 18
New Student Day, 9 a.m. to 4 p.m. Attendance required of all new and transfer students. NO REGISTRATION.

September 20
Classes begin, day and evening.

September 20
Late registration and changes of program begin.

September 24
Last day for registering for a day class or adding a day class to a schedule, up to 4 p.m. (or changing a day class from "credit" to "audit" or "audit" to "credit").

September 27
Last day for adding an evening class to a schedule, up to 6:30 p.m. (or changing an evening class from "credit" to "audit" or "audit" to "credit").

October 8
Founders' Day.

November 14
Open House.

November 15
Mid-semester scholastic reports due in Academic Deans Offices by 4 p.m.

November 24
Thanksgiving recess begins at 9:40 p.m.

November 29
Classes resume at 7:30 a.m.

December 10
Last day for filing applications for degrees to be conferred in January, 1966.

December 17
Christmas Convocation at 10:00 a.m.

December 18
Christmas vacation begins at noon.

January 3, 1966
Classes resume at 7:30 a.m.

January 19 - 26
Final Examinations.

January 28
All grades due in Registrar's Office by 4:30 p.m.

January 29
Mid-year Commencement at 10:00 a.m.
SECOND SEMESTER

January 24
Guidance examinations for all first semester freshmen and all transfer students.

January 28
Last day for submitting applications for admittance.

January 31 - February 4
Counseling and Registration.

February 5
New Student Day — 9 a.m. to 4 p.m. Attendance required of all new and transfer students. NO REGISTRATION.

February 7
Classes begin, day and evening.

February 7
Late registration and program changes begin.

February 11
Last day for registering for a day class, or adding a day class to a schedule, up to 4 p.m. (or changing a day class from “audit” to “credit” or “credit” to “audit”).

February 14
Last day for adding an evening class to a schedule, up to 6:30 p.m. (or changing an evening class from “credit” to “audit” or “audit” to “credit”).

April 4
Mid-semester scholastic reports due in Academic Deans’ offices by 4 p.m.

April 6
Easter Convocation at 10:00 a.m.

April 6
Spring vacation begins at 9:40 p.m.

April 12
Classes resume at 7:30 a.m.

April 12
Last day for filing applications for degrees to be conferred in June, 1966.

May 6
May-ic Day — student holiday.

May 25 - June 1
Final Examinations.

May 30
Memorial Day Holiday (University Closed).

June 2
Alumni Achievement Day.

June 3
All grades due in Registrar’s Office by 4:30 p.m.

June 5
Baccalaureate.

June 6
Fifty-seventh Commencement.

SUMMER 1966

June 10 - 11
Registration.

June 13 - July 15
First Session.

June 14 - August 4
Evening Session.

July 4
Holiday.

July 18 - August 19
Second Session.

July 15
Last day for filing applications for degrees to be conferred August 31, 1966.
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<td>September 6-16</td>
<td>Counseling and Registration.</td>
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<td>September 9</td>
<td>Last day for submitting applications for admittance.</td>
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<tr>
<td>September 17</td>
<td>New Student Day, 9 a.m. to 4 p.m. Attendance required of all new and transfer students. NO REGISTRATION.</td>
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<tr>
<td>September 19</td>
<td>Classes begin, day and evening.</td>
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<td>September 19</td>
<td>Late registration and changes of program begin.</td>
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<tr>
<td>September 23</td>
<td>Last day for registering for a day class, or adding a day class to a schedule, up to 4 p.m. (or changing a day class from &quot;audit&quot; to &quot;credit&quot; or &quot;credit&quot; to &quot;audit&quot;).</td>
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<tr>
<td>September 26</td>
<td>Last day for adding an evening class to a schedule, up to 6:30 p.m. (or changing an evening class from &quot;audit&quot; to &quot;credit&quot; or &quot;credit&quot; to &quot;audit&quot;).</td>
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<tr>
<td>October 8</td>
<td>Founders' Day.</td>
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<td>November 13</td>
<td>Open House.</td>
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<td>November 14</td>
<td>Midsemester scholastic reports due in Academic Deans' Offices by 4 p.m.</td>
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<tr>
<td>November 23</td>
<td>Thanksgiving recess begins at 9:40 p.m.</td>
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<tr>
<td>November 28</td>
<td>Classes resume at 7:30 a.m.</td>
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<tr>
<td>December 12</td>
<td>Last day for filing applications for degrees to be conferred in January, 1967.</td>
</tr>
<tr>
<td>December 16</td>
<td>Christmas Convocation at 10:00 a.m.</td>
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<tr>
<td>December 17</td>
<td>Christmas vacation begins at noon.</td>
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<tr>
<td>January 3, 1967</td>
<td>Classes resume at 7:30 a.m.</td>
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<tr>
<td>January 18-25</td>
<td>Final Examinations.</td>
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<tr>
<td>January 27</td>
<td>All grades due in Registrar's Office by 4:30 p.m.</td>
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<tr>
<td>January 28</td>
<td>Mid-year Commencement 10:00 a.m.</td>
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SECOND SEMESTER

January 23
Guidance examinations for all first semester freshmen and transfer students.

January 27
Last day for submitting applications for admittance.

January 30 - February 3
Counseling and Registration.

February 4
New Student Day, 9 a.m. to 4 p.m. Attendance required of all new and transfer students. NO REGISTRATION.

February 6
Classes begin, day and evening.

February 6
Late registration and changes of program begin.

February 10
Last day for registering for a day class, or adding a day class to a schedule, up to 4 p.m. (or changing a day class from "audit" to "credit" or "credit" to "audit").

February 13
Last day for adding an evening class to a schedule, up to 6:30 p.m. (or changing an evening class from "audit" to "credit" or "credit" to "audit").

March 22
Easter Convocation at 10:00 a.m.

March 22
Spring vacation begins at 9:40 p.m.

March 28
Classes resume at 7:30 a.m.

April 3
Midsemester scholastic reports due in Academic Deans' Offices by 4 p.m.

April 10
Last day for filing applications for degrees to be conferred in June 1967.

May 12
Ma-ie Day — Student Holiday.

May 24 - 31
Final Examinations.

May 30
Memorial Day Holiday (University Closed).

June 1
Alumni Achievement Day.

June 2
All grades due in Registrar's Office by 4:30 p.m.

June 4
Baccalaureate.

June 5
Fifty-eighth Commencement.

SUMMER 1967

June 9 - 10
Registration.

June 12 - July 14
First Session.

June 13 - August 3
Evening Session.

July 4
Holiday.

July 17 - August 18
Second Session.

July 14
Last day for filing applications for degrees to be conferred August 31, 1967.
ADMINISTRATION

THE BOARD OF REGENTS

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Mr. Samuel Greenberg

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Mrs. John Merriam
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Mr. Robert M. Spire

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Dean, The College of Adult Education
Director, Summer Sessions

George R. Rachford, Ed.D.
Dean, The College of Graduate Studies
FACULTY

THE UNIVERSITY

ROBERT L. ACKERMAN ............................................ Elementary Education
M.S., University of Omaha, 1959; Assistant Professor

PAUL B. ACKERSON ............................................... Secondary Education
M.S., Oklahoma State University, 1959; Assistant Professor

FREDERICK W. ADRIAN .......................................... History
Ph.D., Ohio State University, 1942; Professor

CLIFFORD ANDERBERG ........................................... Philosophy
Ph.D., University of Wisconsin, 1953; Associate Professor and Chairman of Department

RON ANDERSON .................................................. Elementary Education
M.Ed., University of Nebraska, 1958; Assistant Professor

DUANE ASCHENBRENNER ......................................... Speech, Forensics
M.A., Colorado State College, 1961; Instructor; Director of Forensics

ROBERT D. BAIRD .............................................. Philosophy and Religion
S.T.M., Southern Methodist University, 1959; Ph. D., State University of Iowa, 1964; Assistant Professor

BRUCE BAKER, II ............................................... English
M.A., University of Omaha, 1960; Assistant Professor

JOHN A. BALLWEG .............................................. Sociology
M.A., University of Omaha, 1962; Instructor

NICHOLAS BARISS .............................................. Geography
M.A., University of Sciences, Budapest, Hungary, 1952; Assistant Professor

BURWELL G. BEAMAN ........................................... Accounting
M.S., Kansas State University, 1960; C.P.A.; Assistant Professor

WALTER J. BEAUPRE ............................................ Special Education
Ph.D., Columbia University, 1962; Professor; Director, Speech Therapy

PAUL L. BECK .................................................. History
Ph.D., University of Nebraska, 1961; Associate Professor

BETTY BEESON .................................................. Elementary Education
M.S., University of Omaha, 1963; Instructor

ROBERT W. BENECKE ........................................... Accounting
M.B.A., University of Denver, 1956; Assistant Professor

DONALD BENNING ............................................... Physical Education for Men
M.S., University of Omaha, 1961; Instructor and Coach

HOLLIE B. BETHEL ............................................... Elementary Education
Ed.D., University of Colorado, 1957; Professor and Head of Department

THOMAS H. BIKSON ............................................. Philosophy
M.A., University of Missouri, 1962; Instructor

JOHN V. BLACKWELL ............................................ Art
Ph.D., State University of Iowa, 1949; Professor and Head of Department

PAUL D. BORGE ............................................... Speech, Radio-TV
M.A., University of Omaha, 1961; Assistant Professor

ROBERT P. BORGMAN ........................................... Biology
Ph.D., Iowa State University, 1962; Assistant Professor

JAMES O. BORSHEIM ........................................... Physical Education for Men
M.A., Colorado State College, 1949; Instructor; Basketball Coach
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JAMES H. BROWN ........................................... Industrial, General Engineering
M.A., University of Minnesota, 1954; Registered Professional Engineer; Professor
MARION M. BROWN ........................................... English and Education
M.A., University of Nebraska, 1933; Associate Professor
WILLIAM M. BROWN ........................................... Marketing
Ph.D., University of Pittsburgh, 1957; Associate Professor
RICHARD BRUSTKERN ....................................... Industrial, General Engineering
B.S., Colorado School of Mines, 1959; Assistant Professor
SIDNEY A. BUCHANAN ....................................... Art
M.A., New Mexico Highlands University, 1963; Instructor
CHARLES M. BULL ........................................... Marketing
Ph.D., University of Nebraska, 1962; Professor and Head of Department
KENNETH BURKHOLDER ................................... Education, Graduate Studies
Ed.D., University of Nebraska, 1959; Professor
KARL H. D. BUSCH ........................................... Biology
Ph.D., Ohio State University, 1940; Professor and Head of Department
ROBERT R. BUTLER ........................................... Technical Institute
M.S., University of Omaha, 1963; Instructor; Counselor, University Studies
AL F. CANIGLIA ........................................... Physical Education for Men
M.S., University of Omaha, 1956; Instructor; Football Coach
LLOYD R. CARDWELL ....................................... Physical Education for Men
B.S., University of Nebraska, 1953; Instructor; Track Coach
EDWIN L. CLARK ........................................... Speech
Ph. D., State University of Iowa, 1951; Professor; Director, University Theater
CONSTANCE CLAUSSEN .................................... Physical Education for Women
M.A., Adams State College, 1963; Instructor; Head of Department
CLOIS COON ........................................... Accounting
M.B.A., University of Arkansas, 1959; C.P.A.; Assistant Professor
NILA CORKILL ........................................... Library Science
M.A., University of Denver, 1963; Instructor
EARL M. CURRY, JR. ....................................... Business Administration
M.Ret., University of Pittsburgh, 1957; LL.B., West Virginia University, 1964; Assistant Professor
DONALD C. CUSHENBERY .................................. Special Education
Ed.D., University of Missouri, 1964; Associate Professor; Director, Reading Clinic
HARL DALSTROM ........................................... History
Ph.D., University of Nebraska, 1965; Assistant Professor
LAWRENCE A. DANTON ................................... Economics
Ph.D., University of Nebraska, 1964; Associate Professor
HAROLD L. DAVIS ........................................... Industrial Arts
M.A., Colorado State College, 1958; Assistant Professor
WALTER W. DAVIS ........................................... History
Ph.D., University of Colorado, 1965; Assistant Professor
VOJISLAV DosenovIcH ..................................... Foreign Languages
B.D., Sarajevo, Yugoslavia, 1937; M.A., University of Omaha, 1953; Instructor
ELLA JANE DOUGHERTY ................................ Library Science
M.A., University of Denver, 1963; Instructor
DONALD W. DRAPEAU .............................................. History
M.A., West Virginia University, 1963; Instructor
RICHARD DUGGIN ............................................ English
M.F.A., State University of Iowa, 1963; Instructor
JOSEPH G. DUNN ........................................... Elementary Education
Ed.D., University of Missouri, 1955; Professor
DOROTHY DUSTIN ............................................ English
M.A., University of Omaha, 1964; Instructor
CAROL ERICKSON .................................................. English
B.A., University of Nebraska, 1960; Assistant Instructor
KENNETH FIELDING ............................................ Journalism
B.S., University of Omaha, 1961; Instructor
J. KENNETH FISCHER ........................................ Business Education for Men
M.S., University of Omaha, 1962; Instructor; Assistant Coach
FRANKLIN S. FORBES ........................................ Business Administration
B.A., University of Hawaii, 1939; J.D., State University of Iowa, 1963; Instructor
SALATHA FORD .................................................. English
B.A., Dukesne College, 1963; Assistant Instructor
VIRGINIA FRANK .................................................. English
M.A., Brown University, 1964; Instructor
DENNIS A. FUS ................................................ Speech
M.A., Indiana University, 1962; Instructor
BRIAN GFELLER ................................................ Mathematics
M.A., Bowling Green State University, 1962; Instructor
RICHARD E. GIBSON ........................................ Civil Engineering
M.S., University of Illinois, 1955; Registered Professional Engineer; Associate Professor
CHARLES R. GILDERSLEEVE .................................. Geography
M.A., University of Arizona, 1964; Instructor
G. WAYNE GLIDDEN .......................................... Secondary Education
Ph.D., University of Nebraska, 1964; Assistant Professor
WARREN Y. GORE .............................................. Speech
M.A., State University of Iowa, 1950; Assistant Professor
FRANK H. GORMAN ............................................ Education
Ph.D., University of Missouri, 1931; Professor; Dean of the College of Teacher Education; Liaison Director, Child Study Service in cooperation with Omaha Public Schools
RUSSELL D. GORMAN ........................................ Physical Education for Men
M.S., University of Omaha, 1956; Assistant Professor and Head of Department
ERNEST F. GORR .............................................. Physical Education for Men
M.S., University of Omaha, 1954; Assistant Professor
ERT J. GUM .................................................. History
Ph.D., Louisiana State University, 1963; Assistant Professor
GORDON D. HANSEN ........................................ Psychology
B.A., University of Omaha, 1962; Assistant Instructor
CHARLES A. HARKNESS ...................................... Education and University Studies
Ed.D., University of Kansas, 1963; Assistant Professor and Director of University Studies Division
ROBERT D. HARPER ............................................ English
Ph.D., University of Chicago, 1949; Professor; Dean of the College of Liberal Arts
WILLIAM A. HARRIMAN, III ................................ Industrial Arts
M.S., University of Omaha, 1962; Instructor
GEORGE T. HARRIS ............................................ Business Administration
Ph.D., State University of Iowa, 1953; The Frederick W. Kayser Professor of Finance
YVONNE H. HARSH ............................. Education
M.A., University of Omaha, 1964; Instructor

E. LAVERNE HASSELWOOD .................... Library Science
M.S., University of Denver, 1963; Instructor; Technical Services Librarian

DOROTHY P. HAWLEY ............................. Foreign Languages
B.A., University of Nebraska, 1923; Instructor

FORREST R. HAZARD ............................. Foreign Languages
M.A., University of Nebraska, 1952; Assistant Professor

GEORGE C. HELLING ............................. Sociology
Ph.D., University of Minnesota, 1959; Professor and Head of Department

CARL W. HELMSTADTER ............................ Accounting
Ph.D., State University of Iowa, 1936; Professor; Dean of the College of Applied Arts

WAYNE HIGLEY ............................ Accounting
Ph.D., University of Illinois, 1962; C.P.A.; Associate Professor

ALBERT S. HILL ............................. History
Ph.D., Harvard University, 1963; Associate Professor

ELIZABETH L. HILL ................ Speech
M.Ed., University of Missouri, 1955; Associate Professor; Associate Dean of Student Personnel

JACK A. HILL ............................. Management
Ph.D., University of Texas, 1964; Professor and Head of Department

PETER W. HILL ............................. Art
M.F.A., Cranbrook Academy of Art, 1958; Assistant Professor

WILLIAM C. HOCKETT ............................. Accounting
M.B.A., University of Denver, 1949; C.P.A.; Professor and Head of Department

LETA F. HOLLEY ............................. Secretarial Science
Ed.D., University of Colorado, 1960; Professor and Head of Department

JAMES Q. HOSSACK .................. Civil Engineering
M.S.C.E., University of Nebraska, 1959; Registered Professional Engineer; Associate Professor

HELEN HOWELL ............................. Elementary Education
M.S., University of Omaha, 1962; Instructor

HUBERT L. HUNZEKER ................................ Mathematics
Ph.D., University of Michigan, 1958; Professor and Head of Department

FRANCIS M. HURST .................. Psychology
Ed.D., Indiana University, 1954; Professor

CHARLES O. INGHAM ............................. Biology
Ph.D., University of Utah, 1963; Assistant Professor

WILLIAM E. JAYNES ............................. Psychology
Ph.D., Ohio State University, 1955; Professor and Head of Department

FRANCIS S. KELLY ............................. Management
M.B.A., University of Michigan, 1955; Assistant Professor

ERNEST J. KEMNITZ, JR. ........................ Chemistry
M.A., South Dakota University, 1963; Instructor

PAUL C. KENNEDY ............................. Secondary Education
Ed.D., University of Kansas, 1955; Professor and Head of Department

C. ROBERT KEPPEL ............................. Chemistry
Ph.D., Massachusetts Institute of Technology, 1959; Assistant Professor

MARGARET P. KILLIAN ............................. Home Economics
M.A., Columbia University, 1929; Professor and Head of Department

EDWIN E. KINNEY ............................. Engineering, Technical Institute
B.C.E., University of Minnesota, 1942; Registered Professional Engineer; Instructor; Director
UNIVERSITY OF OMAHA

Virgil J. Kroeger ................................................. Sociology
Ph.D., University of Minnesota, 1961; Associate Professor

Gaylon Kuchel ....................................................... Sociology
M.A., State University of Iowa, 1950; Assistant Professor

Carolyn J. Kundel ..................................................... Home Economics
M.S., University of Omaha, 1961; Assistant Professor

Bert M. Kurth ......................................................... Physical Education for Men
M.A., State University of Iowa, 1948; Instructor; Director, Intramurals

W. C. B. Lambert ...................................................... Political Science
Ph.D., Washington University, 1950; Professor

Richard L. Lane ....................................................... English
M.A., University of Kansas City, 1956; Assistant Professor

William B. Lemar ..................................................... Civil Engineering
M.E., Yale University, 1947; Registered Professional Engineer; Associate Professor

C. Glenn Lewis ....................................................... Business Administration
J.D., State University of Iowa, 1927; M.B.A., Indiana University, 1956; Professor; Director Real Estate Program

Walter W. Linstromberg ............................................ Chemistry
Ph.D., University of Missouri, 1955; Professor

Allan K. Longacre .................................................. Speech
M.A., State University of Iowa, 1961; Instructor; Assistant in Theater

Ellen Lord .............................................................. Library Science
A.B. in Library Science, University of Michigan, 1938; Professor; Librarian

John W. Lucas ....................................................... Business Administration
M.B.A., Ohio State University, 1935; Professor and Head of Department; Dean of the College of Business Administration

Steele R. Lunt ......................................................... Biology
Ph.D., University of Utah, 1964; Assistant Professor

Thomas Majeski ....................................................... Art
M.F.A., University of Iowa, 1963; Instructor

Jack A. Malik ....................................................... Music
M.S., University of Illinois, 1956; Assistant Professor

D. N. Marquardt ...................................................... Chemistry
Ph.D., State University of Iowa, 1940; Professor and Head of Department

Anson D. Marston ...................................................... Engineering
M.S.C.E., University of Wisconsin, 1926; E.E., Iowa State University, 1931; Registered Professional Engineer; Professor and Head of Department

Richard D. Marvel .................................................. Political Science
Ph.D., University of Nebraska, 1965; Associate Professor

Marion R. McCaulley ................................................ Library Science
M.A., State University of Iowa, 1950; M.S., in Library Science, University of Illinois, 1952; Assistant Professor; Head Reference Librarian

Robert S. McGranahan ............................................. Journalism
M.A., State University of Iowa, 1949; Associate Professor; Director, General Printing and Information

Francis G. McLean .................................................. Civil Engineering
B.S., University of Omaha, 1963; Instructor

Richard A. McLellan ................................................ English
M.A., University of Nebraska, 1962; Instructor

John G. McMillan ................................................... Physics
M.A., University of Nebraska, 1942; Professor and Head of Department

Raymond B. Means ................................................ Library Science
M.A., University of Denver, 1961; Associate Professor; Associate Librarian
Orville D. Menard .......................................................... Political Science  
Ph.D., University of Nebraska, 1964; Assistant Professor  

Carl L. Meyers ............................................................ Physical Education for Men  
B.S., University of Omaha, 1964; Assistant Instructor; Assistant Coach  

Bert A. Miller, Jr. .......................................................... Speech  
B.A., University of Omaha, 1963; Assistant Instructor  

John D. Miller ............................................................ Music  
M.M., Westminster Choir College, 1953; Associate Professor  

Phyllis G. Miller ......................................................... University Studies  
M.S., University of Omaha, 1964; Assistant Instructor; Counselor  

Joanne Minarcini .......................................................... Speech  
B.A., Kansas State College, 1954; Assistant Instructor  

Joyce Minteer ............................................................. Business Administration  
M.B.A., Indiana University, 1941; Associate Professor  

David P. Moore ........................................................... Foreign Languages  
M.A., State University of Iowa, 1954; Assistant Professor  

Diane P. Morey ............................................................ Foreign Languages  
M.A., University of Kansas, 1964; Instructor  

Woodrow L. Most ........................................................... Foreign Languages  
Ph.D., Laval University, 1953; Professor and Head of Department  

R. Clarke Mullen .......................................................... Music  
M.S., Juilliard School of Music, 1959; Assistant Professor  

Karen L. Mullin ............................................................ Physical Education for Women  
A.B., University of California at Los Angeles, 1963; Assistant Instructor  

Kirk E. Naylor ........................................................... Education  
Ed.D., University of Kansas, 1952; Professor; Dean of Administration  

Amedeo Nazario, Jr. ....................................................... Foreign Languages  
B.G.E., University of Omaha, 1962; Assistant Instructor  

Glen A. Newkirk .......................................................... English  
M.S., Kansas State College, Emporia, 1956; Assistant Professor  

M. Gene Newport .......................................................... Management  
Ph.D., University of Illinois, 1963; Associate Professor  

John M. Newton .......................................................... Psychology  
Ph.D., Ohio State University, 1955; Associate Professor  

Richard Nicholson ......................................................... Psychology  
Ph.D., Purdue University, 1964; Assistant Professor; Director, Bureau of Industrial Testing and Institutional Research  

Hedvig C. Nyholm .......................................................... English  
M.A., Middlebury College, 1942; Associate Professor  

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Ph.D., University of Wyoming, 1953; Associate Professor; Director, Academic Testing and Counseling  

James J. Onder .......................................................... Speech  
M.S., University of Illinois, 1964; Instructor  

Robert C. O'Reilly ......................................................... Secondary Education  
Ed.D., University of Kansas, 1962; Associate Professor  

Dorothy M. Patalc ......................................................... Nursing Education  
M.S., University of Omaha, 1961; Assistant Professor and Head of Department; Counselor of Nurses  

D. T. Pedrin ............................................................. Psychology  
Ph.D., University of Texas, 1958; Associate Professor  

Kermit C. Peters .......................................................... Music  
M.M., Eastman School of Music, 1958; Assistant Professor
Dian B. Peterson ......................... Physical Education for Women
B.S., University of Omaha, 1959; Instructor

James B. Peterson .......................... Music
Ph.D., State University of Iowa, 1955; Professor and Head of Department

Paul V. Peterson ............................. Journalism
M.A., University of Minnesota, 1954; Associate Professor and
Head of Department

Donald J. Pflasterer .......................... Education
M.Ed., University of Nebraska, 1952; Associate Professor;
Dean of Student Personnel

Marion Playfoot ............................. Library Science
M.S., State University of New York, Geneseo, 1952; Instructor;
Public Services Librarian

Leonard Prestwich ............................ Retail Management
Ph.D., Ohio State University, 1957; Professor and Head of Department

Cheryl H. Prewett ............................ Industrial, General Engineering
M.S., Oklahoma State University, 1938; Professor
and Head of Industrial Arts

Ronald L. Pullen ............................. Education
M.S., University of Omaha, 1955; Assistant Professor;
Director, Audio-Visual Department

George R. Rachford .......................... Education
Ed.D., Indiana University, 1955; Professor; Dean of the College
of Graduate Studies - "The Thomas Edison Institute"

Verda Rauch ................................. Secretarial Science
M.B.Ed., University of Colorado, 1955; Associate Professor

Harry W. Reynolds, Jr. ...................... Political Science
Ph.D., University of Pennsylvania, 1954; Associate Professor;
Director, Urban Studies Institute

Harry L. Rice ................................. Mathematics
M.S., State University of Iowa, 1928; Associate Professor

Nadine Ricks ................................ English
M.A., University of Omaha, 1964; Instructor

Roy M. Robbins .............................. History
Ph.D., University of Wisconsin, 1929; Professor

Willis P. Rokes ............................. Insurance
LL.B., University of Utah, 1951; Ph.D., Ohio State University, 1959;
C.L.U.; C.P.C.U.; Professor and Head of Department

Roger M. Roper ............................. Education
M.S., University of Omaha, 1963; Instructor

Edward J. Sadler ............................ Secondary Education
M.S., University of Omaha, 1964; Instructor

Rosalie Saltzman ............................ English
M.A., State University of Iowa, 1964; Instructor

Nancy A. Samuelson ........................ English
B.A., State University of Iowa, 1957; Assistant Instructor

Dudley D. Sauve .............................. Speech
M.A., Northwestern University, 1955; Instructor

Sigrid Schakat .............................. Reading Improvement
B.A., University of Omaha, 1964; Assistant Instructor;
Assistant in Reading Clinic

Gordon Schilz ............................... Geography
Ph.D., Clark University, 1948; Professor and Head of Department

Robert D. Schmidt .......................... Physics
M.A., University of Omaha, 1964; Instructor

Gary L. Schommer ........................... Speech
M.A., Bowling Green State University, 1963; Instructor
JAMES A. SCRIVEN .......................... Education
Ed.D., University of Oklahoma, 1961; Assistant Professor;
Director of Admissions

CHARLES L. SEDLACEK .......................... Physics
B.S., University of Omaha, 1959; Assistant Instructor

VIRGIL V. SHARPE .......................... Speech
B.A., University of Omaha, 1962; Instructor; Registrar

DONALD E. SHULT .......................................... Physics
M.S., Western Illinois University, 1957; Assistant Professor

THOMAS H. Sires .......................... Technical Institute
B.S., University of Omaha, 1960; Instructor

ANNE SMITH .......................................... Foreign Languages
B.A., Coe College, 1962; Assistant Instructor

SAM SOLLNENBERGER .......................... Education
Ed.D., University of Nebraska, 1961; Associate Professor;
Assistant Dean of the College of Adult Education

SEBASTIAN A. SPAGNUOLO .......................... Foreign Languages
Ph.D., Universidad Interamericana, 1961; Assistant Professor

LORIN C. STAATS, JR. .......................... Special Education
Ph.D., Ohio State University, 1964; Assistant Professor

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Ph.D., University of Nebraska, 1963; Associate Professor

ELROY J. STEELE .................................. Economics
Ph.D., State University of Iowa, 1957; Professor and
Head of Department

BENJAMIN STERN .......................... Mathematics
M.S., California Institute of Technology, 1935; Assistant Professor

VIRGIL F. STONE .................................. Accounting
M.B.A., North Texas State University, 1962; C.P.A.; Assistant Professor

DANIEL M. SULLIVAN .......................... Chemistry
B.S., Northwest Missouri State College, 1958; Assistant Instructor

DORIS H. TABOR .................................. Elementary Education
M.S., University of Omaha, 1958; Assistant Professor

JACK C. TITUS .......................... Industrial, General Engineering
M.S., Purdue University, 1964; Assistant Professor

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M.M., University of Michigan, 1942; Associate Professor

A. STANLEY TRICKETT .......................... History
Ph.D., The Victoria University of Manchester, England, 1935;
Professor and Head of Department

MARGERY B. TURNER .......................... English
M.S., University of Omaha, 1961; Instructor

WILLIAM T. UTLEY .......................... Political Science
M.A., University of Arkansas, 1936; Professor and Head of Department;
Director, Public Affairs Institute; Dean, College of Adult Education

PHILIP E. VOGEL .................................. Geography
Ph.D., University of Nebraska, 1960; Associate Professor

PHILIP H. VOGT .................................. Sociology
M.S., Washington University, 1935; Associate Professor

WILLIAM E. WALDEN .................................. Mathematics
Ph.D., New Mexico State University, 1964; Associate Professor;
Director, Computer Services

THOMAS P. WALSH .......................... English
M.A., Oklahoma University, 1963; Instructor

RALPH M. WARDLE .................................. English
Ph.D., Harvard University, 1940; The Albert W. Jefferis Professor
and Head of Department
DONALD C. WATCHORN ...................... Physical Education for Men
   M.S., University of Omaha, 1961; Instructor; Assistant Coach

RICHARD L. WIKOFF .......................... Psychology
   M.S., Oklahoma State University, 1963; Instructor

WILLIAM L. WOODRUFF ....................... Physics
   M.S., University of Nebraska, 1964; Instructor

CONRAD WURTZ ............................... Education
   Ph.D., University of Minnesota, 1956; Associate Professor; Director,
   Child Study Service in cooperation with Omaha Public Schools

VIRGIL V. YELKIN ............................. Physical Education for Men
   M.S., University of Omaha, 1957; Associate Professor;
   Director of Athletics; Baseball Coach

RAYMOND A. ZIEBARTH ....................... Education and Mathematics
   Ph.D., University of Minnesota, 1963; Assistant Professor

AIR FORCE ROTC DETACHMENT 470

LT. COLONEL EMILIO RATTI .................. Air Science
   M.A., State University of Iowa, 1957; Professor

MAJOR LEROY E. HOLTZ ..................... Air Science
   B.S., University of Omaha, 1950; Director of Instruction

CAPTAIN MAURICE E. RAY ................... Air Science
   B.A., Ball State Teachers College, 1954; Assistant Professor;
   Commandant of Cadets

CAPTAIN RONALD W. SEINWILL ............... Air Science
   B.S., Lawrence College, 1957; Assistant Professor;
   Assistant Commandant of Cadets

S/SGT. R. F. HARTFORD ..................... Air Science
   Supply NCO; Rifle Team Coach

T/SGT. DONALD R. BOUTIN ................... Air Science
   Cadet Records NCO
ADMINISTRATIVE STAFF

WALTER BEAUPRE, Ph.D. .................. Director, Speech Therapy
BUFORD BYARS .................................. Manager, Data Processing
DONALD C. CUSHENBERY, Ed.D. ............ Director, Reading Clinic
RUTH EICHORN, R.N. ................................ University Nurse
THELMA ENGLE ................................ University Social Director
WILLIAM GERBRACHT, B.A. ............. Director, Student Activities
CAROL GRAHAM ................................ Manager, Food Services
CHARLES A. HARKNESS, Ed.D. ............. Director, University Studies
YVONNE HARSH, M.A. ..................... Director, Placement
ELIZABETH L. HILL, M.Ed. ............. Associate Dean of Student Personnel
HAROLD KEEFOVER, B.S. .................. Controller
EDWIN E. KINNEY, B.C.E. ................ Director of Technical Institute
BERNARD L. KOENIG ........................ Manager, University Bookstore
LEROW KOZENY, B.S. ....................... Chief Accountant
CLARENCE P. LEFLER, B.A., E.E. .... Superintendent, Physical Plant
ELLEN LORD, B.A.L.S. ..................... Librarian
G. M. McARDLE, M.D. ..................... University Physician
ROBERT S. MCGRANAHAN, M.A. .......... Director, General Printing and Information
RAYMOND B. MEANS, M.A. ............... Associate Librarian
ERWIN B. MONTGOMERY, M. S. .......... Director, Health Education
RICHARD NICHOLSON, Ph.D. ............ Director, Industrial Testing and Institutional Research
JAMES D. OCHSNER, B.S. ................ Purchasing Agent
B. GALE OLESON, Ph.D. ............. Director, Academic Testing & Counseling
JOHN E. PEARSON, A.B.A. ............. Manager, Stenographic Bureau
DONALD J. PFLASTERER, M.Ed. .......... Dean of Student Personnel
RONALD L. PULLEN, M. S. ............. Director, Teaching Aids
HARRY W. REYNOLDS, JR., Ph.D. ...... Director, Center for Urban Studies
JAMES A. SCRIVEN, Ed.D. .............. Director of Admissions
VIRGIL SHARPE, B.A. ..................... Registrar
HAZEL C. SPANGLER ........................ Secretary to the President
VELMA TITZELL .............................. Cashier
HARVEY VOGLER .................. Business Manager of Athletics
WILLIAM E. WALDEN, Ph.D. ............ Director of Computer Services
WARREN WITTEKIND, B.S. ............... Executive Secretary, Alumni Association
CONRAD R. WURTZ, Ph.D. .............. Director, Child Study Service
EMERITUS FACULTY

RODERIC B. CRANE  Economics
M.B.A., University of Chicago, 1941; The Frederick W. Kayser Professor of Economics and Head of Department; 1936-1964

HURFORD H. DAVISON  Retailing
M.B.A., Harvard Graduate School of Business Administration, 1924; Professor and Head of Department; 1948-1963

JAMES M. EARL  Mathematics
Ph.D., University of Minnesota, 1928; Professor and Head of Department; 1931-1962

CHRISTOPHER S. ESPINOSA  Foreign Languages
Ph.D., University of Rome, Italy, 1924; Professor and Head of Department; 1932-1964

LESLEY N. GARLOUGH  General Sciences
Ph.D., University of Minnesota, 1931; Professor and Head of Department; 1931-1957

E. M. HOSMAN  Education
M.A., University of Chicago, 1915; Professor, Dean of the College of Adult Education; 1932-1953

JAY B. MACGREGOR  Education
Ph.D., University of Iowa, 1931; Professor; Dean of Student Personnel; 1952-1960

ROY W. NOLTE  Education
M.A., University of Missouri, 1935; Associate Professor; Supervisor, C.A.E. Military Education Program; 1952-1962

WILFRED PAYNE  Philosophy
Ph.D., University of Wisconsin, 1930; Professor and Head of Department of Humanities, 1931-1963; Regents' Distinguished Professor, 1962-63

T. E. SULLINGER  Sociology
Ph.D., University of Missouri, 1930; Professor; Head of Department; 1923-1958

WILLIAM H. THOMPSON  Psychology
Ph.D., Ohio State University, 1930; Professor; Head of Department of Philosophy and Psychology; Director, Child Study Services in cooperation with Omaha Public Schools; Dean of the College of Liberal Arts; 1931-1959

NELL WARD  Chemistry
Ph.D., University of Iowa, 1939; Professor; Head of Department; 1918-1955

S. V. WILLIAMS  Engineering
M.E., Carnegie Institute of Technology, 1927; Professor and Head of Department; 1953-1962

COLLEGE OF ADULT EDUCATION

WILLIAM T. UTLEY, M.A., Dean
SAM SOLLLENBERGER, Ed.D., Assistant Dean
THOMAS E. MOORE, B.S., Director, Continuing Education
WILLIAM G. KAESSER, B.S., Director, On Campus Military Education
BERNARD L. BEHERS, JR., M.S., Supervisor, Off Campus Military Education
ROBERT C. SCHLEIGER, M.S., Director, Business-Industry Education
WILLIS P. ROKES, LL.B., Ph.D., C.L.U., C.P.C.U., Director, Insurance Training Program
C. GLENN LEWIS, M.B.A., Director, Real Estate Certification Program
HARRY W. REYNOLDS, JR., Ph.D., Director, Urban Studies Center
PAUL D. BORGE, M.A., Director of Radio and T.V.
EDWIN KINNEY, B.C.E., Director, Technical Institute
ACCOUNTING
Edward T. Finn, B.S.C., Creighton University, 1951; C.P.A.
Kenneth R. Ford, B.S., University of Omaha, 1955; C.P.A.

ART
Kenneth L. Grizzell, M.F.A., University of Wichita, 1961
Thomas D. Palmerton, Professional Diploma, Kansas City Art Institute, 1959

CHEMISTRY
Estella S. Faier, A.M., Columbia University, 1949

ECONOMICS
Curtis H. Adams, M.S., Kansas State University, 1960

EDUCATION
Melba E. Alber, M.A., Columbia University, 1941
Dolores A. Cornish, M.S., University of Omaha, 1962
Jack E. Hallstrom, M.S., University of Omaha, 1955
Iurma M. Kyle, M.S., University of Chicago, 1940
Edwin H. Parrish, Ed.D., University of Nebraska, 1964
Gaines R. Partridge, Ed.D., University of Nebraska, 1960
Elaine Trukken, M.Ed., University of Pittsburgh, 1957

ENGINEERING
W. C. Alsmeyer, Ph.D., Iowa State University, 1951
Oswin Keifer, Jr., B.S., University of Nebraska, 1942
Virgil P. Wamsat, Bachelor of Architecture, University of Nebraska, 1954

ENGLISH
Julia Andreassen, M.A., University of South Dakota, 1963
Vesta V. Dobson, M.A., University of Omaha, 1955
Mary McCoy, B.A., University of Omaha, 1955
Helen Payne, M.A., University of Wisconsin, 1922

FOREIGN LANGUAGES
Dolores V. Allred, B.A., Brigham Young University, 1952

GEOGRAPHY
Robert R. Miller, M.S., Kansas University, 1936
Nathan R. Mohar, M.S., University of Illinois, 1933
Gerald W. Shields, B.S., Texas Technological College, 1956

HISTORY
Robert J. Boyd, M.A., State University of Iowa, 1953
Ward M. Koons, M.A., University of Omaha, 1960
Richard D. Winchell, M.A., University of Omaha, 1959

HOME ECONOMICS
Patricia Goodrich, B.S., University of Nebraska, 1941
Christina J. Hedelund, B.S., University of Omaha, 1951
Juliana C. Swartzbaugh, B.S., Iowa State University, 1960
UNIVERSITY OF OMAHA

LAW ENFORCEMENT AND SECURITY
ARTHUR D. O'LEARY, LL.B., Creighton University, 1956
DR. JAMES M. REINHARDT, Ph.D., University of North Dakota, 1929

MATHEMATICS
MERLE O. BUNDY, B.A., University of North Dakota, 1955
ALVIN A. GLOOR, M.A., University of Michigan, 1962
JAMES NOLEN, M.S., Texas A&M, 1963
JOHN R. REEDER, M.S., Bradley University, 1952
ANTHONY J. WINKLER, M.S., Texas A&M, 1962

POLITICAL SCIENCE
FRANKLIN J. RUSSELL, JR., M.A., University of Michigan, 1951
MARVIN E. STROMER, M.A., University of Nebraska, 1962

PHYSICS
PAUL W. NELSON, B.S. Iowa State University, 1932

PSYCHOLOGY
D. C. AFFLECK, Ph.D., Northwestern University, 1954
PETER V. KNOILLA, M.A., University of Omaha, 1949
DEAN R. LUSIENSKI, Ph.D., University of Nebraska, 1964
EVELYN B. THOMAN, M.A., University of Nebraska, 1963
NELS C. WODDER, Ed.D., University of Nebraska, 1958

RELIGION
REV. ROBERTA L. CROKER, B.D., University of Chicago, 1950
REV. BENJAMIN SCHWARTZ, S.T.B., Boston University of Theology, 1922
ARTHUR E. WOLFGARTH, B.D., University of Chicago, 1957

SECRETARIAL SCIENCE
BONNIE F. HOWARD, M.B.A., University of Georgia, 1950
HELEN E. PAULSON, M.A., University of Nebraska, 1948

SKILLS DEVELOPMENT
BETTY ANN ROQUE, B.A., University of California, 1959

SOCIOMETRY
PATRICK G. KRELL, M.A., University of Omaha, 1957
ACCREDITED STANDING

The University of Omaha is fully accredited by the North Central Association of Colleges and Secondary Schools, the National Council for Accreditation of Teacher Education, and is a member of the National Commission of Accrediting (not an accrediting agency), the American Association of Colleges for Teacher Education, the Association of Urban Universities, the Association of American Colleges, the National University Extension Association, the American Association of University Women, the Council of Graduate Schools in the United States, the Midwest Conference on Graduate Study and Research, the Engineering Council for Professional Development, the Association of University Evening Colleges, the Adult Education Association of the United States, Association of Governing Boards, the approved list of the International Reading Association, and the American Council on Education. Its courses are accepted, for purposes of teacher certification, by the Nebraska State Department of Public Instruction.

Course credits from the University of Omaha are accepted by other colleges and universities which are members of the North Central Association and by other regional accrediting agencies.

UNIVERSITY REGULATIONS

The University and its various colleges, divisions, and departments reserve the right to change the rules controlling admission to, instruction in, and graduation from the University or its various divisions.

Such regulations are operative whenever the University authorities deem necessary and apply not only to prospective students but also to those currently enrolled in the University.

The University also reserves the right to withdraw courses, to reassign instructors, and to change tuition and fees at any time.
ADMISSION TO THE UNIVERSITY

I. PROCEDURES FOR SECURING ADMISSION

1. Obtain an application blank and a medical history questionnaire from the Admissions Director, Room Adm. 202. The blank will be mailed upon request.

2. Return properly completed application blank and medical form to the Admissions office. Two official copies of your high school record (transcript) must either accompany the application or be sent by your high school principal. Students who are transfers from other colleges are required to have official transcripts and evidence of honorable dismissal sent to the Admissions Director from each institution attended. All credentials become the property of the University and are not returned to the individual student.

3. All credentials must be on file in the Admissions office no later than the Friday preceding the week of registration for consideration for admission to the University of Omaha.

4. Report for Guidance Examinations (not entrance examinations) according to scheduled time of administration. Transfer students report unless notified of acceptance with a minimum of 58 semester hours. The fee for the examination taken at a regularly scheduled time (see University Calendar) is $5.00, payable in advance.

5. Attend New Student Day Activities.

6. Complete registration for classes on scheduled date (see University Calendar).

II. REQUIREMENTS FOR ADMISSION

1. A graduate of any accredited high school is eligible to apply for freshman standing. The colleges require presentation of credit in certain subjects as indicated:

- **COLLEGE OF ADULT EDUCATION**
  - No specific requirements

- **COLLEGE OF LIBERAL ARTS**
  - A satisfactory score on the school and college ability tests.

- **COLLEGE OF APPLIED ARTS**
  - Each engineering curriculum requires:
    - English 3 units
    - Algebra $1\frac{1}{2}$ units
    - Geometry $1\frac{1}{2}$ units
    - Science 1 unit
    - (above freshman year)

- **COLLEGE OF BUSINESS ADMINISTRATION**
  - Algebra—1 unit. Deficiency may be removed after registration.

- **COLLEGE OF TEACHER EDUCATION**
  - A satisfactory score on the School and College Ability Test.

2. Graduates of non-accredited high schools may be admitted provisionally. Such students must acquire regular standing, through successful course work, within their first semester of residence.
3. Persons at least 21 years of age who do not fulfill the admission requirements for freshman standing, but who present an equivalent academic training, or who have otherwise acquired adequate preparation for collegiate courses, may be admitted, upon approval, as an adult student in the College of Adult Education. An applicant under 21 years of age may not be admitted to the College of Adult Education except on approval of the Dean.

