UNIVERSITY OF OMAHA

1963-1964
1964-1965

general catalog

OMAHA, NEBRASKA
Bulletin of the
UNIVERSITY OF OMAHA
VOLUME XXII, NUMBER 1
JUNE, 1963
GENERAL CATALOG
for the academic years
1963 - 64
1964 - 65
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 8,400 (4,000 day — 4,400 night), 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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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 coeducational, 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, and Dr. Milo Bail, who took office in 1948. 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 Student Center Building and the Applied Arts-Classroom Building were completed for use in an expanded educational program.

In 1962 a $363,323 wing was completed on the Applied Arts Building, and a $580,000 wing on the Gene Eppley Library was completed in 1963.
THE GENE EPPLEY LIBRARY

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 carrell to an easy chair in the popular reading lounge.

The library numbers over 145,000 volumes and 68,000 documents chosen through the cooperative efforts of the faculty and library staff to provide for the curricular and recreational reading interests of students. Over 962 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. A collection of paper-backs for general reading is located in the second floor lounge area and a browsing collection of current books is a popular department in the literature section.

Special services in the library include the Education Curriculum Laboratory with its collections of text books 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 class room, a pre-view 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.
UNIVERSITY OF OMAHA

CALENDAR FOR 1963 - 64

FIRST SEMESTER

September 5  Guidance Examinations for all first semester freshmen and all transfer students; Students not present for tests at scheduled time will be charged late reporting fee.

September 6 (Women)  Physical Examinations for former students who plan to take physical education. Students not present for examination will be charged late reporting fee.

September 9 (Men)  Physical Examinations for new students. Students not present for examinations will be charged late reporting fee.

September 6 (Women)  University Faculty Meetings.

September 9, 10, (Men)  Registration.

September 5, 6  New Student Day, 9. a.m. to 4 p.m.; attendance required of new and transfer students.

September 9 - 13  Program Changes.

September 11  Classes begin, day school and Adult Education.

September 14  Late registration, day school and Adult Education.

September 16  Last day for adding credit classes to a day school schedule.

September 20  Last day for adding credit classes to an Adult Education schedule until 6:30 p.m.

October 11  Founders' Day Convocation.

October 13  Open House.

November 11  Midsemester scholastic reports due in Academic Deans' Offices by 4 p.m.

November 27  Thanksgiving recess begins at 9:40 p.m.

December 2  Classes resume at 7:30 a.m.


December 13  Last day for filing applications for degrees to be conferred in January, 1964.

December 20  Christmas Convocation at 10 a.m.

December 20  Christmas vacation begins at 9:40 p.m.

January 6  Classes resume at 7:30 a.m.

January 17 - 24  Final Examinations.

January 25  Mid-year Commencement 10 a.m.

January 27 — February 1  Vacation for first semester students.
### UNIVERSITY OF OMAHA

#### SECOND SEMESTER, 1963-64

<table>
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<th>Date</th>
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<td>January 20</td>
<td>Guidance Examinations for all first semester freshmen and all transfer students; Students not present for tests at scheduled time will be charged late reporting fee.</td>
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<td>January 21 (Men)</td>
<td></td>
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<tr>
<td>January 23 (Women)</td>
<td></td>
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<td>January 27 - 31</td>
<td>Physical Examinations for new students. Students not present for examinations will be charged late reporting fee.</td>
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<td>January 31</td>
<td>Registration.</td>
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<tr>
<td>February 1</td>
<td>New Students Day at 9 a.m.; attendance required of all new and transfer students.</td>
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<td>February 3</td>
<td>Program Changes.</td>
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<tr>
<td>February 3</td>
<td>Classes begin, day school and Adult Education.</td>
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<tr>
<td>February 3 - March 14</td>
<td>A six-week Bootstrap term.</td>
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<td>February 7</td>
<td>Last day for adding credit classes to a day school schedule.</td>
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<tr>
<td>February 10</td>
<td>Last day for adding credit classes to an Adult Education schedule until 6:30 p.m.</td>
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<td>March 25</td>
<td>Easter Convocation at 10 a.m.</td>
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<tr>
<td>March 25</td>
<td>Spring Vacation begins at 9:40 p.m.</td>
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<tr>
<td>March 31</td>
<td>Classes resume at 7:30 a.m.</td>
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<td>March 31</td>
<td>Midsemester scholastic reports due in Academic Deans' Offices by 4 p.m.</td>
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<td>April 3</td>
<td>Last day for filing applications for degree to be conferred in June, 1964.</td>
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<td>May 8</td>
<td>Ma-ie Day — student holiday.</td>
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<td>May 22 — May 29</td>
<td>Final Examinations.</td>
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<td>May 28</td>
<td>Alumni Achievement Day.</td>
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<td>Baccalaureate.</td>
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<td>June 1</td>
<td>Fifty-fifth Commencement.</td>
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<td>June 4, 5, 6</td>
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<td>June 8 — July 11</td>
<td>Registration.</td>
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<td>First Session.</td>
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<td>July 4</td>
<td>Evening Session.</td>
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<td>July 13 — August 15</td>
<td>Holiday.</td>
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<td>July 18</td>
<td>Second Session.</td>
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<td>SUMMER, 1964</td>
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<tr>
<td>June 4, 5, 6</td>
<td>Last day for filing applications for degrees to be conferred in August, 1964.</td>
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UNIVERSITY OF OMAHA

CALENDAR FOR 1964 - 65

FIRST SEMESTER

September 10  Guidance examinations for all first semester freshmen and all transfer students; Students not present for tests at scheduled time will be charged late reporting fee.

September 11 (Women)  Physical Examinations for former students who plan to take physical education. Students not present for examination at scheduled time shall be charged late reporting fee.

September 14 (Men)  Physical Examinations for new students. Students not present for examinations at scheduled times will be charged late reporting fee.

September 11 (Women)  University Faculty Meetings.

September 14 - 18  Registration.

September 16  New Student Day, 9 a.m. to 4 p.m.; attendance required of new and transfer students.

September 19  Program Changes.

September 21  Classes begin, day school and Adult Education.

September 21  Late registration, day school and Adult Education.

September 25  Last day for adding credit classes to a day school schedule.

September 28  Last day for adding credit classes to an Adult Education schedule until 6:30 p.m.

October 9  Founders' Day Convocation.

October 11  Open House.

November 16  Midsemester scholastic report due in Academic Deans' Offices by 4 p.m.

November 25  Thanksgiving recess begins at 9:40 p.m.

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

December 7 — January 29  A six-week Bootstrap term.

December 11  Last day for filing applications for degrees to be conferred in January, 1965.

December 18  Christmas Convocation at 10 a.m.

December 18  Christmas vacation begins at 9:40 p.m.

January 4  Classes resume at 7:30 a.m.

January 22 - 29  Final Examinations.

January 30  Mid-year Commencement 10 a.m.

February 1 - 6  Vacation for first semester students.
SECOND SEMESTER, 1964-65

January 25
Guidance Examinations for all first semester freshmen and all transfer students. Students not present for tests at scheduled time will be charged late reporting fee.

January 26 (Men)
January 27 (Women)
Physical Examinations for new students. Students not present for examinations at scheduled time will be charged late reporting fee.

February 1 - 5
February 5
Registration.
February 6
February 8
February 8 — March 20
February 12
New Student Day at 9 a.m.; attendance required of all new and transfer students.
Classes begin, day school and Adult Education.
A six-week Bootstrap term.
Last day for adding credit classes to a day school schedule.

February 15
Last day for adding credit classes to an Adult Education schedule until 6:30 p.m.

April 5
Midsemester scholastic reports due in Academic Deans’ Offices at 4 p.m.

April 9
Last day for filing applications for degrees to be conferred in June, 1965.

April 14
Easter Convocation at 10 a.m.

April 20
Classes resume at 7:30 a.m.

May 14
Ma-ie Day — Student holiday.

May 28 — June 4
Final Examinations.

May 30 - 31
Memorial Day.

June 3
Alumni Achievement Day.

June 6
Baccalaureate.

June 7
Fifty-sixth Commencement.

June 9, 10, 11
Registration.

June 14 — July 17
First Session.

June 15 — August 5
Evening Session.

July 4-5
Holiday.

July 19 — August 21
Second Session.

July 16
Last day for filing applications for degrees to be conferred in August, 1965.
ADMINISTRATION

THE BOARD OF REGENTS

Mr. Ralph E. Kiplinger
President of the Board

Dr. Harry D. Barber, D.D.S.
Mr. Henry C. Karpf
Dr. Herbert Davis, M.D.
Mr. Peter Kiewit
Mr. Frank Fogarty
Mrs. John Merriam
Mr. Samuel Greenberg
Mr. Varro Rhodes

Philip Milo Bail, Ph.D., LL.D.
President of the University

Rowland Haynes, LL.D.
President Emeritus

Roderic B. Crane, M.B.A.
Assistant to the President

Kirk E. Naylor, Ed.D.
Dean of Administration

W. Ross King
Attorney, Board of Regents

John Latenser & Sons
Architects for the Board of Regents

THE COLLEGES

Robert D. Harper, Ph.D.
Dean, The College of Liberal Arts

Carl W. Helmstadter, Ph.D.
Dean, The College of Applied Arts

Frank H. Gorman, Ph.D.
Dean, The College of Teacher Education

John W. Lucas, M.B.A.
Dean, The College of Business Administration

Donald Z. Woods, Ph.D.
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; Instructor

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

RICHARD E. ALLEN ............................................ English
Ph.D., Washington University, 1956; Associate Professor

JANE E. ANDERSEN ............................................ Art
M.Ed., Pennsylvania State University, 1959; Assistant Professor

ROBERT D. BAIRD ............................................ Philosophy and Religion
S.T.M., Southern Methodist University, 1959; Instructor

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

RICHARD E. ALLEN ............................................ English
Ph.D., Washington University, 1956; Associate Professor

JANE E. ANDERSEN ............................................ Art
M.Ed., Pennsylvania State University, 1959; Assistant Professor

ROBERT D. BAIRD ............................................ Philosophy and Religion
S.T.M., Southern Methodist University, 1959; Instructor

BRUCE P. BAKER, II ............................................ English
M.A., University of Omaha, 1960; Instructor

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; Associate Professor;
Director, Speech Therapy

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

MICHEL BELLIS ............................................ Foreign Languages
M.A., Columbia University, 1951; Assistant Professor

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

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

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

THOMAS N. BONNER ............................................ History and Social Science
Ph.D., Northwestern University, 1951; Professor and Head of
Social Science 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

DAVID H. BRANDT ............................................ Physics
M.S., University of Oklahoma, 1962; Instructor

MERLE E. BROOKS ............................................ Biology
Ph.D., University of Colorado, 1956; Professor
JAMES H. BROWN ............................................................ 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

CHARLES M. BULL ............................................................. Business Administration
Ph.D., University of Nebraska, 1962; Professor

KARL H. D. BUSCH ........................................................... Biology
Ph.D., Ohio State University, 1940; Professor and Head of Department

C. HARROLD BUSH .......................................................... Speech
M.S., Kansas State College, 1961; Assistant Professor;
Technical Design Director, University Theater

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

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

NEVA CURRIE ................................................................. Biology
Ph.D., Ohio State University, 1961; Assistant Professor

JANICE EBERT ............................................................... Physical Education for Women
M.S., Indiana University, 1957; Assistant Professor and Head of Department

EDWARD H. HALL .......................................................... Economics
M.S., Iowa State University, 1948; Assistant Professor

HAROLD L. DAVIS ............................................................ Engineering
M.A., Colorado State College, 1958; Assistant Professor

JOSEPH G. DUNN ............................................................ Elementary Education
Ed.D., University of Missouri, 1955; Professor

BERYL A. EAGLESON ...................................................... English
B.S., University of Omaha, 1958; Instructor

Gerald L. ERICKSEN ....................................................... Psychology
Ph.D., University of Minnesota, 1962; Assistant Professor

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

J. KENNETH FISCHER ..................................................... Physical Education for Men
M.S., University of Omaha, 1962; Instructor; Assistant Coach

VIRGINIA FRANK ........................................................... English
B.A., University of Omaha, 1959; Instructor

DENNIS A. FUS ............................................................. Speech
M.A., Indiana University, 1962; Instructor
ALBENO P. GARBIN ................................................... Sociology
Ph.D., Louisiana State University, 1963; Assistant Professor

PAUL J. GARDNER ................................................... Biology
M.S., University of Wichita, 1955; Assistant Professor

GILBERT W. GIMBEL .............................................. Business Administration
LL.B., University of North Dakota, 1962; C.P.A. Instructor

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

WALTER B. GRAHAM ............................................... Journalism
B.A., University of Omaha, 1947; Instructor

ERT J. GUM ........................................................... History
Ph.D., Louisiana State University, 1963; Assistant Professor

JOE E. HANNA ..................................................... Secondary Education
M.S., University of Omaha, 1961; Instructor

ROBERT D. HARPER ............................................... English
Ph.D., University of Chicago, 1949; Professor; Dean of College of Liberal Arts

WILLIAM A. HARRIMAN, III ....................................... Engineering
M.S., University of Omaha, 1962; Instructor

GEORGE T. HARRIS ............................................... Business Administration
Ph.D., State University of Iowa, 1953; Professor

YVONNE HARSH .................................................... Education
B.A., Duchesne College, 1942; Assistant Instructor

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

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

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

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

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

JACK A. HILL ..................................................... Business Administration
M.B.A., University of Denver, 1948; Associate Professor
PETER W. HILL ........................................ Art
M.F.A., Cranbrook Academy of Art, 1958; Assistant Professor

RENE E. HLAVAC .......................... Secondary Education
Ed.D., University of Nebraska, 1962; 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 ...................... Engineering
M.S.C.E., University of Nebraska, 1959; Assistant Professor

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

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

WILLIAM E. JAYNES ..................... Psychology
Ph.D., Ohio State University, 1955; Professor and Head of Department;
Director, Industrial Testing and Institutional Research

HARRY W. JOHNSON ..................... Reading Improvement
Ph.D., University of Chicago, 1951; Assistant Professor;
Director, Reading Improvement Laboratory

HERBERT M. JONES ..................... Secondary Education
Ed.D., Indiana University, 1960; Assistant Professor

FRANCIS S. KELLY ....................... Business Administration
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

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

ALBERT J. LARSON ..................... Geography
M.A., University of North Carolina, 1958; Instructor

WILLIAM B. LEMAR ..................... Engineering
M.E., Yale University, 1947; Assistant Professor

C. GLENN LEWIS ...................... Business Administration
J.D., State University of Iowa, 1927; M.B.A., Indiana University, 1956;
Professor; Director, Real Estate
WALTER W. LINSTROMBERG .................................................. Chemistry
Ph.D., University of Missouri, 1955; Professor

ELLEN LORD ................................................................. Library Science
A.B. in Library Science, University of Michigan, 1938;
Associate Professor; Librarian

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

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;
Professor and Head of Department

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

SHERMAN W. MCCORD ....................................................... Business Administration
M.B.A., University of Tulsa, 1960; Instructor

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

REID L. MCKINNEY .......................................................... Education
Ed.D., Colorado State College, 1962; Associate Professor

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; Instructor; Public Services Librarian

JOHN D. MILLER .............................................................. Music
M.M., Westminster Choir College, 1953; Associate Professor

JOYCE MINTEE ............................................................... Business Administration
M.B.A., Indiana University, 1941; Associate Professor

DAVID P. MOORE ............................................................ Foreign Languages
M.A., State University of Iowa, 1954; Assistant Professor

VATRO MURVAR ............................................................... Sociology
Ph.D., University of Wisconsin, 1956; Associate Professor

KIRK E. NAYLOR ............................................................. Education
Ed.D., University of Kansas, 1952; Professor; Dean of Administration

KENNETH E. NEHER .......................................................... Art
M.A., Colorado State College, 1953; Assistant Professor

M. GENE NEWPORT ........................................................ Business Administration
M.S., University of Illinois, 1961; Assistant Professor

JOHN M. NEWTON ............................................................ Psychology
Ph.D., Ohio State University, 1955; Associate Professor
HEDVIG C. M. NYHOLM ................................................. English
M.A., Middlebury College, 1942; Associate Professor

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

DARYL ANN OLSON .................................................... Foreign Languages
M.A., Middlebury College Graduate School of French, Paris, France, 1961;
Instructor

MELVIN D. OLSON ........................................................ Music
M.M., Westminster Choir College, 1960; Assistant Professor

PHILLIP F. OSTWALD .................................................. Engineering
M.S.E., Ohio State University, 1956; Assistant Professor

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

ALDRICH K. PAUL .................................................... Speech
Ph.D., University of Denver, 1954; Associate Professor and Head of Department