4. A transient student desiring to enroll in summer school or an adult student who has attended another institution may be admitted upon signing a statement that he is "eligible to return" and "in good standing" at his former institution. It is the student's responsibility to see that a verifying transcript or a statement of good standing is received in the Admissions Office by the end of the second week of the semester in which he is enrolled.

III. ADVANCED STANDING

Credits submitted by transcript from other colleges and universities will be properly evaluated for admission to any one of the five colleges by the Director of Admissions. Evaluations are forwarded to the Dean of the College and the Registrar. Such transcripts must be received by the Director of Admissions six weeks prior to the beginning of the semester for evaluation and should indicate the College which the student desires to enter; otherwise the transfer student must elect courses at his own risk during his first semester in attendance. A fee of $5.00 must be paid by the applicant for evaluation.

IV. COUNSELING

1. The University believes that academic programs can be most efficiently planned in terms of the interests, aptitudes, and objectives of the individual student; therefore, an extensive counseling system has been developed.

2. All new students who have not reached junior standing are required to take a series of guidance examinations.

3. Each student is assigned to an academic counselor who will, through interpretation of the examination results and by personal interview, advise the student on the courses for which he should register. It is desirable to take these examinations as early as possible in advance of the opening of the school year. One full day is required. The date scheduled for such guidance examinations will be stated in the letter of acceptance for admission to the University, which the student receives from the Admissions Office. A student may not complete his registration or attend classes until these guidance examinations have been completed.

All inquiries and correspondence relating to the admission of students should be addressed to:

Director of Admissions
THE UNIVERSITY OF OMAHA
OMAHA, NEBRASKA 68101
ACADEMIC STANDING

COURSE CREDIT

Course credit is determined by the number of hours per week a class is in session, with some exceptions such as laboratory, physical education, band, and choir. A course scheduled to meet three times per week for a semester merits, therefore, three semester hours credit.

STUDENT STUDY LOAD

1. A normal student load is 12 to 17 credit hours.

2. To be classified as a full-time student, the student must carry a minimum load of 12 credit hours.

3. Permission to carry fewer than 12 credit hours or more than 17 credit hours must be secured from the student’s academic Dean.

4. Any student granted permission to carry fewer than 12 credit hours shall be considered a part-time student in the College in which he is enrolled. In no case shall a student carry more than 21 hours in any one semester.

5. A student shall not carry 18 semester hours of work unless he has maintained an average of “B” in a regular 15-hour load during the preceding semester. Application for permission to register for 18 hours or more should be made first to the academic counselor and then to the academic Dean.

This regulation applies to total or equivalent credits for courses taken in some other institution, in night school, audit courses, non-credit courses, or certificate courses, in addition to credits obtained in residence.

6. Entering freshmen shall be limited to 16 hours except as otherwise required by specific programs, such as engineering and pre-medicine.

7. The credit hour load for which the student is registered at the end of the eighth week shall be considered as his total credit hour load or total credit hours attempted for the semester.

CLASSIFICATION, GRADES, QUALITY POINTS, AND PROMOTION

A student’s academic classification is determined by the number of semester hours of academic credit earned.

<table>
<thead>
<tr>
<th>Academic Classification</th>
<th>Range in Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman</td>
<td>0 through 26</td>
</tr>
<tr>
<td>Sophomore</td>
<td>27 through 57</td>
</tr>
<tr>
<td>Junior</td>
<td>58 through 90</td>
</tr>
<tr>
<td>Senior</td>
<td>91 through 124</td>
</tr>
</tbody>
</table>

Grades are determined by the daily record of the student and the record made on quizzes, mid-semester and semester examinations. The weight attached to each of these factors is determined solely by the instructor of the course.
The grading system is as follows:

Passing grades are A, B, C, and D, the last named being the lowest. F indicates failure and results in loss of credit. Each hour of credit carries quality points computed according to the following schedule:

- For each semester hour of A, 4 quality points
- For each semester hour of B, 3 quality points
- For each semester hour of C, 2 quality points
- For each semester hour of D, 1 quality point
- For each semester hour of F, 0 quality points

In the College of Graduate Studies "S" represents a satisfactory grade on a thesis.

In addition to the above, the grade "Inc." (incomplete) carrying "0" quality points is given under the following provisions:

INC.—A student may be reported incomplete if some minor portion of the work remains unfinished, provided the student's standing in the course is not below "D." An incomplete must be made up during the first eight weeks of the following semester. After this time an "Inc." becomes a failure.

Students receiving the grade "Inc." will be held responsible for understanding the regulations governing removal of "Inc."

To be eligible for a degree or an associate title, a student must present a scholastic average of "C" — 2.0 quality points (in the case of transfer students with 58 or more hours, a 2.00 average must also be achieved in work taken at Omaha University.)

All grades reported by the faculty to the Registrar at the end of each semester becomes a part of the student's permanent record and are included in the computation of his quality points earned and his grade point average.

WITHDRAWAL FROM THE UNIVERSITY

A student who wishes to drop all classes and withdraw from the University proceeds as follows:

1. Obtain withdrawal slip from the Registrar's Office or his Counselor.
2. Confer with his counselor and obtain his signature on the withdrawal card.
3. Confer with his Academic Dean and obtain his signature on the withdrawal card.
4. Report to the Office of the Dean of Student Personnel and turn in your activity and library card.

Refunds will be based on the official schedule (page 125) of this catalog.

DROP—When a student finds it necessary to drop a course, he should notify the Registrar and see his Counselor immediately. If a student is passing at the time he withdraws, his record will be marked "W," indicating that he withdrew in good standing. If the student is failing at the time he withdraws, his record will be marked "X," indicating that he was failing at the time of withdrawal.

A student may not drop a course with any other grade than "F" after the eighth week of the semester.
EXAMINATIONS

All examinations must be taken at the scheduled time; otherwise a late fee is charged. See page 124 for special examination fee.

ACADEMIC PROBATION

Academic probation is a status invoked whenever the academic performance of the student gives indication that he is falling significantly below the rate of progress expected of his classification. It is a period during which the student is given an opportunity to determine for himself whether he should continue his present college program relatively unchanged. Whenever any student completes a semester with an accumulative grade average which falls below the standard for "normal progress" shown in the following table, he will be placed on academic probation by the committee on academic standing.

<table>
<thead>
<tr>
<th>Hours Attempted</th>
<th>Accumulative Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>12 - 16</td>
<td>1.2</td>
</tr>
<tr>
<td>17 - 26</td>
<td>1.4</td>
</tr>
<tr>
<td>27 - 42</td>
<td>1.6</td>
</tr>
<tr>
<td>43 - 57</td>
<td>1.8</td>
</tr>
<tr>
<td>58 and over</td>
<td>2.0</td>
</tr>
</tbody>
</table>

To be restored to good standing, a student must raise his cumulative quality point average to the required minimum for his academic classification.

A student who has been placed on academic probation because of incompletes may be restored to good standing immediately upon completion of his incompletes providing his resulting cumulative average meets the requirements for his particular classification.

ACADEMIC SUSPENSION

For students failing to meet the requirements for restoration to good standing after one semester on probation, extension of probation or suspension shall be by action of the Committee on Academic Standing.

Application for reinstatement of suspended students from this university or any other university or college shall be submitted to the Director of Admissions in writing on the form supplied by that official prior to September first for the first semester and prior to January fifteenth for second semester of any school year.

The Director of Admissions will submit such applications which have been approved by the appropriate academic dean to the Faculty Committee on Academic Standing for final action.

The Committee on Academic Standing denies admission to any suspended student who has been out of school less than two full semesters.
EXTRA-CURRICULAR ACTIVITIES

A student on academic probation may not participate in any form of organized extra-curricular activity, including any form of intercollegiate competition or public appearance, except in those activities in which public appearance or representation is essential to the earning of credit. This exclusion from extra-curricular activities for academic reasons is enforced not as a punishment; it is to give the student time to restore himself to good standing.

CLASS ATTENDANCE

Students are required to attend all meetings of classes for which they are registered, and no student may be excused from any of the assigned class work. It may be assumed that irregular attendance will be reflected in lower course grades; moreover, absence reports are regularly sent to the academic deans and to the Dean of Student Personnel, who will take appropriate disciplinary action. In case of an unavoidable absence it is the student's responsibility to contact his instructor promptly and arrange to make up any work missed.

GENERAL ACADEMIC REGULATIONS

The Academic Year — Two semesters of approximately 18 weeks each constitute the academic year. The unit of instruction is the semester hour, which signifies one recitation a week throughout the semester, or equivalent.

Late Registration — Registration in any course for credit toward any degree, or any change of registration involving the addition of a course, is not permitted after the end of the first week of any semester or after the end of the second day of the summer session.

Credit — Not more credit than the amount stated in the catalog is permitted in any course. To receive credit all work must be done under the supervision of a member of the faculty.

Audit Students — A student may audit a regular credit course with the consent of the Dean. Any audit student is not required to participate in recitation, turn in papers, or take examinations. He does not receive academic credit. An audit student may not change from audit to credit or credit to audit registration after the first week of a course.

Examinations — During the semester, examinations and quizzes are arranged by the faculty. Grades for those students who are not doing satisfactory work are reported by instructors to the Academic Deans. The last week of the semester is devoted to final examinations. Each examination is scheduled for two hours.

Students who are on scholarships or who wish to be eligible for activities must make up incomplete grades within two weeks of the last final examination. Unless these are made up, the student cannot be certified as being eligible.

Special Examination for Credit — Individuals desiring to earn credit by special examination shall pay the special examination fee and the tuition for the number of credit hours covered prior to taking a special examination. The Dean of the College concerned will determine whether a special
examination may be taken and will arrange for the examination to be prepared, and he will set the time and place for the administration of it. Except as provision is made for granting credit by the General Educational Development Tests, the number of credits earned by special examination shall not exceed 21 semester hours.

Declaration of Candidacy for a degree — Prior to the opening of the Junior year (having completed 58 hours of academic work), students are expected to declare themselves as candidates for degree programs by filing a statement with the Registrar.

Application for Degrees — Applications for all degrees and associate titles must be filed in the Office of the Registrar early in the semester and not later than the date listed in the University Calendar, see page 6-9.

Attendance at Commencement — Candidates for degrees are required to attend the commencement exercises in academic costume. Anyone finding it necessary to have his degree conferred in absentia must petition his academic Dean three weeks prior to the commencement exercises and pay the required fee.

Candidacy for a Second Baccalaureate Degree — A student who has met the requirements for a baccalaureate degree must complete a minimum of 30 additional semester hours at the University of Omaha for a second baccalaureate degree. A plan of study for the additional hours, approved by the department head and Dean(s) primarily concerned, must be filed in the Office of the Registrar by the completion of the fifteenth additional hour. Two baccalaureate degrees may be awarded simultaneously when the student becomes eligible to receive them.

Graduate Study — See page 113.

UNIVERSITY CREDIT COURSES

All credit courses offered by the University may be applied toward any degree or certificate granted, except as stated under each department.

All courses offered for credit, whether scheduled for the regular academic year, the evening classes, or summer sessions, are listed by departments. General introductory courses are listed first.

The system of course numbers is arranged to indicate the level of instruction.

The first figure in each number designates the group to which a course belongs:

100-99 — Courses open primarily to freshmen
200-99 — Courses open primarily to sophomores
300-99 — Courses open primarily to juniors
400-99 — Courses open primarily to seniors
500 — Courses open only to graduate students

Registration in courses more than one group removed from a student's class standing is permitted only in music, speech, mathematics, physical education, and beginning foreign languages, except in special cases by permission of the Deans of the Colleges.
GENERAL INFORMATION

The College of Liberal Arts offers work toward the degrees of Bachelor of Arts and Bachelor of Fine Arts as well as pre-professional programs for students planning to enter such fields as medicine, law, and theology. The College is organized into 16 departments, grouped under the three large divisions of the Humanities, the Social Sciences, and the Natural Sciences.

The Lower Division of the College, comprising the first two years of work, offers a program of general education with emphasis on breadth rather than depth. Subjects required or recommended for freshmen and sophomores include English, foreign languages, and basic courses in each of the three subject divisions. A somewhat less flexible program is prescribed for some pre-professional students.

The last two years of the liberal arts program, while essentially a continuation of the Lower Division work, provide for specialization in one or two subject areas. At present, academic majors are available in the following fields: art, biology, chemistry, economics, English, foreign languages and literatures, geography, history, mathematics, music, philosophy, physics, political science, psychology, sociology, and speech.

The pre-professional programs of study are determined largely by the requirements of the graduate or professional schools which students intend to enter. If arranged carefully, they provide a sufficient variety of courses so that their objectives are virtually the same as those of the four-year course leading to the degree of Bachelor of Arts.

REQUIREMENTS FOR THE BACHELOR OF ARTS DEGREE

1. Total hours. Each candidate must present a total of at least 125 semester hours of college credit.

2. Quality of work. Each candidate for the degree must attain an average grade of at least "C" in all college work, including work transferred from other institutions. In his major field the candidate must attain at least a "C" grade in as many credit hours of work as the minimum number required for the major in the department concerned. All grades reported by the faculty to the Registrar become a part of the student's permanent record and are included in the computation of his grade point average, even though some of these grades may be for work done in excess of the 125 hours required for graduation.

3. Residence. Thirty of the last 36 hours required for the degree must be registered for and carried at the University of Omaha.

4. English. The requirement in English is six semester hours of credit in courses to be determined by the Department of English.

5. Foreign Language. The candidate must present two years of college work in a foreign language or the equivalent thereof as determined by the Department of Foreign Languages and Literatures. An acceptable equivalent may consist of:
(a) One or one and one-half years of foreign language in high school, plus three semesters of college work in the same language. (12 hours).

(b) Two or two and one-half years of foreign language in high school, plus two semesters of college work in the same language. (8 hours).

(c) Three or three and one-half years of foreign language in high school, plus one semester of college work in the same language. (4 hours).

(d) Four years of work in the same foreign language in high school.

A student fulfilling the foreign language requirement through a combination of high school and college work must complete the language chosen through the fourth semester college course.

6. The Divisions. In each of the three divisions — Humanities, Natural Sciences, and Social Sciences — the requirement is at least 12 credit hours, of which not more than eight may be from a single department of that division. Each five semester hours of credit in a general divisional course in any of these divisions may be presented in lieu of six hours of credit in departmental courses in the same division. For the purpose of meeting this and other requirements, the three divisions are defined in terms of their constituent subject fields as follows:

Humanities: Art, English, foreign languages, music, philosophy, religion, and speech. (It is to be specifically noted that the following courses may not be used to satisfy any part of the requirement in humanities: Art 330, 336, 430, and 436; English 109, 111, 112, 217, 219, and 240; Speech 227; and courses in foreign languages bearing numbers below 300.)

Natural Sciences: Biology, chemistry, mathematics, physics, and certain designated courses in geography. (Courses 254, 353, 363, and 432 in Geography offer credit in the Natural Science Division, provided at least one semester of college chemistry or physics is also presented.)

Social Sciences: Economics, geography, history, political science, psychology, and sociology.

7. Major field. Each candidate must present a major including at least 18 credit hours of upper division work designated as appropriate by the faculty in one of the following fields: art, biology, chemistry, economics, English, French, geography, German, history, mathematics, music, philosophy, physics, political science, psychology, sociology, Spanish, speech. A candidate meeting the requirements in each of two fields may present a double major in these fields.

8. Maximum hour limits. No candidate may count toward the Bachelor of Arts Degree a total of more than 42 credits in any one department of the College, including the department in which he presents his major. A specific exception to this rule is made, however, in the field of chemistry, in which a student may present a maximum of 44 hours.

9. Other limitations on credit granted: nine-hour rule. In general a Liberal Arts student may apply toward his degree a total of nine semester hours or less in approved courses offered outside the College of Liberal
Arts (or its equivalent in another institution). The only exceptions to this limitation are the following:

All credits in the Department of Air Science.

The first four credits in activity courses in physical education.

The courses in the College of Teacher Education required for the Nebraska Secondary School Certificate.

As many as 24 hours of credit in a second teaching field (provided the student completes the Secondary Certificate).

Such courses as a department head may wish to recommend for inclusion in a Liberal Arts major field (e.g. Photography for an Art major or Accounting for an Economics major).

10. Credits not acceptable. Credit in the following courses may not be applied toward the degrees offered by the College of Liberal Arts: Chemistry 100, English 109, Mathematics 100, plus courses in other colleges of the University not approved by the Liberal Arts faculty.

11. Special provisions for professional students. Students who have completed 96 semester hours of work at the University of Omaha shall be eligible for the degree of Bachelor of Arts after the satisfactory completion of a year's work in an approved professional college, provided that the minimum requirements for graduation, except for the total number of hours, have been met. No more than one-sixth of the last 72 or more of the required 96 hours may be transferred from another institution.

REQUIREMENTS FOR THE BACHELOR OF FINE ARTS DEGREE

Candidates for the degree of Bachelor of Fine Arts must meet all the requirements for the Bachelor of Arts degree, with the following exceptions:

1. Total hours. Each candidate must present a total of at least 130 semester hours of credit, rather than 125 hours.

2. Foreign Language. The candidate must present one year of college work in a foreign language (or an equivalent approved by the Department of Foreign Languages and Literature), instead of the two years required for the Bachelor of Arts degree.

3. Major field. The only acceptable major fields for this degree are art and music, and the candidate must present at least 40 hours of work in one of these areas.

4. Maximum hour limits. A candidate for the Bachelor of Fine Arts degree may present up to a maximum of 68 hours in his major field.

BACHELOR OF ARTS WITH THE SECONDARY TEACHING CERTIFICATE

Mr. F. H. Gorman, Adviser

Students who plan to teach can meet the requirements for the degree of Bachelor of Arts as well as the requirements for the Secondary Teaching Certificate. Students in the College of Liberal Arts who are considering the possibility of teaching careers should consult the Dean of the College of Teacher Education about the subjects required for the teaching certificate.
PRE-LEGAL CURRICULUM
Mr. Trickett, Adviser

Students who are preparing through their study at the University of Omaha to attend a law school should anticipate at least three years of college work, although most law schools require the Bachelor of Arts, or similar degree, for admission.

No program of prescribed studies is outlined for pre-legal students. Rather, and in keeping with the suggestions of the Committee on Pre-Legal Education of the Association of American Law Schools, the academic program of each student is arranged in the way which will best assure the development of those basic skills and insights needed for the study of law. Copies of the summary statement of the Association of American Law Schools may be obtained from the Pre-Legal Adviser.

Under requirement 11 for the degree of Bachelor of Arts, students admitted to law school after three years of pre-legal work may complete the requirements for the B.A. degree after the first year in law school. Such students must have completed 12 hours of the upper division hours required in their major field.

PRE-MEDICAL CURRICULUM
Mr. Marquardt, Adviser

Pre-medical students must secure a minimum of 90 semester hours of college credit before making application to enter most medical colleges. Medical colleges ordinarily give preference to students who have received a baccalaureate degree. The pre-medical program must include 12 hours of English (of which one year must be composition), 14 hours in chemistry (must include two semesters of general or inorganic chemistry and a two-semester complete course in organic chemistry), 12 hours in biology, eight hours in a complete physics course which is commensurate with the student's mathematical background and nine hours of mathematics, which should include calculus. The remainder of the 90 credit hours should be selected to meet the special interests of the student and the basic requirements for the Bachelor of Arts degree. Unless biology is chosen as a major, courses which will be encountered in the medical colleges should not be included.

Pre-medical students who elect to obtain the baccalaureate degree before entering medical school must have fulfilled the requirements in each of the three divisions: Humanities, Natural Sciences, and Social Sciences. In addition, they will be required to complete a major consisting of courses specifically required in a field, and a choice of other courses designated as appropriate by the faculty in that field.

Under requirement 11 for the degree of Bachelor of Arts, students who take three years of pre-medical work may complete the requirements for the B.A. degree after the first year in medical school. Such students must complete the two-year foreign language requirement, but they may offer six credit hours in philosophy and/or English literature instead of 12 credit hours in the Humanities. They may also present six credit hours in the Social Sciences instead of 12 credit hours.

For the convenience of the student, a general pre-medical program is listed below. The basic science requirements are included, but the large number of electives will allow such flexibility that the student may choose any one of several fields as a major.
SUGGESTED PRE-MEDICAL PROGRAM

FIRST YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>*Math 191 (Calculus I)</td>
<td>5</td>
</tr>
<tr>
<td>Chem. 110 (General Chem.)</td>
<td>4</td>
</tr>
<tr>
<td>English Composition</td>
<td>3-5</td>
</tr>
<tr>
<td>Electives</td>
<td>3-5</td>
</tr>
<tr>
<td>Nat. Sci. 102 (Intro. to Biol.)</td>
<td>5</td>
</tr>
<tr>
<td>Chem. 213 (Organic Chem.)</td>
<td>3</td>
</tr>
<tr>
<td>English</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td>3-5</td>
</tr>
</tbody>
</table>

15-17

SECOND YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physics 111 or 211 (Gen. Physics)</td>
<td>4-5</td>
</tr>
<tr>
<td>Biology 144 (Botany)</td>
<td>4</td>
</tr>
<tr>
<td>Electives</td>
<td>6-9</td>
</tr>
</tbody>
</table>

14-17

THIRD YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physics 111 or 211 (Gen. Physics)</td>
<td>4-5</td>
</tr>
<tr>
<td>Biology 144 (Botany)</td>
<td>4</td>
</tr>
<tr>
<td>Electives</td>
<td>6-9</td>
</tr>
</tbody>
</table>

14-17

FOURTH YEAR

Completion of academic major and other requirements for Bachelor of Arts Degree.

*Students with insufficient background in high school mathematics must precede calculus with college algebra and/or trigonometry (Math. 111, 112).

DEPARTMENTS OF INSTRUCTION

Key to symbols:

I — offered in the first semester of each year
II — offered in the second semester of each year
S — offered in the summer session
E — offered only as an evening class at irregular intervals

Courses not offered in every academic year are followed by numerals indicating the year in which they will probably be offered (for example, 65-66).

DIVISIONAL COURSES

The courses grouped together in this section have several common features. They are introductory in nature, they transcend departmental barriers, and they aim primarily at breadth of knowledge rather than depth. In satisfying the divisional requirements for degrees in the College, the student may offer the ten hours provided by each of these courses in lieu of twelve hours of departmental courses in each of the respective divisions.

THE HUMANITIES

101 Introduction to the Humanities 
(I-II) each 5 hours

THE NATURAL SCIENCES

101 Introduction to the Physical Sciences 
(I, II, S) 5 hours
102 Introduction to Biology 
(I, II, S) 5 hours

HONORS

Academically superior upperclassmen may be invited by the Committee on Honors and Degrees with Distinction to do honors work. This work is organized into two regular seminars in American Civilization, which may be taken as elective courses or in preparation for the Degree with Distinction (see p. 129).

Honors 401-402 American Civilization 
(I,II) each 3-5 hours
A major will lead to either the Bachelor of Arts or the Bachelor of Fine Arts degree.

**BACHELOR OF ARTS**

All majors are required to take a minimum of 39 credit hours; 12-21 credit hours shall be in the area of history and theory of art and 18-27 credit hours in the area of studio work depending upon the area of concentration. Art 101, 102, 131, 141, 151, 161, 202, and 409 are required.

Students who plan to teach art in the secondary schools are required to have a major in art education, and teaching certification. A total of 125 hours includes 39 in art and 29 hours in education. Electives should comprise such courses needed to fulfill a second teaching field. Art 202, 409, and two art history courses, 101, 102, 131, 141, 151, 161, 336, 436, and either 330 or 430 are required. Students taking their degree in the College of Teacher Education with art as a teaching field have the same art requirements.

**BACHELOR OF FINE ARTS**

This degree requires a total of 130 hours with 66 credit hours in art. Eighteen credit hours shall be in the history and theory of art, 45 credit hours in studio work, and three credit hours in thesis. Art 101, 102, 131, 141, 151, 161, 202, and 409 are required.

Majors interested in the special field of art education must also include in their courses Art 336, 436, and either 330 or 430 and Education 351 as part of the Bachelor of Fine Arts requirements.

**HISTORY AND THEORY OF ART**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Prerequisites</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>201</td>
<td>Introduction to Art</td>
<td></td>
<td>(I-II) 3 hours</td>
</tr>
<tr>
<td>202</td>
<td>Survey of Art History</td>
<td></td>
<td>(I-II) 3 hours</td>
</tr>
<tr>
<td>204</td>
<td>Ancient Art</td>
<td>Art 202 or permission of instructor</td>
<td>(I,66-67) 3 hours</td>
</tr>
<tr>
<td>305</td>
<td>Medieval Art</td>
<td>Art 202 or permission of instructor</td>
<td>(II, 66-67) 3 hours</td>
</tr>
<tr>
<td>306</td>
<td>Renaissance and 17th Century Art</td>
<td>Art 202 or permission of instructor</td>
<td>(I, 65-66) 3 hours</td>
</tr>
<tr>
<td>407</td>
<td>18th, 19th, 20th Century Art</td>
<td>Art 202 or permission of instructor</td>
<td>(II, 65-66, S 66-67) 3 hours</td>
</tr>
<tr>
<td>409</td>
<td>Senior Seminar</td>
<td>Permission of instructor</td>
<td>(II) 3 hours</td>
</tr>
</tbody>
</table>

**ART EDUCATION**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Prerequisites</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>330</td>
<td>Art for the Elementary Teacher</td>
<td>junior standing</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>336</td>
<td>Arts and Crafts</td>
<td></td>
<td>(I,II,S) 3 hours</td>
</tr>
<tr>
<td>430</td>
<td>Art for the Secondary Teacher</td>
<td>junior standing</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>436</td>
<td>Functional Relationship in Crafts</td>
<td>junior standing</td>
<td>(II) 3 hours</td>
</tr>
</tbody>
</table>

**STUDIO ART**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Prerequisites</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>Introduction to Studio Art</td>
<td>Art 101 or permission of instructor</td>
<td>(I-II) each 3 hours</td>
</tr>
<tr>
<td>131</td>
<td>Elementary Sculpture</td>
<td>Art 102 or permission of instructor</td>
<td>(I,II,S) 3 hours</td>
</tr>
<tr>
<td>141</td>
<td>Elementary Oil Painting</td>
<td>Art 102 or permission of instructor</td>
<td>(I,II,S) 3 hours</td>
</tr>
<tr>
<td>151</td>
<td>Elementary Printmaking</td>
<td>Art 102 or permission of instructor</td>
<td>(I,II,S) 3 hours</td>
</tr>
<tr>
<td>161</td>
<td>Elementary Ceramics</td>
<td>Art 102 or permission of instructor</td>
<td>(I,II,S) 3 hours</td>
</tr>
<tr>
<td>181</td>
<td>Watercolor Painting</td>
<td></td>
<td>(I,II,S) 3 hours</td>
</tr>
</tbody>
</table>
231 Intermediate Sculpture Prereq: Art 131 (I,II,S) 3 hours
241 Intermediate Oil Painting Prereq: Art 141 (I,II,S) 3 hours
251 Intermediate Printmaking Prereq: Art 151 (I,II,S) 3 hours
261 Intermediate Ceramics Prereq: Art 161 (I,II,S) 3 hours
271 Lettering Prereq: Art 102 or permission of instructor (I,II) 3 hours
272 Layout Prereq: Art 102 or permission of instructor (I,II) 3 hours
281 Jewelry (I,II,S) 3 hours
282 Life Drawing Prereq: Art 102 or permission of instructor (I,II) 3 hours
291 Advanced Sculpture Prereq: Art 231 (I,II,S) 3 hours
301 Advanced Oil Painting Prereq: Art 241 (I,II,S) 3 hours
311 Advanced Printmaking Prereq: Art 251 (I,II,S) 3 hours
321 Advanced Ceramics Prereq: Art 261 (I,II,S) 3 hours
312 Illustration I Prereq: Art 272 (I) 3 hours
313 Illustration II Prereq: Art 272 (II) 3 hours
481 Technical Problems Prereq: permission of instructor (I-II) each 3 hours
491 Thesis Prereq: permission of instructor (I,II) 3 hours

BIOLOGY

PROFESSORS BUSCH (HEAD), BROOKS;
ASSISTANT PROFESSORS BORGMAN, INGHAM, LUNT

A departmental or education major in biology requires credit in: Natural Science 102, Biology 144, 174, a morphological science (Biology 275, 285, 343, 353, 363, 374, or 384); Biology 414; Biology 444 or 474; Biology 316, 424 and one or more electives from 312, 323, 334, 403, 454, 464, 484, 494; Chemistry 110-120, 213-214; Physics 111-112 (or 211-212); Mathematics 111 and 112.

A teaching field consists of Natural Science 102, Biology 144, 174, 285, 316, and any other course counting toward a biology major, particularly 334 and/or 454; Chemistry 110-120.

GENERAL SCIENCE

A major in general science consists of Chemistry 110-120, Physics 111-112 (or 211-212), Mathematics 111-112, Natural Science 102, Biology 144, 174, or an approved alternate, plus 15 credit hours in advanced courses which count toward a major in biology, chemistry, or physics.

A teaching field consists of Chemistry 110-120, Physics 111-112 (or 211-212), Natural Science 102, Biology 144, 174.

Natural Science 102 Principles of Biology (I,II,S) 5 hours
144 General Botany Prereq: Nat. Sci. 102 (I,II) 4 hours
174 General Zoology Prereq: Nat. Sci. 102 (I,II) 4 hours
275 Physiology and Anatomy of Man Prereq: Biol. 174 or Nat. Sci. 102 (I,II) 5 hours
285 Comparative Anatomy of Vertebrates Prereq: Nat. Sci. 102, Biology 174 (II) 5 hours
302 Projects in Biology Prereq: two years of biology; permission; may be repeated once (I,II,S) 2 hours
311 Experimental Genetics Prereq: Biol. 316; Jr., Sr. (I,II) 1 hour
316 Genetics Prereq: Nat. Sci. 102; Biol. 144 or 174; Jr., Sr. (I,II) 3 hours
323 Microtechnique Prereq: two years of biol. sciences (I) 3 hours
334 Ecology Prereq: Biol. 174 and 144; Jr., Sr. (I) 4 hours
343 Morphology of Lower Plants Prereq: Nat. Sci. 102, Biol. 144; Jr., Sr. (II,65 I, 66) 3 hours
353 Morphology of Higher Plants Prereq: Nat. Sci. 102, Biol. 144; Jr., Sr. (I,65 II,67) 3 hours
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Prerequisites</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>363</td>
<td>Plant Anatomy</td>
<td>Prereq: Nat. Sci. 102, Biol. 144; Jr., Sr.</td>
<td>(I,64 II,66) 3 hours</td>
</tr>
<tr>
<td>374</td>
<td>Histology</td>
<td>Prereq: a course in anatomy; Jr., Sr.</td>
<td>(I) 4 hours</td>
</tr>
<tr>
<td>384</td>
<td>Embryology</td>
<td>Prereq: Biol. 174 and a course in vertebrate anatomy; Jr., Sr.</td>
<td>(II) 4 hours</td>
</tr>
<tr>
<td>403</td>
<td>Problems in Biology</td>
<td>Prereq: at least two years of college biol. and permission; may be repeated once</td>
<td>(I,II,S) 3 hours</td>
</tr>
<tr>
<td>414</td>
<td>Cellular Biology</td>
<td>Prereq: Mammalian anatomy or plant morphology or plant anatomy, 8 hrs. organic chem. and 8 hrs. physics</td>
<td>(I) 4 hours</td>
</tr>
<tr>
<td>424</td>
<td>Organic Evolution</td>
<td>Prereq: genetics</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>444</td>
<td>Plant Physiology</td>
<td>Prereq: Biology 414, one year each of plant morph., or plant anat., organic chem. and physics</td>
<td>(II) 4 hours</td>
</tr>
<tr>
<td>454</td>
<td>Taxonomy of Vascular Plants</td>
<td>Prereq: Biol. 144</td>
<td>(II) 4 hours</td>
</tr>
<tr>
<td>464</td>
<td>General Bacteriology</td>
<td>Prereq: Biol. 144, Chem. 214 (concurrently)</td>
<td>(I) 4 hours</td>
</tr>
<tr>
<td>474</td>
<td>Animal Physiology</td>
<td>Prereq: Biology 414, Mammalian anatomy, 8 hrs. organic chem. and 8 hrs. physics</td>
<td>(II) 4 hours</td>
</tr>
<tr>
<td>484</td>
<td>Parasitology</td>
<td>Prereq: Biol. 174</td>
<td>(II,66) 4 hours</td>
</tr>
<tr>
<td>494</td>
<td>Entomology</td>
<td>Prereq: Biol. 174</td>
<td>(II,65-66) 4 hours</td>
</tr>
<tr>
<td>503</td>
<td>Problems in Biology</td>
<td>Prereq: at least two years of college biol. and permission; may be repeated once</td>
<td>(I,II,S) 3 hours</td>
</tr>
<tr>
<td>504</td>
<td>Research in Biology</td>
<td></td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>506</td>
<td>Science and Mathematics Seminar</td>
<td>Prereq: graduate student</td>
<td>(I,II,S) 1-3 hours</td>
</tr>
<tr>
<td>601</td>
<td>Thesis</td>
<td></td>
<td>(I,II) each 3 hours</td>
</tr>
</tbody>
</table>

**CHEMISTRY**

**PROFESSORS MARQUARDT (HEAD), LINSTROMBERG; ASSOCIATE PROFESSOR STAGEMAN; ASSISTANT PROFESSOR KEPPEL; INSTRUCTOR KEMNITZ; ASSISTANT INSTRUCTOR SULLIVAN**

A major in chemistry consists of 42-44 credit hours, including Chemistry 110-120, 213-214, 230, 349-350, 361, 410, 423-424, and the remaining hours necessary selected from 313-314, 411-412, 493-494, or 493-496. Mathematics through integral calculus must be included in the supporting subjects, as well as one year of college physics (211-212) and a reading knowledge of scientific German. Chemistry 110a and 120a cannot be substituted for Chemistry 110 or 120 in the chemistry major, pre-medical, or pre-engineering curriculum without the approval of the department head.

*100 Elementary Chemical Principles ........................................... (I,II,S) 3 hours
101 College Chemistry ................................................................. (I) 5 hours
102 Elementary Organic Chemistry Prereq: Chem. 101 or 120 .................. (II) 5 hours
110 General Chemistry Prereq: high school chemistry or Chem. 100 with a grade of C or better, and high school algebra and trigonometry or Math. 112 .................................................. (I,II,S) 4 hours
120 General Chemistry and Qualitative Analysis Prereq: Chem. 110 with a grade of C or above ........................................ (I,II,S) 4 hours
202 Elementary Biological Chemistry Prereq: Chem. 102 or 214 and Biology 245 .......................... (I,66-67) 4 hours
213 Organic Chemistry Prereq: Chem. 120 with a grade of C or above .................. (I,S) 4 hours
214 Organic Chemistry Prereq: Chem. 213 with a grade of C or above .................. (II,S) 4 hours
230 Elementary Quantitative Chemistry Prereq: Chem. 120 with a grade of C or above ............... (II) 4 hours
313 Organic Preparations Prereq: Chem. 214 ........................................... (I) 1 hour
314 Organic Preparations Prereq: Chem. 214 ........................................... (II) 1 hour

*Credit not allowable toward the degrees of Bachelor of Arts or Bachelor of Fine Arts.*
349 **Physical Chemistry**  
Prereq: Chem. 230 and 214, Phys. 212, Math 192 or 224 ...... (I) 4 hours

350 **Physical Chemistry**  
Prereq: Chem. 349 with grade of C or above ............... (II) 4 hours

361 **Instrumental and Advanced Quantitative Analysis**  
Prereq: Chem. 349 with a grade of C or above, Chem. 350 may be taken concurrently ................................. (II) 4 hours

410 **Advanced Inorganic Chemistry**  
Prereq: Chem. 349, Chem. 350 may be taken concurrently ..... (II) 3 hours

411 **Advanced Inorganic Chemistry Preparations**

412 **Advanced Organic Chemistry**  
Prereq: three years of college chem. including Chem. 214 .. (I,65-66) 3 hours

424 **Identification of Organic Compounds**  
Prereq: three years of college chem. including Chem. 214 (II,65-66) 3 hours

493 **Biochemistry**

494 **Problems in Chemistry**  
Prereq: three years of chem. and permission of instructor (I,II,S) credit arrg.

501 **Problems in Chemistry** Prereq: 3 years

502 of Chem. and permission of instructor ........................ (I,II,S) credit arrg.

503 **Research in Chemistry**  
Prereq: permission of instructor ............................... (I,II,S) credit arrg.

513 **Organic Chemistry for Teachers**

514 **Organic Chemistry for Teachers**  
Prereq: Chem. 110 and 120 ...................................... (I,II) each 4 hours

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**ECONOMICS**

**PROFESSOR STEELE (HEAD); ASSOCIATE PROFESSOR DANTON**

A major in the Department of Economics consists of a minimum of 30 hours.

The following specific courses are required:  

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>201-2 Principles of Economics</td>
<td>6</td>
</tr>
<tr>
<td>320 Economic Theory-Micro</td>
<td>3</td>
</tr>
<tr>
<td>322 Economic Theory-Macro</td>
<td>3</td>
</tr>
<tr>
<td>345 Money and Banking</td>
<td>3</td>
</tr>
<tr>
<td>498 Seminar in Current Problems</td>
<td>3</td>
</tr>
<tr>
<td>Bus. Adm. 313 Statistics</td>
<td>3</td>
</tr>
<tr>
<td>400-level Economic electives</td>
<td>6</td>
</tr>
<tr>
<td>Additional electives in Economics</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL 30 hours**

Majors considering graduate work in economics would do well to secure a background in mathematics through calculus.

Students who wish to teach economics in secondary schools may follow the major program and complete requirements for the Secondary Teaching Certificate, or they may major in the College of Teacher Education, in which case they must take a program recommended by the Economics Department.

201 **Principles of Economics** ....................................... (I,II,S) 3 hours

202 **Principles of Economics** Prereq: Econ. 201 .......... (I,II,S) 3 hours

312 **American Economic History** (same as Hist. 312)  
Prereq: Econ. 201-2 ............................................... (II) 3 hours

313 **Economic Geography** (same as Geog. 313)  
Prereq: Econ. 201-2 ............................................... (I) 3 hours

315 **Labor Problems** Prereq: Econ. 201-2 ................. (I,II,S) 3 hours

320 **Economic Theory: Micro** Prereq: Econ. 201-2 ...... (I) 3 hours

322 **Economic Theory: Macro** Prereq: Econ. 201-2 ...... (II) 3 hours

335 **Economics Systems** Prereq: Econ. 201-2 ............... (I) 3 hours

345 **Money and Banking** Prereq: Econ. 201-2 .............. (I,II,S) 3 hours
Economic History of Europe to 1760 (same as Hist. 351)  
Prereq: Econ. 201-2 (I) 3 hours
Economic History of Europe since 1760 (same as Hist. 352)  
Prereq: Econ. 201-2 (II) 3 hours
Public Finance  
Prereq: Econ. 201-2 (II) 3 hours
International Economics  
Prereq: Econ. 201-2 (I) 3 hours
Government and Labor  
Prereq: Econ. 315 (II) 3 hours
Collective Bargaining  
Prereq: Econ. 315 (I,II) 3 hours
Advanced Firm and Industry Theory  
Prereq: Econ. 320 (II) 3 hours
Advanced Macro-Theory  
Prereq: Econ. 322 (I) 3 hours
History of Economic Thought  
Prereq: Econ. 201-2 (I) 3 hours
Monetary Theory and Policy  
Prereq: Econ. 345 (I) 3 hours
Economics of Commercial Banking  
Prereq: Econ. 345 (II) 2 hours
State and Local Finance  
Prereq: Econ. 355 (I) 3 hours
International Economic Development  
Prereq: Econ. 365 (II) 3 hours
Managerial Economics  
Prereq: Econ. 320 (II) 3 hours
Special Topics  
Prereq: senior or graduate standing in Economics (I,II,S) 1-3 hours
Special Topics  
Prereq: Econ. 495 (I,II,S) 1-3 hours
Seminar in Current Problems  
Prereq: senior or graduate standing in Economics (II) 3 hours
Economic Education  
Prereq: practicing teacher and no previous college Economics. Not to be counted toward a graduate major or minor in Economics (I) 3 hours
Economic Education  
Prereq: Econ. 505 (II) 3 hours
Seminar in Labor Problems  
Prereq: Econ. 315 or equivalent and graduate standing (I) 3 hours
Seminar in Money and Banking  
Prereq: Econ. 345 or equivalent and graduate standing (II) 3 hours
Seminar in International Economics  
Prereq: Econ. 365 or equivalent and graduate standing (II) 3 hours

ENGLISH

JEFFERIS PROFESSOR OF ENGLISH LITERATURE WARDLE (HEAD); PROFESSOR HARPER; ASSOCIATE PROFESSORS M. BROWN, NYHOLM; ASSISTANT PROFESSORS BAKER, LANE, NEWKIRK; INSTRUCTORS DUGGIN, DUSTIN, FRANK, McLELLAN, RICKS, SALTZMAN, TURNER, WALSH; ASSISTANT INSTRUCTORS ERIKSON, FORD, SAMUELSON

Students who elect a major in English literature must pass, as prerequisites, English 231 and 232 and History 261 and 262 or the equivalents. To complete the requirements for the major they must pass, with a grade of "C" or above, one course (or the equivalent) from each of the following groups:

(A) English 434 or 468  (E) English 481 or 482
(B) English 433, 448, or 450  (F) English 283, 285, or 360
(C) English 460  (G) English 245 or 246
(D) English 440 or 465

Students primarily interested in American literature may substitute History 111 and 112 for History 261 and 262 as prerequisites, and may also substitute English 497 for the courses in Group A, and English 498 for the courses in Group B. In addition they must pass both courses listed as options in Group G.

Students primarily interested in creative writing may be exempted from the prerequisite in history and may substitute English 331 for the courses in Group A and English 371 or 372 for the courses in Group B or Group E.
Students who wish to teach English in secondary schools may elect either (1) the major described above, in which case they must satisfy the requirements for the Secondary Teaching Certificate, or (2) a major in the College of Teacher Education, in which case they must pass as prerequisites English 231 and 232, History 261 and 262, and English 240 or the equivalents. They must also pass, with a grade of "C" or above, one course (or the equivalent) from each of the following groups:

- English 434 or 468
- English 460
- English 481 or 482
- English 225 or 283

In addition they must pass English 245, 246, and 353.

*Credit not allowable toward the degrees of Bachelor of Arts or Bachelor of Fine Arts.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Prerequisites</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>109</td>
<td>English Fundamentals</td>
<td></td>
<td>(I,II) 3</td>
</tr>
<tr>
<td>111</td>
<td>Elementary English Composition</td>
<td>Engl. 109 or proficiency</td>
<td>(I,II,S) 3</td>
</tr>
<tr>
<td>112</td>
<td>Intermediate English Composition</td>
<td>Engl. 111 or proficiency</td>
<td>(I,II,S) 3</td>
</tr>
<tr>
<td>217</td>
<td>English Literature to 1750</td>
<td>proficiency</td>
<td>(I) 3</td>
</tr>
<tr>
<td>219</td>
<td>American Literature to 1855</td>
<td>proficiency</td>
<td>(I) 3</td>
</tr>
<tr>
<td>223</td>
<td>The Short Story</td>
<td>Engl. 111, 112, or proficiency</td>
<td>(I,II) 3</td>
</tr>
<tr>
<td>227</td>
<td>Introduction to Poetry</td>
<td>Engl. 112 or proficiency</td>
<td>(III) 3</td>
</tr>
<tr>
<td>231</td>
<td>Introduction to English Literature</td>
<td>Engl. 112 or proficiency</td>
<td>(I,II,S; I,II,S) each 3</td>
</tr>
<tr>
<td>240</td>
<td>Expository Writing</td>
<td>Engl. 112 or proficiency</td>
<td>(I,II) 3</td>
</tr>
<tr>
<td>245</td>
<td>American Literature</td>
<td>Engl. 112 or proficiency</td>
<td>(I,II,S; I,II,S) each 3</td>
</tr>
<tr>
<td>251</td>
<td>World Literature</td>
<td>Engl. 112 or proficiency</td>
<td>(I,II) 3</td>
</tr>
<tr>
<td>285</td>
<td>Contemporary British and American Drama</td>
<td>Engl. 112 or proficiency</td>
<td>(I,II,S) 3</td>
</tr>
<tr>
<td>311</td>
<td>Narrative Writing</td>
<td>permission of instructor</td>
<td>(III) 3</td>
</tr>
<tr>
<td>353</td>
<td>Advanced Grammar</td>
<td>upperclass standing and major or minor work in English</td>
<td>(I,II) 3</td>
</tr>
<tr>
<td>360</td>
<td>Contemporary Poetry</td>
<td>Engl. 232</td>
<td>(II,66-67) 3</td>
</tr>
<tr>
<td>371</td>
<td>Creative Writing</td>
<td></td>
<td>(E) each 3</td>
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<tr>
<td>433</td>
<td>Sixteenth Century Literature</td>
<td>Engl. 231</td>
<td>(I) 3</td>
</tr>
<tr>
<td>434</td>
<td>Chaucer</td>
<td>Engl. 232</td>
<td>(I) 3</td>
</tr>
<tr>
<td>440</td>
<td>Eighteenth Century Literature</td>
<td>Engl. 231 or 232</td>
<td>(II,66-67) 3</td>
</tr>
<tr>
<td>448</td>
<td>Seventeenth Century Literature</td>
<td>Engl. 231</td>
<td>(I,66-67) 3</td>
</tr>
<tr>
<td>450</td>
<td>English Drama before 1642</td>
<td>Engl. 231</td>
<td>(E) 3</td>
</tr>
<tr>
<td>460</td>
<td>Shakespeare</td>
<td>Engl. 231</td>
<td>(III) 3</td>
</tr>
<tr>
<td>465</td>
<td>The English Novel</td>
<td>Engl. 232</td>
<td>(I,II) 3</td>
</tr>
<tr>
<td>468</td>
<td>History of the English Language</td>
<td>Engl. 231</td>
<td>(III) 3</td>
</tr>
<tr>
<td>481</td>
<td>Literature of the Romantic Period</td>
<td>Engl. 232</td>
<td>(II,66-67) 3</td>
</tr>
<tr>
<td>482</td>
<td>Literature of the Victorian Period</td>
<td>Engl. 232</td>
<td>(I) 3</td>
</tr>
<tr>
<td>497</td>
<td>The American Novel</td>
<td>Engl. 246</td>
<td>(II,66-67) 3</td>
</tr>
<tr>
<td>498</td>
<td>The American Drama</td>
<td>Engl. 246</td>
<td>(III) 3</td>
</tr>
<tr>
<td>502</td>
<td>Seminar: Romanticism and Realism</td>
<td>graduate standing or permission of department head</td>
<td>(E) 3</td>
</tr>
<tr>
<td>504</td>
<td>Seminar: Literary Criticism</td>
<td>graduate standing or permission of department head</td>
<td>(E) 3</td>
</tr>
<tr>
<td>506</td>
<td>Seminar: American Literature</td>
<td>graduate standing or permission of department head</td>
<td>(S) 3</td>
</tr>
<tr>
<td>508</td>
<td>Seminar: The English Renaissance</td>
<td>graduate standing or permission of department head</td>
<td>(E) 3</td>
</tr>
<tr>
<td>510</td>
<td>Seminar: Victorian Literature</td>
<td>graduate standing or permission of department head</td>
<td>(E) 3</td>
</tr>
<tr>
<td>512</td>
<td>Seminar: Shakespeare</td>
<td>graduate standing or permission of department head</td>
<td>(E) 3</td>
</tr>
<tr>
<td>601</td>
<td>Thesis</td>
<td></td>
<td>(I,II,S) each 3</td>
</tr>
</tbody>
</table>

*Credit not allowable toward the degrees of Bachelor of Arts or Bachelor of Fine Arts.*
FOREIGN LANGUAGES AND LITERATURES

PROFESSOR MOST (HEAD); ASSISTANT PROFESSORS HAZARD, MOORE, SPAGNUOLO; INSTRUCTORS DOSENOVICH, HAWLEY, MOREY; ASSISTANT INSTRUCTORS NAZARIO, SMITH

Requirements for a Major in Foreign Languages. Eighteen credit hours in one foreign language in the upper division courses, that is, courses above 212, are required for a major in French, German or Spanish. The two conversation-composition courses, 313 and 335, are required for all majors; in addition French 315 and 316 are required for all French majors, German 452 for all German majors, Spanish 315 and 316 for Spanish majors.

It is strongly recommended that majors in foreign languages extend their language training by completing an additional 15 credit hours in the upper division courses of a second foreign language.

Students who plan to teach should elect all the courses required of majors, as well as the civilization courses or equivalents as determined by the Department.

No student may major in a foreign language with less than a "C" average in all courses in the major field.

### FRENCH

<table>
<thead>
<tr>
<th>Course</th>
<th>Prerequisites</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>111 Elementary French</td>
<td>111 or one year of high school</td>
<td>4 hours</td>
</tr>
<tr>
<td>112 Intermediate French</td>
<td>Prereq: 112 or two years of high school</td>
<td>4 hours</td>
</tr>
<tr>
<td>211 313 Conversation and Composition</td>
<td>Prereq: 211 or three years of high school and proficiency</td>
<td>3 hours</td>
</tr>
<tr>
<td>315 Introduction to French Literature</td>
<td>Prereq: 212 for either 315 or 316</td>
<td>3 hours</td>
</tr>
<tr>
<td>316 Nineteenth Century French Literature</td>
<td>Prereq: 315 or 316 may be carried concurrently</td>
<td>3 hours</td>
</tr>
<tr>
<td>421 Sixteenth Century French Literature</td>
<td>Prereq: any 300 course in literature or permission of instructor</td>
<td>3 hours</td>
</tr>
<tr>
<td>431 Seventeenth Century French Literature</td>
<td>Prereq: any 300 course in literature or permission of instructor</td>
<td>3 hours</td>
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### GERMAN

<table>
<thead>
<tr>
<th>Course</th>
<th>Prerequisites</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>111 Elementary German</td>
<td>111 or one year of high school</td>
<td>4 hours</td>
</tr>
<tr>
<td>112 Intermediate German</td>
<td>Prereq: 112 or two years of high school</td>
<td>4 hours</td>
</tr>
<tr>
<td>211 313 Conversation and Composition</td>
<td>Prereq: 211 or three years of high school and proficiency</td>
<td>3 hours</td>
</tr>
<tr>
<td>335 Advanced Conversation and Composition</td>
<td>Prereq: 315 or permission of instructor</td>
<td>3 hours</td>
</tr>
<tr>
<td>437 German Civilization</td>
<td>Prereq: 315 or permission of instructor</td>
<td>3 hours</td>
</tr>
<tr>
<td>440 German Novelle</td>
<td>Prereq: 315 or permission of instructor</td>
<td>3 hours</td>
</tr>
<tr>
<td>444 German Drama</td>
<td>Prereq: 315 or permission of instructor</td>
<td>3 hours</td>
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</tbody>
</table>

452 German Literature Since 1800

<table>
<thead>
<tr>
<th>Course</th>
<th>Prerequisites</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>455 Goethe</td>
<td>Prereq: permission of instructor</td>
<td>3 hours</td>
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</tbody>
</table>
### RUSSIAN

<table>
<thead>
<tr>
<th></th>
<th>Elementary Russian</th>
<th>Prereq: 111 or one year of high school</th>
<th>(I,II) each 4 hours</th>
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<tbody>
<tr>
<td>111</td>
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<tr>
<td>112</td>
<td>Intermediate Russian</td>
<td>Prereq: 112 or two years of high school and proficiency; Prereq: 211 or three years of high school and proficiency</td>
<td>(I,II) each 4 hours</td>
</tr>
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</table>

### SPANISH

<table>
<thead>
<tr>
<th></th>
<th>Elementary Spanish</th>
<th>Prereq: 111 or one year of high school</th>
<th>(I,S II,S) each 4 hours</th>
</tr>
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<tbody>
<tr>
<td>111</td>
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<tr>
<td>112</td>
<td>Intermediate Spanish</td>
<td>Prereq: 112 or two years of high school and proficiency; Prereq: 211 or three years of high school and proficiency</td>
<td>(I,S II,S) each 4 hours</td>
</tr>
</tbody>
</table>

### GEOGRAPHY

**Professor Schilz (Head); Associate Professor Vogel; Assistant Professor Bariss; Instructor Gildersleeve**

The requirements for a major or a teaching field in Geography are as follows:

1. courses 202 or 223;
2. courses 254, 313 and 333;
3. three additional courses at the 300 level; and
4. three courses at the 400 level.

Courses 254, 353, 363, and 432 offer credit in the Natural Science Division, provided at least one semester of college chemistry or physics is also presented; all other geography courses offer credit in the Social Science Division.

<table>
<thead>
<tr>
<th></th>
<th>Human and Cultural Geography</th>
<th>(I,II) 3 hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>202</td>
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<tr>
<td>217</td>
<td>Physical Geology</td>
<td>(I,II) 3 hours</td>
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<tr>
<td>218</td>
<td>Historical Geology</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>223</td>
<td>Regional World Geography</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>254</td>
<td>Physical Geography</td>
<td>(I,II) 4 hours</td>
</tr>
<tr>
<td>301</td>
<td>Latin America</td>
<td>Prereq: Geog. 202 or 223 and junior standing</td>
</tr>
<tr>
<td>302</td>
<td>Asia</td>
<td>Prereq: Geog. 202 or 223, and junior standing</td>
</tr>
<tr>
<td>303</td>
<td>Africa</td>
<td>Prereq: Geog. 202 or 223 and junior standing</td>
</tr>
</tbody>
</table>
313 Economic Geography Prereq: junior standing (If Econ. credit desired, then Econ. 201 and 202 required) ............(I,II) 3 hours
323 Europe Prereq: Geog. 202 or 223 and junior standing ......(I,II) 3 hours
324 U.S.S.R. Prereq: Geog. 202 or 223 and junior standing . ..(I,II) 3 hours
333 U.S. and Canada Prereq: Geog. 202 or 223 and junior standing ....................................................(I,II) 3 hours
353 Cartography and Graphics Prereq: junior standing and Geog. 254 or C.E. 200 ........................................(E) 3 hours
363 Map and Photo Interpretation Prereq: junior standing and Geog. 353 and Math 112 ..............................(E) 3 hours
393 Political Geography Prereq: junior standing ............(I,II) 3 hours
412 Urban Geography Prereq: 6 hours of Geog. or 6 hours Soc. and junior standing .......................................(I,II) 3 hours
423 Great Plains and Nebraska Prereq: 6 hours of Geog. and junior standing .............................................(II) 3 hours
452 Climates of the World Prereq: Geog. 254 and junior standing (II) 3 hours
443 Geography of Manufacturing Prereq: Geog. 313 or Econ. 201 and 202 and junior standing .............................(II) 3 hours
453 Historical Geography of the United States Prereq: Hist. 111 and 112 and junior standing ..........................(II) 3 hours
501 Geography Concepts Prereq: Grad. standing and departmental permission .............................................(I) 3 hours
502 Geography Concepts Prereq: Grad. standing and departmental permission .................................(II) 3 hours
521 Cultural Geography Prereq: Grad. standing and 6 hours Geog. (I) 3 hours
531 Geography of Agriculture Prereq: Grad. standing, 6 hours Geog. ....................................................(II) 3 hours
541 Seminar in Problems of Political Geography Prereq: Grad. standing and departmental permission ..................(II) 3 hours

HISTORY

PROFESSORS TRICKETT (HEAD), ADRIAN, ROBBINS; ASSOCIATE PROFESSORS BECK, HILL; ASSISTANT PROFESSORS DALSTROM, DAVIS, GUM; INSTRUCTOR DRAPEAU

Students who elect a major in history must pass, with an average grade of "C" or above, as prerequisites, either History 111 and 112 or History 151 and 152 and one of the following 200-level course sequences, or the equivalents:

- History 247-248, Latin America
- History 251-252, Ancient History
- History 261-262, English History
- History 271-272, Russian History

To complete the requirements for the major they must pass, with grades of "C" or above, 18 hours of history, or the equivalents, from courses in the 300 and 400 groups. (Students primarily interested in English history may present English 231 and 232 as credit towards the 18 hours normally required from courses in history at the 300 and 400 level provided that they present History 261-262 as their 200-level course sequence and complete at least six hours satisfactorily from among the following: History 364, 461, 462, 463, and 464.) In addition they must pass, with a grade of "C" or above, one of the following courses, or the equivalent:

- History 493, Historical Research
- History 496, Great American Historians
- History 497, Great European Historians

(With permission of the department head, students allowed to enroll in Honors 401-402 may substitute three hours of satisfactory credit, if a grade of "C" or above is earned, in such courses for the work required in History 493, 496, or 497.)

Students who wish to teach history in secondary schools must pass, with an average grade of "C" or above, History 111, 112, 151, 152, and one of the 200-level sequences in history (see above), or the equivalents. In addition they must pass, with grades of "C" or above, a specific number of hours of work in 300 and 400 numbered courses in history. Details of such requirements for the academic major or teaching field in history in the College of Teacher Education may be secured from the department head.
111 American History to 1865 ........................................... (I,II,S) 3 hours
112 American History since 1865 .................................... (I,II,S) 3 hours
151 European History, 1500-1815 ..................................... (I,II,S) 3 hours
152 European History since 1815 .................................... (I,II,S) 3 hours
247 Latin America to 1825 Prereq: sophomore standing .......... (I) 3 hours
248 Latin America since 1825 ........................................... (II) 3 hours
251 Ancient History: Greece Prereq: sophomore standing ....... (I) 3 hours
252 Ancient History: Rome ............................................ (II) 3 hours
261 English History: England to 1688 Prereq: sophomore standing ........................................... (I,S) 3 hours
262 English History: The Expansion of England Prereq: Hist. 261 or permission of instructor ......................... (II,S) 3 hours
271 Russian History to 1855 Prereq: sophomore standing ....... (I) 3 hours
272 Russian History since 1855 Prereq: Hist. 271 or permission of instructor ........................................... (II) 3 hours
281 The Far East: Modern China Prereq: sophomore standing ........................................... (II) 3 hours
282 The Far East: Modern Japan and Southeast Asia Prereq: Hist. 281 or permission of instructor ......................... (II) 3 hours
312 American Economic History (same as Econ. 312) Prereq: Hist. 111 and 112 or Econ. 201 and 202 ......................... (II) 3 hours
313 American Colonial History Prereq: Hist. 111 and 112 .......... (II) 3 hours
315 The American Frontier, 1763 to 1840 Prereq: Hist. 111 and 112 ........................................... (I) 3 hours
316 The American Frontier since 1840 Prereq: Hist. 315 or permission of instructor ........................................... (II) 3 hours
333 Diplomatic History of the United States to 1900 Prereq: Hist. 111 and 112 ........................................... (I) 3 hours
334 Diplomatic History of the United States since 1900 Prereq: Hist. 333 or permission of instructor ......................... (II) 3 hours
341 History of Nebraska Prereq: Hist. 111 and 112 ................ (II) 3 hours
344 History of the South Prereq: Hist. 111 and 112 ................ (II) 3 hours
351 Economic History of Europe to 1760 (same as Econ. 351) Prereq: Hist. 151 and 152 or Econ. 201 and 202 ......................... (I) 3 hours
352 Economic History of Europe since 1760 (same as Econ. 352) Prereq: Hist. 151 and 152 or Econ. 201 and 202 ......................... (II) 3 hours
353 Medieval Europe: 284-1095 Prereq: Hist. 151 and 152 .......... (I,66-67) 3 hours
354 Medieval Europe: 1095-1492 Prereq: Hist. 353 or permission of instructor ........................................... (II,66-67) 3 hours
355 Renaissance and Reformation Prereq: Hist. 151 and 152 (I,65-66) 3 hours
364 History of the British Empire and Commonwealth Prereq: Hist. 261 and 262 or (with permission of instructor) Hist. 151 and 152 ........................................... (I,66-67) 3 hours
411 Representative Americans, 1600-1828 Prereq: Hist. 111 and 112 ........................................... (I,66-67) 3 hours
412 Representative Americans, 1828 to the present Prereq: Hist. 411 or permission of instructor ........................................... (II,65-66) 3 hours
416 The Jacksonian Era Prereq: Hist. 111 and 112 ................ (I) 3 hours
418 Civil War and Reconstruction Prereq: Hist. 111 and 112 .......... (II) 3 hours
428 Twentieth Century America Prereq: Hist. 111 and 112 .......... (II) 3 hours
429 Ideas in Twentieth Century America Prereq: Hist. 111 and 112 ........................................... (I) 3 hours
433 American Constitutional History to 1860 Prereq: Hist. 111 and 112 ........................................... (II) 3 hours
434 American Constitutional History since 1860 Prereq: Hist. 433 or permission of instructor ........................................... (II) 3 hours
451 Intellectual History of Modern Europe: Seventeenth and Eighteenth Centuries Prereq: Hist. 151 and 152 ......................... (I,66-67) 3 hours
452 Intellectual History of Modern Europe: The Revolutionary Age to the Present Prereq: Hist. 151 and 152 ......................... (II,66-67) 3 hours
453 Sixteenth Century Europe Prereq: Hist. 151 and 152 (II,65-66) 3 hours
454 Seventeenth Century Europe Prereq: Hist. 151 and 152 (I,66-67) 3 hours
455 Eighteenth Century Europe Prereq: Hist. 151 and 152 (II,66-67) 3 hours
456 The French Revolution and Napoleonic Era: 1789-1815 Prereq: Hist. 151 and 152 (I,65-66) 3 hours
457 Nineteenth Century Europe, 1815-1870 Prereq: Hist. 151 and 152 (I,65-66) 3 hours
458 Nineteenth Century Europe, 1870-1914 Prereq: Hist. 151 and 152 (II) 3 hours
459 Europe Since 1914 Prereq: Hist. 151 and 152 (II,66-67) 3 hours
461 Tudor and Stuart England Prereq: Hist. 261 and 262 or (with permission of instructor) Hist. 151 and 152 (II,65-66) 3 hours
462 England in the Eighteenth and Nineteenth Centuries Prereq: Hist. 261 and 262 or (with permission of instructor) Hist. 151 and 152 (II,66-67) 3 hours
463 English Constitutional History to 1485 Prereq: Hist. 261 and 262 or (with permission of instructor) Hist. 151 and 152 (I,65-66) 3 hours
464 English Constitutional History since 1485 Prereq: Hist. 463 or permission of instructor (II,66-67) 3 hours
490 Problems in History Prereq: senior standing and satisfactory completion of twelve hours of work in history from courses in the 300 and 400 groups and permission of the department head (Not open for Graduate Credit) (II,65-66) 3 hours
493 Historical Research Prereq: senior standing, acceptance as an undergraduate major in hist. or permission of the department head (Not open for Graduate Credit) (I,II,S) 1-5 hours
496 Great American Historians Prereq: senior standing and acceptance as an undergraduate major in hist. or permission of the department head (Not open for Graduate Credit) (I) 3 hours
497 Great European Historians Prereq: senior standing and acceptance as an undergraduate major in hist. or permission of the department head (Not open for Graduate Credit) (II,65-66) 3 hours
501 Advanced Research Project in History Prereq: acceptance as a graduate major or minor in hist. and permission of the department head and the instructor (I,II,S) 1-5 hours
503 Historical Research Prereq: acceptance as a graduate major or minor in hist. or permission of the department head and the instructor (Not open for credit to students who have taken Hist. 493, or the equivalent) (I) 3 hours
506 Great American Historians Prereq: acceptance as a graduate major or minor in hist. or permission of the department head and the instructor (Not open for credit to students who have taken Hist. 496, or the equivalent) (II) 3 hours
507 Great European Historians Prereq: acceptance as a graduate major or minor in hist. or permission of the department head and the instructor (Not open for credit to students who have taken Hist. 497, or the equivalent) (I,II,S) 3 hours
512 Seminar in American History: The Jacksonian Era Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor (E) 3 hours
517 Seminar in American History: The Frontier Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor (E) 3 hours
522 Seminar in American History: Civil War and Reconstruction Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor (E) 3 hours
532 Seminar in Recent American History Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor (E) 3 hours
535 Seminar in Local History: Nebraska and The Great Plains Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor (E) 3 hours
542 Seminar in United States Public Land Policy and Conservation Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor (E) 3 hours
551 Seminar in Early Modern European History Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor (E) 3 hours
553 Seminar in European History: The Revolutionary Age Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor (E) 3 hours
555 Seminar in Nineteenth Century European History Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor (E) 3 hours
556 Seminar in Twentieth Century European Diplomatic History Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor (E) 3 hours
558 Seminar in World History: Military History and Policy Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor (E) 3 hours
563 Seminar in Eighteenth Century British History Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor (E) 3 hours
565 Seminar in British History: The Era of Reform Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor (E) 3 hours
569 Seminar in Contemporary British History Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor (E) 3 hours
601 Thesis (I,II,S) each 3 hours

**MATHEMATICS**

**Professor Hunzeker (Head); Associate Professors Rice, Walden; Assistant Professor Ziebarth; Instructor Gfeller**

A major in mathematics for the Bachelor of Arts degree or a departmental major in mathematics for secondary school certification consists of 192, 211, one additional 200 level course and 18 semester hours from mathematics courses numbered above 300.

A teaching field for secondary school certification consists of at least nine semester hours from mathematics courses numbered above math 192 to include 211.

The departmental major for elementary school certification is available upon request.

* 100 Introduction to Mathematics
  Prereq: permission of instructor or by invitation ........................................ (I) 2 hours
111 Algebra Prereq: one year each of high school algebra and geometry or permission of instructor ........................................ (I,II,S) 3 hours
112 Trigonometry Prereq: Math. 111 or equivalent ........................................ (I,II,S) 3 hours
115 Functions & Inequalities
  Prereq: 1½ years of high school algebra or placement ........................................ (I,II,S) 2 hours
191 Calculus I,II
  Prereq: four semesters of Algebra, two semesters of geometry and one semester of trigonometry in high school or equivalent (I,II,S) each 5 hours
211 Linear Algebra
  Prereq: one semester of calculus or permission of instructor . . (I,II) 3 hours
225 Calculus of Vector Functions
  Prereq: Math. 192 and 211 or equivalent ........................................ (II) 3 hours
230 Computer Programming
  Prereq: Trigonometry or equivalent ........................................ (I,II,S) 3 hours
232 Advanced Mathematics for Engineers
  Prereq: Math. 192 or equivalent ........................................ (I,II) 5 hours
254 Mathematics of Finance
  Prereq: Math. 111 or four semesters of high school algebra ........................................ (II,S) 3 hours
311 Differential Equations Prereq: Math. 211 or equivalent ........................................ (II,E) 3 hours
324 Elementary Topics
  Prereq: Math. 191 or equivalent ........................................ (II) 3 hours
330 Numerical Analysis
  Prereq: Math. 192, 211 and Fortran ........................................ (II) 3 hours
331 Game Theory
  Prereq: Math. 192 and 211 or equivalent ........................................ (II) 3 hours
350 Finite Probability
  Prereq: Math. 111 or equivalent and junior standing ........................................ (II) 3 hours

*Credit not allowable toward the degrees of Bachelor of Arts or Bachelor of Fine Arts.
Probability & Statistics I, II
Prereq: Math. 192 and junior standing (I,II) each 3 hours

Introduction to Topology
Prereq: Math. 192 and junior standing (II) 3 hours

Projective Geometry
Prereq: Analytic geometry (Math 191) or equivalent (I) 3 hours

Abstract Algebra
Prereq: Math. 211 or equivalent (I,II) each 3 hours

Mathematical Analysis
Prereq: Math. 311 or equivalent (I,II) each 3 hours

Complex Analysis
Prereq: Math. 423-424 or Advanced Calculus (I,II) each 3 hours

Independent Studies
Prereq: permission of the department head (I,II,S) 1-3 hours, 4 max.

Linear Algebra I, II
Prereq: Math. 411 (I,II) each 3 hours

Partial Differential Equations
Prereq: Math 423 (II) 3 hours

Differential Geometry
Prereq: Math. 423 (I,II) each 3 hours

MUSIC

Professor Peterson (Head); Associate Professors Miller, Trenholm; Assistant Professors Malik, Mullen, Peters

The Bachelor of Arts degree with a major in music may be secured by passing satisfactorily 18 hours of upper-division courses.

The Bachelor of Fine Arts degree in music requires a minimum of 40 and a maximum of 68 credit hours in music.

Students who wish to teach music in secondary schools may follow the major program and complete requirements for the Secondary Teaching Certificate.

Attendance at recitals and concerts as specified by the Department of Music is required. Failure to attend will delay graduation.

Areas of emphasis in the music major are applied music (vocal and instrumental), composition and music education.

Introduction to Music (I,II) each 2 hours

Diatonic Harmony
Prereq: Music 102 or equivalent (I,II) each 3 hours

Ear Training and Sight Singing
Prereq: Music 102 or equivalent (I,II) each 1 hour

Chromatic Harmony
Prereq: Music 112 (I,II) each 3 hours

Ear Training and Sight Singing
Prereq: Music 122 (I,II) each 1 hour

Music of the People
Prereq: Music 232 or permission (I,S) 3 hours

Music Masterpieces
Prereq: Music 212 or permission (II,S) 3 hours

Vocal Techniques
Prereq: Music 112 or permission (I,II) each 2 hours

Woodwind Techniques
Prereq: Music 112 or permission (I) 1 hour

Brass Techniques
Prereq: Music 112 or permission (I) 1 hour

String Techniques
Prereq: Music 112 or permission (II) 1 hour

Percussion Techniques
Prereq: Music 112 or permission (II) 1 hour

Keyboard Harmony
Prereq: Music 212 or permission (I,II) each 2 hours

Music History
Prereq: Music Major or permission (I,II) each 3 hours

Piano Literature - The Baroque Period
Prereq: Music 232 or permission (I) 1 hour

Piano Literature - The Classical Period
Prereq: Music 232 or permission (II) 1 hour
### Piano Literature - The Romantic Period
Prereq: Music 232 or permission .......................... (I) 1 hour

### Piano Literature - Contemporary
Prereq: Music 232 or permission .......................... (II) 1 hour

### Counterpoint
Prereq: Music 212 or permission .......... (I,II) each 3 hours

### Orchestration and Conducting
Prereq: Music major or permission .......... (I,II) each 3 hours

### Fundamentals of Composition
Prereq: Music major or permission .......... (I,II) each 2 hours

### Principles and Materials for Teaching Piano
Prereq: Music 232 or permission .......... (I,II) each 2 hours

### Projects in Music
Prereq: Permission .......................... (I,II) each 1-3 hours

### MUSIC EDUCATION

#### Fundamentals of Music for Teachers
(I,II,S) 1-3 hours

#### Elementary School Music Materials and Methods
Prereq: M.E. 151 or proficiency .............. (I,II,S) 3 hours

#### Secondary School Music Materials and Methods
Prereq: M.E. 251 or permission ............. (I) 3 hours

#### Supervision and Administration of Music in the Public Schools
Prereq: M.E. 352 or permission ............... (II) 3 hours

### LABORATORY COURSES

A maximum of eight semester hours credit in laboratory courses (band, chorus, orchestra; singly or in any combination) may be applied toward the Bachelor of Arts or Bachelor of Fine Arts degrees.

Four credits in Music 360, Ensemble, may be taken in addition to the eight maximum above.

All music majors are required to participate each semester of enrollment in one or more of the Department’s laboratory courses; i.e., band, chorus, orchestra, or other instrumental or vocal ensembles.

All music majors preparing to teach instrumental music in the public schools are required to participate in marching band for a minimum of two semesters.

#### Chorus
Open to any University student subject to approval of director ............... (I,II) 1-2 hours

#### Orchestra
Open to any University student subject to approval of director (I,II) 1 hour

#### Band
Open to any University student subject to approval of director (I,II) 1-2 hours

### Ensemble
Open to any University student subject to approval of director (I,II) 1 hour

### APPLIED MUSIC

Courses in applied music may be taken only by permission of the Head of the Department of Music.

Credit in applied music will be granted only when the student is registered for the work at the time it is taken. Lessons must be taken at the scheduled time. A comprehensive jury examination will be given at the close of each semester. Failure to take the examination at the time it is given will result in a grade of failure.

All music majors must pass an examination in piano proficiency before graduation, and in the major performance area by the end of the sophomore year.

A full or partial recital is required of all music majors.

Minimum requirements in applied music for graduation: 12 hours.

All students registered for applied music, except those in preparatory courses, are required to participate in at least one student recital per semester.
The Department of Music offers private instruction for those who are not prepared to enter the major courses in applied music, and to all others who wish training on a non-credit basis.

113 Elementary Piano .................................. (I,II,S) each 1 hour
114
115 Elementary Brass ..................................... (I,II,S) each 1 hour
116
117 Elementary Strings .................................. (I,II,S) each 1 hour
118
119 Elementary Woodwinds ................................ (I,II,S) each 1 hour
120
213 Intermediate Piano ................................ (I,II,S) each 1 hour
214 Prereq: Music 114 or permission of instructor
215 Intermediate Brass .................................. (I,II,S) each 1 hour
216 Prereq: Music 116 or permission of instructor
217 Intermediate Strings ................................ (I,II,S) each 1 hour
218 Prereq: Music 118 or permission of instructor
219 Intermediate Woodwinds ............................... (I,II,S) each 1 hour

**COLLEGIATE**

*Piano:* to enter the four-year course in piano, the student should be able to play works of the following difficulty: (1) a composition by Bach, such as a prelude and fugue from the *Well Tempered Clavichord* or a suite; (2) an entire sonata by Beethoven, Hayden or Mozart; (3) a composition by a nineteenth century composer; (4) a work by a representative twentieth century composer, and (5) all major and minor scales and arpeggios, hands an octave apart.

131-132 Piano .............................................. (I,II,S) each 1-2 hours
231-232
331-332
431-432

*Voice:* to enter the four-year course in voice, the student should be able to sing standard songs and the simpler classics in good English, on pitch, with correct phrasing and musical intelligence. He should be able to read a simple song at sight. Some knowledge of piano is recommended.

133-134 Voice .............................................. (I,II,S) each 1-2 hours
233-234
333-334
433-434

*Strings:* to enter the four-year course in Violin, Viola, Violoncello and String Bass, the student should be able to play scales and arpeggios in at least two octaves; études and studies of intermediate difficulty; one or two movements of a classical sonata; concerti suitable to the student's advancement. Some knowledge of piano is recommended.

135-136 Violin, Viola, Violoncello, String Bass ....... (I,II,S) each 1-2 hours
235-236
335-336
435-436

*Woodwinds and Brass:* Required of all entering woodwind and brass majors: the fundamentals of good tone production, breath control and hand position; an elementary knowledge of major and minor scales and arpeggios; one or more solo numbers of good musical quality not too difficult to play well. An elementary knowledge of piano is recommended.

137-138 Flute, Oboe, Clarinet, Bassoon ................ (I,II,S) each 1-2 hours
237-238
337-338
437-438
139-140
239-240 Trumpet, Trombone, French Horn, Tuba ....... (I,II,S) each 1-2 hours
339-340
439-440
A major may be secured in Philosophy by successfully completing Philosophy 201, 211 and 212 and eighteen credit hours in courses in the 300 and 400 groups.

No major is offered in Religion.

### PHILOSOPHY

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Prerequisites</th>
<th>Credits</th>
</tr>
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<tr>
<td>101</td>
<td>Introduction to Philosophy</td>
<td></td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>201</td>
<td>Logic</td>
<td></td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>203</td>
<td>Ethics</td>
<td></td>
<td>(I,II) each 5 hours</td>
</tr>
<tr>
<td>211</td>
<td>History of Philosophy</td>
<td></td>
<td>(I,II) each 3 hours</td>
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<tr>
<td>212</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>214</td>
<td>Utopias</td>
<td></td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>315</td>
<td>Philosophy of History</td>
<td>Prereq: six hours of history</td>
<td>(I,II) each 3 hours</td>
</tr>
<tr>
<td>325</td>
<td>History of American Philosophy</td>
<td>Prereq: junior standing</td>
<td>(I,II) each 3 hours</td>
</tr>
<tr>
<td>326</td>
<td>Philosophy of Science</td>
<td>Prereq: junior standing</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>341</td>
<td>Symbolic Logic</td>
<td>Prereq: Phil. 201 or consent</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>411</td>
<td>Twentieth Century Philosophy</td>
<td>Prereq: junior standing</td>
<td>(I,II) each 3 hours</td>
</tr>
<tr>
<td>421</td>
<td>Men and Ideas</td>
<td>Prereq: junior standing</td>
<td>(I,II) each 3 hours</td>
</tr>
<tr>
<td>422</td>
<td></td>
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</table>

### RELIGION

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Prerequisites</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>215</td>
<td>Old Testament</td>
<td></td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>216</td>
<td>New Testament</td>
<td></td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>217</td>
<td>History of Christian Thought</td>
<td>Prereq: sophomore standing</td>
<td>(I,II) each 3 hours</td>
</tr>
<tr>
<td>331</td>
<td>Contemporary Religious Thought</td>
<td>Prereq: junior standing</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>332</td>
<td>Contemporary Religious Thinkers</td>
<td>Prereq: junior standing</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>335</td>
<td>Religions of the World</td>
<td>Prereq: junior standing</td>
<td>(I,II) each 3 hours</td>
</tr>
<tr>
<td>401</td>
<td>Religious Thought in America</td>
<td>Prereq: senior standing</td>
<td>(I,II) each 3 hours</td>
</tr>
<tr>
<td>402</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

### PHYSICS

A major in physics consists of a minimum of 18 hours of advanced physics beyond the general courses (111, 112 or 211, 212). At least 12 hours of the advanced credit in physics must require mathematics through calculus as a prerequisite. Sufficient chemistry should be taken to acquire credit in a course in physical chemistry. This would normally be one year of general chemistry plus physical chemistry. Physics majors intending to go on for graduate work should include a course in differential equations. All physics majors are required to present a project paper before a scientific group.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Prerequisites</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>Introduction to Physical Sciences</td>
<td>(I,II,S)</td>
<td>5 hours</td>
</tr>
<tr>
<td>111</td>
<td>General Physics</td>
<td>Prereq: three semesters of high school algebra</td>
<td>(I,II,S) each 4 hours</td>
</tr>
<tr>
<td>211</td>
<td>General Physics, Technical</td>
<td>Prereq: two semesters entrance credit</td>
<td>(I,II) each 5 hours</td>
</tr>
<tr>
<td>212</td>
<td></td>
<td>in physics and Calculus previously or concurrently</td>
<td>(I) 4 hours</td>
</tr>
<tr>
<td>301</td>
<td>Elements of Electronics</td>
<td>Prereq: trig. and Phys. 112 or 212</td>
<td>(I) 4 hours</td>
</tr>
</tbody>
</table>
UNIVERSITY OF OMAHA

302 Optics Prereq: trig. and Phys. 112 or 212 ............... (II) 4 hours
335 Atmospheric Physics Prereq: Phys. 112 or 212, and calculus .. (E) 3 hours
345 Physical Mechanics Prereq: Phys. 112 or 212, and calculus .... (I) 3 hours
375 Electricity and Magnetism Prereq: Phys. 112 or 212, and calculus;
376 375 prerequisite to 376 .................... (I,II) each 4 hours
385 Heat and Thermodynamics Prereq: Phys. 112 or 212,
and calculus ........................................... (I) 4 hours
412 Modern Physics Prereq: Phys. 112 or 212, and calculus ..... (II) 4 hours
414 Nuclear Physics Prereq: Phys. 112 or 212, and calculus ....... (I) 4 hours
492 Modern Development in Physics Prereq: General Physics (I or II) 3 hours
495 Problems in Physics Prereq: two years of college physics and/or
permission of instructor .......................... (I,II,S) each 1-3 hours

Courses in other departments applicable on physics major

Statics of Engineering See Engineering 230
Meteorology See Engineering 336
Math. Analysis See Mathematics 423

POLITICAL SCIENCE

PROFESSORS UTLEY (HEAD), LAMBERT; ASSOCIATE PROFESSOR REYNOLDS;
ASSISTANT PROFESSORS MARVEL, MENARD

A major in this field consists of Political Science 201 and 204 and 18
hours of work in courses of the 300 and 400 groups. Programs are carefully worked
out for students having specific goals such as pre-law, Foreign Service, public
administration, secondary teaching certificates, graduate school, etc. In addition
to Political Science courses, majors are urged to take a broad program including
economics, geography, history, philosophy and sociology as well as literature and
the communication arts. The major must maintain at least a "C" average in all Political
Science courses and courses of the 300 and 400 level with less than a C grade may
not be applied on the major.

200 Introduction to Political Science ....................... (I,II) 3 hours
201 American National Government ......................... (I,II,S) 3 hours
204 American State and Local Government ................. (I,II,S) 3 hours
301 Government of American Cities ......................... (I,II) 3 hours
313 Comparative Government: Democracies
Prereq: junior standing and Pol. Sci. 201 .................. (I) 3 hours
314 Comparative Government: Dictatorships
Prereq: junior standing and Pol. Sci. 201 ................. (II) 3 hours
315 Communism, Its Theory and Practice
Prereq: junior standing ............................... (I) 3 hours
316 Political Parties Prereq: junior standing or Pol. Sci. 200 or 201 (I) 3 hours
317 Principles of Public Administration
Prereq: junior standing and Pol. Sci. 200 or 201 .......... (I) 3 hours
318 Public Personnel Management
Prereq: junior standing and Pol. Sci. 317 or permission ...... (II) 3 hours
319 Municipal Administration
Prereq: junior standing and Pol. Sci. 301, 317 or permission .. (II) 3 hours
321 International Relations ................................ (I,II,S) 3 hours
322 International Organization ............................ (II) 3 hours
323 National Security Policy
Prereq: 6 hours political science with Pol. Sci. 321 recommended (I) 3 hours
326 American Diplomacy Prereq: junior standing .............. (I) 3 hours
333 American Political Thought ........................... (II) 3 hours
413 Comparative Government: Underdeveloped Areas
Prereq: 6 hours political science with Pol. Sci. 313 and/or
314 recommended ...................................... (II) 3 hours
418 American Constitutional Law: Institutions and Powers  
Prereq: junior standing and Pol. Sci. 201 .......................... (I) 3 hours

419 American Constitutional Law: Political and Civil Rights  
Prereq: junior standing and Pol. Sci. 201 .......................... (II) 3 hours

421 Theories and Literature of International Relations  
Prereq: 6 hours of political science, Pol. Sci. 321 recommended; junior or senior standing .......................... (II) 3 hours

426 International Law of Peace  
Prereq: junior standing .......................... (II) 3 hours

431 Political Theory I
432 Political Theory II Prereq: junior standing .................. (I,II) each 3 hours

490 Problems in Government ........................................... (I,II,S) 3 hours

501 Comparative Politics: Theories and Literature of the Field  
Prereq: 6 hours political science, with Pol. Sci. 313 and/or 314 recommended; junior or senior standing .......................... (I) 3 hours

**PSYCHOLOGY**

Professors Jaynes (Head), Hurst; Associate Professors Newton, Pedrini, Wurtz; Assistant Professors Nicholson, Wikoff; Instructor Hansen

An undergraduate major in psychology may be secured by completing satisfactorily Psychology 101, 102, 213, 301, 343, and 421 plus nine hours of upper-division courses in psychology.

101 Introduction to Psychology ..................................... (I,II,S) 3 hours

102 Introduction to Psychology Prereq: Psych. 101 ................. (I,II,S) 3-4 hours

213 Basic Statistics (same as Soc. 213) Prereq: Math. 111 ........ (I,II,S) 3 hours

301 Experimental Psychology of Learning Prereq: Psych. 102 .... (I) 3-4 hours

313 Research Design Prereq: Psych. 213 .......................... (II) 3 hours

341 Survey of Clinical Psychology Prereq: Psych. 102 ............ (I) 3 hours

343 Personality and Adjustment Prereq: Psych. 102 ............. (I,II,S) 3 hours

345 Social Psychology Prereq: Psych. 101 .......................... (II) 3 hours

351 Educational Psychology Prereq: Psych. 101 .................... (I,II,S) 3 hours

362 Industrial Psychology Prereq: Psych. 101 .................... (I,II,S) 3 hours

415 Multiple Correlation and Factor Analysis Prereq: Psych. 213 (I) 3 hours

416 Analysis of Variance Prereq: Psych. 213 ..................... (I,II,S) 3 hours

421 General Experimental Psychology Prereq: Psych. 213 .......... (I,II) 4 hours

431 Psychological and Educational Testing  
Prereq: Psych. 102 or Psych. 351 .......................... (S) 3 hours

443 Personality Theory Prereq: Psych. 343 ........................ (I) 3 hours

444 Abnormal Psychology Prereq: Psych. 343 ..................... (II) 3 hours

447 Counseling Theory Prereq: Psych. 343 or Educ. 520 .......... (I) 3 hours

452 Child Psychology Prereq: Psych. 102 or Psych. 351 ........ (I) 3 hours

454 Adolescent Psychology Prereq: Psych. 102 or Psych. 351 .... (II) 3 hours

455 Retardation Prereq: Psych. 343 ............................... (II) 3 hours

457 Theories of Developmental Psychology  
Prereq: Psych. 213 and Psych. 343 .......................... (II) 3 hours

459 Psychology of Exceptional Children Prereq: Psych. 343 or 351 (I) 3 hours

461 Human Engineering Prereq: Psych. 101 and permission of instructor .......................... (I) 3 hours

490 Problems in Psychology Prereq: 15 hours of psych. .......... (I,II,S) 1-3 hours

501 History and Current Trends in Psychology  
Prereq: permission of instructor .......................... (I,II,S) 3 hours

505 Learning Theory Prereq: Psych. 301 and Psych. 421 .......... (II) 3 hours

532 Tests and Measurements Prereq: Psych. 415 ..................... (II) 3 hours

545 Experimental Social Psychology Prereq: Psych. 421 .......... (I) 4 hours

551 Advanced Educational Psychology  
Prereq: permission of instructor .......................... (I,II,S) 3 hours

553 Individual Tests: Children  
Prereq: Psych. 213 and 431 or Psych. 532 ..................... (I) 4 hours
UNIVERSITY OF OMAHA

554 Individual Tests: Adolescents and Adults Prereq: Psych. 553 (II) 4 hours
555 Introduction to Therapeutic Techniques with Children
   Prereq: permission of instructor ........................................ (I) 3 hours
561 Seminar in Industrial Psychology Prereq: Psych. 545 ...(II) 1-5 hours
591 Topical Seminar in Psychology
   Prereq: permission of instructor ................................. (I,II) 1-3 hours
595 Practicum in Psychology Prereq: permission of instructor (I,II,S) 1-6 hours
601 Thesis .................................................. (I,II,S) 1-6 hours

SOCILOGY

Professor Helling (Head); Associate Professors Kroeger, Vogt; Assistant Professor Kuchel; Instructor Ballweg

Sociology 101 and 24 additional credit hours in the subject comprise the undergraduate major. These must include a minimum of 18 hours in courses numbered above 300 and at least one course from each of the following subject areas:

1. Social Problems: 310, 335, 390
2. Social Psychology: 301, 402
3. Social Organization: 361, 369, 410
4. Research Methods: 451 (Note Statistics prerequisite)*
5. Sociological Theory: 471, 472, 475

Students preparing themselves for employment in Social Work or another of the "helping" professions or for service in the community, church, or charitable organizations should plan to include the following sequence of courses in their programs: 310, 345, 410, 445, and (with permission) 492. Students considering police or correctional work should take 310, 335, 436, 437, and 438. For students especially interested in the field of Anthropology, the sequence 221, 391, and 421 is recommended. Other programs can be arranged to accommodate a variety of theoretical or vocational interests.