D. T. PEDRINI .......................................................... Psychology
Ph.D., University of Texas, 1958; Associate Professor; Director,
Child Study Service in co-operation with Omaha Public Schools

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, 1953; Professor and Head of Department

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

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

CHERYL H. PREWETT .................................................. Engineering
M.S., Oklahoma State University, 1938; Professor

RONALD L. PULLEN .................................................... Education
M.S., University of Omaha, 1955; Instructor;
Director, Audio Visual Department

GEORGE R. RACHFORD ................................................ Education
Ed.D., Indiana University, 1955; Professor; Dean of College of
Graduate Studies

VERDA RAUCH ........................................................ Secretarial Science
M.B.Ed., University of Colorado, 1955; Assistant Professor

EARL J. REEVES, JR. .................................................... Political Science
Ph.D., University of Kansas, 1962; Assistant Professor

HARRY L. RICE ........................................................ Mathematics
M.S., State University of Iowa, 1928; Associate Professor
ROY M. ROBBINS ........................................... History
Ph.D., University of Wisconsin, 1929; Professor

PAUL C. RODGERS ........................................... English
Ph.D., Columbia University, 1955; Associate Professor

WILLIS P. ROKES ........................................... Insurance
L.L.B., University of Utah, 1951; Ph.D., Ohio State University, 1959;
Associate Professor and Head of Department

GEORGE A. ROTHROCK, JR. ................................ History
Ph.D., University of Minnesota, 1958; Assistant Professor

WILLIS P. ROKES ........................................... Insurance
L.L.B., University of Utah, 1951; Ph.D., Ohio State University, 1959;
Associate Professor and Head of Department

PAUL C. RODGERS ........................................... English
Ph.D., Columbia University, 1955; Associate Professor

ROSAIE SALTZMAN ........................................... English
B.A., University of Omaha, 1959; Instructor

GORDON B. SCHILZ .......................................... Geography
Ph.D., Clark University, 1948; Professor and Head of Department

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

RAYMOND A. SMITH, JR. .................................... History
Ph.D., Stanford University, 1961; Assistant Professor

JAMES A. SCRIVEN ......................................... Education
Ed.D., University of Oklahoma, 1961; Assistant Professor;
Assistant Dean of College of Adult Education

SAM SOLL ENBERGER ......................................... Elementary Education
Ed.D., University of Nebraska, 1961; Associate Professor

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

PAUL J. STAGEMAN .......................................... Chemistry
M.S., State University of Iowa, 1950; Associate Professor

ELROY STEELE ............................................... Economics
Ph.D., State University of Iowa, 1957; Associate Professor

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

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

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

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

JAMES L. TAGGART ......................................... Music
M.F.A., State University of Iowa, 1960; Assistant Professor

DANIEL C. TREDWAY ........................................ Elementary Education
Ed.D., University of Wyoming, 1959; Associate Professor

RAYMOND W. TRENHOLM ................................... Music
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

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

RALPH M. WARDE ................................................. 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

JUDITH B. WOLFF ................................................ Physical Education for Women
M.S., MacMurray College, 1959; Instructor

DONALD Z. WOODS ............................................... Education
Ph.D., University of Minnesota, 1950; Professor;
Dean of College of Adult Education

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

AIR FORCE ROTC DETACHMENT 470

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

T/Sgt. ROBERT M. HASAKA ................................. Air Science
Chief Clerk

S/Sgt. BILLIE G. BROWN ................................... Air Science
Supply NCO

S/Sgt. RICHARD L. GRIM .................................... Air Science
Cadet Records NCO
ADMINISTRATIVE STAFF

Walter Beaupre, Ph.D. ...........................................Director, Speech Therapy
Bernard L. Behers, Jr., M.S. .................. Assistant Military Education Program
Michel Beilis, M.A. .................. Director, Conferences, Workshops
Paul Borge, M.A. .................. Director, Radio-TV
Buford Byars .................. Manager, Data Processing
Thelma Engle .................. University Social Director
William Gerbracht, B.A. .................. Director, Student Activities
Carol Graham .................. Manager, Food Services
Yvonne Harsh, B.A. .................. Director, Placement
Elizabeth L. Hill, M.Ed. .................. Associate Dean of Student Personnel
James Hossack, M.S.C.E. .................. Director, Technical Institute
Mrs. Ruth Eichhorn, R.N. .................. University Nurse
William E. Jaynes, Ph.D. .................. Director, Industrial Testing and Institutional Research
Harry Johnson, Ph.D. .................. Director, Reading Clinic
Harold Keefover, B.S. .................. Controller
Bernard L. Koenig .................. Manager, University Bookstore
Leroy Kozeny, B.S. .................. Chief Accountant
Clarence P. Lefler, B.A., E.E. .................. Superintendent, Buildings & Grounds
Ellen Lord, B.A.L.S. .................. Librarian
G. M. Mcardle, M.D. .................. University Physician
Robert S. McGowanahan, M.A. .................. Director, General Printing and Information
Kirk E. Naylor, Ed.D. .................. Dean of Administration
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
D. T. Pedrini, Ph.D. .................. Director, Child Study Service
Donald J. Pflasterer, M.Ed. .................. Dean of Student Personnel
Ronald L. Pullen, M.S. .................. Director, Teaching Aids
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
Virgil Yelkin, M.S. .................. Director of Athletics
EMERITUS FACULTY

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

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

E. M. HOSMAN ................................................... Education
M.A., University of Chicago, 1915; Professor; Dean of College of Adult Education; 1932-1955

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, 1962-1963

T. E. SULLenger .................................................. 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

DONALD Z. WOODS, Ph.D., Dean
OTTO W. SNARR, Ph.D., Assistant Dean
MICHEL BEILIS, M.A., Director, Community Services and Conference Center Programs
ROY W. NOLTE, M.A., Supervisor, Education Programs for Military Personnel
BERNARD L. BEHERS, M.S., Assistant Supervisor, Education Programs for Military Personnel
WILLIS P. ROKES, Director, Insurance Training Program
WILLIAM T. UTLEY, M.A., Director, Public Affairs Institute
UNIVERSITY OF OMAHA

INSTRUCTORS, LECTURERS AND GUEST PROFESSORS

BIOLOGY

LLOYD L. DARROW, M.S., University of Omaha, 1952
HARRY C. DUNCAN, M.S., Kansas State University, 1951

BUSINESS ADMINISTRATION

NEIL V. BEDELL, M.B.A., New York University, 1945
PAUL CLAYTON, LL.B., Washburn Law School, 1951
EDWARD T. FINN, B.S., Creighton University, 1951; C.P.A., 1955
KENNETH R. FORD, B.S., University of Omaha, 1956
HUGO KAHN, M.S., University of Illinois, 1954
DANIEL D. KELLY, B.S., Creighton University, 1941
JOSEPH KIRSHENBAUM, B.S., University of Omaha, 1953
JOHN W. KREITZ, M.S., University of Colorado, 1956
FRANK P. MARKS, B.G.E., University of Omaha, 1957
CECIL F. McGEE, M.A., University of Omaha, 1955
ALEX MORAR, JR., B.S., University of Omaha, 1952
WILLIAM L. OTIS, B.A., Grinnell College, 1949
PAUL A. RAUTH, LL.B., Creighton University, 1955
GORDON M. RYAN, LL.B., Creighton University, 1955
ROBERT M. SPIRE, LL.B., Harvard Law School, 1952
W. L. SUDDERMAN, B.S., University of Nebraska, 1935
R. WAYNE WILSON, LL.B., University of Illinois, 1947

ECONOMICS

CURTIS H. ADAMS, M.S., Kansas State University, 1960
RANDALL T. KLEEME, Ph.D., Iowa State University, 1947

EDUCATION

MELDA E. ALBER, M.A., Columbia University, 1941
GWEN F. ARNOLD, Ph.D., University of Wisconsin, 1945
CARL A. BOOTOON, M.S., Kansas State University, 1959
AARON FAVORS, M.A., State University of Iowa, 1957
C. JOSEPH GIANGRECO, Prof. Dip., Gallaudet College, 1954
JOHN C. MCQUINN, Ed.D., University of Nebraska, 1958
GEORGE PROPP, M.A., University of Omaha, 1959
HELEN E. PURDY, M.S., Illinois State Normal University, 1957
ELAINE TRUKKEN, M.Ed., University of Pittsburgh, 1957

ENGINEERING

ROBERT B. GAINES, JR., M.A., University of Texas, 1951
WILFRED G. HILL, B.S., Iowa State University, 1926
OSWIN KEIFER, JR., B.S., University of Nebraska, 1942
ALOYSIUS R. J. KRAUSE, B.S., University of Nebraska, 1960
THOMAS H. SHES, B.S., University of Omaha, 1960