FUNDAMENTAL CONCEPTS AND PERSPECTIVE

101 Introductory Sociology .............................. (I,II) 3 hours

COURSES OF GENERAL INTEREST

213 Basic Statistics (same as Psych. 213)
   Prereq: permission of instructor .................................. (II) 3 hours
221 Introduction to Anthropology and Prehistory .......(I,II) 3 hours
251 Marriage and the Family ...................................... (I,II) 3 hours

BASIC COURSES

301 Personality and Group Interaction
   Prereq: Soc. 101 or Psych. 101 .............................. (I,II) 3 hours
310 Social Problems Prereq: Soc. 101 ............................. (I,II) 3 hours
345 Fields of Social Work Prereq: Soc. 101 ........................ (I,II) 3 hours
361 Social Organization Prereq: Soc. 101 ........................ (I,II) 3 hours

SPECIALIZED COURSES OPEN TO SOPHOMORES

335 Criminology Prereq: 6 hours Soc. (310 preferred) ............ (I,II) 3 hours
369 Social Stratification Prereq: 6 hours Soc. .................... (I) 3 hours
380 Occupational Sociology Prereq: 6 hours Soc. .................. (II) 3 hours
384 Population Prereq: 6 hours Soc. ............................ (I) 3 hours
390 Ethnic Group Relations Prereq: 6 hours Soc. .................. (I) 3 hours
391 Races of Man Prereq: Soc. 221 ............................ (II) 3 hours

*Statistics courses taken in the Department of Psychology fulfill the prerequisite requirement but the hours earned do not count toward a Sociology major.
COURSES THAT REQUIRE JUNIOR STANDING

402 Collective Behavior and Social Movements
Prereq: 6 hours Soc. ...................................... (II) 3 hours

410 The Community
Prereq: 6 hours Soc. ...................................... (I) 3 hours

414 Urban Sociology
Prereq: 9 hours Soc. Sci. .................................. (I,II) 3 hours

421 Cultural Anthropology
Prereq: 9 hours Soc., Soc. 221 preferred ....................... (I) 3 hours

436 Psychology of Criminal Behavior
Prereq: Soc. 335 .......................................... (II) 3 hours

437 Juvenile Delinquency
Prereq: Soc. 301 or 335 .................................. (I) 3 hours

458 Penology and Corrections
Prereq: Soc. 335 .......................................... (II) 3 hours

445 Human Resources and Welfare Organization
Prereq: Soc. 410 or 345 .................................. (II) 3 hours

451 Methods of Social Research
Prereq: Statistics and 9 hours Soc. (I) 3 hours

462 Complex Social Organizations
Prereq: Soc. 361 .......................................... (II) 3 hours

471 Development of Sociological Theory
Prereq: 9 hours Soc. ....................................... (I) 3 hours

472 Contemporary Sociological Theory
Prereq: 9 hours Soc. ....................................... (II) 3 hours

475 Social Change
Prereq: 9 hours Soc. and/or History ........................ (II) 3 hours

492 Sociology Field Practice
Prereq: permission of instructor ................................ (II) 3 hours

499 Independent Study .......................................... (I,II) 1-3 hours

COURSES THAT REQUIRE GRADUATE STANDING

501 Problems in Sociology, Seminar
Required of all graduate students, 1 1/2 hours per week or equivalent ........................................ academic year

505 Seminar in Social Psychology ................................ (II) 3 hours

510 Seminar in Applications of Sociology (1965-66 "The Problem Family") ................................ (I) 3 hours

550 Topical Research Seminar ................................ (II) 3 hours

560 Seminar in Social Organization (1965-66 Comparative Organization) ................................... (II) 3 hours

570 Seminar in Sociological Theory ................................ (I) 3 hours

595 Practicum in Applied Sociology ................................................................. (I) each 3 hours

596 Thesis .................................................. (II) each 3 hours

601 Thesis .................................................. (II) each 3 hours

SPEECH AND DRAMA

PROFESSOR CLARK; ASSOCIATE PROFESSOR HILL; ASSISTANT PROFESSORS BORGE, GORE; INSTRUCTORS ASCHENBRENNER, FUS, LONGACRE, ONDER, SAUVE, SCHOMMER, SHARPE; ASSISTANT INSTRUCTORS MILLER, MINARCINI, RAGAN

A major in the Department of Speech consists of a minimum of 33 hours, 15 hours of which must consist of the "Core Curriculum." Students who wish to major in speech should choose one or more fields of special interest in general speech, public address, theater, or television-radio. The suggested program is listed below.

Students who wish to teach speech in secondary schools may follow the major program and complete requirements for the Secondary Teaching Certificate, or they may major in the College of Teacher Education, in which case they must take a program recommended by the Speech Department.

CORE CURRICULUM:
Speech 111, 112, or 113; 211; 225; 341; and one of the following: 471, 472, 475, 477.

GENERAL SPEECH:
CC; 271 or 272; 371 or 372; 471 or 472; 375 or 475.

PUBLIC ADDRESS:
CC; 371 or 372; 471; 472; 475; and either 450 or 477. (English 240 and Speech 375, 376 recommended.)

THEATER:
CC; 212; 321-322 sequence or 331-332 sequence; 401 or 460. (English 285 and 460 recommended.)

TELEVISION-RADIO:
CC; 212; 325; 326; 425 and 426. (Economics 211-212 and Bus. Ad. 331 recommended.)
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Prerequisites</th>
<th>Credits</th>
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<tbody>
<tr>
<td>111</td>
<td>Fundamentals of Speech</td>
<td></td>
<td>3 hours</td>
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<tr>
<td>112</td>
<td>Oral Interpretation of Literature</td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td>113</td>
<td>Principles of Argumentation and Debate</td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td>211</td>
<td>Play Production I-II</td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td>212</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>225</td>
<td>Introduction to Television and Radio</td>
<td>Prereq: 3 hours of speech</td>
<td>3 hours</td>
</tr>
<tr>
<td>226</td>
<td>Television and Radio News</td>
<td>Prereq: 3 hours of speech</td>
<td>3 hours</td>
</tr>
<tr>
<td>227</td>
<td>Cinematography</td>
<td>Prereq: sophomore standing</td>
<td>3 hours</td>
</tr>
<tr>
<td>231</td>
<td>Stage Costuming I-II</td>
<td></td>
<td>3 hours</td>
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<tr>
<td>232</td>
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<tr>
<td>271</td>
<td>Discussion Techniques</td>
<td>Prereq: 3 hours of speech</td>
<td>3 hours</td>
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<td>272</td>
<td>Conference Speaking</td>
<td>Prereq: 3 hours of speech</td>
<td>3 hours</td>
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<tr>
<td>321</td>
<td>Scene Design I, Theory and Practice</td>
<td>Prereq: Speech 211 and 212</td>
<td>3 hours</td>
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<tr>
<td>322</td>
<td>Scene Design II, Stage and TV Lighting</td>
<td>Prereq: Speech 211 and 212</td>
<td>3 hours</td>
</tr>
<tr>
<td>325</td>
<td>Television Techniques I-II</td>
<td>Prereq: permission of department head</td>
<td>3 hours</td>
</tr>
<tr>
<td>331</td>
<td>Acting I-II</td>
<td>Prereq: Speech 211 and 212</td>
<td>3 hours</td>
</tr>
<tr>
<td>332</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>341</td>
<td>Voice and Phonetics</td>
<td>Prereq: three hours of speech</td>
<td>3 hours</td>
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<tr>
<td>342</td>
<td>Speech Techniques for Teachers</td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td>370</td>
<td>Speech Composition</td>
<td>Prereq: Speech 211</td>
<td>3 hours</td>
</tr>
<tr>
<td>371</td>
<td>Advanced Platform Speaking</td>
<td>Prereq: three hours of speech</td>
<td>3 hours</td>
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<tr>
<td>372</td>
<td>Persuasion</td>
<td>Prereq: 9 hours of speech</td>
<td>3 hours</td>
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<tr>
<td>375</td>
<td>Intercollegiate Debate</td>
<td>Prereq: permission of department head</td>
<td>3 hours</td>
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<tr>
<td>401</td>
<td>History of the Theater</td>
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<td>3 hours</td>
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<tr>
<td>411</td>
<td>Advanced Projects in Speech</td>
<td>Prereq: permission of department head</td>
<td>3 hours</td>
</tr>
<tr>
<td>425</td>
<td>Television and Radio Programming and Sales</td>
<td>Prereq: permission of department head</td>
<td>3 hours</td>
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<tr>
<td>426</td>
<td>Advanced Television and Radio Problems</td>
<td>Prereq: permission of department head</td>
<td>3 hours</td>
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<tr>
<td>427</td>
<td>Broadcasting and the Public</td>
<td>Prereq: Speech 225 or permission</td>
<td>3 hours</td>
</tr>
<tr>
<td>441</td>
<td>Principles of Speech Correction</td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td>450</td>
<td>Problems in Communication</td>
<td>Prereq: six hours of speech or senior standing</td>
<td>3 hours</td>
</tr>
<tr>
<td>460</td>
<td>Play Direction</td>
<td>Prereq: permission of department head</td>
<td>3 hours</td>
</tr>
<tr>
<td>471</td>
<td>Greek and Roman Rhetoric</td>
<td>Prereq: 9 hours of speech</td>
<td>3 hours</td>
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<tr>
<td>472</td>
<td>Studies in American Public Address</td>
<td>Prereq: 9 hours of speech</td>
<td>3 hours</td>
</tr>
<tr>
<td>475</td>
<td>Rhetorical Criticism</td>
<td>Prereq: 9 hours of speech</td>
<td>3 hours</td>
</tr>
<tr>
<td>477</td>
<td>History and Problems of Speech Education</td>
<td>Prereq: 9 hours of speech or senior standing</td>
<td>3 hours</td>
</tr>
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</table>
THE COLLEGE OF APPLIED ARTS

CARL W. HELMSTADTER, Dean

The College embraces the departments of Engineering, Home Economics, Journalism, and Nursing. In addition, supervision is provided for Medical Technology, "Bootstrap" operation for the Military Science Degree, University Studies, and Technical Institute.

The major purpose is to provide principles and practices in analyzing and solving problems, situations, and ideas concerning valuable knowledge for the above professions.

THE LOWER DIVISION

Well planned two-year programs lead to Technician Titles or Associate in Applied Arts or Science. These are described under departments of the college or under University Studies.

THE UPPER DIVISION

Students who wish to secure a degree in applied fields may do so by completing one of the four-year programs leading to the degree Bachelor of Science in:

- Home Economics
- Civil Engineering
- General Engineering
- Industrial Engineering
- Journalism
- Medical Technology
- Military Science
- Nursing

ASSOCIATE TITLE AND DEGREE REQUIREMENTS

The Bachelor of Science in Civil, General and Industrial Engineering degree requires 142 credit hours; other degrees 125 credit hours, and associate titles 64 or more credit hours.

Students must:

(a) Meet entrance requirements.
(b) Complete a curriculum as outlined.
(c) Obtain a quality point grade average of "C" (2.00) or above. Grades below "C" do not count on a major field.
(d) Fulfill residence requirements of 30 of the last 36 hours at the University of Omaha.

All grades reported by the faculty to the Registrar at the end of each semester become a part of the student’s permanent record and are included in the computation of his quality points earned and his grade point average.

Physical Education — Optional credit may be earned in Physical Education or Air Force ROTC.

TEACHING CERTIFICATES

Students desiring to qualify for a secondary teaching certificate in connection with the above degrees may do so by meeting the certification requirements of the state in which they wish to teach. A co-counselor must be selected in the College of Teacher Education.
ENGINEERING

Professor Marston (Head)

The Engineering Department is divided according to degrees granted, or functions performed.

I. Civil Engineering
II. Industrial and General Engineering
III. Technical Institute
IV. Industrial Arts

To serve the need for increasing numbers of professionally trained engineers and engineering technicians, the College of Applied Arts offers four-year professional programs leading to Bachelor of Science degrees and, within the Technical Institute, two-year programs leading to certificates as engineering technicians. In addition the Associate Title in Applied Arts is granted upon completion of a program covering the first two years of a professional engineering program.

The first two years of these three programs are essentially the same. This gives maximum flexibility to those students who may wish to change from one engineering field to another. The Associate Title in Applied Arts is granted to students completing the first two years of these three programs. Students with this certificate are prepared either to continue in one of OU's four-year programs or to transfer to other engineering schools. For those who must finance their own education, this certificate improves their earning ability while they continue to earn an engineering degree.

I. CIVIL ENGINEERING

Associate Professors Gibson, Hossack, Lemar; Instructor McLean

A degree of Bachelor of Science in Civil Engineering is awarded upon completion of the four-year program outlined below. Civil engineering occupies a prominent position in the field of professional engineering, and at the present time nearly one-fourth of all engineers are engaged in this branch. Civil engineering includes such fields as structural design, construction, hydraulics and water supply, and sanitation. The university and college facilities are used effectively to make this program broad enough to meet the general requirements of the engineering profession and to create a wholesome attitude towards life.

DEGREE REQUIREMENTS

Bachelor of Science in Civil Engineering

Requirements: 142 Semester Hours

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
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<tbody>
<tr>
<td>Math. 191, Calculus I</td>
<td>Math. 192, Calculus II</td>
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<tr>
<td>Chem. 110, General Chem.</td>
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<tr>
<td>Engr. 100, Orientation</td>
<td>Engr. 122, Dese. Geom./Graphics</td>
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<tr>
<td>Non-Tech. Elective</td>
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18 17
SECOND YEAR

Engg. 211 ........................................ 5
Engg. 230, Statics of Engg. 3
Speech 111, Fund. of Speech 3
Non-Tech. Elective .................................. 5

19 17

THIRD YEAR

Engg. 330, Dynamics 3
C.E. 302, Surveying for CE's 5
Engg. 454, AC & DC Circuits 3
C.E. 343, Theory of Str. I 3
Engg. 460, Thermodynamics 3

17

FOURTH YEAR

Required Tech. Courses 6
Engg. 449, Soil Mechanics 3
C.E. 415, Tech Writing 3
Engg. 441, Engg. Economy 3
Non-Tech. Elective 3
Engg. 410, Seminar 1

19

REQUIRED TECHNICAL COURSES

Environmental Structural Sanitary & Hydraulic

TECHNICAL ELECTIVES

C.E. 370 Highway & Airport Engineering .......... 3 cr. hrs.
C.E. 432 Hydraulic Engineering ..................... 3 cr. hrs.
C.E. 442 Construction Management ................... 3 cr. hrs.
C.E. 448 Substructure Analysis ...................... 3 cr. hrs.
C.E. 446 Structural Design ......................... 4 cr. hrs.
C.E. 470 Prestressed Concrete ....................... 3 cr. hrs.
C.E. 472 Sanitary Engineering II .................... 3 cr. hrs.
C.E. 481 Plastic Design ................................ 3 cr. hrs.
C.E. 482 Limit Design .................................. 3 cr. hrs.
Engg. 493 Advanced Strength of Mat'l's .............. 3 cr. hrs.
Engg. 494 Advanced Dynamics ......................... 3 cr. hrs.
Engg. 495 Advanced Fluid Mechanics .................. 3 cr. hrs.

Or a choice of approved courses in: mathematics, physics, chemistry, biology, geology.

NON-TECHNICAL ELECTIVES

Non-technical electives must be selected from such fields as history, economics, government, literature, sociology, philosophy, or fine arts. Accounting, industrial management, finance, personnel administration, and ROTC are specifically excluded. A minimum of three hours of credit shall be selected at the 300 or 400 level.
A degree of Bachelor of Science in Industrial Engineering is awarded upon completion of the four-year program outlined below. Rapid mechanization of manufacturing industries has solved many problems of low cost mass production, but has created simultaneously many new problems involving huge capital investments, the men who operate the new machines, and the new techniques which make possible the abundance found in America. Industrial engineering is concerned with the development, design, installation, and operation of integrated systems of men and machines at the industrial level. The university and college facilities are used effectively to make this program broad enough to meet the general requirements of American industry, with particular attention to those industries found in the Omaha trade area. Graduates with this preparation are trained for professional engineering positions in production, distribution, or research in American industry.

A degree of Bachelor of Science in General Engineering is awarded upon completion of the four-year program outlined on page 62. This program covers those fundamental courses required for professional acceptance in all engineering fields, and provides for specialization to suit the particular needs of individual students.

**DEGREE REQUIREMENTS**

**Bachelor of Science in Industrial Engineering**

Requirements: 142 Semester Hours

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
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<tbody>
<tr>
<td>Math. 191, Calculus I</td>
<td>Math. 192, Calculus II</td>
</tr>
<tr>
<td>Chem. 110, Gen. Chem.</td>
<td>Chem. 120, General Chem.</td>
</tr>
<tr>
<td>Engrg. 100, Orientation</td>
<td>Engrg. 122, Descriptive Geom./Graphics</td>
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<td>Non-Tech. Elective</td>
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<tr>
<td>Physics 221</td>
<td>Physics 212</td>
</tr>
<tr>
<td>Engrg. 230, Statics of Engg.</td>
<td>Enggr. 326, Materials Science</td>
</tr>
<tr>
<td>Speech 111, Fund. of Speech</td>
<td>Enggr. 342, Strength of Mat'ls</td>
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<tr>
<td>I.E. 305, Motion &amp; Time Study</td>
<td>Enggr. 344, Materials Lab.</td>
</tr>
</tbody>
</table>

18 Semester Hours

**SECOND YEAR**

| Math. 353, Probability & Statistics I | I.E. 301, Quality Control |
| Enggr. 460, Thermodynamics | Acc 101, Elem. Accounting |
| Enggr. 441, Enggr. Economics | Non-Tech. Elective |
| Econ. 201, Principles of Econ. | Technical Elective |

19 Semester Hours

**THIRD YEAR**

| Non-Tech. Elective | I.E. 490, Oper. Research |
| Technical Elective | Psych. 461, Human Engrg. |

16 Technical Electives

**FOURTH YEAR**

| I.E. 418, Methods-Time Measurement | Enggr. 452, Metallurgy for Engineers |
| I.E. 491, Work Measurement Design | I.E. 492, Tool Design |

**TECHNICAL ELECTIVES**

- **Measurement-Methods**
  - Measurement: Methods-Time Measurement
  - Metal Working Processes
  - Enggr. 452, Metallurgy for Engineers
  - I.E. 492, Tool Design

- **General Technical Electives**
  - Enggr. 414 Creative Engineering
  - I.E. 417 Industrial Plant Design
  - I.E. 455, DC-AC Mach. and Electronics
  - I.E. 456, Electrical Lab.
  - I.E. 361, Industrial Safety
  - Acc. 102, Elementary Accounting
  - Acc. 305-306, Cost Accounting
  - Econ. 202, Principles of Economics

- Whichever approved courses in: mathematics, physics, chemistry, psychology, business Administration.

**NON-TECHNICAL ELECTIVES**

Non-technical electives must be selected from such fields as history, economics, government, literature, sociology, philosophy, or fine arts. Accounting, industrial management, finance, personnel administration, and ROTC are specifically excluded. A minimum of three hours of credit shall be selected at the 300 or 400 level.
## DEGREE REQUIREMENTS

**Bachelor of Science in General Engineering**

**Requirements:** 142 Semester Hours

### FIRST YEAR

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<td>Non-Tech. Elective</td>
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### SECOND YEAR

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</thead>
<tbody>
<tr>
<td></td>
<td>Engg. 342, Strength of Mat'l's</td>
<td>Engg. 344, Materials Lab</td>
<td>Ananologies for Engrs.</td>
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<tr>
<td></td>
<td>Engg. 344, Materials Lab</td>
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### THIRD YEAR

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### FOURTH YEAR

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</table>

### TECHNICAL OPTION FIELDS

A minimum of 15 hours of technical electives should be selected and approved in advance by the department chairman in one of the following areas of concentration: engineering, physics, mathematics, chemistry, or business administration.

**NON-TECHNICAL ELECTIVES**

Non-technical electives must be selected from such fields as history, economics, government, literature, sociology, philosophy, or fine arts. Accounting, industrial management, finance, personnel administration, and ROTC are specifically excluded. A minimum of three hours of credit shall be selected at the 300 or 400 level.

### III. TECHNICAL INSTITUTE

**Mr. Kinney (Director), Instructors Butler, Sires**

The Technical Institute program is unique. In line with the national trend for development of two-year college level programs preparing engineering technicians for work in the occupational area between the skilled craftsman and the professional engineer, the Technical Institute offers four programs leading to associate titles in engineering technology. These programs emphasize understanding and practical application of scientific and engineering knowledge and methods.

The two-year program outlined on page 63 leads to the title Associate in Construction Technology. It prepares students for a variety of important positions in the construction industry.

The two-year program outlined on page 63 leads to the title Associate in Drafting and Design Technology. It prepares students for positions of leadership in drafting offices throughout industry and in the offices of architects and consulting engineers.

The two-year program outlined on page 64 leads to the title Associate in Electronics Technology. It combines laboratory and lectures to prepare students for important positions in the growing electronics industry.

The two-year program outlined on page 64 leads to the title Associate in Industrial Engineering Technology. It prepares students for responsible positions in modern industrial plants and organizations.

The engineering technician has been described as the "first understudy of the engineer and scientist," helping in a highly skilled way to convert their theories and ideas into workable, useful products and processes. His education, like that of engineers, must be professional and exacting, for with the increasing complexity of engineering technology, the cost of mistakes comes high.
## UNIVERSITY OF OMAHA

### REQUIREMENTS

**Associate in Construction Technology**

**Requirements:** 70 Semester Hours

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
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<tbody>
<tr>
<td><strong>18</strong></td>
<td><strong>17</strong></td>
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</table>

**SECOND YEAR**

| T.I. 215, Constr. Mat'ls. | T.I. 218, Soils Technology |
| T.I. 219, Constr. Equipment | Speech 111, Fund. of Speech |
| **17** | **17** |

**TECHNICAL ELECTIVES**

- T.I. 124, Architectural Drafting
- T.I. 221, Hydraulics & Pumping Applications
- T.I. 225, Highway & Municipal Utilities Drafting
- T.I. 228, Power Applications
- T.I. 241, Structural Design for Technicians
- T.I. 280, Practical Foremanship
- B.A. 128, Introduction to Business

### REQUIREMENTS

**Associate in Drafting and Design Technology**

**Requirements:** 70 Semester Hours

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
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<tbody>
<tr>
<td>Enng. 111, Engg. Comp.</td>
<td>Enng. 125, Arch. Design II</td>
</tr>
<tr>
<td>Enng. 124, Arch. Design I</td>
<td>C.E. 200, Elem. Surveying</td>
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<tr>
<td>T.I. 129, Lettering &amp; Inking</td>
<td>Elective</td>
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**SECOND YEAR**

| Speech 111, Fund. of Speech | T.I. 214, Technical Reporting |
| T.I. 213, Statics & Strength | T.I. 246, Mach. Drwg. & Design |
| Elective | Elective |
| **17** | **18** |

**TECHNICAL ELECTIVES**

- T.I. 109, Electronic Drafting
- T.I. 126, Structural and Building Drawing
- T.I. 225, Highway & Municipal Utilities Drafting
- T.I. 231, Architectural Design III
- T.I. 232, Architectural Design IV
- T.I. 233, Patent Drawing
- T.I. 234, Advanced Structural Drafting
- T.I. 236, Special Drafting Projects
- T.I. 237, Drafting Room Management
- T.I. 239, Topographical Drafting
- T.I. 241, Building & Trades Drafting
## REQUIREMENTS

### Associate in Electronics Technology

**Requirements: 70 Semester Hours**

<table>
<thead>
<tr>
<th>FIRST YEAR</th>
<th>Second Semester</th>
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<tbody>
<tr>
<td>First Semester</td>
<td>Second Semester</td>
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<tr>
<td>T.I. 107, DC Circuits</td>
<td>3</td>
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<tr>
<td>T.I. 109, Electronic Drafting</td>
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<tr>
<td>T.I. 100, Orientation</td>
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<tr>
<td>B.A. 128, Intro. to Bus.</td>
<td>3</td>
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<tr>
<td>T.I. 207, Circuit Design I</td>
<td>3</td>
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<tr>
<td>T.I. 209, Radio &amp; Comm.</td>
<td>3</td>
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<tr>
<td>Electives</td>
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### SECOND YEAR

<table>
<thead>
<tr>
<th>TECHNICAL ELECTIVES</th>
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<tbody>
<tr>
<td>T.I. 213, Statistics and Strength of Materials</td>
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<tr>
<td>T.I. 222, Industrial Electronic Instrumentation</td>
</tr>
<tr>
<td>T.I. 223, Microwave Applications</td>
</tr>
<tr>
<td>T.I. 225, Antennas</td>
</tr>
<tr>
<td>T.I. 227, Servomechanisms</td>
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</table>

### REQUIREMENTS

### Associate in Industrial Engineering Technology

**Requirements: 70 Semester Hours**

<table>
<thead>
<tr>
<th>FIRST YEAR</th>
<th>Second Semester</th>
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<tbody>
<tr>
<td>First Semester</td>
<td>Second Semester</td>
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<tr>
<td>Engg. 121, Engg. Drawing</td>
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<tr>
<td>Physics 111, General Physics</td>
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<tr>
<td>T.I. 100, Orientation</td>
<td>2</td>
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<td>17</td>
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<tr>
<td>B.A. 128, Intro. to Bus.</td>
<td>3</td>
</tr>
<tr>
<td>T.I. 206, Computing Theory</td>
<td>3</td>
</tr>
<tr>
<td>T.I. 210, TV Circuits</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td>3</td>
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</tbody>
</table>

### TECHNICAL ELECTIVES

| Acc. 101 & 102, Elementary Accounting |
| Econ. 202, Principles of Economics |
| T.I. 107, DC Circuits |
| T.I. 108, AC Circuits |
| T.I. 112, Basic Electrical Measurements |
| T.I. 246, Machine Drawing and Design |
| I.E. 361, Industrial Safety |

### IV. INDUSTRIAL ARTS

PROFESSOR PREWETT (HEAD); ASSISTANT PROFESSOR DAVIS;
INSTRUCTOR HARRIMAN

Purpose is to train teachers and individuals desiring vocational training in special areas.

Students who wish to teach in the secondary schools must (1) satisfy the requirements for the Secondary Teaching Certificate on page 78; (2) complete subject matter major subjects such as mathematics, physical science, Industrial Arts, etc.

The field of Industrial Arts requires a minimum of 36-39 hours in industrial technology, engineering and related fields as a subject matter major. There must be at least six semester hours in each of three areas such as engineering and architectural drawing, general metals, electricity and electronics, and wood technology. The student should consult with his counselor for specific recommendations. This must be approved in advance.
<table>
<thead>
<tr>
<th>Course No.</th>
<th>Course Title</th>
<th>Prerequisites</th>
<th>Credits</th>
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<tbody>
<tr>
<td>100</td>
<td>Engineering Orientation</td>
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<tr>
<td>103</td>
<td>Engineering Problems</td>
<td>Prereq: Math. 191 or equivalent</td>
<td>2 hours</td>
</tr>
<tr>
<td>104</td>
<td>Engineering Computer Applications</td>
<td>Prereq: Engg. 103</td>
<td>2 hours</td>
</tr>
<tr>
<td>105</td>
<td>Slide Rule and Computing Methods</td>
<td>Prereq: 1 yr. HS Algebra</td>
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<tr>
<td>110</td>
<td>Wood Processes</td>
<td>Prereq: Engg. 121 or permission of instructor</td>
<td>3 hours</td>
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<tr>
<td>111</td>
<td>Engineering Drawing</td>
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<tr>
<td>122</td>
<td>Descriptive Geometry and Graphics</td>
<td>Prereq: 1 yr. HS Drawing, Engg. 121, or permission of instructor</td>
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<td>124</td>
<td>Architectural Design I</td>
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<tr>
<td>125</td>
<td>Architectural Design II</td>
<td>Prereq: Engg. 124</td>
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<tr>
<td>126</td>
<td>Architectural Design</td>
<td>Prereq: Engg. 124</td>
<td>3 hours</td>
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<tr>
<td>127</td>
<td>Architectural Design III</td>
<td>Prereq: Engg. 125</td>
<td>3 hours</td>
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<tr>
<td>128</td>
<td>Architectural Design IV</td>
<td>Prereq: Engg. 227</td>
<td>3 hours</td>
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<tr>
<td>220</td>
<td>Advanced Engineering Drawing</td>
<td>Prereq: Engg. 122 and Math. 111</td>
<td>3 hours</td>
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<tr>
<td>221</td>
<td>Advanced Architectural Drafting and Design</td>
<td>Prereq: Engg. 124</td>
<td>3 hours</td>
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<tr>
<td>222</td>
<td>Advanced Architectural Design III</td>
<td>Prereq: Engg. 125</td>
<td>3 hours</td>
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<tr>
<td>223</td>
<td>Advanced Architectural Drafting IV</td>
<td>Prereq: Engg. 227</td>
<td>3 hours</td>
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<tr>
<td>230</td>
<td>Statics of Engineering</td>
<td>Prereq: Math. 192</td>
<td>3 hours</td>
</tr>
<tr>
<td>235</td>
<td>Properties of Engineering Materials</td>
<td>Prereq: Chem. 120 or permission of instructor</td>
<td>3 hours</td>
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<tr>
<td>236</td>
<td>Materials Science</td>
<td>Prereq: parallel to Engg. 342</td>
<td>3 hours</td>
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<tr>
<td>250</td>
<td>General Shop</td>
<td>Prereq: six cr. shop work</td>
<td>3 hours</td>
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<tr>
<td>303</td>
<td>Engineering Analysis</td>
<td>Prereq: Math. 192; Engg. 104</td>
<td>3 hours</td>
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<tr>
<td>311</td>
<td>Advanced Wood Processes</td>
<td>Prereq: Engg. 110 or equivalent</td>
<td>3 hours</td>
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<tr>
<td>324</td>
<td>Advanced Architectural Drafting</td>
<td>Prereq: Engg. 224</td>
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<tr>
<td>330</td>
<td>Dynamics of Engineering</td>
<td>Prereq: Engg. 230</td>
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<tr>
<td>335</td>
<td>Meteorology</td>
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<tr>
<td>340</td>
<td>Refrigeration and Air Conditioning</td>
<td>Prereq: Phys. 212 or permission of instructor</td>
<td>3 hours</td>
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<tr>
<td>342</td>
<td>Strength of Materials</td>
<td>Prereq: Engg. 230</td>
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<td>344</td>
<td>Materials Laboratory</td>
<td>Prereq: parallel to Engg. 342</td>
<td>2 hours</td>
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<tr>
<td>350</td>
<td>Industrial Arts Teaching Methods</td>
<td>Prereq: min. nine hours shop work</td>
<td>3 hours</td>
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<tr>
<td>355</td>
<td>Organization &amp; Administration of Industrial Arts</td>
<td>Prereq: junior standing</td>
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<tr>
<td>400</td>
<td>Field Trip</td>
<td>Prereq: senior standing</td>
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<tr>
<td>410</td>
<td>Engineering Seminar</td>
<td>Prereq: senior standing</td>
<td>1 hour</td>
</tr>
<tr>
<td>412</td>
<td>Special Engineering Problems</td>
<td>Prereq: senior standing or permission of instructor</td>
<td>1-3 hours</td>
</tr>
<tr>
<td>414</td>
<td>Creative Engineering</td>
<td>Prereq: Senior standing</td>
<td>2 hours</td>
</tr>
<tr>
<td>415</td>
<td>Technical Report Writing</td>
<td>Prereq: senior standing or permission of instructor</td>
<td>3 hours</td>
</tr>
<tr>
<td>416</td>
<td>Contracts and Specifications</td>
<td>Prereq: Engg. 415</td>
<td>3 hours</td>
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<tr>
<td>419</td>
<td>Legal Principles of Surveying</td>
<td>Prereq: CE 302 or equivalent</td>
<td>3 hours</td>
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<tr>
<td>424</td>
<td>Advanced Architectural Design</td>
<td>Prereq: Engg. 324</td>
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<tr>
<td>431</td>
<td>Fluid Mechanics</td>
<td>Prereq: Engg. 330; Engg. 460</td>
<td>3 hours</td>
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<tr>
<td>441</td>
<td>Engineering Economy</td>
<td>Prereq: junior standing</td>
<td>3 hours</td>
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<tr>
<td>445</td>
<td>Matrix Methods and Analogies for Engineers</td>
<td>Prereq: Math 232; Engg. 303</td>
<td>3 hours</td>
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<tr>
<td>450</td>
<td>Industrial Arts Design</td>
<td>Prereq: permission of instructor</td>
<td>3 hours</td>
</tr>
<tr>
<td>452</td>
<td>Metallurgy for Engineers</td>
<td>Prereq: Engg. 236 or equivalent</td>
<td>3 hours</td>
</tr>
<tr>
<td>454</td>
<td>Fundamentals of DC &amp; AC Machinery</td>
<td>Prereq: Physics 212</td>
<td>3 hours</td>
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<tr>
<td>455</td>
<td>DC &amp; AC Machinery and Electronics</td>
<td>Prereq: Engg. 454</td>
<td>3 hours</td>
</tr>
<tr>
<td>456</td>
<td>Electrical Laboratory</td>
<td>Prereq: parallel to Engg. 455</td>
<td>1 hour</td>
</tr>
</tbody>
</table>
UNIVERSITY OF OMAHA

460 Engineering Thermodynamics Prereq: Physics 212 .......... (I) 3 hours
461 Thermodynamics Laboratory Prereq: parallel to Engg. 460 .. (I) 1 hour
462 Advanced Thermodynamics Prereq: Engg. 460 & 461 ........ (E) 3 hours
480 History of Engineering and Technology Prereq: junior standing ... (E) 3 hours
493 Advanced Strength of Materials Prereq: Permission of instructor .. (E) 3 hours
494 Advanced Dynamics Prereq: permission of instructor ........... (E) 3 hours
495 Advanced Fluid Mechanics Prereq: permission of instructor ... (E) 3 hours

CIVIL ENGINEERING COURSES (CE)

200 Elementary Surveying Prereq: Math. 112 or permission of instructor ...... (I,II,S) 3 hours
261 Engineering Geology Prereq: Chem. 120 .................... (I) 3 hours
300 Advanced Surveying Prereq: Engg. 200 or permission of instructor .......... (I,II) 4 hours
302 Surveying for Civil Engineers Prereq: CE major; sophomore standing ............ (I,II) 5 hours
343 Theory of Structures I Prereq: Engg. 342 .................... (I) 3 hours
347 Concrete Materials Prereq: Engg 235 or equivalent ............. (I) 3 hours
370 Highway and Airport Engineering Prereq: CE 302 or permission of instructor ........ (II) 3 hours
432 Hydraulic Engineering Prereq: Engg. 431 .................... (I) 3 hours
442 Construction Management Prereq: Engg. 441 or permission of instructor ...... (E) 3 hours
443 Theory of Structures II Prereq: CE 343 .................... (II) 3 hours
446 Structural Design Prereq: CE 447 .................... (II,E) 4 hours
447 Reinforced Concrete Prereq: CE 443 or equivalent ........ (I,E) 4 hours
448 Substructure Analysis Prereq: CE 447 .................... (II,E) 3 hours
449 Soil Mechanics Prereq: senior standing or permission ........ (I,E) 3 hours
470 Prestressed Concrete Prereq: CE 447 .................... (II) 3 hours
471 Sanitary Engineering I Prereq: permission of instructor ........ (II) 3 hours
472 Sanitary Engineering II Prereq: CE 471 .................... (I) 3 hours
481 Plastic Design Prereq: CE 443 or permission of instructor ........... (E) 3 hours
482 Limit Design Prereq: CE 481 .................... (E) 3 hours

INDUSTRIAL ENGINEERING COURSES (IE)

111 Industrial Operations I Prereq: Engg. 121 or permission of instructor .......... (I,II,S) 3 hours
217 Industrial Operations II Prereq: Engg. 121 or permission of instructor .......... (I,II,S) 3 hours
301 Quality Control Prereq: Math. 353 or permission of instructor ............ (I,II) 3 hours
305 Motion and Time Study Prereq: sophomore standing ........ (I,II,E) 3 hours
306 Manufacturing Processes Prereq: junior standing ............ (I,II) 3 hours
307 Manufacturing Processes Laboratory Prereq: parallel to IE 306 .......... (I,II) 1 hour
361 Industrial Safety .................. (I) 2 hours
401 Industrial Planning I Prereq: IE 306 .................... (I) 3 hours
402 Industrial Planning II Prereq: IE 401 .................... (II) 3 hours
417 Industrial Plant Design Prereq: IE 306 .................... (I,E) 3 hours
418 Methods-Time Measurement Prereq: IE 305 or permission of instructor ....... (I,II) 3 hours
490 Operations Research Prereq: Math. 192 .................... (II) 3 hours
491 Work Measurement Design Prereq: Permission of instructor (I,E) 3 hours
492 Tool Design Prereq: permission of instructor ............ (II,E) 3 hours
TECHNICAL INSTITUTE COURSES (TI)

100 Technical Institute Orientation .......................... (I) 2 hours
101 Basic Mathematics for Technicians ........................ (I) 5 hours
102 Advanced Mathematics for Technicians Prereq: TI 101 ........................ (II) 4 hours
107 Direct Current Circuits ..................................... (I) 3 hours
108 Alternating Current Circuits Prereq: TI 107 or permission of instructor .................. (II) 3 hours
109 Electronic Drafting Prereq: TI 107 concurrently, or permission of instructor ........................ (I) 3 hours
112 Basic Electrical Measurements ................................ (II) 1 hour
114 Electronic Fabrication ........................................ (II) 3 hours
116 Electron Tubes and Semiconductor Fundamentals Prereq: TI 107 or permission of instructor ........................ (II) 3 hours
118 Wave Theory and Mechanics Prereq: TI 102 concurrently ........................ (II) 4 hours
124 Architectural Drafting ....................................... (II) 3 hours
125 Construction Drawing .......................................... (I) 3 hours
126 Structural and Building Drawing Prereq: TI 125 or permission of instructor ........................ (III) 3 hours
127 Introduction to Construction .................................. (I) 3 hours
128 Construction Methods Prereq: TI 127 ............................ (II) 3 hours
129 Lettering and Inking ........................................... (I) 1 hour
130 Reproduction and Presentation Techniques ........................................ (II) 2 hours
205 Solid State Devices Prereq: TI 116; TI 118 .......................... (II) 3 hours
206 Computing Theory Prereq: TI 118 .............................. (II) 3 hours
207 Circuit Design I Prereq: TI 108 ............................... (II) 3 hours
208 Circuit Design II Prereq: TI 207 ................................ (II) 3 hours
209 Radio and Communications Technology Prereq: TI 116 .......................... (II) 3 hours
210 Television Circuits Prereq: TI 116 ................................ (II) 3 hours
211 Construction Management Prereq: TI 128 .......................... (I) 3 hours
212 Construction Specifications Prereq: TI 215 .......................... (II) 3 hours
213 Stat. and Strength of Materials for Technicians Prereq: TI 102 .......................... (I) 4 hours
214 Technical Report Writing Prereq: Engl. 111 .......................... (II) 3 hours
215 Construction Materials Prereq: TI 127 or permission of instructor ........................ (I) 3 hours
216 Construction Estimating Prereq: TI 215 concurrently .................. (I) 3 hours
218 Soils Technology Prereq: TI 213; TI 215 .......................... (II) 3 hours
219 Construction Equipment Prereq: TI 127 ................................ (II) 3 hours
220 Codes, Standards, and FCC Law Prereq: TI 207 .......................... (III) 3 hours
221 Hydraulics and Pumping Applications Prereq: TI 213 .......................... (II) 3 hours
222 Industrial Electronic Instrumentation Prereq: TI 207 concurrently .................. (I) 3 hours
223 Microwave Applications Prereq: TI 207 concurrently .................. (I) 3 hours
224 Advanced Architectural Drafting and Design Prereq: TI 124 (II) 3 hours
225 Highway and Municipal Utilities Drafting Prereq: TI 126 or permission of instructor ........................ (II) 3 hours
226 Antennas Prereq: TI 209 ........................................ (II) 3 hours
227 Servomechanisms Prereq: TI 207 concurrently .................. (II) 3 hours
228 Power Applications .............................................. (II) 3 hours
229 Structural Design for Technicians Prereq: TI 213 .......................... (II) 3 hours
231 Architectural Design III Prereq: TI 224 .......................... (I) 3 hours
232 Architectural Design IV Prereq: TI 224 .......................... (II) 3 hours
233 Patent Drawing Prereq: permission of instructor .......................... (II) 3 hours
234 Advanced Structural Drafting Prereq: TI 126 or permission of instructor ........................ (II) 3 hours
236 Special Drafting Projects Prereq: permission of instructor (I,II) 1-4 hours
237 Drafting Room Management Prereq: permission of instructor (II) 2 hours
238 Technical Sketching and Illustration Prereq: sophomore standing .......................... (II) 3 hours
239 Topographical Drafting Prereq: CE 200 ................................ (II) 3 hours
241 Building and Trades Drafting Prereq: Engg. 121 or permission of instructor ........................ (I) 3 hours
246 Machine Drawing and Design Prereq: Engg. 122 .......................... (II) 3 hours
280 Practical Foremanship Prereq: sophomore standing .......................... (II) 3 hours
Students may select the basic four-year Bachelor of Science degree, with a major in Home Economics, Dietetics, or Home Economics-Education. Two-year Associate Titles are available in foods and nutrition, clothing and design, and home making.

### DEGREE REQUIREMENTS

**Bachelor of Science in Home Economics**

**MISS KILLIAN, Adviser**

#### FIRST YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Engl. 109, 111, 112 &amp; up</em></td>
<td><em>Engl. 111, 112 &amp; up</em></td>
</tr>
<tr>
<td>H.Ec. 101, Elem. Nutrition</td>
<td>H.Ec. 102, Food Selection</td>
</tr>
<tr>
<td>and Food Preparation</td>
<td>and Preparation</td>
</tr>
<tr>
<td>H.Ec. 103, Clothing construction</td>
<td>H.Ec. 104, Clothing Construction</td>
</tr>
<tr>
<td>Psych. 101, Intro. Psych.</td>
<td>Biol. 275, Physiology and</td>
</tr>
<tr>
<td><em>Electives</em></td>
<td>Anatomy of Man</td>
</tr>
<tr>
<td></td>
<td><em>Electives</em></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>Total</strong></td>
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<tr>
<td>16</td>
<td>18</td>
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#### SECOND YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
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<tr>
<td>Chem. 101, College Chem.</td>
<td>Chem. 102, College Chem.</td>
</tr>
<tr>
<td>H.Ec. 201, Meal Planning</td>
<td>H.Ec. 303, Advanced Clothing</td>
</tr>
<tr>
<td>and Service</td>
<td>or H.Ec. 304, Tailoring</td>
</tr>
<tr>
<td>H.Ec. 202, Textiles</td>
<td>H.Ec. 205, Costume Design</td>
</tr>
<tr>
<td><em>Electives</em></td>
<td><em>Electives</em></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>Total</strong></td>
</tr>
<tr>
<td>15-17</td>
<td>15-17</td>
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</table>

#### THIRD YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
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<tbody>
<tr>
<td>H.Ec. 301, Nutrition and</td>
<td>H.Ec. 302, Dietetics in Disease</td>
</tr>
<tr>
<td>Dietetics</td>
<td>3</td>
</tr>
<tr>
<td>Econ. 201, Principles of</td>
<td>Biol. 125, Microbiology</td>
</tr>
<tr>
<td>Econ., or Soc. 101 Intro. Soc.</td>
<td>or Econ. 202, Principles of Econ.</td>
</tr>
<tr>
<td>Speech 111, Funds of Speech</td>
<td>or Soc. 251, Marriage and</td>
</tr>
<tr>
<td><em><strong>Electives</strong></em></td>
<td>the Family or Ed. Psychology</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>Total</strong></td>
</tr>
<tr>
<td>16-18</td>
<td>3-4</td>
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</table>

#### FOURTH YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>H.Ec. 305, Child Care and</td>
<td>H.Ec. 306, Interior Decoration</td>
</tr>
<tr>
<td>Development</td>
<td>3</td>
</tr>
<tr>
<td>H.Ec. 353, Methods of Teaching</td>
<td>H.Ec. 310, Experimental Foods</td>
</tr>
<tr>
<td>High School Subjects</td>
<td><strong>Electives</strong></td>
</tr>
<tr>
<td>Educ. 357, Student Teaching</td>
<td><strong>Electives</strong></td>
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<tr>
<td><em>Electives</em></td>
<td>12-14</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>15-17</td>
</tr>
</tbody>
</table>

Suggested electives: Humanities, demonstration techniques, physiological chemistry, psychology, typing, shorthand, accounting, chorus, orchestra, art and foreign languages.

*Electives may be substituted if proficiency is established by examination.

**Those planning to teach home economics should take the prescribed courses in education as their electives.**

### Bachelor of Science in Home Economics (Major in Education)

**MISS KILLIAN, Adviser**

The program for the first three years is essentially the same as that for Bachelor of Science in Home Economics.

#### FOURTH YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>H.Ec. 305, Child Care and</td>
<td>H.Ec. 306, Interior Decoration</td>
</tr>
<tr>
<td>Development</td>
<td>3</td>
</tr>
<tr>
<td>H.Ec. 353, Methods of Teaching</td>
<td>Educ. 358, Student Teaching</td>
</tr>
<tr>
<td>High School Subjects</td>
<td><strong>Electives</strong></td>
</tr>
<tr>
<td>Educ. 357, Student Teaching</td>
<td><strong>Electives</strong></td>
</tr>
<tr>
<td><em>Electives</em></td>
<td>9-11</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>15-17</td>
</tr>
</tbody>
</table>

Those majoring in Education with a teaching field in Home Economics should select courses in the following fields: Foods and meal planning, six hours; textile and clothing, nine hours; home management, three hours; child development, or human growth and development, three hours; basic decoration and home furnishings, three hours, and nutrition, three hours.
Bachelor of Science in Home Economics (Major in Dietetics)

Miss Killian, Adviser

The student may take a four-year program in dietetics by following the first three-year requirements of the degree of Bachelor of Science in Home Economics, with these exceptions: Substitute Chemistry 202, Biochemistry, for Home Economics 205 and 303 in the third year, (this course must be taken preceding or concurrently with Home Economics 301, Nutrition and Dietetics) and add Psychology 251, Educational Psychology, in the second semester of the third year. Industrial Psychology or Personnel Management or Human Relations is required for membership in the American Dietetics Association and may be taken any time after the first year. Accounting and experimental cookery completes the requirement for the American Dietetics Association membership.

FOURTH YEAR

First Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>Acc. 101</td>
<td>3</td>
</tr>
<tr>
<td>*H.Ec. 307, Quantity Cookery</td>
<td>3</td>
</tr>
<tr>
<td>Psych. 351, Educ. Psych.</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td>8-9</td>
</tr>
</tbody>
</table>

Second Semester

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>*H.Ec. 308, Institutional</td>
<td>3</td>
</tr>
<tr>
<td>Management</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td>13-14</td>
</tr>
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</table>

SUMMER SESSION

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>Acc. 101</td>
<td>3</td>
</tr>
<tr>
<td>*H.Ec. 307, Quantity Cookery</td>
<td>3</td>
</tr>
<tr>
<td>Psych. 351, Educ. Psych.</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td>8-9</td>
</tr>
<tr>
<td></td>
<td>17-18</td>
</tr>
</tbody>
</table>

*Home Economics 307 and 308 are offered summers only.

Associate in Home Economics (Two-year Programs)

See descriptions under University Studies, page 103.

I. Foods and Nutrition
II. Clothing & Design
III. Homemaking
IV. Interior Decoration
# ACADEMIC REQUIREMENTS FOR ADA MEMBERSHIP (PLAN III)

The Core plus one Emphasis, plus one Concentration constitute the requirements for membership or internship, as designated for the specialties.

## CORE SUBJECTS

**22 semester hours* — Basic Minimum — All core subjects required**

- **Natural Sciences** — 14 s.h.; human physiology and bacteriology — Food — 6 s.h.; selection preparation, meal planning and service.
- **Nutrition** — 2 s.h.

### Plus one of the following:

## EMPHASES

**Choice of one Emphasis — 9 semester hours — Basic Minimum — Underlined subject areas required**

### I. FOOD SERVICE MANAGEMENT

- Organization and management
- Food production and service
- Advanced food production management; equipment selection, maintenance and layout
- Principles of accounting; purchasing

### II. EDUCATION (Business and Industry, Clinic, College, Extension, School and Public Health)

- Educational principles and techniques
- Educational psychology
- Anthropology, child psychology, sociology

### III. FOODS — EXPERIMENTAL AND DEVELOPMENTAL

- Experimental foods
- Advanced bacteriology, consumer economics, cultural aspects of food, food styling, quantity food production and service, psychology of advertising, technology of food, theory and technique of communication

### Plus one of the following:

## CONCENTRATIONS

**Choice of one Concentration — 15 semester hours — Basic Minimum — Underlined subject areas required**

### A. THERAPEUTICS AND ADMINISTRATIVE DIETETICS

- Nutrition 2 s.h. (biochem. prereq. or concurrent)**
- Personnel management or industrial psychology
- Principles of learning or educational psychology

**Remainder of credit:**
- Advanced food production management; equipment selection, maintenance and layout
- Foods: cultural, experimental or technological principles of accounting***
- Purchasing***

### B. BUSINESS ADMINISTRATION

- Advanced accounting; advanced food production management***
- Equipment selection, maintenance and layout***
- Personnel management; purchasing***

**Remainder of credit:**
- Business law, communication, human relations, industrial psychology, labor economics

### C. SCIENCE — FOODS & NUTRITION

- Advanced nutrition 6 s.h.; biochemistry with lab.
- Foods: cultural, experimental or technological

**Remainder of credit:**
- Child growth and nutrition, community nutrition, diet therapy****
- Principles of learning or educational psychology, statistics, food processing and preservation

---

1. Applicants for Internship and Membership
   a. Clinic Interns: Core + Emphasis I or II + Concentration A or C
   b. College, Business, or Industry Interns: Core + Emphasis I + Concentration A or B
   c. Hospital Interns: Core + Emphasis I + Concentration A

**LEGEND:**
*Social and behavioral sciences are considered to be essential and assumed to be included in college degree requirements.
**Food Chem. may be used by College or Industrial Interns
***If not used in Emphasis I
****Required for hospital and clinic interns

2. Other applicants for membership
   Hospital or other Institutions, Business, Clinic, College Teaching, Extension, Hotel, Industry, Public Health, Research, Restaurant, School Food Service and Related Specialties: Core + Emphasis I, II or III + Concentration A, B, or C.
<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Prerequisites</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>Elementary Nutrition and Food Preparation</td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td>102</td>
<td>Food Selection and Preparation</td>
<td>101 prereq: to 102 or permission of instructor</td>
<td>3 hours</td>
</tr>
<tr>
<td>103</td>
<td>Clothing Construction</td>
<td>Beginning construction and the study</td>
<td>3 hours</td>
</tr>
<tr>
<td>104</td>
<td></td>
<td>103 prerequisite to 104 or permission of instructor</td>
<td>3 hours</td>
</tr>
<tr>
<td>201</td>
<td>Meal Planning and Service</td>
<td>Prereq: H. Ec. 102 or permission of instructor</td>
<td>3 hours</td>
</tr>
<tr>
<td>202</td>
<td>Textiles</td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td>203</td>
<td>Non-Textiles (or Merchandise Information)</td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td>204</td>
<td>Home Management</td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td>205</td>
<td>Costume Design</td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td>209</td>
<td>Personality and Style</td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td>211</td>
<td>Upholstering</td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td>212</td>
<td>Furniture Repair and Refinishing</td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td>213</td>
<td>Home Planning</td>
<td>Planning the space for each area of the home for beauty and efficiency</td>
<td>3 hours</td>
</tr>
<tr>
<td>301</td>
<td>Nutrition and Dietetics</td>
<td>Prereq: H. Ec. 102 or permission of instructor</td>
<td>3 hours</td>
</tr>
<tr>
<td>302</td>
<td>Dietetics in Disease</td>
<td>Prereq: H. Ec. 301</td>
<td>3 hours</td>
</tr>
<tr>
<td>303</td>
<td>Advanced Clothing</td>
<td>Prereq: H. Ec. 104 or permission of instructor</td>
<td>3 hours</td>
</tr>
<tr>
<td>304</td>
<td>Tailoring</td>
<td>Prereq: H. Ec. 102 or permission of instructor</td>
<td>3 hours</td>
</tr>
<tr>
<td>305</td>
<td>Child Care and Development</td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td>306</td>
<td>Interior Decoration</td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td>307</td>
<td>Quantity Cookery</td>
<td>Prereq: H. Ec. 201</td>
<td>3 hours</td>
</tr>
<tr>
<td>308</td>
<td>Institutional Management</td>
<td>Prereq: H. Ec. 102 and 201 or permission of instructor</td>
<td>3 hours</td>
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<tr>
<td>309</td>
<td>Demonstration Techniques</td>
<td>Prereq: H. Ec. 102 and 104 or permission of instructor</td>
<td>3 hours</td>
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<tr>
<td>310</td>
<td>Experimental Cookery</td>
<td>Prereq: H. Ec. 102 and Chem. 102 or permission of instructor</td>
<td>3 hours</td>
</tr>
<tr>
<td>353</td>
<td>High School Methods of Education</td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td>404</td>
<td>Advanced Tailoring</td>
<td>Prereq: H. Ec. 304 or permission of instructor</td>
<td>3 hours</td>
</tr>
<tr>
<td>406</td>
<td>Advanced Interior Decoration</td>
<td>Prereq: H. Ec. 306 or permission of instructor</td>
<td>3 hours</td>
</tr>
</tbody>
</table>
Journalism education at the University of Omaha seeks to be broadly cultural as well as intensely practical. It is designed to lay the foundation necessary for competency in the highly diversified areas of mass communication today.

One basic degree is offered in journalism; however, each student may select a particular area of interest within the field of journalism and complete courses within that area for a "special" concentration. Such areas may include radio-TV journalism, home economics journalism or industrial editing. Other programs are also available by arrangement with the departmental chairman.

DEGREE REQUIREMENTS
Bachelor of Science in Journalism

Mr. Peterson, Adviser

**DEGREE REQUIREMENTS**

**Bachelor of Science in Journalism**

**Mr. Peterson, Adviser**

---

**FIRST YEAR**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
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<tbody>
<tr>
<td>Jour. 115, News Writing</td>
<td>Engl. 111 or 112, Composition</td>
</tr>
<tr>
<td>Engl. 109 or 111, Composition</td>
<td>*Soc. Sci. or Humanities</td>
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<tr>
<td>Psych. 101, Intro. to Psych.</td>
<td>**Psych.</td>
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<td>*Soc. Sci. or Humanities</td>
<td>Electives</td>
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<td></td>
<td>4-6</td>
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<td>16-18</td>
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**SECOND YEAR**

<table>
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<tr>
<td>Journ. 227, Reporting of Public Affairs</td>
<td>Journ. 211, Radio-TV News</td>
</tr>
<tr>
<td><strong>Journ. 245, Practical Journ.</strong></td>
<td>Journ. 311, Photography</td>
</tr>
<tr>
<td>Econ. 201, Principles of Econ.</td>
<td>Econ. 202, Principles of Econ.</td>
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<tr>
<td>Natural or Physical Sci.</td>
<td>Electives</td>
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<td>Electives</td>
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<td>**</td>
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**THIRD YEAR**

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<tbody>
<tr>
<td>Journ. 325, Typography</td>
<td>Journ. 341, Communications Law and Management</td>
</tr>
<tr>
<td>Journ. 340, Mass Communications</td>
<td><strong>Journ. 346, Practical Journ.</strong></td>
</tr>
<tr>
<td><strong>Journ. 345, Practical Journ.</strong></td>
<td>Hist. 112, Amer. Hist. since 1865</td>
</tr>
<tr>
<td>Hist. 111, Amer. Hist. to 1865</td>
<td>Pol. Sci. 204, State and Local Govt.</td>
</tr>
<tr>
<td>Electives</td>
<td>Electives</td>
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**FOURTH YEAR**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
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</thead>
<tbody>
<tr>
<td>Journ. 401, Seminar in Mass Communications</td>
<td>Journ. 402, Seminar in Mass Communications</td>
</tr>
<tr>
<td><strong>Journ. 445, Practical Journ.</strong></td>
<td>Journ. 446, Practical Journ.</td>
</tr>
<tr>
<td>English 245 or 246, Amer. Lit.</td>
<td><em>Journ. 423, Public Relations</em></td>
</tr>
<tr>
<td>Electives</td>
<td>Electives</td>
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<tr>
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</tbody>
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*The student is required to select a minimum of six credit hours in the social sciences and/or humanities during the freshman year.

**Four semesters required, but total hours must not exceed eight credit hours, in Journalism 245-6, 345-6, 445-6.

**Six hours of psychology are required, including Psychology 101.

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**Two-Year Program in Journalism**

(See University Studies, page 104)
JOURNALISM

101 American Journalism and the Press Today: A historical study of the American press from 1690 to the present ............... (I) 3 hours

115 News Writing and Reporting: Fundamentals of journalistic writing. Prereq: enrollment in English 111 and ability to type, or permission of instructor .................. (I) 3 hours

116 News Editing and Makeup: Prereq: Journ. 115, or permission (II) 3 hours

201 Introduction to Mass Communications: A brief introduction to the mass media (newspapers, radio, television, books, magazines and movies), surveying their roles and operations in American society ..................................................... (I,II) 3 hours

211 Radio and Television News Writing
Prereq: Journ. 115, or permission .......................... (II) 3 hours

227 Reporting of Public Affairs
Prereq: Journ. 115, or permission ....................... (I) 3 hours

245 Applied Journalism: Supervised practice in all elements involved in newspaper production. Prereq: Journ. 115 and permission (I,II) 1 hour

311 Photography: Use of the camera and the darkroom in exposing, developing and printing procedures ............... (I,II,S) 3 hours

313 Advanced Photography. Prereq: Journ. 311, or permission (II,S) 3 hours

325 Graphic Arts: A study of the mechanical side of printing, including type faces, presses and layout .......................................................... (I) 3 hours

335 Journalism Internship Program. Prereq: permission of the head of department ............................................. (I,II) 3 hours

345 Applied Journalism.

346 See entry for Journ. 245, 246 .................................. (I,II) each 1 hour

336 (B.A.) - Advertising: Theory and principles of modern advertising .................................................. (I,II) 3 hours

340 Mass Communications: Definitions, relationships and roles of the mass media in society today, with special emphasis on research findings. Prereq: junior standing, or permission of instructor .......................... (I) 3 hours

341 Communications Law and Management.
Prereq: Journ. 116, or permission .......................... (II) 3 hours

350 Industrial and Business Publication Editing.
Prereq: Journ. 115 or permission .......................... (II) 3 hours

362 Advertising Copywriting and Layout.
Prereq: Journ. 336, or permission .......................... (II) 3 hours

401 Seminar in Mass Communications: A seminar concerned with trends, developments and practices in all fields of mass communications. Prereq: senior standing ...................... (I,II) each 3 hours

423 Public Relations: Theories and techniques of the public relations function, the public relations counsel and the publicity expert; current and past applications. Prereq: Psych. 101, or permission .......................... (I) 3 hours

424 Publicity Methods ........................................... (II) 3 hours

443 World Communications: A survey of the mass communications systems of the world today. Prereq: senior standing, or permission .................................................. (II) 3 hours

445 Applied Journalism: See entry for Journ. 245, 246. Prereq:
446 permission of department head only ........................ (I,II) each 2 hours
This degree program is open to qualified members of the Armed Services and to regular college students who wish to follow a military career. It provides a well-rounded education with a reasonable amount of specialization in the junior or senior years through proper choice of electives. Students must earn 125 credit hours with a grade average of 2.0 or above, and meet residence requirement.

**DEGREE REQUIREMENTS**

Bachelor of Science in Military Science

Mr. Helmstadter, Adviser

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
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<tbody>
<tr>
<td><strong>First Year</strong></td>
<td><strong>Second Year</strong></td>
</tr>
<tr>
<td><em>Engl. 109 or 111, Composition</em></td>
<td>3</td>
</tr>
<tr>
<td>Math. 111, Algebra</td>
<td>3</td>
</tr>
<tr>
<td>Engr. 121, Engr. Drawing</td>
<td>3</td>
</tr>
<tr>
<td>Foreign Lang. or equiv.</td>
<td>3</td>
</tr>
<tr>
<td><strong>Military Science 201</strong></td>
<td>2</td>
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<tr>
<td><strong>P. E.</strong></td>
<td>1</td>
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<td>15</td>
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<td>15</td>
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</tbody>
</table>

**SECOND YEAR**

| Econ. 201, Prin. of Econ. | 3 | Econ. 202, Prin. of Econ. | 3 |
| Phys. 111, or other Sci. | 3-4 | Phys. 112 or other Sci. | 4-3 |
| Hist. 111, Am. Hist. | 3 | Hist. 112, Am. Hist. | 3 |
| Soc. 101, Intro. to Soc. | 3 | *Mil. Sci. 206, Mil. Ldrshp.* | 3 |
| **Mil. Sci. 201** | 2 | **Mil. Sci. 202** | 2 |
| **P. E.** | 1 | **P. E.** | 1 |
| | 19-18 | | 19-18 |

**THIRD YEAR**

| Eng. 231, Eng. Lit. | 3 | Eng. 232, Eng. Lit. | 3 |
| B.A. 349, Prin. of Mgt. | 3 | Adv. Bus. or Engr. | 3 |
| **Mil. Sci. 301, Supply Logistics** | 3 | **Mil. Sci. 302, Adv. Mgt.** | 3 |
| Electives, 300-400 courses | 6 | Electives, 300-400 courses | 6 |
| | 15 | | 15 |

**FOURTH YEAR**

| **Mil. Sci. 401, Adv. Adm.** | 3 | **Mil. Sci. 402, Staff Func.** | 3 |
| Electives, 300-400 courses | 9 | Electives, 300-400 courses | 9 |
| | 15 | | 15 |

*Two English courses, six credits, required; electives may be substituted if proficiency is established by examination.

*Four credits in physical education and eight credits in basic military science will be granted on the basis of one year of active military service.

*An individual who has received a commission will be granted 12 additional credit hours in advanced military science.

*Three credit hours in speech and three credit hours in military leadership will be granted for commissioned officers with one year in command or supervisory position.

Students passing GED (General Educational Development) Tests College Level with appropriate scores will be granted credit as follows:

a) GED Test No. 1 — 6 credits in elementary English composition.

b) GED Test No. 2 — 6 credits social science.

c) GED Test No. 3 — 6 credits in natural science.

d) GED Test No. 4 — 6 credits in literature.
The University of Omaha cooperates with hospitals approved by the Council on Medical Education and with hospitals of the American Medical Association. The University grants a degree to the students who complete the requirements of the regular three-year basic Diploma nursing program or Associate degree nursing program from an accredited college and an additional two-year course of study in an accredited University.

First-year courses (University) completed as part of the three-year basic Diploma nursing program do not substitute for any part of the two-year course of study outlined below.

Individual evaluation determines exact curriculum and advanced college standing not to exceed 61 college hours. All students must meet the entrance requirements, residence requirements, and maintain an average grade of "C" (2.00) or above.

Students must complete the minimum program of 64 college hours beyond R. N. Diploma for the degree of Bachelor of Science in Nursing.

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
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</thead>
<tbody>
<tr>
<td><strong>Psych.</strong></td>
<td><strong>Psych.</strong></td>
</tr>
<tr>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>*Engl. 109 or 111, Comp.</td>
<td>*Engl. 111 or 112, Comp.</td>
</tr>
<tr>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td><strong>Chem. 101, College Chem.</strong></td>
<td><strong>Chem. 102, College Chem.</strong></td>
</tr>
<tr>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Soc. Sci.</td>
<td>Humanities</td>
</tr>
<tr>
<td>3</td>
<td>3</td>
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</table>

FIRST YEAR: 14

SECOND YEAR:

<table>
<thead>
<tr>
<th>Humanities</th>
<th>Biology</th>
<th>Sociology</th>
<th>Nursing 402</th>
<th>Electives</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>4</td>
<td>3</td>
<td>3</td>
<td>3</td>
</tr>
</tbody>
</table>

SECOND YEAR: 17

*Electives may be substituted if proficiency is established by examination.

**Other chemistry courses may be substituted if desired.

Suggested humanities and electives: Religion 111 and 112, physiology, typing, literature, philosophy, foreign language, nursing, psychology and sociology.

**NURSING**

The following courses are administered by the Applied Arts College for hospitals preparing student nurses.

**Nursing 105 Introduction to Physiology and Anatomy**
Prereq: for student nurses only .... (I) 4 hours

**Nursing 125 Introduction to Microbiology**
Prereq: restricted to nursing and home economics students .... (I,II) 3 hours

**Nursing 121 Chemistry for Nurses**
Prereq: for student nurses only .... (I,II) 4 hours

**Nursing 110 Communications**
Prereq: for student nurses only .... (I) 3 hours

**DEGREE PROGRAM COURSES**

**391 Introduction to Nursing Education** A survey course for professional graduate nurses designed to introduce students to problems of nursing education and to study original development, present status, and future goals of curriculum in schools of Nursing .... (E) 3 hours

**392 Principles and Methods of Teaching in Schools of Nursing**
Prereq: N. 391 .... (E) 3 hours

**395 Student Teaching in Nursing**
Prereq: N. 392 .... (E) 3 hours

**396 Fundamentals of Supervision in Nursing** .... (E) 3 hours

**397 Legal Aspects of Nursing** .... (E) 3 hours
401 **Principles of Public Health**  An introductory course in the principles of public health to familiarize and interest graduate professional nurses, medical technologists, health education majors, and others interested in the purposes, functions, responsibilities, programs and activities of Public Health.  (E) 3 hours

402 **Public Health Nursing** (Introduction and Practice)  Prereq: N. 401 (8 weeks).  Evening with day practice.  6 hours  Introduction to Public Health nursing with affiliation clinical practice in a Public health agency.  A study of the broad functions of the Public Health nurse with concurrent supervised practice in family health service, including nursing care and health guidance in selected home situations.  Problem-solving techniques, work management and recording are applied to Public health nursing service.

**DEGREE REQUIREMENTS**

**Bachelor of Science in Medical Technology**  
**Mr. Borgman, Adviser**

The University of Omaha cooperates with hospitals approved by the Registry of Medical Technologists of the American Society of Clinical Pathologists.  The University grants the degree of Bachelor of Science in Medical Technology to students who have successfully completed the regular twelve-month course in Medical Technology required by the Registry, and a three-year program of subjects in an accredited university, as outlined below.  Work done as part of the training in technology does not substitute for any part of this three-year program.  All students must meet the University's entrance requirements and must maintain an average grade of "C" or above in a minimum of 90 college hours.  Thirty of the last 36 hours must be taken at the University of Omaha, depending on time Register work is completed.  The three-year program is as follows:

**FIRST YEAR**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
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<tbody>
<tr>
<td>Chem. 110</td>
<td>Chem. 120</td>
</tr>
<tr>
<td>Nat. Sci. 102, Prin. Biol.</td>
<td>Biol. 174, Zoology</td>
</tr>
<tr>
<td>Engl. 109 or 111</td>
<td>Engl. 111 or 112</td>
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<tr>
<td>Math. 111</td>
<td>Psych. 101</td>
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<td>*Electives</td>
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17

**SECOND YEAR**

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<tr>
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<tbody>
<tr>
<td>Chem. 213, Organic</td>
<td>Chem. 214, Organic</td>
</tr>
<tr>
<td>Nurs. 125</td>
<td>Phys. and Anat. 275</td>
</tr>
<tr>
<td>*Elective (Elective)</td>
<td>Biol. Sci. (Elective)</td>
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**THIRD YEAR**

<p>| | |</p>
<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Micro Technique, 323</td>
<td>Humanities</td>
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<tr>
<td>Humanities</td>
<td>Chem. Elective</td>
</tr>
<tr>
<td>*Electives</td>
<td>*Electives</td>
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</tbody>
</table>

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*Physics 8, and Analytical Chemistry strongly recommended.  Math. 112 recommended.

**DEPARTMENT OF SKILLS DEVELOPMENT**

In the College of Applied Arts there is a special skills and general studies department especially for students who wish to improve their skills in communication, mathematics and reading.  It is recommended that some freshmen take special work in these areas as indicated by their guidance examinations.  The services of the department are also available to any student in the University.

**READING IMPROVEMENT**  
**Mr. Cuskenberg, Director, Reading Clinic**

97 **Reading Improvement**  Beginning course with emphasis on reading and study skills improvement.  (I,II) 1 hour

197 **Reading Improvement**  (Advanced course in reading improvement)  Prereq: 97 or permission of instructor.  (I,II) 1 hour
THE COLLEGE OF TEACHER EDUCATION

FRANK H. GORMAN, Dean

The professional education of teachers was introduced as a function of the University of Omaha in 1911. The work was conducted by a small Department of Education. From 1948 to 1950 the faculty was enlarged in order that services to the teaching profession might be more adequately provided, and in 1950 the College of Teacher Education was established. It is composed of the following departments: Foundation and General, Elementary Education, Secondary Education, Physical Education for Men, Physical Education for Women, Library Science, and Special Education.

The purposes of the College of Teacher Education are threefold: (1) to provide for the education of students who are preparing to teach; (2) to contribute to the professional growth and development of teachers who wish to improve their skills and understanding; (3) to provide educational services to organized agencies that are cooperating with the schools and to personnel in other types of educational institutions. According to their individual interests and aptitudes, students may prepare in one or more of the following areas: Elementary Education, Secondary Education, Physical Education for Men, Physical Education for Women, Library Science, and Special Education.

The specific objectives of the College of Teacher Education are:

(1) to prepare candidates for the profession of teaching
who possess capacity for and appreciation of scholarship
who possess sound physical, mental, and social health
who understand and support the American public school system
who express themselves clearly, concisely, and meaningfully in writing and speaking
who consider teaching a professional experience
who possess sound academic and professional qualifications for teaching in their chosen field;

(2) to provide educational services to individuals and organizations that strive to improve teacher competence that endeavor to raise standards of teacher education that desire to improve educational programs that encourage an appreciation of the American public school system;

(3) to promote research as a foundation to undergird the instruction provided by the College of Teacher Education.

GENERAL REQUIREMENTS

1. Admission — Students will be admitted to the College on making a satisfactory score on the School and College Ability Tests or with a minimum of 2.00 cumulative grade point average.

2. Degree requirements — For the degree of Bachelor of Science in Education, a minimum of 125 credit hours is required. The candidate is subject to the current requirements of the College.

3. Residence — Thirty of the last 36 hours required for the degree must be registered for and carried in residence at this University.
4. Admission to teacher education program — In order to be admitted to the teacher education program the student must (1) make formal application to the Dean of the College, (2) have attained 30 hours of credit with an average of "C," and (3) have the recommendation of his adviser and one other full-time University faculty member.

A transfer student who presents 30-57 acceptable semester hours of work and has a cumulative average of "C" may be admitted to the teacher education program by (1) completing at least 12 semester hours of work at the University of Omaha, and (2) making formal application to the Dean of the College.

A transfer student who has 58 or more acceptable semester hours of work and has a cumulative average of "C" may be admitted to the teacher education program by (1) attaining satisfactory scores on standardized measures of academic achievement and scholastic aptitude, and (2) making formal application to the Dean of the College.

Students with a degree from an accredited institution and a cumulative average of "C" may be admitted to the teacher education program by making formal application to the Dean of the College.

A student who is earning a degree (except the Bachelor of General Education) at the University of Omaha may be admitted to the teacher education program by complying with the requirements as listed above.

5. Permission to continue in the program — On the completion of Education 205 and 208 (Education 207 and Psychology 351 may be substituted for Education 205) students must be approved by a faculty committee before they may continue in the program. Students considered academically or socially unsuited for teaching shall be encouraged to enter other programs.

6. Quality of work — Each candidate for the degree or certification must attain a grade of at least "C" in *professional education courses. All grades reported by the faculty to the Registrar become a part of the student's permanent record and are included in the computation of his grade point average, even though some of these grades may be for work done in excess of the 125 hours required for graduation.

Each Secondary Education major must have a grade point average of 2.50 in his major teaching field and no grade below "C" for the minimum number of hours required for his major teaching field and second teaching field.

7. Physical Education — At least four semester hours of college work in physical education, including P.E. 111, Personal Health and Hygiene for men students, are required of each candidate who is under the age of 21 at the time of his entrance into the University. Eight semester hours in physical education activities may be accepted toward the degree, except for students specializing in physical education. The number of hours that majors in physical education may take will be at the discretion of the Department of Physical Education.

8. English — Students must earn credit in English 111 and 112; or, if performance on the English proficiency examination warrants, English 112 and any other three-hour English course. Students who are excused from both English 111 and 112 shall take any other six hours of English.

9. General Education — The three divisions — humanities, natural science, social science — include the departments listed below.

*Humanities:* Music (except laboratory courses), art, speech, English (except English 109, 111, 112, 217, 219, 240), philosophy, religion, foreign language.

Students in elementary education must take six hours in art, music, and/or speech; and six hours in English, philosophy, religion, and/or foreign language.

Students in secondary education must take 12 credit hours in humanities. Five semester hours of credit in the survey course, Introduction to Humanities, may be taken in lieu of six credit hours in departmental courses.

*Natural Science:* Biology, chemistry, physics, mathematics, and Geography 254.

Students in elementary education must take the two survey courses, Natural Science 101 and 102 for ten credit hours (except by permission of the head of the department).

Students in secondary education may take the two survey courses; or one survey course and six hours of departmental courses; or 12 hours of departmental courses.

*Social Science:* Economics, geography (except Geography 254), history, political science, psychology and sociology.

Students in elementary education must take American History Since 1865 and Human and Cultural Geography, plus two of the following courses: Introduction to Psychology, European History, 1500-1815, European History 1815 to present, Principles of Economics, American National Government; Far East: Modern China, Far East: Modern Japan & Asia; Introduction to Sociology, American History to 1865.

Students in secondary education must present 12 semester hours from the division, of which not more than 8 semester hours may be from a single department in the division.

**DEGREE REQUIREMENTS**

**Bachelor of Science in Education**

1. General requirements — Each candidate must meet the general requirements of the College.

2. Basic courses — Each candidate must present credit in the basic courses, 205 and 208 (Education 207 and Psychology 351 may be substituted for Education 205). These courses must be taken prior to the courses listed in paragraph 3 (below).

3. Major fields in Education — The candidate must complete a major consisting of specified courses as follows:
Elementary Major — Education 209, †420, 430, 431, 432, 433, 434, 435, 436, or 437 and three courses selected from Art Education 330 or 336, Music Education 251, Physical Education 335, Library Science 373, Special Education 441, 462.

Secondary Major — Education 351, 457, 458, and **two special methods courses.

4. Divisional majors — Candidates who choose a major in Elementary Education must present either a departmental major approved by the head of the Department of Elementary Education; or a divisional major of 24 semester hours (with no grade lower than "C"), in one of the divisions — Humanities, Natural Science, or Social Science. These 24 semester hours are in addition to the 10 to 12 hours required for general education in that division. Of the total 34 to 36 hours, 15 semester hours must be junior or senior level; there must be three subject fields within the 34 to 36 hours; and a minimum of 15 semester hours must be in one subject field.

5. Teaching fields — Students who wish to qualify for a secondary school certificate must have at least two teaching fields, one of which must be a departmental major. A major consists of work completed in accordance with the requirements of the faculties of the respective departments concerned.

Teaching fields include: Art, biology, business administration, chemistry, *Core program, economics, English, French, geography, German, history, home economics, industrial education, journalism, language arts, library science, mathematics, music, physical education for men, physical education for women, physics, political science, science, secretarial science, social studies, Spanish, and speech.

6. Students who plan to graduate in teacher education or who seek an initial certificate must hold a certificate of proficiency in the use of audio-visual aids. This certificate may be secured from the University of Omaha Audio-Visual Department.

7. Maximum hour limits — A candidate may not count toward graduation a total of more than 40 semester hours of credit in professional education.

8. Correspondence credit — A candidate may not count toward graduation a total of more than 15 semester hours of credit by correspondence, television, and/or extension.

**Students majoring in music will take Music Education 352; those majoring in men's physical education will take P.E. 250 and 251; those majoring in women's physical education will take P.E. 247 and 248. Students planning to teach junior high school will take Education 494.

†May be taken as Library Science 420.

*A combination of language arts and social studies, or science and mathematics.
SPECIAL REGULATIONS

• Students may not take courses in professional education until admitted to the teacher education program (See footnote page 78).

• Students in elementary education must take at least two methods courses prior to student teaching.

• Students in secondary education must take Education 351 prior to student teaching.

• A student may not take student teaching while employed in a regular teaching position. Student teaching must be taken on the basis of a full semester assignment in order to receive credit. Experienced teachers may take In-Service Supervised Teaching while employed, when given written permission by the head of the department.

• All students taking or holding the baccalaureate degree and seeking certification are required to take two semesters of student teaching.

• Students in elementary education must take a minimum of eight semester hours in student teaching. Each credit hour requires one-half day of student teaching per week per semester.

• Students in secondary education must take a minimum of six semester credit hours in student teaching. Forty clock hours required for one semester hour credit.

• Only one course in student teaching may be taken in any one semester.

• Requirements for student teaching: 1) cumulative grade point average of 2.00; 2) grade of at least "C" in each professional education course taken. In addition, students in secondary education must have a 2.50 average in the major teaching field and a 2.00 in the second teaching field.

• No student may take student teaching unless he has previously taken at least five hours of work in Education at the University of Omaha.

• The College of Teacher Education reserves the right to require students with teaching experience to take at least one semester of student teaching in order to be approved for certification.

• In order to be eligible for student teaching a student must be approved by the Administration and Curriculum Committee of the College.

• Students in secondary education must also be approved by the heads of the academic departments in which they are taking their teaching fields.

• In order to be eligible for student teaching a student must demonstrate competence in reading, mathematics, library usage, and oral English usage.

• A student must have at least 12 semester hours of credit in a teaching field before he may do student teaching in any subject included therein.

• Students who are earning a degree at the University of Omaha may qualify for a secondary school certificate by meeting the General Requirements, pages 78, 79, paragraph No. 4, No. 5, No. 6, No. 9, and by meeting Degree requirement, page 80, No. 5.

• Students who pursue their program intermittently are subject to possible changes in the requirements.
AUDI0-VISUAL DEPARTMENT

The Audio-Visual Department cooperates with the College of Teacher Education by providing training in the use of audio-visual materials. This training comes as part of the education methods courses. Each student is required to earn the Department's certificate of proficiency in the operation of the audio-visual equipment.

In addition, the Department encourages Education students to use its instructional materials and resources. Student teachers find this service particularly helpful.

TEACHER PLACEMENT SERVICE

The Office of Teacher Placement is maintained by the College of Teacher Education in room 231, Administration Building. This office endeavors to assist all qualified students and former students in locating and securing teaching positions. Undergraduate and graduate students are urged to enroll with the Placement Office before graduation.

School administrators and school board members are cordially invited to make full use of the services offered by the Office of Teacher Placement in their efforts to secure competent teachers for their schools.

DEPARTMENTS OF INSTRUCTION

Key to symbols:
I — offered in the first semester of each year
II — offered in the second semester of each year
S — offered in the summer session

FOUNDATION AND GENERAL COURSES

Professor Dunn (Head); Associate Professor Sollenberger; Assis tant Professors Ackerman, Pullen, Tabor, Scriven; Instructors Harsh, Roper, Sadler

100 Orientation ........................................... (I) no credit
101 American School Systems .................................. (I,II,S) 3 hours
205 Human Growth and Learning
Prereq: admission to teacher educ. program ................. (I,II) 5 hours
207 Human Growth and Development
Prereq: admission to teacher educ. program ................. (I,II,S) 3 hours
208 Observation and Professional Orientation
Prereq: admission to teacher educ. program ................. (I,II,S) 3 hours
476 College Business Management Prereq: permission of instructor (S) 2 hours
481 Principles of Adult Education ........................................... (I,II,S) 3 hours
482 Adult Group Leadership ........................................... (I,II,S) 3 hours
486 Audio-Visual Materials in Education Prereq: Psych. 351 or Educ. 205, or permission of instructor .......................... (I,II,S) 3 hours
487 Audio-Visual Aids Production Prereq: Educ. 486 .......... (I,II,S) 3 hours
498 Special Studies Scheduled as needed and conducted as a regular class, short course, seminar, workshop, or special project, according to purpose. Credit limited to 6 hours. Prereq: junior standing and permission of the Dean of the College of Teacher Education ........................................... (I,II,S) 1-3 hours
## ELEMENTARY EDUCATION

**Professors Bethel (Head), Dunn; Assistant Professors Tabor, Ackerman, Anderson; Instructors Beeson, Howell**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Prerequisites</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>209</td>
<td>Health and Safety Education</td>
<td>Admission to teacher educ. program</td>
<td>(I,II,S) 2 hours</td>
</tr>
<tr>
<td>420</td>
<td>Literature for Children and Youth</td>
<td>Junior standing and Educ. 205 or Psych. 351</td>
<td>(I,II,S) 3 hours</td>
</tr>
<tr>
<td>430</td>
<td>Teaching of Reading</td>
<td>Educ. 205 or Psych. 351</td>
<td>(I,II,S) 2-3 hours</td>
</tr>
<tr>
<td>431</td>
<td>Teaching of Language Arts</td>
<td>Educ. 205 or Psych. 351</td>
<td>(I,II,S) 2-3 hours</td>
</tr>
<tr>
<td>432</td>
<td>Teaching of Social Studies</td>
<td>Educ. 205 or Psych. 351</td>
<td>(I,II,S) 2-3 hours</td>
</tr>
<tr>
<td>433</td>
<td>Teaching of Mathematics</td>
<td>Educ. 205 or Psych. 351</td>
<td>(I,II,S) 2-3 hours</td>
</tr>
<tr>
<td>434</td>
<td>Teaching of Science</td>
<td>Permission of department head</td>
<td>(I,II) 5 hours</td>
</tr>
<tr>
<td>435</td>
<td>Beginning Student Teaching and Seminar</td>
<td>Permission of department head</td>
<td>(I,II) 2-3 hours</td>
</tr>
<tr>
<td>436</td>
<td>Advanced Student Teaching and Seminar</td>
<td>Permission of department head</td>
<td>(I,II) 5 hours</td>
</tr>
<tr>
<td>437</td>
<td>Advanced Student Teaching and Seminar</td>
<td>Permission of department head</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>440</td>
<td>In-Service Supervised Teaching</td>
<td>Written permission of department head</td>
<td>(I,II) 3 hours</td>
</tr>
</tbody>
</table>

## SECONDARY EDUCATION

**Professors Kennedy (Head), Burkholder; Associate Professors Brown, O’Reilly, Ackerson; Assistant Professors Glidden, Ziebath; Instructor Sadler**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Prerequisites</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>351</td>
<td>Teaching in Secondary Schools</td>
<td>Permission of department head</td>
<td>(I,II,S) 3 hours</td>
</tr>
<tr>
<td>401</td>
<td>Special Methods in Teaching Business</td>
<td>Educ. 351</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>402</td>
<td>Special Methods in Teaching Foreign Languages</td>
<td>Educ. 351</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>403</td>
<td>Special Methods in Teaching Home Economics</td>
<td>Educ. 351</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>404</td>
<td>Special Methods in Teaching Language Arts</td>
<td>Educ. 351</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>405</td>
<td>Special Methods in Teaching Mathematics</td>
<td>Educ. 351</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>406</td>
<td>Special Methods in Teaching Science</td>
<td>Educ. 351</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>407</td>
<td>Special Methods in Teaching Social Studies</td>
<td>Educ. 351</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>408</td>
<td>Special Methods in Teaching Speech</td>
<td>Educ. 351</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>409</td>
<td>Special Methods in Teaching Core Program</td>
<td>Educ. 351</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>457</td>
<td>Beginning Student Teaching in Secondary Schools</td>
<td>Educ. 351</td>
<td>(I,II) 3-5 hours</td>
</tr>
<tr>
<td>458</td>
<td>Advanced Student Teaching in Secondary Schools</td>
<td>Educ. 457</td>
<td>(I,II) 3-5 hours</td>
</tr>
<tr>
<td>494</td>
<td>The Junior High School</td>
<td>Permission of department head</td>
<td>(I,S) 3 hours</td>
</tr>
<tr>
<td>495</td>
<td>Administration and Supervision of Junior High School</td>
<td>Permission of department head</td>
<td>(I,S) 3 hours</td>
</tr>
<tr>
<td>496</td>
<td>Junior High School Curriculum Planning</td>
<td>Permission of department head</td>
<td>(I,S) 3 hours</td>
</tr>
</tbody>
</table>
PHYSICAL EDUCATION FOR MEN

ASSOCIATE PROFESSOR YELKIN; ASSISTANT PROFESSORS R. GORMAN (HEAD), GORG; INSTRUCTORS BENNING, BORSHEIM, CANIGLIA, CARDWELL, FISCHER, KURTH, WATCHORN; ASSISTANT INSTRUCTOR MEYERS

SERVICE COURSES FOR ALL STUDENTS

111 Personal Health and Hygiene .............................................. (I,II) 1 hour
112 Individual-Dual Sports .................................................... (I,II) 1 hour
113 Restricted Physical Education ............................................ (I,II) each 1 hour
114 Beginning Swimming ....................................................... (I,II) 1 hour
121 Team Sports ........................................................................ (I,II) 1 hour

COURSES FOR PHYSICAL EDUCATION MAJORS

Physical education majors may not take less than 35 hours or more than 40 hours in physical education courses. Eighteen hours must be in the upper division. Majors must complete specific courses as follows: 143, 250, 251, 303, 322 (or 324), 335, 493, 422, 463; Nat. Sci. 101, 102; Biol. 275. The major must complete satisfactorily at least two coaching theory courses. He must qualify in one additional teaching field. A student majoring in Physical Education must have a health rating of A.

177 Football Coaching Theory and Practice (Lab.) ....................... (I) 2 hours
179 Basketball Coaching Theory and Practice (Lab.) ..................... (I) 2 hours
217 Wrestling Coaching Theory and Practice (Lab.) ....................... (II) 2 hours
250 Physical Education Activities (May be used by P.E. majors to meet requirements for Special Methods in High School Subjects with an industrial combination).
Prereq: permission of department head ..................................... (I,II) each 3 hours
276 Baseball Coaching Theory and Practice (Lab.) ....................... (II) 2 hours
278 Track and Field Coaching Theory and Practice (Lab.) .............. (II) 2 hours
303 First Aid and Athletic Injuries Prereq: Biol. 275 .................... (II) 3 hours
314 Sports Officiating Prereq: for P.E. majors of junior standing ... (I) 3 hours

PHYSICAL EDUCATION FOR WOMEN

INSTRUCTORS CLAUSEN (HEAD), PETERSON; ASSISTANT INSTRUCTOR MULLIN

SERVICE COURSES FOR WOMEN STUDENTS

111 112 Team and Individual Sports ............................................. (I,II) each 1 hour

COURSES FOR WOMEN PHYSICAL EDUCATION MAJORS

All physical education majors must complete 39 credit hours in physical education courses of which 18 hours must be in courses numbered 300 and above. Biology 275 is a prerequisite for Physical Education 315 and 463. The following courses are required of all women majors: four hours of 111 or 112 (one of which must be gymnastics), 201, 202, 223, 227, 143, 247, 248, 304, 312, 315, 321, 335, 422, 463, 493. One semester of swimming is required or demonstration of proficiency.