ENGLISH

VESTA V. DOBSON, M.A., University of Omaha, 1955
CAROL A. ERICKSON, B.A., University of Nebraska, 1960
CARL S. JONAS, B.A., Williams College, 1936
MARY MCCOY, B.A., University of Omaha, 1955
GAYLE MORROW, B.A., University of Omaha, 1958
HELEN PAYNE, M.A., University of Wisconsin, 1922
FOREIGN LANGUAGES

VOJISLAV Dosenovich, M.A., University of Omaha, 1953
VLADIMIR Kucera, I.L.D., Masaryk University, 1945
PEGGY C. Payne, B.A., Birmingham-Southern College, 1944
EDWARD J. Sadler, B.A., University of Omaha, 1958
AL Totilas, B.A., University of Omaha, 1957
NORMAN I. Zinn, M.A., University of Kansas, 1954

GEOGRAPHY

ROBERT R. Miller, M.S., University of Kansas, 1956
NATHAN R. Mohar, M.S., University of Illinois, 1933

HISTORY

WARD M. Koons, M.A., University of Omaha, 1960
C. Y. Oefutt, I.L.D., Harvard University, 1920
ALBERT C. Weidenbush, M.S., University of Omaha, 1962
RICHARD D. Winchell, M.S., University of Omaha, 1959

HOME ECONOMICS

PATRICIA M. Goodrich, B.S., University of Nebraska, 1941
CHRISTINA A. Hedelund, B.S., University of Omaha, 1951

LAW ENFORCEMENT and SECURITY

GAYLON L. Kuchel, M.A., State University of Iowa, 1950

MATHEMATICS

CLAYTON JENSEN, Ph.D., Massachusetts Institute of Technology, 1960
DONALD B. Johnson, M.A., University of Omaha, 1952
JOHN R. Reeder, M.S., Bradley University, 1952

POLITICAL SCIENCE

CARL V. Applegate, M.S., Indiana State University, 1948
CARL A. Booton, M.S., Kansas State University, 1959
G. WAYNE GLIDDEN, M.Ed., University of Idaho, 1937
RICHARD D. Marvel, M.A., University of Nebraska, 1960

PSYCHOLOGY

D. CRAIG AFFLECK, Ph.D., Northwestern University, 1954
DARRELL D. Coffey, M.A., University of Iowa, 1949
DAVID HOLT, M.A., George Washington University, 1949
PETER V. Knolla, M.A., University of Omaha, 1949

RELIGION

MYER S. Kripke, M.H.I., Jewish Theological Seminary, 1937
BENJAMIN SCHWARTZ, S.T.B., Boston University of Theology, 1922
ARTHUR F. Wolfgarth, B.D., University of Chicago, 1957

SOCIOLOGY

GAYLON L. Kuchel, M.A., State University of Iowa, 1950

SPEECH

STEPHEN Bell, B.A., Central College, 1959
KENNETH Burkholder, M.A., University of Michigan, 1937
RAY CLARK, B.A., Yankton College, 1937
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 on Accrediting (not an accrediting agency), the American Association of Colleges of Teacher Education, the American Association of Urban Universities, the Association of American Colleges, the National University Extension Association, and the American Council on Education. It is on the approved list of the American Association of University Women and was included on the last accredited list issued by the Association of American Universities. Its courses are accepted, for purposes of 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.

The University maintains an institutional membership in the Midwest Conference on Graduate Study and Research.

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 from the Admissions Director, Room 202. The blank will be mailed upon request.

2. Return properly completed application blank to the Admissions office. An official copy 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 before registration may be completed.

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. Appear for physical examination on scheduled date (see University Calendar).

6. Attend New Student Day Activities.

7. 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
   No specific requirements

   COLLEGE OF APPLIED ARTS
   All engineering curriculum requires:
   English 3 units
   Algebra 1 1/2 units
   Geometry 1 1/2 units
   Science 1 unit
   (above freshman year)

   COLLEGE OF BUSINESS ADMINISTRATION
   Algebra—1 unit, for curricula requiring college algebra. 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 general student. An applicant under 21 years of age may be admitted to the College of Adult Education on approval of the Dean.

4. Adult general students are governed by the same rules as regular students, but are not candidates for graduation until they have fulfilled all requirements, including those for admission.

III. ADVANCED STANDING

Credits submitted from other colleges and universities will be properly evaluated for admission to any one of the five colleges by the University Committee on Admissions and Advanced Standing. Such transcripts must be received 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 1, NEBRASKA
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 15 credit hours.

2. To elect fewer than 15, permission must be secured from the student’s counselor.

3. To be classified as a regular student, a minimum load of 12 credit hours is required.

4. Permission to carry less than 12 credit hours or more than 17 credit hours must be secured from the student's academic Dean.

5. Any student granted permission to carry less than 12 credit hours shall be considered as a special student in the College in which he is enrolled. In no case shall a student carry more than 21 hours in any one semester.

6. 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.

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

8. 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 point

In addition to the above, the grades "Con." (condition) and "Inc." (incomplete) carrying "0" quality points are given under the following provisions:

CON.—A condition indicates that the student has not done sufficient satisfactory work to entitle him to credit. The instructor shall determine how the condition may be removed and report to the Registrar when the condition is removed. If the condition is not removed within one year, the course mark is recorded as a failure.

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 "Con." or "Inc." will be held responsible for understanding the regulations governing removal of "Con." and "Inc."

To be eligible for a degree or an associate title, a student must present a scholastic average of "C" — 2.0 quality points.
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.

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 123) 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 122 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.
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.

Although no student will be readmitted to candidacy for a degree until he has fulfilled the procedures outlined above, a student who has been out of school for four or more semesters may seek admission on the regular registration dates as a special student in the College of Adult Education where an exception is justified by his employment. Such a student must obtain permission from the Dean of the College of Adult Education.

The Committee may or may not grant permission for re-registration; however, should conditions warrant, the committee may grant permission for the student to re-register on a probationary basis.

**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 third 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 Courses — A student may not change from audit to credit 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 De-
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.

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 primarily 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, physical education, 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, physics, political science, psychology, science, 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. **Physical education.** The equivalent of at least four semester hours of college work in physical education taken in four different semesters or four semesters of Air Force ROTC is required for each candidate who is under the age of 21 at the time of his entrance into the University and not yet over the age of 24 upon graduation.

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

6. **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) Two semesters of work in a foreign language in high school, plus three semesters of college work in the same language.
   
   (b) Three or four semesters of work in a foreign language in high school, plus two semesters of college work in the same language.
   
   (c) Six semesters of work in a foreign language in high school.

7. **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.

   **Natural Sciences:** Biology, chemistry, mathematics, physics, and certain designated courses in geography.

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

   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, 110, 111, 112, 115, and 240; and courses in foreign languages bearing numbers below 213.

8. **Major field.** Each candidate must present a major consisting of at least eighteen credit hours of work designated as appropriate by the faculty in one of the following fields: art, biology, chemistry, economics, English, French, geography, German, history, mathematics, music, physics, political science, psychology, science, sociology, Spanish, speech. A candidate meeting the requirements in each of two fields may present a double major in
these fields. All changes in the stated lists of major fields require the approval of the faculty of the College.

9. **Maximum hour limits.** No candidate may count toward the Bachelor of Arts Degree a total of more than 40 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.

Credit granted for courses offered outside the College (or its equivalent in another institution) is subject to the following limitations: A student may receive credit for all courses taken in the Department of Air Science, for the first four credits in physical education, and for such courses offered outside the College as may be recommended by his department head as a part of his major program. Those students preparing to qualify for the Nebraska Secondary School Certificate may receive credit for the required number of hours in Education and as many as eighteen hours in a second teaching field outside the College. Any candidate may count as electives a maximum of nine credit hours in approved courses offered outside the College.

10. **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, and provided also that the courses taken in the professional college shall be of such nature that they will enable the student to meet the University requirements of concentration of courses in the Upper Division. 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 Literatures), 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 SCHOOL 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 School 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 some schools accept two years of college preparatory work, three years is the minimum required by most law schools and many require the Bachelor of Arts degree.

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 10 for the degree of Bachelor of Arts, students who take three years of pre-legal work may complete the requirements for the B.A. degree after the first year in law school.