201 Sports Officiating I ...................................................... (I) 1 hour
202 Sports Officiating II ....................................................... (II) 1 hour
247 Methods in Teaching Physical Education Activities I (May be used with P.E. 248 by P.E. majors to meet requirements for Special Methods in High School subjects). Prereq: four hours of P.E. 111 or 112 and junior standing ......................................................... (I) 3 hours
248 Methods in Teaching Physical Education Activities II
Prereq: 247 ................................................................. (II) 3 hours
312 Methods in Teaching Dance (Modern and Social)
Prereq: P.E. 223 and 227 ..................................................... (II) 2 hours
<table>
<thead>
<tr>
<th>Course</th>
<th>Prerequisites</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>History and Introduction of Physical Education</strong></td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Intermediate Swimming</strong></td>
<td>Prereq: ability to swim in deep water</td>
<td>1 hour</td>
</tr>
<tr>
<td><strong>Senior Life Saving and Water Safety</strong></td>
<td>Prereq: 213 or ability to swim 16 laps of 60-foot pool</td>
<td>1 hour</td>
</tr>
<tr>
<td><strong>Beginning Modern Dance</strong></td>
<td></td>
<td>1 hour</td>
</tr>
<tr>
<td><strong>Intermediate Modern Dance</strong></td>
<td>Prereq: P.E. 223</td>
<td>1 hour</td>
</tr>
<tr>
<td><strong>Advanced Modern Dance</strong></td>
<td>Prereq: P.E. 223, 224</td>
<td>1 hour</td>
</tr>
<tr>
<td><strong>Beginning Ballroom Dancing</strong></td>
<td></td>
<td>1 hour</td>
</tr>
<tr>
<td><strong>Square and Folk Dancing</strong></td>
<td></td>
<td>1 hour</td>
</tr>
<tr>
<td><strong>Advanced Ballroom Dancing</strong></td>
<td>Prereq: P.E. 227</td>
<td>1 hour</td>
</tr>
<tr>
<td><strong>Methods in Gymnastics</strong></td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>First Aid</strong></td>
<td>Prereq: junior standing or permission of instructor</td>
<td>2 hours</td>
</tr>
<tr>
<td><strong>Adapted Physical Education</strong></td>
<td>Prereq: Biol. 275</td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Camp Leadership</strong></td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Methods in Teaching Rhythmic Activities</strong></td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Recreation Education</strong></td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Recreational Leadership</strong></td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Physical Education in the Elementary School</strong></td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Organization and Administration of Athletics</strong></td>
<td>Prereq: junior or senior standing</td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Organization and Administration of Physical Education and Intramurals</strong></td>
<td>Prereq: junior or senior standing</td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Organization and Administration of Recreation</strong></td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Kinesiology</strong></td>
<td>Prereq: Biol. 275</td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Measurement and Evaluation in Physical Education</strong></td>
<td>Prereq: permission of instructor</td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Problems in Physical Education</strong></td>
<td>Prereq: permission of the Dean</td>
<td>1-3 hours</td>
</tr>
</tbody>
</table>

**LIBRARY SCIENCE**

**Professor Lord (Head); Associate Professor Means; Assistant Professor McCaulley; Instructors Corkill, Dougherty, Hazelwood, Playfoot**

<table>
<thead>
<tr>
<th>Course</th>
<th>Prerequisites</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Introduction to Reference Work</strong></td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>The School Library</strong></td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Cataloging and Classification I</strong></td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Reading and Book Selection for Young People</strong></td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Cataloging and Classification II</strong></td>
<td></td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Reference and Bibliography</strong></td>
<td>Prereq: Lib. Sci. 371</td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Literature for Children and Youth</strong></td>
<td>Prereq: junior standing; Educ. 205 or Psych. 351</td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Practice Work in the School Library</strong></td>
<td>Prereq: completion of a minor in Lib. Sci.</td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Audio-Visual Materials in Education</strong></td>
<td>Prereq: Educ. 205 or Psych. 351</td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Special Problems</strong></td>
<td>Prereq: 12 hours in Lib. Sci.</td>
<td>3 hours</td>
</tr>
</tbody>
</table>
Students may prepare for teaching the acoustically handicapped, the speech handicapped, and the mentally retarded.

420 History: Education and Guidance of the Deaf
Prereq: junior standing                   (I,S) 2 hours

421 Teaching of Speech to the Deaf I
Prereq: junior standing                  (I) 2 hours

422 Teaching of Speech to the Deaf II
Prereq: junior standing                  (II) 2 hours

423 Teaching of Language to the Deaf I
Prereq: junior standing                  (I) 3 hours

424 Teaching of Language to the Deaf II
Prereq: junior standing                  (II) 2 hours

425 Observation and Student Teaching of the Deaf
Prereq: permission of head of the department     (I,II) 3-6 hours

426 Methods of Teaching Speech Reading to the Deaf
Prereq: junior standing                  (II) 2 hours

427 Teaching Elementary Subjects to the Deaf I
Prereq: junior standing                  (II) 2 hours

428 Teaching Elementary Subjects to the Deaf II
Prereq: junior standing                  (I) 2 hours

429 Hearing Tests and Auditory Training
Prereq: junior standing                  (II) 2 hours

430 Auditory and Speech Mechanisms
Prereq: junior standing                  (I) 2 hours

431 Speech Development and Correction
Prereq: junior standing                   (I,II,S) 3 hours

432 Psychology of Speech
Prereq: junior standing                  (I) 3 hours

433 Speech Pathology I: Voice and Articulation
Prereq: junior standing                  (I) 3 hours

434 Speech Pathology II: Rhythm and Symbolization
Prereq: junior standing                  (I) 3 hours

435 Phonetics of American Speech
Prereq: junior standing                  (I) 3 hours

436 Speech Evaluation: Methods and Practicum
Prereq: junior standing                   (II) 3 hours

437 Neurophysiology of Speech Handicapped
Prereq: junior standing                  (I) 3 hours

438 Measurement of Hearing
Prereq: junior standing                  (I) 3 hours

439 Measurement of Hearing: Advanced
Prereq: Spec. Educ. 448 or equivalent     (II) 3 hours

440 Methods and Materials in Speech Therapy
Prereq: junior standing                  (II) 2 hours

441 Basic Practicum in Speech Correction
Prereq: permission of department head           (I,II) 1-2 hours

442 Advanced Practicum in Speech Correction
Prereq: permission of department head           (I,II,S) 1-2 hours

443 Teaching the Exceptional Child
Prereq: junior standing and Ed. 205 or Psych. 351     (II,S) 3 hours

444 Teaching the Trainable Mentally Retarded
Prereq: junior standing, Ed. 205 or Psych. 351     (II,S) 3 hours

445 Teaching the Educable Mentally Retarded
Prereq: junior standing, Ed. 205 or Psych. 351     (I,S) 3 hours

446 Observation and Student Teaching the Mentally Retarded
Prereq: permission of department head           (I,II,S) 3 hours
COLLEGE OF BUSINESS ADMINISTRATION
John W. Lucas, Dean

The curricula in the College of Business Administration provide young men and women with a variety of areas of study for professional specialization.

In the metropolitan area of Omaha students may secure supervised work experience co-ordinated with their respective academic areas of specialization.

Each curriculum allows the student ample freedom to select individual courses in other colleges of the University to satisfy his general or cultural interests so that with his specialization he will achieve a well-balanced education.

SCHOLARSHIPS

Certain scholarships and awards are available specifically to students registered in the College of Business Administration. Detailed information concerning the requirements of these scholarships and awards may be secured from the chairman of the Scholarships and Grants Committee or from the Dean of the College of Business Administration.

Accounting: The Wilbur R. Irwin Memorial Scholarship Fund provides one scholarship of $200 each year. The recipient must be a junior or senior student who is specializing in accounting.

Accounting: A scholarship of $150 has been provided by the Nebraska Society of Certified Public Accountants which is awarded to a junior student specializing in accounting.

Business Administration: The Robert H. Kooper Scholarship of $300 has been established for a junior or senior student who is following a degree program in the College of Business Administration. Preference will be given to a student specializing in the area of real estate.

General: The Paul T. Crossman Memorial Scholarship provides tuition for one year for a junior or senior student enrolled in one of the approved curricula of the College of Business Administration.

Insurance: The Omaha Association of Insurance Agents has established a scholarship of $200 for a male junior or senior specializing in insurance. He must be a Nebraska resident and meet all other requirements prescribed in the scholarship agreement.

Real Estate: The Omaha Real Estate Board has established two scholarships of $200 each to be awarded to outstanding juniors specializing in the field of real estate.

Real Estate: The Nebraska Real Estate Association provides two scholarships of $200 each. These scholarships are available to junior students who are specializing in real estate.

Real Estate Finance: The Nebraska Mortgage Association has established a scholarship of $100. This scholarship is available to the student majoring in real estate whose work in the Real Estate Finance course is of superior quality.
Retailing: The Associated Retailers of Omaha have provided ten scholarships of $300 each. Entering freshmen with good high school records and an interest in retailing, as well as sophomores, juniors, and seniors enrolled in the Department of Retail Management, may apply. These scholarships are renewable.

Retailing: Four Arthur Brandeis Scholarships in Retailing of $250 each are available to students enrolled in the College of Business Administration. These scholarships are renewable.

Retailing: The Hinky-Dinky Stores Company has established four scholarships of $250 each for students interested in food distribution who are enrolled in the College of Business Administration. These scholarships are renewable.

Retailing: The Omaha World-Herald has provided three scholarships of $250 each available to junior or senior students who are enrolled in a degree program emphasizing their interest in retailing, marketing, or advertising.

Secretarial: The Ak-Sar-Ben Chapter of the National Secretaries Association has provided a $300 scholarship to help a deserving student further her education and prepare for a career in the secretarial profession. Open to sophomores, juniors, and seniors.

Secretarial: The Neboma Chapter of the National Secretaries Association Scholarship of $100 is available to a junior or senior woman who is interested in the secretarial field as a career.

AWARDS

Accounting: The Paul T. Crossman Memorial Award of a plaque is given to a senior accounting student who is outstanding in citizenship and scholarship. The plaque is provided by Gamma Eta Chapter of Delta Sigma Pi.

General: The Wall Street Journal Award of a medallion and subscription to the Wall Street Journal is available to an outstanding senior.

Real Estate Appraisal: The Nebraska Chapter No. 23 of the American Institute of Real Estate Appraisers has established an award of $50 to be given to the student majoring in real estate whose work in the Real Estate Appraisal course is of exceptional quality.

Real Estate Law: The Building Owners and Managers Association of Omaha has established an award of $50 to be presented to the student majoring in real estate whose work in the Real Estate Law course is superior.

Real Estate Management: The Nebraska-Iowa Chapter of the Institute for Real Estate Management has established an award of $25 to be given to the junior student majoring in real estate who displays an exceptional interest and performance in the course Real Estate Management.

City Planning: The Eastern Nebraska Chapter No. 111, Society of Real Estate Appraisers has established an award of $50 to be given to the student majoring in real estate who does superior work in the course City Planning.

Delta Sigma Pi Scholarship Key: Gamma Eta Chapter of Delta Sigma Pi makes available to the faculty of the College of Business Administration a gold key for presentation to the male senior in the College of Business Administration who upon graduation ranks highest in scholarship for his entire course of study.
DEGREE AND CURRICULUM REQUIREMENTS

Degrees are granted, upon application, to students who successfully complete the prescribed requirements for one of the four-year curricula offered by the College of Business Administration. The degrees are Bachelor of Science in Business Administration with a choice of an area of specialization, and Bachelor of Science in Retailing.

All students must meet the University and College entrance requirements (see page 25); must earn a minimum of 125 credit hours with an average grade of "C" (two quality points) or above; and must complete the curricula requirements for each degree as outlined or otherwise stated.

Grades of "C" or above must be earned in required Upper Division courses, including the minimum specialization electives of fifteen credit hours. For such courses in which less than a "C" is earned, the student must arrange with the Dean of the College for a suitable substitute. Courses selected as substitutes for "D" grades may not be used as specialization electives.

Upon the recommendation of the appropriate chairman of a department, the Curriculum Committee of the College of Business Administration may grant exemption from the 125-hour requirement for graduation to the extent of 24 hours. Such recommendation will be based on a student's performance in the advanced placement examinations of the College Entrance Examination Board as stated in the 1962-63 publication prepared by a committee of this organization.

All grades reported by the faculty to the Registrar at the end of each semester become a part of the student's permanent record and are included in the computation of his quality points earned and his grade point average.

- Sixty of the credit hours presented for the degree must be earned in Upper Division courses.
- Thirty of the last 36 hours required for the degree must be registered for and carried in residence in the College of Business Administration at this University.
- Registration in courses more than one number removed from the student's class standing requires permission of the Dean.
- Students must earn credit in English 112 or pass a proficiency test in English equivalent to English 112. English 109 will be required if the score on the English placement test indicates a need for training in elementary English.
- English 109 and Skills Development 97, Reading Improvement, may not be counted as a part of the minimum 125 hours in the degree curriculum.
- Students must earn credit in Secretarial Science 117, Elementary Typewriting, or pass a proficiency test in typewriting equivalent to Secretarial Science 117, for all curricula other than retailing.
- A student whose high school transcript shows one or more units in typewriting and/or one or more units in shorthand shall not be allowed credit toward degrees in this college for Sec. 117, Elementary Typewriting or Sec. 111, Elementary Shorthand. These students should, therefore, register for Sec. 118, Intermediate Typewriting, or Sec. 112, Intermediate Shorthand.
Students who elect to take proficiency examinations in typewriting, shorthand or English must do so during the first year of residence.

The physical education requirement must be met by each student who is under the age of 21 at the time of his matriculation in the University of Omaha and not yet over the age of 24 on graduation.

The Air Force ROTC freshman and sophomore courses may be substituted on a semester credit basis for the freshman and sophomore physical education course requirements.

A maximum of eight semester hours credit in music laboratory courses such as band, chorus, madrigal singers or orchestra, either singly or in any combination, may be applied toward any degree in this College.

 Humanities: This requirement may be fulfilled by courses from the 100 and 200 level in art, English (other than 109, 110, 111, 112, and 240), foreign languages (beyond the first year), music (other than laboratory courses), philosophy, religion, humanities 101 and 102, and not more than three hours in speech.

 Natural Science and Social Science: This requirement may be fulfilled by courses from the 100 and 200 level in biology, chemistry, mathematics (beyond basic requirements), physics, geography, history, political science, the introduction courses in the natural and social sciences, and not more than three hours in psychology or sociology.

 Non-business elective credit which will be acceptable toward degrees and certificates in the College of Business Administration will be determined in a conference between the student and his area adviser. In general, however, professional, laboratory, studio or orientation courses would not be approved.

 Professional courses in Teacher Education may be accepted only if the student qualifies for a teaching certificate.

 At least 40 per cent of the total hours required for the bachelor's degree, excluding those credits required in physical education, must be taken in business and economics, with the major portion of these courses in business administration.

 At least 40 per cent of the total hours required for the bachelor's degree, excluding those credits required in physical education, must be taken in subjects other than business and economics; however, economic principles and economic history (to a maximum of 9 hours) may be included in either business or non-business hours required. With respect to the non-business electives, breadth, not specialization, is the objective.

DEGREE REQUIREMENTS
Bachelor of Science in Business Administration

For adviser see area of specialization

<table>
<thead>
<tr>
<th>FIRST YEAR</th>
<th>SECOND SEMESTER</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FIRST SEMESTER</strong></td>
<td><strong>SECOND SEMESTER</strong></td>
</tr>
<tr>
<td>Acc. 101, Elem. Acc.</td>
<td>3</td>
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<tr>
<td>B.A. 128, Intro. to Business</td>
<td>3</td>
</tr>
<tr>
<td>Psych. 101, Intro. to Psych.</td>
<td>3</td>
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<tr>
<td>Engl. 111, Composition</td>
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</tr>
<tr>
<td>P.E. or AFROTC</td>
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</tr>
<tr>
<td>Non-Business Elective</td>
<td>2</td>
</tr>
<tr>
<td><strong>15</strong></td>
<td><strong>16</strong></td>
</tr>
</tbody>
</table>
### AREAS OF PROFESSIONAL SPECIALIZATION

Each student will receive academic guidance from a specialization adviser. A counselor will assist the student in selecting an area of concentration and will assign him to an adviser.

In addition to the courses prescribed in the core program for the degree of Bachelor of Science in Business Administration, the student must select, with the help of his adviser, an area of specialization of 15 or more credit hours to be completed in the third and fourth years.

**ACCOUNTING**

**Mr. Hockett, Mr. Higley, Mr. Coon, Mr. Beam, Mr. Benecke, Mr. Stone, Advisers**

Accounting data are widely used by all types of businesses and by the government. Students who have a broad training in the field of business supplemented by intensive preparation in the field of accounting may find professional opportunities in public or private accounting, or in governmental or non-profit institutional services.

The student who is interested in public accounting may prepare for the C.P.A. examination which is given twice each year by the State Board of Examiners of Certified Public Accountants. The requirements for taking this examination are established by the State Board, therefore, the student should make inquiry regarding the specific requirements well in advance of the examination dates.

The following courses in accounting are required of all students specializing in this area:

<table>
<thead>
<tr>
<th>SECOND YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acc. 201, Intermediate Acc.</td>
</tr>
<tr>
<td>Acc. 301, Advanced Acc.</td>
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<tr>
<td>Acc. 308, Cost Acc.</td>
</tr>
<tr>
<td>Acc. 407, Income Tax Acc.</td>
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</table>

<table>
<thead>
<tr>
<th>THIRD YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acc. 202, Intermediate Acc.</td>
</tr>
<tr>
<td>Acc. 306, Cost Acc.</td>
</tr>
<tr>
<td>Acc. 408, Auditing</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FOURTH YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acc. 412, C.P.A. Problems</td>
</tr>
<tr>
<td>Acc. 413, Advanced Income Tax Acc.</td>
</tr>
<tr>
<td>Acc. 451, Acc. Internship</td>
</tr>
</tbody>
</table>

**RECOMMENDED ELECTIVES IN ACCOUNTING**

- Acc. 300, Managerial Acc.
- Acc. 307, Governmental Acc.
- Acc. 412, C.P.A. Problems
- Acc. 413, Advanced Income Tax Acc.
- Acc. 451, Acc. Internship
FINANCE
Mr. Harris, Adviser

The extensive and complex financial problems resulting from the rapid increase in the size of business units has presented a demand for persons who are qualified to devise solutions. Institutions interested in employment of persons with a sound background education in finance include banks, insurance companies, savings institutions, security dealers and brokers, and the treasury departments of many large business corporations.

All students in this area are required to register for B.A. 340, Investment Principles and Practices, and B.A. 415, Management of Business Finance.

On the advice of his adviser the student will select a minimum of nine credit hours from the following recommended electives:

- Acc. 300, Managerial Acc.
- Mkt. 334, Credits and Collections
- B.A. 344, Real Estate Principles and Practices
- Mkt. 360, Transportation Principles
- B.A. 371, General Insurance
- B.A. 372, Life Insurance
- B.A. 440, Real Estate Finance
- Econ. 355, Public Finance

INDUSTRIAL MANAGEMENT
Mr. Hill, Mr. Newport, Advisers

The area of Industrial Management helps equip a student with technical knowledge used in the management of a manufacturing plant. Efficient utilization of manpower, as well as machines, is a primary task of a manager. This academic program presents a balance of professional subjects to help provide a student with practical management knowledge which will be useful in a modern business setting.

The following courses are required of all students specializing in this area:

**THIRD YEAR**
- Econ. 315, Labor Problems .......... 3
- Acc. 305, Cost Acc. .................. 3

**FOURTH YEAR**
- Mgmt. 438, Ind. Purchasing and Materials Control ........ 3
- Mgmt. 405, Production Management ........ 3

**RECOMMENDED ELECTIVES**
- Acc. 300, Managerial Acc.
- Econ. 418, Collective Bargaining
- Mgmt. 404, Human Resources and Management
- Psych. 362, Ind. Psych.
- Soc. 380, Occupational Sociology
- B.A. 376, Social Insurance
- Mgmt. 409, Supervisory Management

INSURANCE
Mr. Rokes, Adviser

Specialization in the field of Insurance gives the student the necessary background for one of many careers in the industry including: underwriting, claim adjustment, agency or field work, branch or home office management. Students are encouraged to take courses which are helpful in passing examinations for the professional designations, Chartered Life Underwriter or Chartered Property and Casualty Underwriter.

The following insurance courses are required of all students specializing in this area:

**THIRD YEAR**
- B.A. 371, Gen. Insurance .......... 3
- B.A. 376, Social Insurance ........ 3

**FOURTH YEAR**
- B.A. 372, Life Insurance .......... 3
- B.A. 374, Property and Casualty Insurance Elective ........ 3

**RECOMMENDED ELECTIVES**
- Math. 254, Math. of Finance
- B.A. 340, Investment Principles and Practices
- B.A. 344, Real Estate Principles and Practices
- Acc. 407, Income Tax Accounting
- Mkt. 432, Sales Management
- B.A. 451-452, Business Administration Internship-Insurance
MARKETING
Mr. Bull, Adviser

One of the more important problems in business today is the distribution of goods and services from the producer to the ultimate consumer. There is a growing demand for men and women who know how goods are marketed and who have specific abilities in sales, merchandising, advertising and credit management. This demand comes from wholesalers, retailers, manufacturers, advertising agencies, trade associations, produce and livestock exchanges, and certain departments and agencies of the Federal Government. Students interested in these areas of opportunity should give consideration to specialization in the marketing field.

The marketing courses required in the third and fourth years are as follows:

<table>
<thead>
<tr>
<th>THIRD YEAR</th>
<th>FOURTH YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mkt. 331, Marketing .......... 3</td>
<td>Mkt. 334, Credits and Collections 3</td>
</tr>
<tr>
<td>Mkt. 333, Retailing or Mkt. 430, Wholesaling ...... 3</td>
<td>Mkt. 432, Sales Management .. 3</td>
</tr>
<tr>
<td>Elective (Marketing) .......... 3</td>
<td>Mkt. 434, Marketing Research .. 3</td>
</tr>
</tbody>
</table>

**RECOMMENDED ELECTIVES**

- Mkt. 336, Advertising
- Mkt. 360, Transportation Principles
- Mkt. 430, Wholesaling
- Mkt. 438, Ind. Purchasing and Management
- Ret. 401, Retail Merchandising
- Ret. 414, Retail Management

PERSONNEL MANAGEMENT
Mr. Hill, Mr. Newport, Advisers

Managers are assisted in meeting the complexities of human relationships that arise in business through the use of a highly specialized staff of persons trained in the management of personnel. This curriculum is designed to give students a foundation of knowledge which will be useful in obtaining and maintaining an adequate supply of labor in business.

The following courses are required of all students specializing in this area:

<table>
<thead>
<tr>
<th>THIRD YEAR</th>
<th>FOURTH YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Econ. 315, Labor Problems ...... 3</td>
<td>B.A. 376, Social Insurance ...... 3</td>
</tr>
<tr>
<td>Psych. 362, Ind. Psych. ...... 3</td>
<td></td>
</tr>
<tr>
<td>Mgmt. 404, Human Resources and Management .......... 3</td>
<td>Mgmt. 402, Supervisory Management .......... 3</td>
</tr>
<tr>
<td>Econ. 418, Collective Bargaining</td>
<td>Jour. 423, Public Relations</td>
</tr>
<tr>
<td>Mgmt. 405, Production Management</td>
<td>Engin. 405, Motion and Time Study</td>
</tr>
<tr>
<td>Soc. 380, Occupational Sociology</td>
<td>Acc. 300, Managerial Acc.</td>
</tr>
</tbody>
</table>

**RECOMMENDED ELECTIVES**

- Econ. 418, Collective Bargaining
- Mgmt. 405, Production Management
- Soc. 380, Occupational Sociology
- Jour. 423, Public Relations
- Engin. 405, Motion and Time Study
- Acc. 300, Managerial Acc.

REAL ESTATE
Mr. Lewis, Adviser

Professional training in real estate prepares the student for a wide variety of real estate activities, such as brokerage, management, appraisal, investment, finance, operations in equities, building construction, and government service such as Federal Housing Administration and taxation boards.

Upon completion of B.A. 345, Real Estate Management, a student may request the Institute of Real Estate Management Comprehensive Examination I and/or II for credit toward the C.P.M. designation.

Upon completion of B.A. 441, Real Estate Appraisal, a student may request the Appraisal Institute Comprehensive Examination I for credit toward the M.A.I. designation.

The following real estate courses are required of all students specializing in this area:

<table>
<thead>
<tr>
<th>THIRD YEAR</th>
<th>FOURTH YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>B.A. 344, Real Estate Principles and Practices .......... 3</td>
<td>B.A. 346, Real Estate Law ...... 3</td>
</tr>
<tr>
<td>B.A. 440, Real Estate Finance ...... 3</td>
<td>B.A. 441, Real Estate Appraisal .... 3</td>
</tr>
<tr>
<td>Real Estate Elective ............. 3</td>
<td></td>
</tr>
</tbody>
</table>

**RECOMMENDED ELECTIVES**

- B.A. 451-452, Business Administration
- Internship—Real Estate
- B.A. 345, Real Estate Management
- B.A. 347, Urban Land Uses
- B.A. 348, City Planning
- Enng. 121, Engg. Drawing
- Enng. 124, Architectural Drafting
- Mkt. 336, Advertising
- B.A. 371, Gen. Insurance
- B.A. 374, Property and Casualty Insurance
- Mkt. 432, Sales Management
Occasionally students are interested in giving greater breadth to the education in Business Administration rather than emphasizing an area of specialization. Such students would be interested in taking basic courses in the respective areas of specialization for their useful value and as a means of developing interest in specialized fields. A minimum of 15 credits selected from five subject areas is required.

**RECOMMENDED ELECTIVES**

<table>
<thead>
<tr>
<th>Subject Area</th>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mkt. 333, Retailing</td>
<td>B.A. 415</td>
<td>Management of Business Finance</td>
</tr>
<tr>
<td>Mkt. 334, Credits and Collections</td>
<td>B.A. 344</td>
<td>Real Estate Principles and Practices</td>
</tr>
<tr>
<td>B.A. 344, Real Estate Principles and Practices</td>
<td>B.A. 430</td>
<td>Wholesaling</td>
</tr>
<tr>
<td>B.A. 371, Gen. Insurance</td>
<td>B.A. 344</td>
<td>Ind. Purchasing and Materials Control</td>
</tr>
<tr>
<td>Mkt. 360, Transportation Principles</td>
<td>B.A. 371</td>
<td>General Insurance</td>
</tr>
<tr>
<td>Mgmt. 402, Supervisory Management</td>
<td>B.A. 415</td>
<td>Investment Principles and Practices</td>
</tr>
<tr>
<td>B.A. 323 and 324 may not be presented for degree credit in this program.</td>
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</tr>
</tbody>
</table>

**BUSINESS ADMINISTRATION AND LAW**

Mr. Lewis, Adviser

There is a growing recognition of the importance of a business administration background in preparation for the practice of law. Lawyers today are called upon to advise the businessman on his problems concerning taxation, fair trade practices, labor relations, government contracts, and other matters requiring legal counsel. Such a combination program would be especially useful for those students who desire to affiliate with a corporation.

By following the prescribed program and conditions stipulated, a student may receive the degree of Bachelor of Science in Business Administration with an area of specialization in law.

- Successful completion of 96 hours in the College of Business Administration with an average of "C" or better. The last 66 of these credit hours must be taken at the University of Omaha.
- B.A. 323 and 324 may not be presented for degree credit in this program.
- Successful completion of one full year's work or a minimum of 29 hours with a grade of "C" or better in each course in any law school recognized and accredited by the American Bar Association.
- Meet such other requirements prescribed for the degree of Bachelor of Science in Business Administration as are applicable. It will be the responsibility of the student to have certified to the Registrar of the University of Omaha the completion of required credits in law school.

**FIRST YEAR**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>3 Acc. 101</td>
<td>Elem. Acc.</td>
</tr>
<tr>
<td>3 B.A. 128</td>
<td>Intro. to Business</td>
</tr>
<tr>
<td>3 Psych. 101</td>
<td>Intro. to Psych.</td>
</tr>
<tr>
<td>3 Engl. 111</td>
<td>Composition</td>
</tr>
<tr>
<td>3 P.E. or APROTOC</td>
<td></td>
</tr>
<tr>
<td>2 Non-Business Elective</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>FIRST SEMESTER</strong></td>
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<td></td>
<td>15</td>
</tr>
</tbody>
</table>

**SECOND YEAR**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 Acc. 201</td>
<td>Intermediate Acc.</td>
</tr>
<tr>
<td>3 Econ. 201</td>
<td>Principles of Econ.</td>
</tr>
<tr>
<td>3 *Humanities</td>
<td></td>
</tr>
<tr>
<td>3 *Natural Sci. or Soc. Sci.</td>
<td></td>
</tr>
<tr>
<td>3 Speech 111</td>
<td>Fund. of Speech</td>
</tr>
<tr>
<td>1 P.E. or APROTOC</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>SECOND SEMESTER</strong></td>
</tr>
<tr>
<td></td>
<td>16</td>
</tr>
</tbody>
</table>
The required courses outlined in the curriculum, Business Administration and Law, must be successfully completed prior to registration in law school.

FOURTH YEAR

Successful completion of one full year in an accredited law school with a minimum of 29 hours.

RECOMMENDED ELECTIVES

Pol. Sci. 204, Amer. State and Local Govt.
Math. 254, Math. of Finance
Mkt. 334, Credits and Collections
Acc. 301, Advanced Acc.
B. A. 425, Business Cycles
B. A. 446, Govt. and Business

*With the assistance of his adviser, the student will select appropriate courses from these divisions.

SECRETARIAL SCIENCE

MISS HOLLEY, Adviser

This program is designed for students who wish to prepare for secretarial, managerial, or clerical positions. By combining secretarial courses with selected courses from business administration and liberal arts as outlined, students may earn the degree of Bachelor of Science in Business Administration.

Students who do not present one unit of high school typewriting must include Sec. 117, Elementary Typewriting or demonstrate proficiency equivalent to Sec. 117.

FIRST YEAR

FIRST SEMESTER

**Sec. 118, Inter. Typewriting .. 2
B. A. 328, Intro. to Business .. 3
Engl. 111, Composition .. 3
Psych. 101, Intro. to Psych. .. 3
P. E. or AFROTC . .. 1
Non-Business Elective .. 2

SECOND SEMESTER

Sec. 229, Advanced Typewriting .. 2
Acc. 101, Elem. Accounting .. 3
Econ. 201, Principles of Econ. .. 3
*Humanities .. 3
*Nat. Sci. or Soc. Sci. .. 3
P. E. or AFROTC .. 1
Non-Business Elective .. 2

THIRD YEAR

Sec. 335, Advanced Shorthand .. 3
B. A. 319, Business Communications and Reports .. 2
Mkt. 331, Marketing .. 3
B. A. 323, Business Law .. 3
Mgmt. 349, Principles of Management .. 3
Elective .. 2

FOURTH YEAR

B. A. 446, Govt. and Business .. 3
B. A. 325, Corporation Finance .. 3
Econ. 345, Money and Banking .. 3
Non-Business Elective .. 3
Elective .. 3

*With the assistance of his adviser, the student will select appropriate courses from these divisions.

**Electives in Business Administration must be substituted if proficiency is established by examination or high school credit.
Students desiring to qualify for a secondary teaching certificate in connection with the degree of Bachelor of Science in Business Administration may do so by meeting the certification requirements on page 78. Teaching fields included in the program of the College of Business Administration are general business and secretarial science. Students transferring to this program must earn six credit hours or more in Upper Division courses as prescribed by the academic adviser.

Those students who are candidates for the degree of Bachelor of Science in Education but plan to use business administration or secretarial science as their subject major should consult with the head of the Secretarial Science Department for specific recommendations.

The minimum course requirements for a major or a teaching field are as follows:

**IN SECRETARIAL**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sec. 118, Intermediate Typing</td>
<td>2</td>
</tr>
<tr>
<td>Sec. 229, Advanced Typing</td>
<td>2</td>
</tr>
<tr>
<td>Sec. 112, Intermediate Shorthand</td>
<td>3</td>
</tr>
<tr>
<td>Sec. 335, Advanced Shorthand</td>
<td>3</td>
</tr>
<tr>
<td>Sec. 336, Secretarial Practice</td>
<td>3</td>
</tr>
<tr>
<td>B.A. 128, Intro. to Business</td>
<td>3</td>
</tr>
<tr>
<td>Acc. 101, Elem. Acc.</td>
<td>3</td>
</tr>
<tr>
<td>Acc. 102, Elem. Acc.</td>
<td>3</td>
</tr>
<tr>
<td>Sec. 108, Business Machines</td>
<td>2</td>
</tr>
<tr>
<td>Econ. 201, Principles of Econ.</td>
<td>3</td>
</tr>
<tr>
<td>Econ. 202, Principles of Econ.</td>
<td>3</td>
</tr>
</tbody>
</table>

Upper Division business administration courses recommended by the adviser...

9

**IN BUSINESS ADMINISTRATION**

The lower division requirements are:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B.A. 128, Intro. to Business</td>
<td>3</td>
</tr>
<tr>
<td>Acc. 101, Elem. Acc.</td>
<td>3</td>
</tr>
<tr>
<td>Acc. 102, Elem. Acc.</td>
<td>3</td>
</tr>
<tr>
<td>Econ. 201, Principles of Econ.</td>
<td>3</td>
</tr>
<tr>
<td>Econ. 202, Principles of Econ.</td>
<td>3</td>
</tr>
</tbody>
</table>

On approval of the major adviser the student shall select in addition 18 credit hours from the Upper Division courses in Business Administration which are included in the program of the College of Teacher Education.

**DEPARTMENT OF RETAIL MANAGEMENT**

Mr. Prestwich, Adviser

The objective of the Retail Management Program is to prepare college students for management careers in the Retail field. The program has the active co-operation and financial support of the Associated Retailers of Omaha.

Students are encouraged to get as much work experience in retail stores as possible throughout the four-year program. This on-the-job experience will supplement and make more meaningful the material considered in the classroom and contribute to a more realistic understanding of the field. During their junior and/or senior years, all students are required to register for Store Service Laboratory which involves working 15-20 hours per week for which they receive compensation at the prevailing rate of pay for the kind of work performed. The Laboratory also requires some analysis of store policies, operations, and problems, for which one hour credit per semester may be earned.

The Associated Retailers of Omaha offer ten scholarships of $300 each to students who enroll in the Retail Management Program. The scholarships are awarded among freshmen, sophomores, juniors, and seniors according to the best-qualified applicants.

Students who complete the program satisfactorily earn the degree of Bachelor of Science in Retailing.
## UNIVERSITY OF OMAHA

### DEGREE REQUIREMENTS

**Bachelor of Science in Retailing**

#### FIRST YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ret. 105, Retail Salesmanship</td>
<td>2</td>
</tr>
<tr>
<td>B.A. 128, Intro. to Business</td>
<td>3</td>
</tr>
<tr>
<td>Psych. 101, Intro. to Psych.</td>
<td>3</td>
</tr>
<tr>
<td>Engl. 111, Composition</td>
<td>3</td>
</tr>
<tr>
<td>P.E. or AFROTC</td>
<td>3</td>
</tr>
<tr>
<td>Non-Business Elective</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>15</strong></td>
</tr>
</tbody>
</table>

#### SECOND YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acc. 102, Elem. Accounting</td>
<td>3</td>
</tr>
<tr>
<td>Ret. 202, Merchandise Information-(Textiles)</td>
<td>3</td>
</tr>
<tr>
<td>Econ. 201, Principles of Econ.</td>
<td>3</td>
</tr>
<tr>
<td>*Humanities</td>
<td>3</td>
</tr>
<tr>
<td>*Nat. Sci. or Soc. Sci.</td>
<td>3</td>
</tr>
<tr>
<td>P.E. or AFROTC</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>16</strong></td>
</tr>
</tbody>
</table>

#### THIRD YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>B.A. 329, Business Communications and Reports</td>
<td>3</td>
</tr>
<tr>
<td>B.A. 323, Business Law</td>
<td>3</td>
</tr>
<tr>
<td>Mkt. 331, Marketing</td>
<td>3</td>
</tr>
<tr>
<td>B.A. 325, Corp. Finance</td>
<td>3</td>
</tr>
<tr>
<td>Mgmt. 349, Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>17</strong></td>
</tr>
</tbody>
</table>

#### FOURTH YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mkt. 336, Advertising</td>
<td>3</td>
</tr>
<tr>
<td>Ret. 401, Retail Merchandising</td>
<td>3</td>
</tr>
<tr>
<td>Ret. 410, Store Service Lab.</td>
<td>1</td>
</tr>
<tr>
<td>B.A. 446, Govt. and Business</td>
<td>3</td>
</tr>
<tr>
<td>Elective</td>
<td>3</td>
</tr>
<tr>
<td>Non-Business Elective</td>
<td>4</td>
</tr>
</tbody>
</table>

#### RECOMMENDED ELECTIVES

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Econ. 345, Money and Banking</td>
<td>Mkt. 360, Transportation Principles</td>
</tr>
<tr>
<td>B.A. 425, Business Cycles</td>
<td>Mkt. 365, Merchandise Information, Non-Textiles</td>
</tr>
<tr>
<td>Mgmt. 351, Personnel Organization and Management</td>
<td>H.Ec. 306, Interior Decoration</td>
</tr>
</tbody>
</table>
| Mkt. 432, Sales Management | *With the assistance of his adviser, the student will select appropriate courses from these divisions.*

### REQUIREMENTS FOR THE TITLE ASSOCIATE IN BUSINESS ADMINISTRATION

Students who cannot devote four years to a degree program should register for one of the two-year programs which will qualify them for the title Associate in Business Administration. These two-year programs are sufficiently flexible to enable a student to finish later the requirements for a degree.

The title of Associate in Business Administration will be granted to students who meet the general requirements for the College of Business Administration, the specific requirements for this section, and complete one of the prescribed two-year curricula as outlined.

Former students who have met the requirements may secure the title upon earning six or more additional credit hours in the College of Business Administration.

### GENERAL REQUIREMENTS

- Students must present a minimum of 64 credit hours with an average grade of "C" (two quality points) or above. Grades of "C" or above must be earned in Upper Division courses.
- Students must earn credit in English 112 or pass a proficiency test in English equivalent to English 112. English 109 will be required if the score on the English placement test indicates a need for training in elementary English.
- Thirty of the last 36 hours required for the title must be registered for and carried in residence in the College of Business Administration at the University of Omaha.
**TWO-YEAR PROGRAM IN GENERAL BUSINESS**

**Mr. Brown, Adviser**

**FIRST YEAR**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engl. 111, Composition</td>
<td>Engl. 112, Composition</td>
</tr>
<tr>
<td>Psych. 101, Intro. to Psych. or Soc. 101, Intro. to Soc.</td>
<td>Ret. 105, Retail Salesmanship</td>
</tr>
<tr>
<td>P.E. or AFROTC</td>
<td><strong>Sec. 118, Intermediate Typing</strong></td>
</tr>
<tr>
<td>Electives</td>
<td>*Humanities, Soc. Sci. or Nat. Sci.</td>
</tr>
<tr>
<td></td>
<td>Nat. Sci.</td>
</tr>
<tr>
<td></td>
<td>P.E. or AFROTC</td>
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**SECOND YEAR**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acc. 102, Elem. Acc.</td>
<td>B.A. 319, Business Communications and Reports</td>
</tr>
<tr>
<td>Speech 111, Fund. of Speech</td>
<td></td>
</tr>
<tr>
<td>Sec. 108, Business Machines</td>
<td></td>
</tr>
<tr>
<td>Econ. 202, Principles of Econ.</td>
<td></td>
</tr>
<tr>
<td>*Humanities, Soc. Sci. or Nat. Sci.</td>
<td></td>
</tr>
<tr>
<td>P.E. or AFROTC</td>
<td></td>
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<tr>
<td>Electives</td>
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</tr>
</tbody>
</table>

*With the assistance of his adviser the student will select appropriate courses from these divisions.

**TWO-YEAR PROGRAM IN RETAIL MANAGEMENT**

**Mr. Prestwich, Adviser**

**FIRST YEAR**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ret. 105, Retail Salesmanship</td>
<td>Acc. 101, Elem. Acc.</td>
</tr>
<tr>
<td>Engl. 111, Composition</td>
<td>Engl. 112, Composition</td>
</tr>
<tr>
<td>B.A. 128, Intro. to Business</td>
<td>Econ. 202, Principles of Econ.</td>
</tr>
<tr>
<td>Econ. 201, Principles of Econ.</td>
<td>P.E. or AFROTC</td>
</tr>
<tr>
<td>P.E. or AFROTC</td>
<td>Electives</td>
</tr>
<tr>
<td>Electives</td>
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</table>

**SECOND YEAR**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mkt. 331, Marketing</td>
<td>Mkt. 333, Retailing</td>
</tr>
<tr>
<td>Ret. 202, Merchandise Information (Textiles)</td>
<td>Ret. 203, Merchandise Information (Non-Textiles)</td>
</tr>
<tr>
<td>Speech 111, Fund. of Speech</td>
<td>B.A. 319, Business Communications and Reports</td>
</tr>
<tr>
<td>P.E. or AFROTC</td>
<td>P.E. or AFROTC</td>
</tr>
<tr>
<td>Electives</td>
<td>Electives</td>
</tr>
<tr>
<td></td>
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</tr>
</tbody>
</table>

*With the assistance of his adviser the student will select appropriate courses from these divisions.

**TWO-YEAR PROGRAM IN SECRETARIAL SCIENCE**

**Miss Holley, Adviser**

**FIRST YEAR**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Sec. 111, Elem. Shorthand</strong></td>
<td>Sec. 108, Business Machines</td>
</tr>
<tr>
<td><strong>Sec. 117, Elem. Typing</strong></td>
<td>Sec. 110, Record Management</td>
</tr>
<tr>
<td>B.A. 128, Intro. to Business</td>
<td><strong>Sec. 118, Intermediate Typing</strong></td>
</tr>
<tr>
<td>Psych. 101, Intro. to Psych.</td>
<td><strong>Sec. 112, Intermediate</strong></td>
</tr>
<tr>
<td>Engl. 111, Composition</td>
<td>Shorthand</td>
</tr>
<tr>
<td>P.E. or AFROTC</td>
<td>Acc. 101, Elem. Acc.</td>
</tr>
<tr>
<td></td>
<td>Engl. 112, Composition</td>
</tr>
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<td></td>
<td>P.E. or AFROTC</td>
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15

15
### Second Year

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sec. 335</td>
<td>Adv. Shorthand</td>
<td>3</td>
</tr>
<tr>
<td>Sec. 229</td>
<td>Adv. Typing</td>
<td>2</td>
</tr>
<tr>
<td>B.A. 319</td>
<td>Business Communications and Reports</td>
<td>2</td>
</tr>
<tr>
<td>Econ. 210</td>
<td>Principles of Econ.</td>
<td>3</td>
</tr>
<tr>
<td>*Humanities, Soc. Sci. or Nat. Sci.</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>P.E. or AFROTC</td>
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<td>1</td>
</tr>
<tr>
<td>Electives</td>
<td></td>
<td>3</td>
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</tbody>
</table>

**Total Credits: 17**

*With the assistance of his adviser the student will select appropriate courses from these divisions.*

**Electives in Business Administration must be substituted if proficiency is established by examination or high school credits.**

### DEPARTMENTS OF INSTRUCTION

**Key to symbols:**
- **I** — offered in the first semester of each year
- **II** — offered in the second semester of each year
- **S** — offered in the summer session
- **E** — offered only as an evening class at irregular intervals.

Courses not offered in every academic year are followed by numerals indicating the year in which they will probably be offered (for example, '66-67').

The system of course numbers is arranged to indicate the level of instruction.

- **100-99** — Courses open primarily to freshmen
- **200-99** — Courses open primarily to sophomores
- **300-99** — Courses open primarily to juniors
- **400-99** — Courses open primarily to seniors.

### ACCOUNTING

**Professors Hockett (Head), Helmstadter; Associate Professor Higley; Assistant Professors Beamam, Benecke, Coon, Stone**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Prerequisite</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>Elementary Accounting</td>
<td></td>
<td>(I,II,S-I,II,S) each 3 hours</td>
</tr>
<tr>
<td>102</td>
<td>101 prerequisite to 102</td>
<td></td>
<td></td>
</tr>
<tr>
<td>201</td>
<td>Intermediate Accounting</td>
<td>Prereq: Acc. 102</td>
<td>(I,II) each 3 hours</td>
</tr>
<tr>
<td>202</td>
<td>201 prerequisite to 202</td>
<td></td>
<td></td>
</tr>
<tr>
<td>300</td>
<td>Managerial Accounting</td>
<td>Prereq: Acc. 102</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>301</td>
<td>Advanced Accounting</td>
<td>Prereq: Acc. 202</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>305</td>
<td>Cost Accounting</td>
<td>Prereq: Acc. 102</td>
<td></td>
</tr>
<tr>
<td>306</td>
<td>305 prerequisite to 306</td>
<td></td>
<td>(I,II) each 3 hours</td>
</tr>
<tr>
<td>307</td>
<td>Governmental Accounting</td>
<td>Prereq: Acc. 102</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>407</td>
<td>Income Tax Accounting</td>
<td>Prereq: Acc. 301</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>408</td>
<td>Auditing</td>
<td>Prereq: Acc. 102</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>412</td>
<td>C.P.A. Problems</td>
<td>Prereq: Acc. 306 and 408</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>413</td>
<td>Advanced Income Tax Accounting</td>
<td>Prereq: Acc. 407</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>451</td>
<td>Accounting Internship</td>
<td>Prereq: permission of major adviser</td>
<td>(I) 2 hours</td>
</tr>
</tbody>
</table>

### BUSINESS ADMINISTRATION

**Professors Lucas (Head), Bull, Harris, Hill, Lewis, Rokes; Associate Professor Minter; Assistant Professors Benecke, Curry, Kelly; Instructor Forbes**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Prerequisite</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>128</td>
<td>Introduction to Business</td>
<td></td>
<td>(I,II,S) 3 hours</td>
</tr>
<tr>
<td>228</td>
<td>Personal Finance</td>
<td>In the College of Business Administration applicable only on associate titles</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>313</td>
<td>Introduction to Statistics</td>
<td>Prereq: Math. 111 and Econ. 201 and 202</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>319</td>
<td>Business Communications and Reports</td>
<td>Prereq: Engl. 112</td>
<td></td>
</tr>
<tr>
<td>320</td>
<td>319 prerequisite to 320</td>
<td></td>
<td>(I,II-I,II) each 2 hours</td>
</tr>
<tr>
<td>323</td>
<td>Business Law</td>
<td>Prereq: Econ. 201 and 202</td>
<td></td>
</tr>
<tr>
<td>324</td>
<td>323 prerequisite to 324</td>
<td></td>
<td>(I,II-S-I,II,S) each 3 hours</td>
</tr>
</tbody>
</table>
Corporation Finance Prereq: Econ. 201 and 202 and Acc. 102 (I,II) 3 hours

Investment Principles and Practices Prereq: B.A. 325 (II) 3 hours

Real Estate Principles and Practices
Prereq: Econ. 201 and 202 (I,II) 3 hours

Real Estate Management Prereq: B.A. 344 (I,’66–’67) 3 hours

Real Estate Law Prereq: B.A. 344 (II) 3 hours

Urban Land Uses Prereq: Econ. 201 and 202 (II,’66–’67) 2 hours

City Planning Prereq: Econ. 201 and 202 (II,’66–’67) 2 hours

General Insurance Prereq: Econ. 201 and 202 (I,II) 3 hours

Life Insurance Prereq: B.A. 371 (II) 3 hours

Property and Casualty Insurance Prereq: B.A. 371 (II) 3 hours

Social Insurance Prereq: Econ. 201 and 202 (I) 3 hours

Management of Business Finance Prereq: B.A. 325 (I) 3 hours

Business Cycles Prereq: Econ. 345 and senior standing (I,II) 3 hours

Real Estate Finance Prereq: B.A. 344 (I) 3 hours

Real Estate Appraisal Prereq: B.A. 344 (II) 3 hours

Government and Business Prereq: senior standing (I,II) 3 hours

Business Policy and Administration Prereq: B.A. 325, Mkt. 331, and Mgmt. 349, senior standing, College of Bus. Adm. (I,II) 3 hours

Special Problems in Business Administration
Prereq: permission of instructor, maximum of six credit hours (I,II) 2-3 hours

Business Administration Internship
Prereq: permission of the adviser (I,II) each 1-2 hours

MANAGEMENT

Professor J. Hill (Head); Associate Professor Newport; Assistant Professor Kelly

Principles of Management Prereq: Econ. 201 and 202 (I,II) 3 hours

Personnel Organization and Management
Prereq: Mgmt. 349 (I,II) 3 hours

Supervisory Management Prereq: Mgmt. 351 (II) 3 hours

Human Resources and Management
Prereq: senior standing (I) 3 hours

Production Management Prereq: Mgmt. 349 and B.A. 313 (II) 3 hours

Industrial Purchasing and Materials Control
Prereq: Mgmt. 349 (I) 3 hours

MARKETING

Professors Bull (Head), Lucas, Prestwich; Associate Professor Brown

Marketing Prereq: Econ. 201 and 202 (I,II,S) 3 hours

Retailing Prereq: Mkt. 331 (I,II) 3 hours

Credits and Collections Prereq: Mkt. 331 (II) 3 hours

Advertising Prereq: Mkt. 331 (I,II) 3 hours

Transportation Principles Prereq: Econ. 201 and 202 (II) 3 hours

Wholesaling Prereq: Mkt. 331 (I) 3 hours

Sales Management Prereq: Mkt. 331 (II) 3 hours

Marketing Research Prereq: B.A. 313 and Mkt. 331 (II) 3 hours

Industrial Purchasing and Materials Control
Prereq: Mkt. 331 (I) 3 hours
RETAIL MANAGEMENT

PROFESSOR PRESTWICH (HEAD); ASSOCIATE PROFESSOR BROWN;
ASSISTANT PROFESSOR KUNDEL

105 **Retail Salesmanship:** The selling process; requirements for successful retail selling; analysis of customers, buying motives, selling techniques; student observation, analysis and evaluation of selling effort. (I,II) 2 hours

202 **Merchandise Information-Textiles:** Sources, construction, uses, manufacturing processes and weaves of textile fibers; identification and analysis of samples in class. (I) 3 hours

203 **Merchandise Information — Non-Textiles:** Sources, construction, manufacturing processes and selling points of non-textile merchandise sold in retail stores; government regulations. (II) 3 hours

401 **Retail Merchandising:** Merchandise budgets, assortment planning, stock control, pricing, inventory and expense management, etc., contributing to a balanced stock of merchandise and profitable operation; implementing the buying plan. Prereq: Mkt. 333. (I) 3 hours

410 **Store Service Laboratory:** Work experience in co-operating stores two days each week; study and analysis of policies, procedures, operations and special problems of the co-operating store. Prereq: senior standing. (I,II) each 1 hour

414 **Retail Management:** A case course requiring student decisions in the various areas of retail management such as location, store operations, personnel management, merchandise management, pricing and sales promotion. Prereq: Mkt. 333. (II) 3 hours

SECRETARIAL SCIENCE

PROFESSOR HOLLEY (HEAD); ASSOCIATE PROFESSOR RAUCH

A student may enter advanced courses in shorthand and typing on the basis of high school credits or by passing proficiency tests. These tests must be taken during the student’s first year of residence.

108 **Business Machines** (I,II) 2 hours

110 **Record Management** (I,II) 1 hour

111 **Elementary Shorthand** (I,II,S) 3 hours

112 **Intermediate Shorthand** Prereq: Sec. 117 or proficiency and Sec. 111 or one year of high school shorthand. (I,II) 3 hours

117 **Elementary Typing** (I,II,S) 2 hours

118 **Intermediate Typing** Prereq: Sec. 117 or one year of high school typing or proficiency. (I,II) 2 hours

229 **Advanced Typing** Prereq: Sec. 118 or two years of high school typing or proficiency. (I,II) 2 hours

335 **Advanced Shorthand** Prereq: Sec. 118 or typing proficiency and Sec. 112 or two years of high school shorthand. (I,II) 3 hours

336 **Secretarial Practices:** Dictation, transcription, sources of business information, office procedures, office problems, communications, human relations, professional growth. Prereq: Sec. 335 and Sec. 229. (II) 3 hours
University Studies was established with the 1962-63 academic year. The Division provides comprehensive individual and group counseling for students who have not made a definite educational or vocational choice, and who may wish to explore a number of different fields before entering a four-year college.

Often students planning to enter the University make application to one of its four-year colleges only to find that they are referred to University Studies. In some instances these referrals are made because the applicant has not completed a required pattern of subjects in high school. In other cases, applicants are referred to the Division because they have received low grades in high school or other colleges or universities. Some students are referred because of their low standing on the guidance examinations given at the time of application for admission to the University.

The Division also offers a number of two-year programs. Completion of the required curriculum for these programs results in granting of an Associate in Arts or Associate in Applied Science.

Increasing numbers of young men and women are attending college today. However, numerous studies show that, for a variety of reasons, less than half of those who enter as freshmen finish the senior year. A number of studies have also shown that there are many occupations for which two years of education beyond the high school are sufficient preparation. The University attempts to fulfill this community need through its two-year associate programs.

The Division also believes that technical training alone is not adequate preparation for the world of work. Far more persons lose their jobs, or are unsuccessful in their chosen field, because of personal shortcomings than because of technical incompetence. For this reason, then, the Division attempts to provide each student with suitable material from the Humanities, the Sciences, and the Social Sciences so that he can make a meaningful personal as well as technical contribution to society.

University Studies Orientation

All students entering a two-year program in University Studies are required to complete the following minimum work in addition to their area of concentration:

- English Composition ............................................ 6 hours
  (English 109-111, or English 111-112)
- Introduction to Humanities ................................ 5 hours
- Introduction to the Physical Sciences ..................... 5 hours
  or
- Introduction to Biology
- Fundamentals of Speech ..................................... 3 hours
- Social Science (History, Economics, Psychology, Sociology, or Political Science) one 3-hour course in each of two fields .... 6 hours
- Orientation .................................................... 1 hour
- Reading Improvement ........................................ 1 hour

26-27 hours

*Required enrollment is dependent upon guidance examination results.
General Requirements

1. The rules and regulations of the College of Applied Arts are applicable to University Studies.

2. No student may continue his enrollment in University Studies beyond the semester in which he enrolls in his 64th credit hour.

3. A student may transfer from University Studies to any one of the four-year colleges at any time, provided that he:
   a. Has selected a major academic field of study
   b. Has demonstrated that he can progress satisfactorily toward his stated goal.

Associate in Home Economics (Two-Year Program)

I. FOODS AND NUTRITION

Miss Killian, Adviser

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Year</strong></td>
<td><strong>Second Year</strong></td>
</tr>
<tr>
<td>Engl. 109 or 111, Composition</td>
<td>*Engl. 111 or 112, Composition</td>
</tr>
<tr>
<td>*Chem. 101 or 110</td>
<td>**Chem. 102 or 120</td>
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<tr>
<td>H.Ec. 101, Food Selection</td>
<td>H.Ec. 102. Food Selection</td>
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<tr>
<td>and Preparation</td>
<td>and Preparation</td>
</tr>
<tr>
<td>Electives</td>
<td>Electives</td>
</tr>
<tr>
<td>14-16</td>
<td>14-17</td>
</tr>
<tr>
<td><strong>Second Year</strong></td>
<td><strong>First Year</strong></td>
</tr>
<tr>
<td>H.Ec. 201, Meal Planning</td>
<td>H.Ec. 204, Home Management</td>
</tr>
<tr>
<td>and Service</td>
<td>Biol. 275, Physiology</td>
</tr>
<tr>
<td>Econ. 201, Principles of Econ.</td>
<td>Anatomy of Man</td>
</tr>
<tr>
<td>H.Ec. 301, Nutrition and Dietetics</td>
<td>Soc. 101, Intro. Sociology</td>
</tr>
<tr>
<td>Electives</td>
<td>Econ. 202 or Soc. 251, Marriage and the Family</td>
</tr>
<tr>
<td>18</td>
<td>Speech 111, Funds. of Speech</td>
</tr>
</tbody>
</table>
| **Recommended electives:** Home Economics 103, 104, 202, 203, and 309, microbiology, psychology, humanities, literature, typing, shorthand, choir, orchestra, and art.

*Electives may be substituted if proficiency is established by examination.

**While the student will ordinarily take chemistry the first year, it may be postponed for sufficient reason after consultation with counselor.

This two-year program could lead to a position as dietary department aid in a hospital.

II. CLOTHING AND DESIGN

Miss Killian, Adviser

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Year</strong></td>
<td><strong>Second Year</strong></td>
</tr>
<tr>
<td>*Engl. 109 or 111, Composition</td>
<td>*Engl. 111 or 112, Composition</td>
</tr>
<tr>
<td>H.Ec. 103, Clothing Construction</td>
<td>H.Ec. 104, Clothing Construction</td>
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<td>Electives</td>
<td>Electives</td>
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<td>15-16</td>
<td>16-17</td>
</tr>
<tr>
<td><strong>Second Year</strong></td>
<td><strong>First Year</strong></td>
</tr>
<tr>
<td>H.Ec. 303, Advanced Clothing, or H.Ec. 205, Costume Design</td>
<td>Soc. 101, Intro. Sociology</td>
</tr>
<tr>
<td>H.Ec. 202, Textiles</td>
<td>H.Ec. 204, Home Management</td>
</tr>
<tr>
<td>Electives</td>
<td>Speech 111, Funds. of Speech</td>
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<tr>
<td>10-12</td>
<td>Electives</td>
</tr>
<tr>
<td>16-18</td>
<td>16-17</td>
</tr>
</tbody>
</table>

Recommended electives: Home Economics 101, 102, 301, 302, 309, Accounting 101, Business 128, 331, and 336, Journalism 115, psychology, typing, choir, orchestra, shorthand, Chemistry 101 and 102, and humanities.

*Electives may be substituted if proficiency is established by examination.

This two-year program could lead to a supervisory job in a textile mill or alterations department of a clothing store.
### III. HOME MAKING

**Miss Killian, Adviser**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Engl. 109 or 111, Composition</em></td>
<td>3</td>
</tr>
<tr>
<td>H.Ec. 101, Food Selection and Preparation</td>
<td>3</td>
</tr>
<tr>
<td>H.Ec. 103, Clothing Construction</td>
<td>3</td>
</tr>
<tr>
<td>Psych. 101, Intro. to Psych.</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
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</tr>
<tr>
<td><strong>First Year</strong></td>
<td><strong>Second Semester</strong></td>
</tr>
<tr>
<td>16</td>
<td>16</td>
</tr>
</tbody>
</table>

**H.Ec. 201, Meal Planning and Service** | 3 | **H.Ec. 204, Home Management** | 3 |
| **H.Ec. 305, Child Care and Development** | 3 | Humanities, Soc. Sc., Natural Sci. | 5 |
| Electives | 5-6 | Electives | 8-9 |
| **Second Year** | **Second Year** |
| 16-17 | 16-17 |

Recommended electives: chemistry, economics, Sociology 251, microbiology, psychology, art, typing, shorthand, Home Economics 202, 205, 301, 303, music and foreign languages.

*Electives may be substituted if proficiency is established by examination.

### Associate in Applied Science

**INTERIOR DECORATION**

<table>
<thead>
<tr>
<th>FIRST YEAR</th>
<th>SECOND YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FIRST YEAR</strong></td>
<td><strong>SECOND YEAR</strong></td>
</tr>
<tr>
<td>English 109, 111 or 112, English Comp.</td>
<td>3</td>
</tr>
<tr>
<td>H.Ec. 202, Textiles</td>
<td>3</td>
</tr>
<tr>
<td>Speech 111, Funds of Speech</td>
<td>3</td>
</tr>
<tr>
<td>Art 101, Intro. to Studio Art</td>
<td>3</td>
</tr>
<tr>
<td>Ret. 105, Retail Salesmanship</td>
<td>2</td>
</tr>
<tr>
<td>Sk. Dev. 93, Univ. Orient</td>
<td>1</td>
</tr>
<tr>
<td>Sk. Dev. 97, Read. Improv.</td>
<td>1</td>
</tr>
<tr>
<td><strong>FIRST YEAR</strong></td>
<td><strong>SECOND YEAR</strong></td>
</tr>
<tr>
<td>16</td>
<td>15</td>
</tr>
</tbody>
</table>

### TWO-YEAR PROGRAM IN JOURNALISM

**Mr. Peterson, Adviser**

<table>
<thead>
<tr>
<th>FIRST YEAR</th>
<th>SECOND YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FIRST YEAR</strong></td>
<td><strong>SECOND YEAR</strong></td>
</tr>
<tr>
<td>Journ. 101, Amer. Journ.</td>
<td>3</td>
</tr>
<tr>
<td><em>Journ. 115, News Writing</em></td>
<td>3</td>
</tr>
<tr>
<td>Humanities 101, or Soc. Sc. 101, or Natural Sc. 101, or 3-5 hrs. of courses within one of these fields</td>
<td>3-5</td>
</tr>
<tr>
<td>Eng. 109 or 111</td>
<td>3</td>
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<tr>
<td>Electives</td>
<td>4-5</td>
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<td><strong>Total</strong></td>
<td><strong>Total</strong></td>
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<tr>
<td>16-19</td>
<td>13-16</td>
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**SECOND YEAR**

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<thead>
<tr>
<th><strong>SECOND YEAR</strong></th>
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<tbody>
<tr>
<td>Psych. 101, Intro. to Psych.</td>
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<tr>
<td>Journ. 211, Radio-TV News</td>
</tr>
<tr>
<td><em>Journ. 201, Principles of Econ.</em></td>
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<tr>
<td>Pol. Sci. 201 or Hist. 111</td>
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<tr>
<td>Electives</td>
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<tr>
<td><strong>Total</strong></td>
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</tbody>
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*Students who are qualified to enter English 111 may enroll in News Writing concurrently.

**Six hours of psychology required, including Psych. 101.**

Suggested Electives: sociology, English, philosophy, speech, journalism.
AIR FORCE ROTC

The Department of Aerospace Studies is a regular instructional department of the University of Omaha and functions according to the rules and policies of the University and those of USAF. The Air Force ROTC Program under the recently enacted Vitalization Act, is designed to develop the skills and attitudes vital to the career professional Air Force officer. The program qualifies cadets for commission in the USAF. Upon successful completion of the Air Force program and graduation from the University, cadets are commissioned Second Lieutenants, USAF Reserve. Instruction includes a two year basic course and a two year advanced course. Basic ROTC training is a prerequisite for entry into advanced ROTC. This may be accomplished by completing either the basic college program or a six week "Officer Basic Military Training" (OBMT) course at an Air Force Base. Applicants for OBMT must arrange for such training prior to completing their sophomore year. For complete information on the Air Force ROTC Program contact the Professor of Aerospace Studies.

THE BASIC AIR FORCE ROTC PROGRAM

The basic course is general military education designed to give cadets an understanding of the role of air power in the aerospace age. Basic AFROTC is voluntary and open to all male freshmen and sophomores. Textbooks and uniforms are furnished at government expense. Basic cadets are not in the military service and assume no military obligation. Cadets in good standing may be deferred from the draft.

THE ADVANCED AIR FORCE ROTC PROGRAM

The advanced program includes a well-rounded educational and leadership training curriculum that prepares cadets to serve as officers in the USAF. Advanced cadets are selected from basic cadets or OBMT course graduates who desire to enter the program and who meet academic and physical requirements. Advanced AFROTC students enlist in the Reserve and receive approximately $1,000 for their two-year participation. A summer camp of four weeks duration is required. Cadets who qualify for pilot training receive 36 hours of flight instruction at a civilian facility during their senior year.

AEROSPACE STUDIES
PROFESSOR, LT. COL. RATTI; ASSOCIATE PROFESSOR, MAJOR HOLTZ; ASSISTANT PROFESSORS, CAPTAIN RAY, CAPTAIN SEINWILL

101 Leadership Fundamentals .......... (I) 1 hour
*102 Defense of the U. S. .......... (II) 2 hours
*201 World Military Systems
Prereq: AS 101-102, or permission of PAS .......... (I) 2 hours
202 Leadership Fundamentals .......... (II) 1 hour
*301 Growth and Development of Aerospace Power
Prereq: permission of PAS .......... (I) 3 hours
*302 Growth and Development of Aerospace Power
Prereq: permission of PAS .......... (II) 3 hours
*401 The Professional Officer
Prereq: AS 301-302, or permission of PAS .......... (I) 3 hours
*402 The Professional Officer
Prereq: AS 301-302, or permission of PAS .......... (II) 3 hours
*Plus 1 hour of Leadership Laboratory.
THE COLLEGE OF ADULT EDUCATION

With the rapid changes and growth of knowledge in all areas of activity, human obsolescence is no longer a mere phrase, it is a reality. Continuous effort must be made to upgrade previously held understandings and skills. To provide for this need the program of the College is broad and varied, providing for intellectual development, vocational and professional growth, and cultural enjoyment.

Each year over 5,000 persons register for credit courses and over 25,000 elect courses in The Division of Continuing Education.

Any degree granted by the University may be pursued through the academic courses scheduled in the College of Adult Education, in co-operation with the other five colleges of the University. Two degrees are offered by the College: the Bachelor of General Education and the Bachelor of Science in Law Enforcement and Security. The Bachelor of General Education is designed especially for adults, taking into consideration that they are adult, mature, and usually differently motivated as compared with the so-called "regular student." Numerous certificates and associate titles are available.

The College operates primarily through two divisions: I. Academic Studies and II. Continuing Education.

THE EDUCATIONAL AREAS

DIVISION OF ACADEMIC STUDIES

Mr. Solleberger, Assistant Dean
Mr. KAESER, Director On-Campus Military Program
Mr. Behers, Supervisor, Off-Campus Military Programs
Mr. Schlieger, Director, Business-Industry Education

This division concerns itself with work taken for academic credit, and while there are a number of full-time adult students pursuing the B.G.E. and Law Enforcement degrees, the bulk of its activity is directed toward administering credit offerings which are scheduled in the late afternoon, evenings, Saturday mornings, and the television courses. The great majority of these courses are presented by the academic departments of the colleges.

The range of activity in this division embraces:

a. Persons pursuing a college degree, including Military personnel on operation "Bootstrap."

b. Persons working for the Associate Title.

c. Persons taking credit courses but who are not working toward a formal goal (degree or title).

FULL-TIME STUDENTS: Except for on-campus military personnel (Bootstrappers) most adults pursue their academic work on a part-time basis. But, those who can and care to may matriculate as full-time students in the CAE and work toward either of the two degrees provided by the College. These students are on campus for day as well as evening work and carry a minimum of twelve (12) credit hours each semester.

Full-time students must be duly admitted to the University in accordance with admission procedures described herein.

PART-TIME STUDENTS: The vast majority of those served by CAE are in this category, though not all part time people are matriculated in this College. The bulk of the part time work is taken in evening classes, Saturday morning classes and by TV Classroom.
COUNSELING is a must for a person desirous of having a sense of direction and purpose to his academic effort and a staff of experienced counselors is available during operating hours: days, evenings and Saturday mornings. For special problems it is advisable to make an appointment.

Adult students working toward degrees in a college other than CAE should contact the Dean of that College.

Two aspects of the Academic Studies Division are sufficiently unique to warrant special mention. These are:

I. Educational program for Military personnel which is, in turn, in two parts: (a) the on-campus (Bootstrap) portion and (b) the off-campus operations at Offutt Air Force Base and the Lincoln Air Force Base. The Bootstrap program at Omaha University is the largest such operation in the nation. Developed to meet the desire of the Armed Forces to raise the educational level (principally but not exclusively) of the officer personnel. This program each year brings to campus from virtually every branch of the services approximately a thousand men for the final semester or final year of their pursuit of a college degree. Interested military personnel may obtain preliminary information from their Base Education Officer or by writing directly to the Director of the program at the University.

The off-campus educational opportunities provided for the personnel at Offutt and Lincoln bases have been cited by the Air Force as virtual models and numerous schools have visited the bases and this campus to learn how they might set up programs for their respective areas.

II. TV CLASSROOM: From the beginning a joint venture with station KMTV, inaugurated in 1952 and continuing uninterrupted, the University of Omaha was a pioneer in the development of this medium of learning. The latest development was the completion of campus studios and a coaxial tie with KMTV. Since that event the courses have originated from the campus. We now enthusiastically anticipate the construction of the planned Educational TV transmitter on campus.

The College of Adult Education also cooperates with the networks in presenting, from time to time, Continental Classroom (NBC) and College of the Air (CBS) telecast over KMTV and WOW-TV respectively.

ADMISSION TO CREDIT COURSES

Any adult who can profit from college-level work may enroll in the College of Adult Education. Entrance into the College is arranged by first contacting the Director of Admissions and supplying that office with evidence of high school completion and previous college work.

Adults who have not completed high school, but who wish to work toward a degree, should take high school equivalency examinations (High School Level GED). These tests are administered by the University's Bureau of Industrial Testing.

Individual courses (not to exceed an accumulated maximum of twelve hours) may be taken without formal admission. For such persons a provisional permit to register may be granted by the Director of Admissions.

STUDY LOAD

Students who have full-time employment will ordinarily not have sufficient study time to maintain satisfactory scholastic standing in more than six hours of credit work at a time. Therefore, six hours of degree-credit classwork in any one semester is considered a maximum study load. Students who desire to carry more than this number of credits and who have evidenced their ability to carry a heavier schedule in a creditable manner, may exceed the six-hour limit only with the permission of the Dean or the Assistant Dean.

FEES PAYABLE EACH SEMESTER

All University fees are listed on pages 122-126, with the exception of fees for Community Service Courses and special educational programs. These, because of their special nature, have the fees individually determined for each course or program. Approved television and radio courses are the only courses which may be taken without payment of the matriculation fee, but it should be noted that the payment of this fee must be made before the University will issue a transcript.
SPECIAL TESTING

Adults wishing more detailed information about their academic proficiency, interests, personality traits and aptitudes as an aid to planning a course of study may arrange a testing appointment on a fee basis. Group testing at a reduced fee may be arranged for adults currently enrolled in the College.

PROBATION AND SUSPENSION

While it is the intention of the College to provide the adult with every opportunity to pursue academic work, it is our opinion that should a student demonstrate his inability or unwillingness to maintain a satisfactory level of performance, it is no favor to that student, his fellow students, or the University to permit him to continue indefinitely.

It is the policy of the College to review a student's work upon the accumulation of twelve semester hours. All students in the College of Adult Education must meet the same standard for 'normal progress' as shown on page 29.

THE DEGREE PROGRAMS

The Bachelor of General Education degree is especially designed to meet the individual requirements of the adult student. Considerable latitude in course selections is possible to allow specialized as well as general interests to be explored. In this manner the mature student may acquire knowledge and competence in realms that satisfy his personal and vocational interests.

The Bachelor of Science in Law Enforcement and Security is planned to prepare persons for careers in administrative positions in law enforcement, security and rehabilitation. Provision is made for an interdisciplinary approach to sociology, psychology, and political science as they relate to law enforcement and security administration.

GENERAL REQUIREMENTS FOR DEGREES

(1) The completion of 125 semester hours of study at college level with an average grade of "C", must be earned in this or other approved colleges. Twenty-four of the last 30 semester hours of credit must be earned in residence at the University of Omaha. The last 18 hours of credit must be earned as a Bachelor of General Education degree candidate. All grades reported by the faculty to the Registrar at the end of each semester become a part of the student's permanent record and are included in the computation of his quality points earned and his grade point average. (See page 28.) This is subject to review of the administrative and curriculum committee of the College of Adult Education.

(2) Programs of individual students may be referred to an advisory committee of the faculty for approval.

SPECIFIC REQUIREMENTS FOR THE Bachelor of General Education

The program for the degree of Bachelor of General Education will include the following:

1. Core Courses
   (a) English as determined by placement tests ............................. 6
   (b) Humanities* ................................................................. 12
       (Art, literature, foreign languages, music, philosophy, religion, and speech)
   (c) Social Sciences* ............................................................ 12
       (Economics, history, political science, psychology, sociology, and geography)
   (d) Mathematics or Science .................................................. 9
       (Biology, chemistry, mathematics, and physics) .......................... 39

*Not more than (6) hours from a single department within the division may be used.
2. Area of concentration (departmental) ........................................... 30
   (nine hours of which may be from an allied field)
3. Electives ...................................................................................... 56
   (which will include 12 hours in each of two different subject fields)
4. At least 30 hours of the 125 hours must be earned in courses numbered
   300 or above.

BACHELOR OF SCIENCE IN LAW ENFORCEMENT
AND SECURITY

The program for the degree of Bachelor of Science in Law Enforcement and
Security will include the following:

1. Core Courses
   (a) English Composition .......................................................... 9
       English 111, 112 and 240
   (b) Humanities* ................................................................. 12
       (Art, literature, foreign languages, music, philosophy,
        religion, and speech)
       Speech 111 or 201 and 9 additional hours
   (c) Social Sciences* .............................................................. 12
       (Economics, history, political science, psychology,
       sociology and geography)
       Any two of the following sequences may be used:
       Political Science 201 and 301; Economics 211 and 212; Sociology
       101 and 435; Psychology 201 and 343.
   (d) Mathematics or Science ................................................... 9
       (Biology, chemistry, mathematics, and physics)
       Mathematics 111 recommended 42

2. Area of concentration (Law Enforcement & Security) ................. 30
   (nine hours of which may be in an allied field chosen from business
   administration, economics, political science, psychology or sociology.)
3. Electives ...................................................................................... 53
   (will include 12 hours in each of two subject fields chosen from
   business administration, economics, political science, psychology, or
   sociology.)
4. At least 30 hours of the 125 hours must be earned in courses numbered
   300 or above.

*Not more than (6) hours from a single department within the division may be used.

LAW ENFORCEMENT AND SECURITY
PROGRAM COURSES

Semester that these courses are offered—as shown by I, II, S—is subject to
change. Students should refer to the schedule of classes for each semester for infor­
mation on courses to be offered.

LES 101 Elements of Criminal Justice ................................. (I,II,S) 3 hours
LES 201 Principles of Investigation ........................................ (I) 3 hours
LES 231 Police Report Writing .............................................. (I,S) 3 hours
LES 251 Intro to Law Enforcement Organization and
   Administration ................................................................. (II,S) 3 hours
LES 271 Police Public Relations ............................................ (I,II) 3 hours
LES 291 Traffic and Accident Investigation ...........................(II) 3 hours
LES 331 Criminal Law ............................................................ (I,S) 3 hours
LES 335* Criminology ............................................................. (I,II) 3 hours
LES 351 Rules of Evidence and Law of Arrest ...........................(II) 3 hours
LES 391 Interrogation and Lie Detection ............................... (II) 3 hours
LES 436 Psychology of Criminal Behavior .............................. (I) 3 hours
LES 437* Juvenile Delinquency .............................................. (I) 3 hours
LES 438* Penology and Corrections ......................................... (II) 3 hours

*Carry same number and credit in the Department of Sociology.
THE ASSOCIATE IN GENERAL EDUCATION
(The Two-Year Program)

For the adult who is pursuing his academic career on a part-time basis, the Baccalaureate Degree may well seem distant. The Associate Title is designed to:

(1) help the student keep a positive goal not only in sight, but within reasonable grasp. A "half-way house," one might say.
(2) assist in planning a program of study as contrasted with indiscriminate gleaning of the academic fields.
(3) for those for whom circumstances will not permit the accomplishment of a degree, the Associate Title is tangible evidence of a program completed.

I. GENERAL REQUIREMENTS FOR THE ASSOCIATE IN GENERAL EDUCATION

The completion of 64 semester hours of study at the college level with an average grade of "C" for all work taken. Eighteen of the last 21 semester hours must be earned in residence at the University of Omaha as a matriculant in the College of Adult Education.

II. SPECIFIC REQUIREMENTS FOR THE ASSOCIATE IN GENERAL EDUCATION

The program will include the following:

1. (a) English as determined by placement tests ... 6
(b) Humanities ... 6
   (Art, literature, foreign languages, music, philosophy, religion, and speech)
(c) Social Sciences ... 6
   (Economics, history, political science, psychology, sociology, and geography)
(d) Natural Sciences ... 4

   *     22

2. Area of concentration (departmental) ... 12
   The student will, with the advice of his counselor, select an area of concentration consisting of 12 semester hours in a subject field.

3. Electives* ... 30

*Eight semester hours of credit in military science and 12 additional hours in military credits may be accepted as electives in meeting the total credit requirements for the title.
Providing a virtually unlimited variety of learning experiences for the general public or for specific groups, this Division offers no formal college credit work. Some programs do lead, however, to certificates of completion for a prescribed sequence. Drawing upon the resources of the entire University and community for programming, and staffing, the activities of the Division are carried out largely in the especially designed facilities of the Gene Eppley Conference Center.

Areas of activity developed and encouraged by this Division include:

A. Community Service Courses: announced at regular intervals and covering any subject area for which a need and adequate public response is anticipated. Community inquiries and suggestions are welcomed.

B. Conferences, Workshops and Contract Programs: Concerned with training, professional growth and the educational needs of every segment of the social-economic structure of the community, here too the Division works in close co-operation with all elements of the University and the area in providing conferences, workshops and other specially constructed programs for specific groups. There is particular concern for business, industry and labor, but this is not exclusive.

We invite interested groups to discuss with us their educational problems and needs. Such inquiries should be directed to:

Mr. Thomas E. Moore, Director, Continuing Education Division, Phone: 553-4700, ext. 391-392.

Mr. Robert Schleiger, Director, Business and Industry Education, Phone: 553-4700, ext. 370.

CERTIFICATION PROGRAMS

Two programs have been designed for students desiring to qualify for special certificates:

REAL ESTATE CERTIFICATION

Mr. Lewis, Adviser

The College of Adult Education, with the co-operation of the College of Business Administration, offers an 18 credit semester hour certificate program in real estate.

A non-credit Advanced Real Estate Appraisal course (beyond the certificate) will prepare the student to take the Appraisal Institute's Comprehensive Examination II, for credit toward a Member of Appraisal Institute (M.A.I.) designation.

INSURANCE CERTIFICATION

Mr. Rokes, Adviser

The program of insurance offerings, also in cooperation with the College of Business Administration, includes the courses of the Insurance Institute of America, the Chartered Life Underwriters and the Chartered Property Casualty Underwriters. The C.L.U. and C.P.C.U. courses lead to the professional designation awarded by the American College of Life Underwriters and the American Institute for Property and Liability Underwriters.
Contemporary society has brought a fundamental change in the public attitude toward, the philosophy of, and the purpose of Summer School. Today it is an integral part of what has become the continuous process of education. With the growing number of young people going to professional and graduate schools, accelerating the undergraduate program is often desired. Competition in the "labor market" motivates some, while still others want merely to broaden their educational experience. Further, an increasing number of June high school graduates are electing to begin their college careers with the summer.

Whatever your individual interest, the University of Omaha presents a summer program in complete air-conditioned comfort, and with course offerings scheduled in all colleges of the University, including the Graduate School.

Twelve semester hours is the maximum that may be taken during the summer. Six hours is the maximum that may be taken in progress at one time.

Courses are offered both day and evening according to the following schedule:

**FIRST SESSION:** 5 weeks beginning in early June. Classes meet five days a week, Monday through Friday, allowing a normal weekend. Six semester hours of work may be taken.

**SECOND SESSION:** Also five 5-day weeks, beginning in mid-July. Six semester hours may be taken.

**EVENING SESSION:** Evening courses meet two nights a week (Tues. and Thurs.) for eight weeks. Three semester hours may be earned. This session begins the same week of the FIRST SESSION and overlaps the SECOND SESSION.

**SPECIAL SUMMER CONFERENCES, WORKSHOPS AND UNIT COURSES**

A variety of special programs are scheduled for the summer months. Some of these are on an annual basis — such as the College Business Management Workshop, the School for Presbyterian Pastors, etc. Workshops and unit courses are designed to meet special situations and are normally of short duration and intense study. Special announcements and mailings are made for these, in addition to inclusion in the general bulletin.

**HIGH SCHOOL SENIORS** contemplating enrolling for summer classes immediately upon graduation should make application for admission and take the guidance and placement exams during the Spring. For full information call the Director of Admissions.

**TUITION AND FEES:** All University fees are listed on pages 122-126.

**REGISTRATION:** Registration details, course offerings and other specific information are published in a special supplement of the local press in early May. Reprints are available upon request.
THE COLLEGE OF GRADUATE STUDIES

George R. Rachford, Dean

The first Master's degree was awarded by a special vote of the Board of Regents of the "old" University of Omaha in June, 1931. Graduate work leading to the Master of Arts degree was authorized by the newly organized Municipal University, September, 1931, to be supervised by a Committee on Graduate Studies. In 1942, the Graduate Division was established. The degree of Master of Science in Education was approved in 1948. In 1954, the Committee on Graduate Studies became the Graduate Council and the Chairman became the Director of the Division. In 1960, the Board of Regents authorized a year of graduate study in Education beyond the Master's degree.

Recognizing the growing importance of graduate education, the Board of Regents, in October, 1962, established the College of Graduate Studies as the sixth college of the University of Omaha.

The College of Graduate Studies at the University of Omaha was established to provide an opportunity for advanced study and independent investigation in a limited number of fields of learning for qualified students:

1. To work toward a Master of Arts or Master of Science degree.
2. To earn graduate credit for the issuance or renewal of certificates for teachers and administrators.
3. To provide for professional advancement and scholarly objectives.

Consistent with these objectives, numerous opportunities are provided for advanced students to pursue their studies to the point of original research and investigation, to the discovery of facts, methods, or values. Under the guidance of a major adviser, the student must rely upon his own initiative to apply the principles of methodic study; to master, criticize, and evaluate; and to discover the existing literature in a chosen field of study. To enable the student to attain these objectives, the College of Graduate Studies provides the following facilities: workshops, institutes, seminars, research and special problems courses, supervised thesis instruction, and the supervision of special projects in courses open to graduate credit.

Thus the College of Graduate Studies promotes the spirit of free investigation and free inquiry in the various fields of knowledge, and at the same time serves to unite the various branches of the University in the common task of advancing human knowledge and providing for society intelligent, capable leadership.

ADMINISTRATION

The Graduate Council, which is the legislative and executive body of the College, prescribes the qualifications of all professors who offer graduate work and approves all courses which may be taken for graduate credit. The Dean of the College is Chairman of the Council. The members of the Council are chosen by the President from the departments offering graduate work, upon the recommendation of the respective Deans and Department Heads. Members of the Graduate Faculty are recommended by the Council and approved by the President.
Membership on the Graduate Faculty is subject to the following prerequisites: a Doctor's degree or a demonstrated interest in scholarly research and graduate teaching, as well as the recommendation of the Dean of the College. Members of the Graduate Faculty serve on the final comprehensive examination committees, as well as counsel the graduate student in his major and minor work. They are also primarily responsible for arranging those courses within their departments which are offered for graduate credit.

AIMS AND OBJECTIVES

The College of Graduate Studies offers major programs in the various areas of education: English, history, psychology, sociology, biology and general science— and minor programs in nine additional fields. With the increasing interest in graduate work and the growing research facilities of the University, it is anticipated that additional major programs will become available in the near future.

The graduate program in the liberal arts is designed to meet a variety of needs. By offering advanced study in humanities, social sciences, and natural sciences, it emphasizes, as does the undergraduate program, the non-material aspects of life, providing for the student a fuller understanding and richer appreciation of man's intellectual and cultural heritage. In addition to these general objectives, the program leading to the Master of Arts degree offers a year of graduate work to students who plan to proceed to the doctorate. It is also adapted to the needs of secondary teachers who wish to do their graduate work entirely within the area of their respective teaching fields. A further objective is to furnish graduate students in education a sufficient variety of academic electives to satisfy the various programs in that area.

The graduate program in education has been organized to afford workers in the profession an opportunity to pursue advanced courses in terms of their abilities, interests, and needs. The complexity of modern democratic society places a premium on trained leadership to guide and direct it intelligently. Particularly is this true of the teaching profession, where the teacher is responsible for establishing an environment conducive to the training of citizenry for effective living in a democracy. The specific problems which teachers face in their respective teaching-learning situations become the subject matter for intensive study. The teaching-learning situation is literally put under the microscope by experts in elementary and secondary education; educational, child, and adolescent psychology; tests and measurements; and educational history and philosophy, as they aid teachers in solving their own problems. Thus, the graduate courses are vitalized by the practical applications and improvements which teachers are able to make in their teaching-learning situations.

Graduate students are expected to become familiar with the latest research in educational methods and techniques. At the University of Omaha, they are given opportunities to engage in the study of child growth and development, while continuing their studies in the teaching subjects. Workshops in curriculum building, as well as clinics in language arts, reading, and child psychology are definite parts of the program. Teachers who wish to advance in the profession by becoming principals, supervisors, or superintendents may take a graduate program leading to these particular certificates.

The University brings nationally recognized authorities to the campus to conduct conferences and clinics in various phases of educational admini-
stration and supervision. Teachers, supervisors, and administrators are thus enabled to secure specific aid which will be of value to them in the solution of their individual teaching-learning problems.

INTERNSHIPS AND ASSISTANTSHIPS

Graduate internships in biology, education (elementary, secondary, guidance, reading, school administration), college business management, English, history, psychology (general, industrial), and sociology are available for qualified students.

Internships carry stipends of $1,600 each plus the remission of tuition. The graduate program for such students is limited to approximately 12 hours a semester. An intern must be a graduate student enrolled in a program of courses carrying credit toward a Master's degree in the particular department in which the internship has been granted. The purpose of the internship is to provide the student with practical experience which will be of co-ordinate or supplementary value to his degree work. This professional activity requires approximately 20 hours a week.

Assistantships in school psychology consisting of one year of graduate study with practical experience in the field of individual intelligence and aptitude testing and the group testing of children are available in the Child Study Center which is operated in cooperation with the Omaha public schools. Psychometrists are to be on duty from August 15 to July 15 and are to work approximately 30 hours per week. Each assistantship in psychometry carries a stipend of $2,500 plus the remission of tuition.

Applications and their supporting credentials must be received on or before March 1. Address requests for information and applications to the Dean, College of Graduate Studies.

SCHOLARSHIPS

Phi Delta Gamma, a national fraternity for women, offers an annual scholarship of $200 to a woman graduate student who has completed approximately half her graduate work with an excellent record. For applications and details concerning this scholarship, contact the Dean of the College of Graduate Studies. Applications should be in the Graduate Office by March 1 of each year to be considered for the following academic year.