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 at least six hours in English, 15 hours in chemistry, which must include complete courses in inorganic and organic chemistry, eight hours in biology, of which at least four must be in zoology, eight credit hours in physics, and a reading knowledge of a modern foreign language. 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. Courses taught in 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 of a choice of other courses designated as appropriate by the faculty in that field.

Under requirement 10 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 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 allow such flexibility that the student may choose any one of several fields as a major.

**GENERAL PRE-MEDICAL PROGRAM**

<table>
<thead>
<tr>
<th>FIRST SEMESTER</th>
<th>FIRST YEAR</th>
<th>SECOND SEMESTER</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Math 113 or 191.</em></td>
<td>3-5</td>
<td><em>Math. 114 or 192.</em></td>
</tr>
<tr>
<td>Biol. 113 (Gen. Zool.)</td>
<td>4</td>
<td>Biol. 114 (Gen. Zool.)</td>
</tr>
<tr>
<td>Chem. 111 or 181.</td>
<td>4</td>
<td>Chem. 112 or 182.</td>
</tr>
<tr>
<td>Engl.</td>
<td>3</td>
<td>Engl.</td>
</tr>
<tr>
<td>P.E.</td>
<td>2-1</td>
<td>P.E.</td>
</tr>
<tr>
<td>Electives</td>
<td>16-17</td>
<td>Electives</td>
</tr>
</tbody>
</table>

**SECOND YEAR**

| *Chem. 213* | 4 or 5 | *Chem. 214* | 4 or 5 |
| Modern foreign lang. | 5 | Modern foreign lang. | 5 |
| *Phys. 111 or 211.* | 4 or 5 | *Phys. 112 or 212.* | 4 or 5 |
| P.E. | 2-1 | P.E. | 2-1 |
| Electives | 15-16 | Electives | 15-16 |

**THIRD YEAR**

| Modern foreign lang. | 3 | Modern foreign lang. | 3 |
| Electives | 16-18 | Electives | 16-18 |

*Five hour courses if majoring in chemistry.

**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, 63-64).

Courses offered by other colleges which are acceptable toward degrees in the College of Liberal Arts are outlined on page 34, paragraph 9.
GENERAL 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
102

THE NATURAL SCIENCES

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

THE SOCIAL SCIENCES

101 Introduction to the Social Sciences .......... (I-II) each 5 hours
102

ART

ASSOCIATE PROFESSOR BLACKWELL (HEAD); ASSISTANT PROFESSORS ANDERSEN, HILL, NEHMER

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.

BACHELOR OF FINE ARTS

A student may become a candidate for this degree on approval of the Art Faculty. 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 3 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.

Students taking their degree in the College of Teacher Education with art as a teaching field are required to take Art 202, 409, 101, 102, 131, 141, 151, 161, 336, 436, and either 330 or 430.
# UNIVERSITY OF OMAHA

## HISTORY AND THEORY OF ART

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Prerequisite(s)</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>201</td>
<td>Introduction to Art</td>
<td>(I) 3 hours</td>
<td></td>
</tr>
<tr>
<td>202</td>
<td>Survey of Art History</td>
<td>(II) 3 hours</td>
<td></td>
</tr>
<tr>
<td>203</td>
<td>Primitive and Prehistoric Art</td>
<td>Prereq: Art 202</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>204</td>
<td>Ancient Art</td>
<td>Prereq: Art 202</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>305</td>
<td>Medieval Art</td>
<td>Prereq: Art 202</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>306</td>
<td>Renaissance and 17th Century Art</td>
<td>Prereq: Art 202</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>407</td>
<td>18th, 19th, 20th Century Art</td>
<td>Prereq: Art 202</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>408</td>
<td>Oriental Art</td>
<td>Prereq: Art 202</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>409</td>
<td>Senior Seminar</td>
<td>Prereq: permission of instructor</td>
<td>(I,II) 3 hours</td>
</tr>
</tbody>
</table>

## ART EDUCATION

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Prerequisite(s)</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>330</td>
<td>Art for the Elementary Teacher</td>
<td>Prereq: junior standing</td>
<td>(II) 2-3 hours</td>
</tr>
<tr>
<td>336</td>
<td>Arts and Crafts</td>
<td>Prereq: junior standing</td>
<td>(I,II,S) 3 hours</td>
</tr>
<tr>
<td>430</td>
<td>Art for the Secondary Teacher</td>
<td>Prereq: junior standing</td>
<td>(II) 2-3 hours</td>
</tr>
<tr>
<td>436</td>
<td>Functional Relationship in Crafts</td>
<td>Prereq: junior standing</td>
<td>(I,II,S) 3 hours</td>
</tr>
</tbody>
</table>

## STUDIO

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Prerequisite(s)</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>Introduction to Studio Art</td>
<td>(I-II) each 3 hours</td>
<td></td>
</tr>
<tr>
<td>102</td>
<td>101 prereq. to 102</td>
<td>(I-II) each 3 hours</td>
<td></td>
</tr>
<tr>
<td>131</td>
<td>Elementary Sculpture</td>
<td>Prereq: Art 102</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>141</td>
<td>Elementary Oil Painting</td>
<td>Prereq: Art 102</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>151</td>
<td>Elementary Printmaking</td>
<td>Prereq: Art 102</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>161</td>
<td>Elementary Ceramics</td>
<td>Prereq: Art 102</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>181</td>
<td>Watercolor Painting</td>
<td>Prereq: Art 102</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>231</td>
<td>Intermediate Sculpture</td>
<td>Prereq: Art 131</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>241</td>
<td>Intermediate Oil Painting</td>
<td>Prereq: Art 141</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>251</td>
<td>Intermediate Printmaking</td>
<td>Prereq: Art 151</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>261</td>
<td>Intermediate Ceramics</td>
<td>Prereq: Art 161</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>271</td>
<td>Lettering</td>
<td>Prereq: Art 102</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>272</td>
<td>Layout</td>
<td>Prereq: Art 102</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>281</td>
<td>Jewelry</td>
<td></td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>282</td>
<td>Life Drawing</td>
<td>Prereq: Art 102</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>331</td>
<td>Advanced Sculpture</td>
<td>Prereq: Art 231</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>341</td>
<td>Advanced Oil Painting</td>
<td>Prereq: Art 241</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>351</td>
<td>Advanced Printmaking</td>
<td>Prereq: Art 251</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>361</td>
<td>Advanced Ceramics</td>
<td>Prereq: Art 261</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>371</td>
<td>Illustration I</td>
<td>Prereq: Art 272</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>471</td>
<td>Illustration II</td>
<td>Prereq: Art 371</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>481</td>
<td>Technical Problems</td>
<td></td>
<td></td>
</tr>
<tr>
<td>482</td>
<td>Prereq: permission of instructor</td>
<td></td>
<td>(I-II) each 3 hours</td>
</tr>
<tr>
<td>491</td>
<td>Thesis</td>
<td>Prereq: permission of instructor</td>
<td>(I,II) 3 hours</td>
</tr>
</tbody>
</table>
A departmental or education major in biology requires credit in: Biology 113-114, 153-154; a morphological science (Biology 216, 301, 302, 304, 351, or 361); Biology 401-402 or 404; Biology 325, 415 and one or more electives from 310, 320, 322, 336, 355, 430, 432; Chemistry 111-112 (or 181-182), 213-214; Physics 111-112 (or 211-212); Mathematics 111 and 112.

A teaching field consists of Biology 113-114, Biology 153-154, Biology 245, and any other course counting toward a biology major, particularly 430 and/or 432.

### GENERAL SCIENCE

A major in general science consists of Chemistry 111-112 (or 181-182), Physics 111-112 (or 211-212), Mathematics 111-112, Biology 113-114, Biology 153-154 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 111-112 (or 181-182), Physics 111-112 (or 211-212), Biology 113-114, and Biology 153-154.

*Natural Science 102 Introduction to Biology. ............... (I,II,S) 5 hours

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>105</td>
<td>Introduction to Physiology and Anatomy</td>
<td>Prereq: for student nurses only.</td>
</tr>
<tr>
<td>113</td>
<td>General Zoology</td>
<td>(I,II) each 4 hours</td>
</tr>
<tr>
<td>114</td>
<td></td>
<td></td>
</tr>
<tr>
<td>125</td>
<td>Introduction to Microbiology</td>
<td>Prereq: restricted to nursing and home economics students</td>
</tr>
<tr>
<td>153</td>
<td>General Botany</td>
<td>(I-II) each 4 hours</td>
</tr>
<tr>
<td>154</td>
<td></td>
<td></td>
</tr>
<tr>
<td>216</td>
<td>Comparative Anatomy of Vertebrates</td>
<td>Prereq: Biol. 113-114</td>
</tr>
<tr>
<td>245</td>
<td>Physiology and Anatomy of Man</td>
<td>Prereq: Biol. 114, or Nat. Sci. 102.</td>
</tr>
<tr>
<td>301</td>
<td>Morphology of Lower Plants</td>
<td>Prereq: one year of gen. botany.</td>
</tr>
<tr>
<td>302</td>
<td>Morphology of Higher Plants</td>
<td>Prereq: one year of gen. botany.</td>
</tr>
<tr>
<td>304</td>
<td>Plant Anatomy</td>
<td>Prereq: one year of gen. botany.</td>
</tr>
<tr>
<td>310</td>
<td>Ecology</td>
<td>Prereq: Biol. 113-114 and 153 and 154.</td>
</tr>
<tr>
<td>320</td>
<td>Parasitology</td>
<td>Prereq: Biol. 113-114</td>
</tr>
<tr>
<td>322</td>
<td>Entomology</td>
<td>Prereq: Biol. 113-114</td>
</tr>
<tr>
<td>325</td>
<td>Genetics</td>
<td>Prereq: one year of college biol.</td>
</tr>
<tr>
<td>351</td>
<td>Histology</td>
<td>Prereq: one year of gen. zool. and a course in anat.</td>
</tr>
<tr>
<td>353</td>
<td>Microtechnique</td>
<td>Prereq: two years of biological sciences.</td>
</tr>
<tr>
<td>361</td>
<td>Embryology</td>
<td>Prereq: Biol. 113-114 and a course in vertebrate anatomy.</td>
</tr>
<tr>
<td>395</td>
<td>Projects in Biology</td>
<td>Prereq: two years of biol, or permission of instructor.</td>
</tr>
</tbody>
</table>

*May not be used to fulfill any part of a major or teaching field in biology.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Prerequisites and Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>401</td>
<td>Cellular Biology</td>
<td>Prereq: Mammalian anat. or plant morph. or plant anatomy, 8 hrs. organic chem. and 8 hrs. physics (I) 4 hours</td>
</tr>
<tr>
<td>402</td>
<td>Animal Physiology</td>
<td>Prereq: Mammalian anat., 8 hrs. organic chem. and 8 hrs. phys. (II) 4 hours</td>
</tr>
<tr>
<td>404</td>
<td>Plant Physiology</td>
<td>Prereq: one year each of plant morph. or plant anat., organic chem. and Phys. (II) 4 hours</td>
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<tr>
<td>415</td>
<td>Organic Evolution</td>
<td>Prereq: genetics (II) 3 hours</td>
</tr>
<tr>
<td>430</td>
<td>Taxonomy of Vascular Plants</td>
<td>Prereq: Biol. 153-154 (II) 4 hours</td>
</tr>
<tr>
<td>432</td>
<td>Vertebrate Taxonomy (exclusive of Aves)</td>
<td></td>
</tr>
<tr>
<td>495</td>
<td>Problems in Biology</td>
<td>Prereq: at least two years of college biol. and permission of instructor (I,II,S) 6 hours limit</td>
</tr>
</tbody>
</table>

**CHEMISTRY**

Professors Marquardt (Head), Linstromberg; Associate Professor Stage-MAN, Assistant Professor KEPPEL, Instructor KEMNITZ, Assistant Instructor SULLIVAN

A major in chemistry consists of 42-44 credit hours, including Chemistry 111-112 (or 181-182), 211-212, 213-214, 313-314, 349-350, 414, 423, and the remaining hours necessary selected from 493-494, or 495-496. Mathematics through integral calculus must be included in the supporting subjects, as well as one year of college physics and a reading knowledge of scientific German. Chemistry 111a and 112a cannot be substituted for Chemistry 111-112 or 181-182 in the chemistry major, pre-medical or pre-engineering curriculum without the approval of the department head.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Prerequisites and Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>College Chemistry</td>
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<tr>
<td>102</td>
<td>Elementary Organic Chemistry</td>
<td>Prereq: Chem. 101 or 112 or 182</td>
</tr>
<tr>
<td>111</td>
<td>General Chemistry</td>
<td>Prereq: one year each, high school algebra and geometry (I,II,S) 4 hours</td>
</tr>
<tr>
<td>112</td>
<td>General Chemistry</td>
<td>Prereq: Chem. 111 (II,S) 4 hours</td>
</tr>
<tr>
<td>121</td>
<td>Chemistry for Nurses</td>
<td>Prereq: for student nurses only (I,II) 4 hours</td>
</tr>
<tr>
<td>181</td>
<td>General Chemistry</td>
<td>Prereq: one year each of high school algebra and geometry and one year of high school chemistry and a satisfactory score in the chemistry achievement test. 181 prerequisite to 182 (II) each 4 hours</td>
</tr>
<tr>
<td>202</td>
<td>Elementary Biological Chemistry</td>
<td>Prereq: Chem. 102 or 214 and Biology 245 (I,II,64) 4 hours</td>
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<tr>
<td>211</td>
<td>Quantitative &amp; Instrumental Chemical Analysis</td>
<td></td>
</tr>
<tr>
<td>212</td>
<td>Prereq: Chem. 111-112 or 181-182; 211 prereq to 212.</td>
<td></td>
</tr>
<tr>
<td>313</td>
<td>Organic Preparations</td>
<td>Prereq to 214</td>
</tr>
<tr>
<td>314</td>
<td>Prereq: Chem. 214</td>
<td>(I,II,S) each 4 hours</td>
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<tr>
<td>349</td>
<td>Physical Chemistry</td>
<td>Prereq: Chem. 212 and 214, Phys. 212, Math. 192 or 224. 349 prereq to 350.</td>
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<tr>
<td>414</td>
<td>Identification of Organic Compounds</td>
<td>Prereq: three years of college chem. including Chem. 214 (II,63-64) 3 hours</td>
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<tr>
<td>423</td>
<td>Advanced Organic Chemistry</td>
<td>Prereq: three years of college chem. including Chem. 214 (I,63-64) 3 hours</td>
</tr>
</tbody>
</table>
UNIVERSITY OF OMAHA

493 **Biochemistry**
494 Prereq: Chem. 214 .................................. (E) each 4 hours
495 **Problems in Chemistry** Prereq: three years of chem. and
496 permission of instructor ................................ (I,II,S) credit arranged
511 **Analytical and Instrumental Analysis for Teachers**
512 Prereq: Chem. 111-112, 181-182 ........................ (E) each 4 hours
513 **Organic Chemistry for Teachers**
514 Prereq: Chem. 111-112, 181-182 ........................ (E) each 4 hours

**ECONOMICS**

FREDERICK W. KAYSER PROFESSOR OF ECONOMICS CRANE (HEAD); ASSOCIATE PROFESSOR STEELE; ASSISTANT PROFESSOR DANTON

For a major 211 and 212 are required. In addition, 24 hours of upper division courses are required, including Money and Banking (311), Intermediate Theory (417) and (418). Business Administration 313 (Statistics) is also required. Another 18 hours should be selected from the following fields outside this department: mathematics, sociology, history, political science, psychology, and business administration. One year of accounting is strongly recommended. Students considering graduate school would do well to secure a reasonable background in mathematics.

211 **Principles of Economics**
212 Prereq: 211 prerequisite to 212 ..................... (I,II,S) each 3 hours
311 **Money and Banking** Prereq: Econ. 212 .......... (I,II,S) 3 hours
312 **American Economic History** (same as Hist. 312)
Prereq: Econ. 212 or Hist. 111 and 112 ................... (II) 3 hours
313 **Economic Geography** (same as Geog. 313)
Prereq: junior standing .................................. (I) 3 hours
314 **Public Finance** Prereq: Econ. 212 ................ (II) 3 hours
315 **Labor Problems** Prereq: Econ. 212 ............. (I) 3 hours
318 **Collective Bargaining**
Prereq: Econ. 315 or permission of instructor ........... (II) 3 hours
351 **Economic History of Modern Europe** (same as Hist. 351)
Prereq: Econ. 212 or Hist. 151 and 152 .................. (I) 3 hours
412 **International Economics** Prereq: Econ. 212 .... (I) 3 hours
416 **History of Economic Thought** Prereq: Econ. 212 (I) 3 hours
417 **Intermediate Theory**
418 Prereq: Econ. 212 ................................... (I-II) each 3 hours
450 **Special Topics**
451 Prereq: permission of instructor .................. (I,II) 1-3 hours — max. 6 hours
480 **Managerial Economics** Prereq: Econ. 212 ........ (E) 3 hours
516 **Advanced Labor Problems** Prereq: graduate standing ........ (I) 3 hours
520 **Advanced International Economics**
Prereq: graduate standing .......................... (II) 3 hours

**ENGLISH**

JEFFERIS PROFESSOR OF ENGLISH LITERATURE WARDLE (HEAD); PROFESSOR HARPER; ASSOCIATE PROFESSORS ALLEN, M. BROWN, NYHOLM, RODGERS;
INSTRUCTORS BAKER, EAGLESON, FRANK, SALTMAN, TURNER; ASSISTANT INSTRUCTOR ERICKSON; LECTURER JONAS

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

Students primarily interested in American literature may substitute History 111 and 112 for History 261 and 262 as prerequisites, and may also substitute English 467 for the courses in Group A, and English 368 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 Nebraska Secondary School 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 454 or 468; English 460; English 481 or 482; English 225 or 283. In addition they must pass English 245, 246, and 353.