ORGANIZATIONS

Phi Delta Gamma is a national fraternity for graduate women in all fields. Membership is by invitation.

Phi Delta Kappa is a national fraternity for men who are graduate students in education. Membership is by invitation.
ADVANCED DEGREES

The Master's degree or the Specialist in Education degree is conferred by the Board of Regents upon recommendation of the Graduate Council and with the final approval of the University Faculty.

The College offers work toward the following degrees: the Master of Science with a major in education, educational psychology, industrial psychology and applied sociology; and the Master of Arts with majors in biology, education, English, history, psychology, sociology, or general science.

The Specialist in Education degree is a two-year program of specialization in school administration or guidance and counseling. The program is offered for the first time in the 1964-1965 school year.

CO-OPERATIVE PROGRAM LEADING TO THE
DOCTOR OF EDUCATION DEGREE

The University of Omaha in co-operation with Indiana University School of Education (Bloomington, Indiana), has arranged a program under which a student who wishes to complete the Doctor of Education degree may take all or part of the second year of graduate work at the University of Omaha, and then take the third year of work, leading to the degree, at Indiana University. For further details concerning this program, and the transfer of work beyond the Master's degree to other institutions, please consult the Dean, College of Graduate Studies at the University of Omaha.

THE MASTER OF ARTS DEGREE
WITH MAJORS IN EDUCATION,
ENGLISH, HISTORY, PSYCHOLOGY, SOCIOLOGY

The program for the Master of Arts degree will usually be arranged to conform to either of the following general patterns:

(1) A major of 24 semester hours in the major field of study.

(2) A thesis not to exceed six semester hours in independent study under the direction of the major adviser.

OR:

(1) A major of 15 semester hours in the major field of study.

(2) A minor of nine semester hours in a related field of interest.

(3) A thesis not to exceed six semester hours in independent study under the direction of the major adviser.

Note: Sociology students — see Master of Science degree with a major in applied sociology for specific examination requirements.

THE MASTER OF ARTS DEGREE
WITH A MAJOR IN GENERAL SCIENCE

The program for the Master of Arts with a major in general science degree will be directed by a Graduate Science Committee consisting of the Dean of the College of Graduate Studies and the department heads of each of the science departments: biology, chemistry, mathematics, and physics. Each candidate will be assigned an adviser who will be responsible for the candidate's curriculum and thesis in accordance with the policies established by the Graduate Science Committee and the Graduate Council.
Prerequisites: An applicant for full admission to the graduate program in science must present, as a minimum, the following prerequisites:

- Inorganic or General Chemistry .......... two semesters
- General Physics ................................ two semesters
- General Biology ................................ two semesters
- General Zoology or General Botany .......... two semesters
- Mathematics ................................ through Analytic Geometry

Degree Requirements: The degree requires a minimum of 36 semester hours for completion. Candidates must complete a minimum of 30 semester hours of approved course work and, in addition, submit a thesis, credit for which will be allowed to a maximum of six semester hours. Courses leading to the degree will be distributed across the science areas according to the needs of the student with a maximum of fifteen semester hours allowed in any one field.

In general, the student's program will include at least one course in each of the following fields: chemistry, physics, mathematics, biology.

Any deficiency in a basic zoological, botanical, chemistry, physics, or mathematics course must be made up but may not be counted as part of the 36 hour graduate requirement.

THE MASTER OF ARTS DEGREE
WITH A MAJOR IN BIOLOGY

To enter the Master's program in biology, the student must present as prerequisite a Baccalaureate degree and acceptable credit in:

1. Two semesters of basic biology that shall include both botany and zoology.
2. Twenty-four additional semester hours in biological sciences.
3. Two semesters of organic chemistry (may be taken at the undergraduate level concurrently with graduate work).
4. Two semesters of general physics.
5. Mathematics through trigonometry.

GRADUATE COURSE REQUIREMENTS

1. Minimum of 30 semester hours of biological sciences which, with the undergraduate courses, will assure training in each of the areas of morphology, physiology, cytology, genetics, evolution, taxonomy, and ecology. At least nine hours must be in 500 level courses.

2. A thesis not to exceed six hours of independent research under the direction of a major adviser.

THE MASTER OF ARTS DEGREE
WITH A MAJOR IN SPEECH CORRECTION

Candidates for the degree Master of Arts with a major in speech therapy are expected to meet the following requirements in addition to those for general admission:

1. Pass an examination to determine adequate personal voice and speech proficiencies and adequate hearing acuity for speech. This examination is administered by the Speech and Hearing Clinic of the University.
2. Have successfully completed a minimum of 18 semester hours of courses in speech science and/or psychology. Speech science courses include such areas as phonetics, acoustics, anatomy and physiology of speech mechanisms, psychology of communication, etc. Psychology courses must include child psychology and psychology of adjustment areas.

A major sequence in speech therapy requires a minimum of 24 hours of course work plus a thesis (six hours). Candidates wishing to meet special national or state certification requirements for speech therapists often need additional hours of course work and practicum. Students should consult with their departmental adviser before planning their programs.

THE MASTER OF SCIENCE DEGREE

The Master of Science degree is offered with majors in a number of programs of education, special education, educational psychology, industrial psychology, and applied sociology.

THE MASTER OF SCIENCE DEGREE
WITH A MAJOR IN EDUCATIONAL PSYCHOLOGY OR INDUSTRIAL PSYCHOLOGY

Entrance requirements: (1) For educational psychology: A minimum of 15 hours undergraduate work beyond Psychology 101 and including Psychology 213 or an equivalent course. (2) For industrial psychology: A minimum of 15 hours undergraduate in psychology including Psychology 101, Psychology 213, and Psychology 421 or equivalent courses.

Overall graduate course work requirement: EITHER 36 hours in psychology OR 24 hours in psychology plus 12 hours graduate work in a minor field.

Core course requirements: two of the four three-semester credit hour courses listed below are to be taken as part of the first nine hours of graduate work, and ALL of the courses must be taken at some time for either graduate or undergraduate credit.

415 Multiple Correlation and Factor Analysis ....... 3 hours
532 Tests and Measurements .................. 3 hours
457 Theories of Developmental Psychology ........ 3 hours
501 Hist. and Current Trends in Psych. ............ 3 hours

Special requirements:

1. Successful completion of a six-hour written comprehensive exam. This exam is to be taken when no more than three hours of graduate course work (excluding Psychology 595) remains beyond work in progress.

2. Psychology 595, Practicum, must be taken for at least three hours credit. Students are allowed to include up to three hours of additional credit in Psychology 490 or Psychology 595 as part of the 36 hours total.

After completion of the Master of Science in educational psychology it is possible to complete the second year of graduate work required by many states for certification as a school psychologist.
THE MASTER OF SCIENCE DEGREE
WITH A MAJOR IN APPLIED SOCIOLOGY

The applicant for admission to the graduate program in sociology must present a minimum of 15 undergraduate semester hours in sociology and a course in statistics.

The student will be expected to complete Sociology 501 and a minimum of 27 additional graduate semester hours which must include at least nine hours in an area of concentration, either Criminology — Penology or Community Organizations. In addition, the student must complete satisfactorily six semester hour equivalents in a supervised work practicum related to his academic area of concentration.

The Master of Arts degree is preferable as preparation for continued scholarly work, the Master of Science as preparation for work in applied sociology. Both degrees require the student to demonstrate proficiency in the subject by means of the following comprehensive examinations:

1. After nine hours of graduate work, the student is eligible to take the qualifying examinations which consist of written tests in (1) Sociological concepts and (2) Statistics and Methodology. Upon passing both parts of this examination, the student may apply for candidacy for the degree.

2. Some time before taking the final oral examination on thesis or Practicum, the student must successfully complete the written preliminary examination which covers topics in (1) social psychology, (2) social problems, (3) social organization, and (4) sociological theory, or a minor field.

THE MASTER OF SCIENCE DEGREE
WITH A MAJOR IN SPEECH CORRECTION

Candidates applying for admission to a Master of Science degree program with a major in speech therapy are expected to meet the following requirements:

1. Pass an examination to determine adequate personal voice and speech proficiencies and adequate hearing acuity for speech. This examination is administered by the Speech and Hearing Clinic of the University.

2. Have successfully completed a minimum of 15 semester hours of course work leading towards eligibility for teacher certification.

Those wishing to meet national or state certification requirements for speech therapists should consult with the departmental adviser before planning programs of study.
THE MASTER OF SCIENCE DEGREE
WITH A MAJOR IN EDUCATION

This degree is designed primarily for the master teacher, supervisor, or administrator. It is granted upon the completion of a program of advanced study to students who are working professionally in the field of education. Eligibility for teacher certification is a prerequisite for admission to any of the graduate programs with a major in education.

The requirement for this degree is 36 semester credit hours and must always include:

- Ed. 501, Introduction to Research ......................3 hours
  (must be earned in the first nine hours)
- Psy. 551, Advanced Educational Psychology ............3 hours
- Ed. 505, Seminar in Education ........................3 hours
  or
- Ed. 502, History and Philosophy of Education ........3 hours

The total program of courses will usually be arranged to conform to the following general pattern:

1. Eighteen to 24 semester hours in the major field of specialization; such as, elementary education, secondary education, educational administration, and guidance.

2. Nine to 18 semester hours in a minor field of study.

3. Curricula in administration will also include Education 570, Practicum.

The curriculum pattern covers three areas: professional education, specialized teaching fields, and directed academic electives.

Professional education may include courses in the following fields: administration, supervision, secondary education, elementary education, educational guidance, nursing education, and college business management.

Students may major in the following fields: elementary education, guidance, public school administration (includes elementary and secondary administration), secondary education, nursing education, reading, special education, (includes speech correction, education for the deaf or mentally retarded) and college business management. Minor fields include: education (for those majoring in academic fields), elementary education, reading, secondary education, and others.

The program in the major field of study will be determined by the student and his major adviser; the minor field of study by the student and his minor adviser, subject to the approval of the Dean.
SPECIALIST IN EDUCATION DEGREE

The Specialist in Education degree (Ed.S.) is an advanced degree, involving a minimum of one year of study beyond the Master's degree. It is designed to prepare school administrators and directors of guidance to be more competent members of their profession.

Each applicant will be considered in terms of his educational and professional background and experience. Programs will be planned to meet individual needs and objectives. The Specialist in Education degree is designed to be independent of further graduate study. It will be wholly within the province of an institution offering the Doctor's degree to determine whether or not any part of the Specialist program may be used in partial fulfillment of the requirements for such a degree.

ADMISSION AND DEGREE REQUIREMENTS

Applications for admission should be made directly to the Director of Admissions, University of Omaha (See Admissions). In general, the applicant:

1. Must hold a Master's degree from an accredited institution offering graduate work. The major field of study in the Master's degree must be in the same field in which he proposes to continue his graduate work.

2. Must have had a minimum of four years successful teaching experience and must submit three letters of recommendation from principals, supervisors, or superintendents under whom he has taught.

3. Be approved for admission to the program before his first enrollment.

4. Must submit the results of the Graduate Record Examination with the application for admission.

For a more complete description of the program and requirements for the degree, see the Bulletin of the College of Graduate Studies.
TUITION AND FEES

Student fees are payable in full at the time of registration, and registration is not complete until fees are paid. The University reserves the right to change the amount of tuition and fees at any time if such action is deemed necessary. The total amount for tuition and fees varies with the number of hours of classroom and laboratory work taken.

The average fees per semester are approximately $240.00 for students who are residents of Omaha, and $375.00 for non-residents.

INSTRUCTION

<table>
<thead>
<tr>
<th>Tuition, per semester credit hour: (except Applied Music)</th>
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</thead>
<tbody>
<tr>
<td>Undergraduate or Audit</td>
<td>$ 14.00</td>
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<tr>
<td>Graduate</td>
<td>15.00</td>
<td></td>
</tr>
<tr>
<td>Non-resident fee, additional (Graduate, Undergraduate or Audit) per credit hour</td>
<td>9.00</td>
<td></td>
</tr>
<tr>
<td>Applied Music fee: (Voice and all instruments except Pipe Organ)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>One semester credit hour</td>
<td>60.00</td>
<td></td>
</tr>
<tr>
<td>Two semester credit hours (same instrument)</td>
<td>100.00</td>
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</tr>
<tr>
<td>Non-credit:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Per semester (16 lessons)</td>
<td>50.00</td>
<td></td>
</tr>
<tr>
<td>Per semester (8 lessons)</td>
<td>35.00</td>
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</tbody>
</table>

TV Classroom fee, per 3 hr. course (includes materials and mailing)—Total 45.00

REGULAR FEES

(Not Refundable)

| Student Activity Fees:                                    | 12.00    |          |
| Payable by every student (undergraduate and graduate) registered for day classes carrying six or more hours. Covers athletics, publications, general student activities, and student center. Any student carrying less than six hours must pay a minimum activity fee of $3.00. He may purchase an activity ticket by paying an additional fee of $9.00. Evening Classes (undergraduate and graduate students; no day classes) | 3.00    |          |
| Summer Sessions (per session)                             | 3.00    |          |
| Air Force ROTC, payable by every ROTC student              | 2.00    |          |
| Guidance and Placement Tests (at regularly scheduled times) | 5.00    |          |
| Health Service: Payable each time a student registers      |          |          |
| Day School                                                | 2.00    |          |
| Summer Session (per session)                              | 1.00    |          |
| Evening Classes (undergraduate, graduate students, no day classes) | 1.00    |          |
| Matriculation Fee:                                        | 10.00   |          |
| Payable at initial enrollment and with each subsequent change of college and upon admission to College of Graduate Studies. Registration Fee: Payable each time a student registers | 5.00    |          |

DEPOSITS

Uniform Deposit: Air Force ROTC — (Refundable) 15.00
# Laboratory Fees

**ART:**
- Art 101, 102, 151, 251, 281, 351 .................. $5.00
- Art 131, 161, 201, 231, 261, 282, 331, 361 .......... 7.50
- Art Education 330, 336, 430, 436 ..................... 5.00

**BIOLOGY:**
- Per course (except 316, 424) ....................... 12.00

**BUSINESS ADMINISTRATION:**
- Accounting 101, 102 ................................. 5.00
- Business Administration 313 ......................... 5.00
- Marketing 434 .................................. 5.00
- Retailing 202, 203 .................................. 5.00
- Sec. Sci. 108, 112, 117, 118, 229, 335, 336 .......... 5.00

**CHEMISTRY:**
- Per course (except 100, 410, 423) .................. 12.00

**EDUCATION:**
- Education 208, 486G, 487G, 486, 487 ............... 5.00
- In-Service - Course 440 .............................. 30.00
- Student Teaching 435, 436, 437, 457, 458 .......... 20.00
- Practicum 525, 570 .................................. 20.00

**ENGINEERING:**
- Industrial Engineering 111, 217, 307 ................ 12.00
- Engineering 110, 155, 250, 311, 315 ................ 10.00
- Civil Engineering 200, 300, 302 ...................... 8.00
- Engineering 344, 456, 461 .......................... 5.00
- Civil Engineering 347, 449 .......................... 5.00
- Industrial Engineering 418 .......................... 5.00

**GEOGRAPHY:**
- Geography 217, 254 ................................ 3.00

**HOME ECONOMICS:**
- Advanced Interior Decoration 406 .................. 3.00
- Foods 101, 102, 201, 310 ............................ 12.00
- Clothing 103, 104, 303, 304, 404 .................. 7.00
- Textiles, Non-textiles 202, 203 ..................... 5.00

**JOURNALISM:**
- Journalism 115, 116 ................................ 2.00
- Journalism 311, 313 ................................ 5.00

**LIBRARY SCIENCE:**
- Library Science 457 ................................ 20.00
- Audio-Visual 487 ................................... 5.00

**MATHEMATICS:**
- Mathematics 313 ................................... 5.00

**MUSIC:**
- Band 263 ........................................... 5.00

**NATURAL SCIENCE:**
- Per course ........................................... 12.00

**NURSING EDUCATION:**
- Nursing Education 395 ................................ 20.00
- Nursing 105, 121, 125 ................................ 12.00

**PHYSICAL EDUCATION:**
- P. E. 111, 112, 113, 114, 211, 212, 223, 224, 225 .... 5.00

**PHYSICS:**
- Per course (except 345) ............................. 12.00

**PSYCHOLOGY:**
- Experimental 421 .................................. 15.00
- Individual Tests 555, 554 ............................ 15.00
- Practicum 595 ...................................... 20.00

**SKILLS DEVELOPMENT:**
- Skill Development 97, 197 ............................ 5.00

**SPECIAL EDUCATION:**
- Special Education 425, 475, 425G, 475G ............ 20.00
- Special Education 445, 446, 451, 452, 44SG, 446G, 451G, 452G .... 2.00

**SPEECH:**
- Television 225, 226, 325, 326 ..................... 5.00
MISCELLANEOUS FEES

Audio-Visual Practical Lab ........................................ $ 5.00
Audit regular credit courses, resident, tuition rate per credit hour ........ 14.00
Change of Schedule fee ............................................. 5.00
Change of academic record (removal of incomplete, etc.) .................... 5.00
Deferred payment, per semester ..................................... 5.00
Installment payments may be arranged only for regular day school regis-
trations. No deferred payment is available for evening classes or sum-
mer sessions. Arrangements for installment payment of tuition must be
completed two full weeks prior to the beginning of classes for any given
semester. See the Student Aid Officer in room 240.

Examination, special, proficiency, advance standing, or out of schedule ...... 5.00
(The tuition for credit to be earned by examination must be paid
in advance.)

Guidance and placement tests taken at times not regularly scheduled, addi-
tional fee .......................................................... 5.00

Late registration, first day (Evening Classes) ................................ 3.00
Late registration, first day (Day Classes) .................................. 3.00
Second day, and thereafter, during first week, additional fee ............... 3.00

Late registration, first day, (Summer Session Classes) ......................... 3.00

Teacher Placement initial registration (required) ............................ 6.00
Thesis, binding fee ................................................... 10.00
Transcript, each copy ................................................ 1.00
Transcript evaluation for students entering by transfer ....................... 5.00

Transcript evaluation for students entering the College of Graduate Studies 5.00

Vocational Testing and Counseling:
Aptitude and academic guidance tests, with individual analysis and
ounseling fee determined in each case. For child study service tests and
reading diagnosis, see administrative office for charges.

GRADUATION FEES

College of Graduate Studies ......................................... $ 15.00
Undergraduate Colleges
Baccalaureate degrees ................................................. 12.50
Associate Titles .................................................... 7.50
To receive degrees in absentia (additional) ................................ 5.00
REFUND SCHEDULE

Refunds are computed from the date application is received by the Registrar, NOT from date of withdrawal from classes. Refund slips issued by the Registrar and given to students are void and not redeemable, unless presented to the cashier (Business Office, Room 230) within 30 days after date of issue.

A student must file notice of withdrawal from class, accompanied by written approval of the adviser and the Dean of Student Personnel, with the Registrar immediately upon dropping any course.

Students paying tuition and/or fees, under the deferred payment basis or under any other student loan, who withdraw before the account is paid in full are not relieved from payment of the amount due; credits to their unpaid accounts will be made only on the basis of the schedule listed below.

### DAY CLASSES

<table>
<thead>
<tr>
<th>Type of Withdrawal</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Withdrawal before classes start</td>
<td>100%</td>
</tr>
<tr>
<td>Withdrawal during 1st or 2nd week</td>
<td>50%</td>
</tr>
<tr>
<td>Withdrawal during 3rd or 4th week</td>
<td>25%</td>
</tr>
<tr>
<td>Withdrawal after 4th week</td>
<td>0%</td>
</tr>
</tbody>
</table>

### SUMMER COURSES (5 week session)

<table>
<thead>
<tr>
<th>Type of Withdrawal</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Withdrawal before classes start</td>
<td>100%</td>
</tr>
<tr>
<td>Withdrawal during 1st three days</td>
<td>50%</td>
</tr>
<tr>
<td>Withdrawal during remainder of the 1st week</td>
<td>25%</td>
</tr>
<tr>
<td>Withdrawal after 1st week</td>
<td>0%</td>
</tr>
</tbody>
</table>

### EVENING CLASSES

**Credit Courses and Non-Credit Courses of 10 Weeks or More**

<table>
<thead>
<tr>
<th>Type of Withdrawal</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Withdrawal before 1st class meeting</td>
<td>100%</td>
</tr>
<tr>
<td>Withdrawal within 1st week</td>
<td>50%</td>
</tr>
<tr>
<td>Withdrawal within 2nd week</td>
<td>25%</td>
</tr>
<tr>
<td>Withdrawal after 2nd week</td>
<td>0%</td>
</tr>
</tbody>
</table>

(Within 1st and 2nd week refers to the calendar week)

**Non-Credit Courses of Less Than 10 Weeks**

<table>
<thead>
<tr>
<th>Type of Withdrawal</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Withdrawal before 1st class meeting</td>
<td>100%</td>
</tr>
<tr>
<td>Withdrawal after 1st class meeting</td>
<td>0%</td>
</tr>
</tbody>
</table>

**Credit Courses of 8 Weeks**

<table>
<thead>
<tr>
<th>Type of Withdrawal</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Withdrawal before 1st class meeting</td>
<td>100%</td>
</tr>
<tr>
<td>Withdrawal before 2nd class meeting</td>
<td>50%</td>
</tr>
<tr>
<td>Withdrawal before 3rd class meeting</td>
<td>25%</td>
</tr>
<tr>
<td>Withdrawal after 3rd class meeting</td>
<td>0%</td>
</tr>
</tbody>
</table>
DEFINITION OF NON-RESIDENT STATUS

The Board of Regents' rules provide that the non-resident fee shall be assessed and collected each semester from:

1. All students who actually reside outside the city limits of Omaha.

2. Students who are under 21 years of age, unmarried, and whose parents or legal guardians live and maintain their place of domicile outside the city limits of Omaha.

3. Students over 21 years of age living in Omaha (whose parents or legal guardians live outside the City of Omaha), who have not qualified to vote in Omaha, or who have not furnished other satisfactory evidence of bona fide residence.

Note:  
   a. Residence of a wife follows that of the husband.
   b. Residence status shall be determined at the time of each registration. A change of circumstances during the semester does not justify an adjustment of fees during the semester.
   c. In case a legal resident of the City of Omaha is appointed guardian of a minor, the residence of such minor for the purpose of this rule shall be considered established in the City of Omaha unless such legal guardian is appointed solely for the purpose of avoiding the payment of non-resident tuition to the University of Omaha.
   d. Proof of residence status rests with the student whenever he challenges assessment of the non-resident fees. Payment of such fees may not be postponed pending decision of any case, but fees shall be refunded to the student if it is later found that they have been collected through error. Willful misstatement or concealment of any facts to influence the decision of a non-resident case is cause for immediate dishonorable dismissal from the University.
SCHOLARSHIPS AND AWARDS

Donald J. Pflasterer, Chairman

REGENTS' SCHOLARSHIPS

The Regents of the University of Omaha have provided a number of Regents' Scholarships which are awarded on the basis of competitive examinations to high school graduates. These scholarships provide the remission of resident tuition for the freshman year, and are renewable upon maintenance of a superior grade record.

UNIVERSITY HONOR SCHOLARSHIPS

There are available to sophomores, juniors, and seniors of the University of Omaha a number of University Honor Scholarships which are awarded strictly on the basis of scholastic achievement. No application is necessary.

UNIVERSITY TUITION GRANTS

University Tuition Grants are available to regularly enrolled students at the University. The purpose of this grant is to give financial assistance to students who have indicated by previous academic performance that they can profit by a college education but need some financial assistance in order to continue their program of study. Application can be made to the Committee on Scholarships and Grants.

OTHER SCHOLARSHIPS, GRANTS, AND AWARDS

There are a number of other scholarships and awards which have been made available by the University, organizations, and individuals. Since conditions governing each scholarship or award vary, students interested should inquire at the Office of the Dean of Student Personnel, Room 240, for information.

FOR ENTERING FRESHMEN
- Ak-Sar-Ben
- Gem Stores
- Hinky-Dinky
- Regents
- Sears Roebuck Foundation

FOR SOPHOMORES AND JUNIORS
- Building Owners and Managers Association Award (real estate, junior)
- Chi Omega Alumnae of Omaha Scholarship (sophomore girl)
- George B. Lake Memorial Awards (American history)
- Omaha Real Estate Board Scholarship (junior)
- Panhellenic Scholarship (elementary education, women)

FOR JUNIORS AND SENIORS
- A. C. R. Swenson (Mrs.) Memorial Scholarship
- Alumni Liberal Arts Award
- Associated Nebraska Industrial Editors (journalism)
- City Planning Award
- Gilbert M. Hitchcock Scholarship (physical science)
- Glenn L. Martin Scholarship
Contemporary Communication Scholarship (Star Radio Stations)
Jenkins Memorial Scholarship, University Alumni Association
(senior)
National Secretaries Association Scholarships
Nebraska Chapter #23 of the American Institute of Real Estate Appraisers Award (senior)
Nebraska-Iowa Chapter of the Institute of Real Estate Management Award (senior)
Nebraska Real Estate Association Scholarship (senior)
Nebraska Society of Certified Public Accountants Scholarship (senior)
Nebraska Mortgage Association
Omaha Association of Insurance Agents
Omaha Civic Music Association
Omaha Real Estate Board
Pen and Sword Scholarship
Real Estate Appraisal Award
Real Estate Finance Scholarship
Real Estate Law Award
Real Estate Management Award
Robert H. Kooper Scholarship in Business
Society of Residential Appraisers Award (real estate, senior)
Walter H. Panko, Jr., Memorial Scholarship of Omaha Press Club
(journalism)
Western Electric Fund
Wilbur R. Irwin (accounting)
Wilfred Payne Scholarship
Woodman of the World Life Insurance Society Scholarships
(American history and finance, seniors)
World-Herald Retailing Scholarships
Zeta Delta Chapter, Chi Omega (social science, senior women)

For All Classes
Ak-Sar-Ben Chapter of the National Secretaries Association
American G. I. Forum Auxiliary
Arthur Brandeis Scholarships in Retailing
Associated General Contractors
Associated Retailers of Omaha Scholarships in Retailing
Cosmopolitan Club Scholarship
Emma S. Metz Music Scholarship
Halker Louis Jorgensen Scholarship
Hinky-Dinky Scholarships in Food Distribution
James A. Douglas Scholarship
John Fitzgerald Kennedy Memorial Scholarship
Kathy Planteen Memorial Scholarship
Rowland Haynes Memorial Scholarship
Peter Kiewit Engineering Scholarship
N. Murray Longworth Memorial Scholarship
Brewer-Nelson Memorial Scholarship
Mrs. Rose Schnieder Memorial Scholarship
Society of American Military Engineers
Kevin O. Connor Scholarship
Paul T. Crossman Memorial Scholarship
Philip Sher Essay Award
Presser Foundation (Music)
W. H. Schmoller Music Award

More complete information on these scholarships is on file and available in the Office of the Dean of Student Personnel.
STUDENT TUITION LOAN FUNDS

Limited loans are available from the Altrusa Club, Administrative Management Society Loan Fund, the Rotary Club, The James P. Lee Memorial, Ak-Sar-Ben, the Dorcas Sullenger Memorial, Faye L. Hickey, Insurance Women of Omaha, University of Omaha Women’s, the Alpha Kappa Delta, and the National Defense Education Act of 1958. The College of Adult Education has a small loan fund for use of adult students. Information regarding loans may be obtained from the Dean of Student Personnel.

DEGREES WITH DISTINCTION

The degree with distinction program is uniform for the various undergraduate colleges. Candidates must (a) have a cumulative general average of 3.00 and an average in the major field of 3.40; and (b) be nominated by their major advisers.

Nomination is made to the Committee on Honors and Degrees with Distinction during a period specified by that Committee during the fall semester. At that time, each nominee has his major adviser state which of the two programs leading to this “honor” he prefers to take. Nominees are encouraged from January and August graduating seniors as well as from those expecting to graduate at the forthcoming spring commencement.

DEGREES WITH HONORS

The Baccalaureate Degrees with honors are awarded as follows:

(a) to all graduates whose scholastic average for their entire university career is 3.62 or above, but below 3.75; the degree cum laude;

(b) to all graduates whose scholastic average for their entire university career is 3.62 or above, but below 3.75: the degree cum laude;

(c) to all graduates whose scholastic average for their entire university career is 3.87 or above: the degree summa cum laude.

In order to qualify for degrees with honors, transfer students must achieve the required quality point average, not only for all University of Omaha courses, but also for all courses taken at other colleges and universities.

UNIVERSITY HONORS PROGRAM

Academically superior upperclassmen may be invited by the Committee on Honors and Degrees with Distinction to do honors work. Two separate programs currently exist: (1) Honors 401-402 — The Honors Seminar in-course; and (2) the Degree with Distinction in a single field of study. Prospective candidates with outstanding academic records are encouraged to discuss these programs with the Chairman of the Committee or their major advisers.
All students must submit a medical examination form prior to admittance to the University. The University Health Office does not prescribe hearing aids, glasses, or dental care, nor does it offer complete diagnosis or treatment of diseases. In all such matters, the student is advised and urged to consult his own family physician.

All injuries occurring on campus should be reported at once to the University Health Office (room 250, Administration Building). The University offers only first aid, and the cost of all subsequent treatment must be assumed by the student.

First aid is given in case of accidents or illness. This service is extended to all persons on the campus, but the other services of the Office are for students only. Students with symptoms of illness are expected to report to the University Health Office instead of to their classes. Thus, communicable illnesses can be identified at the earliest possible moment, the student advised to consult his physician, and the general student body protected against the spread of infection.

While the treatment of disease and the correction of defects is left to the family physician, this Office carries on a program of education in correct health habits, takes a sympathetic interest in the student’s problems and anxieties over his physical condition, and aims to encourage him and support him in his efforts to establish and maintain a high level of health and well-being.

No registration is complete in any semester until the Nurse or University Physician has stamped the student’s identification card with his health rating.

**ACADEMIC TESTING AND COUNSELING**
Administration Building, Room 213

The Academic Testing and Counseling Department is a certified agency professionally competent to perform those counseling functions which focus on the total guidance process. These approved services are: counseling about educational progress, occupations and careers, and other personal concerns. It offers a complete vocational-educational guidance program for students who need assistance in determining an area of study, a choice of career, or who have a problem of adjusting to college. Students may come in voluntarily; or be referred by friends, faculty members, and University administrative staff.

We give competitive examinations for scholarships. We administer standardized achievement tests to determine placement in special subject matter areas. The results of the tests are available to faculty and administrators for guiding and placing of students.
The services of this department, located in the Library, are designed to assist faculty and students in procurement, distribution, utilization, and evaluation of audio-visual materials and equipment. The service is particularly valuable to students who are planning to go into teaching.

There is increasing need for each of the services: (1) To provide information, materials, and equipment to University faculty and students; (2) To provide photographic services, including darkroom facilities for classes and student publications; (3) To schedule and arrange appropriate exhibits in display cases; (4) To provide a graphic arts service; (5) To provide pre-service and in-service training in audio-visual education for teachers and education students; (6) To provide audio-visual materials and consultation to schools and community groups.

**BOOK STORE**
Milo Bail Student Center

Textbooks and supplies necessary for classes taught by the University of Omaha are sold in the Book Store to University of Omaha students and faculty only. Clerks may require students to show identification cards at any time, and the Book Store Manager may refuse to sell merchandise which he has reason to believe is going to non-students or non-faculty members of the University of Omaha. All sales in the Book Store are on a strictly cash basis. No books or supplies may be charged unless payment for same has been guaranteed by scholarship funds or a governmental agency.

**FOOD SERVICE**
Milo Bail Student Center

The Student Center features various game rooms, book store, snack bar, ballroom, lounges, cafeteria, private dining rooms, offices, student meeting and conference rooms.

The Cafeteria and the Ouampi Room are not public restaurants. Because of the distance of the University from the main business district, the Cafeteria and the Ouampi Room are maintained for the convenience of the students and the faculty. Student activities cards may be demanded by the cashiers at any time. Students may bring guests occasionally, but the practice is not encouraged.

All food is dispensed on a strictly cash basis. No one may defer payment for meals. Food and beverages must be kept in the Cafeteria. Coffee, sandwiches, etc., may not be taken to other parts of the building for consumption, nor can food be brought into the cafeteria or Student Center by organizations for special services. The regular food service staff is in charge of all food purchases, preparation and serving.
PLACEMENT SERVICE
Administration Building, Room 231

All students desiring employment should register in the Placement Office, Room 231. The Placement Office helps students and graduates get full-time, part-time or summer jobs. Seniors and juniors will find available dozens of brochures describing job openings in all types of American business. Senior interviews are arranged with companies which recruit college graduates. Approved Personal Data Sheets are supplied registered seniors without charge.

The Placement Office makes an active effort to obtain employment for all students desiring jobs. It cannot, however, guarantee to secure employment for every student.

BUREAU OF INDUSTRIAL TESTING, CONSULTING AND RESEARCH
Administration Building, Room 172

The bureau provides consulting services to local industry on a fee basis. Services include, but are not limited to: executive selection and appraisals; industrial psychological research; opinion, attitude and morale surveys; market research; and management development. In addition, the bureau maintains one of the most comprehensive and current specimen sets of industrial tests.

CHILD STUDY SERVICE
Administration Building, Room 109

The Child Study Service, a co-operative project of the Omaha Board of Education and the University, combines the facilities usually found in an educational and psychological “clinic,” with provisions for special investigations, consultations, and demonstrations.

For University students a wide variety of techniques used in studying and guiding children of all ages will be demonstrated under standardized conditions, with primary consideration to the intelligence, sensory equipment, language, achievement in school subjects, emotional adjustment, and social adjustment of the children for whom the service is operated.

COMPUTER CENTER
Applied Arts Building, Room 186

The Computer Center contains an electronic computer as well as necessary personnel and subsidiary equipment. It is utilized by students who learn to write programs for, and operate, an electronic computer. As modern computational techniques have become an integral part of many fields of study, the Center is used to introduce the student to these techniques. Faculty members and graduate students use the computer as a research tool. It is also used as an administrative research tool in the development of more efficient administrative procedures and techniques in the University.
READING CLINIC
Applied Arts Building, Room 151

Individuals, both student and non-students, who desire to improve their reading and study skills may do so by enrolling in the reading improvement courses in the Reading Clinic. Each enrollee is required to attend a specified number of class lectures and laboratory sessions. The Reading Clinic offers the latest in instructional materials and techniques.

SPEECH AND HEARING CENTER
Administration Building, Room 115

Although designed as a training facility to provide practical experience for advanced students in Speech Therapy, the University Speech and Hearing Center serves an increasingly important function in the Omaha area: individual and group therapy for children and adults, diagnostic services for a variety of communication disorders, remedial speech programs for University students, and cooperative therapy programs with local hospitals and schools. The Center works in close association with other diagnostic and remedial services on Campus.

URBAN STUDIES CENTER
Gene Eppley Library

The Urban Studies Center serves a four-fold purpose — research, community information, education, consultation — in the city of Omaha and its metropolitan environs. Extensive library resources pertaining to all phases of urban life will be available at the Center. It will serve as a clearing house for information and as a diagnostician, interpreter, and therapist of urban phenomena. The Center, in addition to serving interested students and citizens, will also assist public officials, as well as officials of private and voluntary organizations involved with urban problems.
The University recognizes the value of a well-rounded program for student development and encourages students to participate in co-curricular activities. Students who have the time will be interested in the programs of the fraternities, sororities, special interest clubs, student publications, intramural, and intercollegiate activities.

A more complete description of these opportunities may be found in the Student Handbook.

In general, eligibility requirements for participation in extracurricular student activities provide that a person must be a regularly enrolled full-time student in good standing; that is, not on academic or disciplinary probation. However, since some groups maintain higher requirements, it is advisable to inquire at the Office of the Dean of Student Personnel about the eligibility requirements for any particular group or activity.

ORGANIZATIONS

GOVERNING BODIES
Student Council
Panhellenic Council
Interfraternity Council

SCHOLASTIC HONOR SOCIETIES
Alpha Lambda Delta (freshman women), founded at the University of Illinois, 1924
Phi Eta Sigma (freshman men), founded at the University of Illinois, 1923
The Corinthian Society (all-university, upper-class men and women), founded at the University of Omaha, 1948

LEADERSHIP HONOR SOCIETIES
Omicron Delta Kappa (junior and senior men), founded at the University of Omaha, 1950
Waokiya (senior women), founded at the University of Omaha, 1950

HONORARY CLUBS
Alpha Psi Omega (dramatics)
Alpha Kappa Delta (sociology)
Delta Omicron (music, women)
Gamma Pi Sigma (chemistry)
Kappa Lambda Mu (music, women)
Kappa Mu Lambda (music, men)
Phi Alpha Theta (history)
Phi Mu Alpha Sinfonia (music, men)
Pi Gamma Mu (social science)
Pi Kappa Delta (forensic)
Kappa Delta Pi, Eta Omega Chapter (education, men and women)
The Club (English)
RELIGIOUS CLUBS
  Campus Christian Fellowship
  Canterbury Club
  Christian Science Organization
  Newman Club

SERVICE CLUBS
  Interpep Council
  Omaha University Red Cross College Activities
  Society of Pen and Sword (Bootstrapper Program)

PROFESSIONAL FRATERNITIES
  Delta Sigma Pi (business administration, men) Gamma Eta Chapter, 1949
  Phi Theta Chi (business administration, women) 1951
  Omaha University Chapter of Rho Epsilon, 1955 (real estate)

ATHLETIC CLUBS
  'O' Club (honorary, men)
  Women's Recreation Association
  Physical Education Majors Club (men)
  Physical Education Minors Club (women)
  Watersports Club (men and women)

SOCIAL CLUBS
  Independent Student Association, 1935

SORORITIES
  Alpha Xi Delta, Gamma Delta Chapter, 1950
  Chi Omega, Zeta Delta Chapter, 1949
  Sigma Kappa, Beta Omega Chapter, 1950
  Zeta Tau Alpha, Gamma Mu Chapter, 1950

FRATERNITIES
  Alpha Epsilon Pi, Upsilon Omicron Chapter, 1961
  Delta Rho Gamma, 1963
  Lambda Chi Alpha, Iota Delta Zeta Chapter, 1952
  Pi Kappa Alpha, Delta Chi Chapter, 1952
  Sigma Phi Epsilon, Nebraska Beta Chapter, 1951
  Tau Kappa Epsilon, Epsilon Epsilon Chapter, 1956
  Theta Chi, Delta Zeta Chapter, 1950

STUDENT PUBLICATIONS
  Gateway (newspaper)
  Tomahawk (yearbook)
  Student Directory
  Grain of Sand (literary magazine)

SPECIAL INTEREST GROUPS
  AFROTC Drum and Bugle Corps
  AFROTC Sabre Drill Team
  Angel's Flight
  Arnold Air Society, Earl S. Hoag Squadron, 1952
  National Headquarters, 1954-55
Art Club
Band, marching and concert
Biology Club
Brush and Pallet Club
Chemistry Club
Choirs
Debate
French Club
German Club
Home Economics Club
Institute of Electronic Engineers
Institute of Industrial Engineers
Indiannes (marching band)
Marketing Club
Music Educators National Conference, Chapter 437
Omaha University Rifle Club
Orchesis (modern dance)
Orchestra
Pre-Med Club
Press Club
Psychology Club
Radio-TV Club
Retailing Club
Ski Club
Society for Advancement of Management
Sociology Club
Spanish Club
Student Affiliate, American Chemical Society
Student National Education Association
University Players
IDENTIFICATION AND ACTIVITIES CARD

Each student who enrolls in six or more day credit hours is required to pay $12.00 activities fee per semester. The payment of this fee entitles the student to a regular activity card, which must be carried at all times. This card admits the student, without further charge, to all University activities, athletic events, and social affairs which receive support from this fee. It also entitles the student to receive, without further charge, all student publications (except the Grain of Sand) issued during the year. Any student carrying less than six day credit hours will pay a $3.00 student activity fee per semester. Activities fees are non-refundable.

The activities card serves as identification for service in the Food Service, Student Center, Bookstore, and Library. The student may be requested to show his activities card before being served in any of these facilities.

The activities card is given to the student at the time of registration, and is not valid until signed by the Financial Officer, indicating that fees are paid. Activities cards are non-transferable, and use by other than the student to whom issued is subject to disciplinary action. Lost cards may be replaced only with the approval of the Dean of Student Personnel, and upon payment of a duplicate card fee. A charge of $3.00 will be made for duplicate cards issued during the first nine weeks, and a charge of $1.50 will be made for duplicate cards issued after the ninth week. If the student is suspended or withdraws, he must return his activities card to the office of the Dean of Student Personnel.

ATHLETICS

Fieldhouse

The University of Omaha has gained an enviable reputation for the quality and character of its athletic teams and currently is a member of the Central Intercollegiate Athletic Conference. National recognition and honors have been received in all sports and steady progress in intercollegiate athletics has been evident during the past decade.

Full schedules of contests with other colleges and universities are sponsored each year in football, basketball, baseball, track, tennis, golf, cross country and wrestling. Each sport has competent coaches, excellent equipment, outstanding facilities, and appropriate medical care for members of the University sponsored teams. The opportunity to participate on a team is open to all bona fide students who have the desire.

Intercollegiate athletics are directed and controlled in the same manner as all other academic and extracurricular activities. All athletic policies conform to the basic policy of the University. These are determined by the Board of Regents and the responsibility for administration is delegated to the President of the University. The specific administration of the program is conducted by the Director of Athletics. A Faculty Committee on Athletics advises in the administration of the program which is designed primarily for the students of the University and its normal constituency.

The athletic program is co-ordinated with the physical education and intramural programs including similar principles, aims, and objectives.
INTRAMURALS FOR MEN AND WOMEN

“A sport for everyone and everyone in a sport.”

Intramural activities are offered for both men and women, giving students an opportunity for fun, relaxation, and physical development. To be eligible, a student must be registered as a full-time day student and possess an activity card. The program of sports makes it possible for students to play games in which they are interested. Men’s intramural sports are archery, cross country, flag-football, volleyball, basketball, bowling, swimming, billiards, fitness tests, wrestling, tennis, table tennis, track, softball, golf, and badminton. Women’s sports include volleyball, softball, tennis, table tennis, golf, mixed volleyball, archery, basketball, track and field, riflery, bowling, orchesis, and badminton.

ALUMNI ASSOCIATION
Milo Bail Student Center

This organization has as its goals the preservation of college friendships and the advancement of the University of Omaha.

Through the Association’s by-laws membership is awarded to persons holding college degrees or honorary and associate titles from the University of Omaha, as well as to former students who have attended at least two years and who express an interest in the organization.

Five officers and a 15-member Board of Directors govern the Association. To conduct the work of the Association, a full-time executive-secretary and an assistant are employed by the University. The office staff keeps up-to-date records on both graduates and former students; special mailings and the regular Alumni Newsletter go to more than 12,000 alumni.

The Association has its offices — reception room-lounge, executive office and workroom — in the new Student Center. The offices were furnished through contributions to the Alumni Building Fund.

To take the place of membership dues, the Association established in 1953 an Alumni Fund Program. More than 7,000 alumni have given $75,000 in voluntary contributions during the past nine years.

The Alumni Association sponsors five students each year through the Daniel E. Jenkins Scholarship, the Glenn L. Martin Scholarship, the Wilfred Payne Scholarship, and the Peter Kiewit Engineering Scholarship, all supported by the Alumni Fund; and the Pen and Sword Society Scholarship, administered with funds from “Operation Bootstrap” military graduates, and Pen and Sword Society members. Fund contributions also paid for the alumni gift of lobby furnishings in the Gene Eppley Library and in the Student Center.

Social events for alumni include Achievement Day, which honors a distinguished alumnus or faculty member, and Homecoming. In addition, lecture programs are offered, free of charge, through the Institute of World Affairs. The Association in the past few years has spread nationwide, with active chapters in many cities.
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