*109 Reading and Vocabulary ............................................. (I,II) 3 hours  
*110 Communications Prereq: for student nurses only ............... (I) 3 hours  
111 Elementary English Composition  
Prereq: Engl. 109 or proficiency ....................................... (I,II,S) 3 hours  
112 Intermediate English Composition  
Prereq: Engl. 111 or proficiency ....................................... (I,II,S) 3 hours  
115 Critical Reading and Writing Prereq: proficiency ............... (I,II,S) 3 hours  
225 The Short Story Prereq: Engl. 111, 112, 115 or proficiency... (I,II,S) 3 hours  
227 Introduction to Poetry Prereq: Engl. 112, 115 or proficiency... (II) 3 hours  
231 Introduction to English Literature  
Prereq: Engl. 112, 115 or proficiency .................................... (I,S-II,S) each 3 hours  
240 Expository Writing Prereq: Engl. 112, 115 or proficiency..... (I,II) 3 hours  
245 American Literature  
Prereq: Engl. 112, 115 or proficiency .................................... (I,S-II,S) each 3 hours  
283 The Contemporary Novel  
Prereq: Engl. 112, 115 or proficiency .................................... (I,63-64) 3 hours  
285 Contemporary British and American Drama  
Prereq: Engl. 112, 115 or proficiency .................................... (I,64-65) 3 hours  
331 Narrative Writing Prereq: permission of instructor .......... (I) 3 hours  
353 Advanced Grammar Prereq: upperclass standing and major or minor work in English .................. (I) 2 hours  
360 Contemporary Poetry Prereq: Engl. 232 ......................... (II,64-65) 3 hours  
368 The American Drama  
Prereq: Engl. 246 or permission of instructor ..................... (II,63-64) 3 hours  
371 Advanced Composition  
Prereq: permission of instructor ....................................... (E) each 3 hours  

*Credit not allowable toward the degrees of Bachelor of Arts or Bachelor of Fine Arts.
433 Sixteenth Century Literature  Prereq: Engl. 231 .......... (I,64-65) 3 hours
434 Chaucer  Prereq: Engl. 231 .......................... (I,63-64) 3 hours
440 Eighteenth Century Literature
   Prereq: Engl. 231 or 232 .......................... (II,64-65) 3 hours
448 Seventeenth Century Literature  Prereq: Engl. 231 ....(I,63-64) 3 hours
450 English Drama before 1642  Prereq: Engl. 231 ......... (E) 3 hours
460 Shakespeare  Prereq: Engl. 231 ........................ (II) 3 hours
465 The English Novel  Prereq: Engl. 232 ........................ (II,63-64) 3 hours
467 The American Novel  Prereq: Engl. 246 .................... (II,64-65) 3 hours
468 History of the English Language  Prereq: Engl. 231 ..... (I,64-65) 3 hours
481 Literature of the Romantic Period  Prereq: Engl. 232 ... (I,64-65) 3 hours
482 Literature of the Victorian Period  Prereq: Engl. 232 .... (I,63-64) 3 hours
502 Seminar: Romanticism and Realism
   Prereq: graduate standing or permission of department head. ... (E) 3 hours
504 Seminar: Literary Criticism
   Prereq: graduate standing or permission of department head. ... (E) 3 hours
506 Seminar: American Literature
   Prereq: graduate standing or permission of department head ... (S) 3 hours
508 Seminar: The English Renaissance
   Prereq: graduate standing or permission of department head .... (E) 3 hours
510 Seminar: Victorian Literature
   Prereq: graduate standing or permission of department head .... (E) 3 hours
512 Seminar: Shakespeare
   Prereq: graduate standing or permission of department head .... (E) 3 hours
601 Thesis ............................................. (I,II,S) 3 hours
602
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. French 313, 335, or German 313, 335, or Spanish 335, 338, are required courses for the respective majors.

It is strongly recommended that majors in foreign languages extend their linguistic training beyond their major field by completing an additional 15 credit hours in the upper division courses of another foreign language.

Students transferring from other institutions must take a minimum of six hours of advanced work, three of which must be in conversation and composition, regardless of their previous training in other institutions.

Students who interrupted the study of foreign languages in a recognized institution for a period of five years, or more, are required to pass an oral and written proficiency test conducted by a departmental board, who will decide which courses the candidate should take before the completion of his major is accepted and approved by the Department of Foreign Languages.

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

Major in Foreign Languages for Inter-American Trade. In response to student interest in trade between the United States and Latin America, the Department is offering a major in Foreign Languages for Inter-American Trade. This major consists of a minimum of 24 hours, including Portuguese 111 and 112, Spanish 335, 336, 338, 351, 352.

Under the direction of the head of the Foreign Language Department and with the advice of the heads of the departments concerned, approximately one-third of the work completed in the last two years must be taken, as a supporting program, from the fields of economics, political science, history, psychology, and business.

**CZECH**

111 Beginning Czech Prereq: 111 or one year of high school
112 Czech prerequisite to 112 ................................(E) each 3 hours
211 Czech Reading Prereq: 112 or two years of high school Czech
212 prerequisite to 211; 211 prerequisite to 212 ............(E) each 3 hours

**FRENCH**

111 Beginning French Prereq: 111 or one year of high school
112 French prerequisite to 112 ..........................(I,S-II,S) each 5 hours
211 French Reading Prereq: 112 or two years of high school
212 French prerequisite to 211; 211 prerequisite to 212.........(I,S-II,S) each 3 hours
313 Conversation and Composition, Grammar Prereq: French 212, (I) 3 hours
315 Survey of French Literature Prereq: French 313 .........(I,64-65) 3 hours
320 Modern French Drama Prereq: French 212 .............(I,63-64) 3 hours
324 Classical Authors Prereq: French 212 .................(II,64-65) 3 hours
325 Modern French Novel Prereq: French 212.............(II,63-64) 3 hours
326 Eighteenth Century Writers Prereq: French 212........(II,64-65) 3 hours
335 Advanced Conversation and Composition
Prereq: French 212 or 313 ..................................(II) 3 hours
<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Prerequisite</th>
<th>Credits</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>337</td>
<td><strong>French Civilization</strong></td>
<td>Prereq: French 313 or permission of instructor</td>
<td>(I-II,63-64) 3 hours</td>
<td></td>
</tr>
<tr>
<td>443</td>
<td><strong>Correlated Readings</strong></td>
<td>Prereq: French 212 and permission of instructor</td>
<td>(I,II,S) 1-3 hours</td>
<td></td>
</tr>
<tr>
<td>111</td>
<td><strong>Beginning German</strong></td>
<td>Prereq: 111 or one year of high school</td>
<td>(I,S-II,S) 5 hours</td>
<td></td>
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<tr>
<td>112</td>
<td></td>
<td>German prerequisite to 112</td>
<td>(I,S-II,S) 5 hours</td>
<td></td>
</tr>
<tr>
<td>211</td>
<td><strong>German Reading</strong></td>
<td>Prereq: 112 or two years of high school</td>
<td>(I,S-II,S) 3 hours</td>
<td></td>
</tr>
<tr>
<td>212</td>
<td></td>
<td>German prerequisite to 211; 211 prerequisite to 212</td>
<td>(I,S-II,S) 3 hours</td>
<td></td>
</tr>
<tr>
<td>213</td>
<td><strong>Scientific German</strong></td>
<td>(required of chem. and phys. majors)</td>
<td>(I,II,64-65) 3 hours</td>
<td></td>
</tr>
<tr>
<td>313</td>
<td><strong>Conversation and Composition, Grammar</strong></td>
<td>Prereq: German 211</td>
<td>(I) 3 hours</td>
<td></td>
</tr>
<tr>
<td>335</td>
<td><strong>Advanced Conversation and Composition</strong></td>
<td>Prereq: German 212 or 313</td>
<td>(II) 3 hours</td>
<td></td>
</tr>
<tr>
<td>337</td>
<td><strong>German Civilization</strong></td>
<td>Prereq: German 313 or permission of instructor</td>
<td>(I-II,64-65) 3 hours</td>
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</tr>
<tr>
<td>340</td>
<td><strong>Nineteenth Century German Novelle</strong></td>
<td>Prereq: German 212</td>
<td>(I,63-64) 3 hours</td>
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<tr>
<td>422</td>
<td><strong>Goethe</strong></td>
<td>Prereq: permission of instructor</td>
<td>(II,63-64) 3 hours</td>
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<tr>
<td>443</td>
<td><strong>Correlated Readings</strong></td>
<td>Prereq: German 212 and permission of instructor</td>
<td>(I,II,S) 1-3 hours</td>
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<tr>
<td>111</td>
<td><strong>Beginning Greek</strong></td>
<td>Prereq: 111 or one year of high school Greek</td>
<td>(E) 3 hours</td>
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<tr>
<td>112</td>
<td></td>
<td>prerequisite to 112</td>
<td>(E) 3 hours</td>
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<tr>
<td>111</td>
<td><strong>Beginning Italian</strong></td>
<td>Prereq: 111 or one year of high school Italian</td>
<td>(E) 3 hours</td>
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<tr>
<td>112</td>
<td></td>
<td>prerequisite to 112</td>
<td>(E) 5 hours</td>
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<tr>
<td>241</td>
<td><strong>Anthology of Latin Literature</strong></td>
<td>Prereq: two years of high school</td>
<td>(I-II,64-65) 3 hours</td>
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</tr>
<tr>
<td>242</td>
<td></td>
<td>Latin or equivalent prerequisite to 241; 241 prerequisite to 242.</td>
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</tr>
<tr>
<td>111</td>
<td><strong>Beginning Portuguese</strong></td>
<td>Prereq: 111 or one year of high school Portuguese</td>
<td>(I-II,63-64) 3 hours</td>
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<td>112</td>
<td></td>
<td>prerequisite to 112</td>
<td>(I-II,63-64) 3 hours</td>
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<tr>
<td>111</td>
<td><strong>Beginning Russian</strong></td>
<td>Prereq: 111 or one year of high school Russian</td>
<td>(E) 3 hours</td>
<td></td>
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<tr>
<td>112</td>
<td></td>
<td>prerequisite to 112</td>
<td>(E) 5 hours</td>
<td></td>
</tr>
<tr>
<td>211</td>
<td><strong>Russian Reading</strong></td>
<td>Prereq: 112 or two years of high school Russian</td>
<td>(E) 3 hours</td>
<td></td>
</tr>
<tr>
<td>212</td>
<td></td>
<td>prerequisite to 211; 211 prerequisite to 212</td>
<td>(E) 3 hours</td>
<td></td>
</tr>
<tr>
<td>111</td>
<td><strong>Beginning Spanish</strong></td>
<td>Prereq: 111 or one year of high school Spanish</td>
<td>(I,S-II,S) 5 hours</td>
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<tr>
<td>112</td>
<td></td>
<td>prerequisite to 112</td>
<td>(I,S-II,S) 5 hours</td>
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<tr>
<td>211</td>
<td><strong>Spanish Reading</strong></td>
<td>Prereq: 112 or two years of high school Spanish</td>
<td>(I,S-II,S) 3 hours</td>
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<tr>
<td>212</td>
<td></td>
<td>prerequisite to 211; 211 prerequisite to 212</td>
<td>(I,S-II,S) 3 hours</td>
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<table>
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<th>Course Code</th>
<th>Course Title</th>
<th>Prerequisites</th>
<th>Credits</th>
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<tbody>
<tr>
<td>335</td>
<td>Conversation and Composition, Grammar</td>
<td>Prereq: Spanish 212</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>336</td>
<td>Commercial Correspondence</td>
<td>Prereq: Spanish 212</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>337</td>
<td>Spanish and Latin American Poetry</td>
<td>Prereq: Spanish 212</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>338</td>
<td>Spanish for Government Service</td>
<td>Prereq: Spanish 212</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>339</td>
<td>Export-Import Documents</td>
<td>Prereq: Spanish 212</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>349</td>
<td>La actualidad en la America Latina</td>
<td>Prereq: Spanish 335 or permission of instructor</td>
<td>(II,63-64) 3 hours</td>
</tr>
<tr>
<td>351</td>
<td>Latin American Civilization</td>
<td></td>
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<tr>
<td>352</td>
<td>Prereq: Spanish 212</td>
<td></td>
<td></td>
</tr>
<tr>
<td>417</td>
<td>Spanish Literature and Its Cultural Background</td>
<td>Prereq: Spanish 212</td>
<td>(I,63-64) 3 hours</td>
</tr>
<tr>
<td>418</td>
<td>Survey of Spanish American Literature</td>
<td>Prereq: Spanish 212</td>
<td>(I,63-64) 3 hours</td>
</tr>
<tr>
<td>425</td>
<td>The Modern Drama</td>
<td>Prereq: Spanish 212</td>
<td>(I,64-65) 3 hours</td>
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<tr>
<td>427</td>
<td>The Modern Novel</td>
<td>Prereq: Spanish 212</td>
<td>(I,64-65) 3 hours</td>
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<tr>
<td>430</td>
<td>Cervantes</td>
<td>Prereq: permission of instructor</td>
<td>(II,63-64) 3 hours</td>
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<tr>
<td>443</td>
<td>Correlated Readings</td>
<td>Prereq: Spanish 212 and permission of instructor</td>
<td>(I,II,S) 1-3 hours</td>
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</table>

### GENERAL SCIENCE
(SEE UNDER BIOLOGY, PAGE 39)

#### GEOGRAPHY

**Professor Schilz (Head); Instructor Larson**

The requirements for a major or a teaching field in Geography are as follows:
(1) courses 202 or 223; (2) courses 254, 313, and 393; (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>Course Code</th>
<th>Course Title</th>
<th>Prerequisites</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>202</td>
<td>Human and Cultural Geography</td>
<td></td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>217</td>
<td>Physical Geology</td>
<td></td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>218</td>
<td>Historical Geology</td>
<td></td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>223</td>
<td>Regional World Geography</td>
<td></td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>254</td>
<td>Physical Geography</td>
<td></td>
<td>(I,II) 4 hours</td>
</tr>
<tr>
<td>301</td>
<td>Latin America</td>
<td>Prereq: Geog. 202 or 223</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>302</td>
<td>Asia</td>
<td>Prereq: Geog. 202 or 223</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>303</td>
<td>Africa</td>
<td>Prereq: Geog. 202 or 223</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>313</td>
<td>Economic Geography</td>
<td>Prereq: junior standing</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>323</td>
<td>Europe</td>
<td>Prereq: Geog. 202 or 223</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>324</td>
<td>U.S.S.R.</td>
<td>Prereq: Geog. 202 or 223</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>333</td>
<td>U.S. and Canada</td>
<td>Prereq: Geog. 202 or 223</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>335</td>
<td>Cartography and Graphics</td>
<td>Prereq: Geog. 254</td>
<td>(E) 3 hours</td>
</tr>
<tr>
<td>365</td>
<td>Map and Photo Interpretation</td>
<td>Prereq: Geog. 254</td>
<td>(E) 3 hours</td>
</tr>
<tr>
<td>393</td>
<td>Political Geography</td>
<td>Prereq: junior standing</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>412</td>
<td>Urban Geography</td>
<td>Prereq: 6 hours of geog.</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>423</td>
<td>Great Plains and Nebraska</td>
<td>Prereq: 6 hours of geog.</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>432</td>
<td>Climatology</td>
<td>Prereq: Geog. 254</td>
<td>(II) 3 hours</td>
</tr>
</tbody>
</table>
Students who elect a major in history must pass, with an average grade of "C" or above, 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.

- American History to 1865
- American History since 1865
- European History, 1500-1815
- European History since 1815
- Latin America to 1825
- Latin America since 1825
- Ancient History: Greece
- Ancient History: Rome
- English History: England to 1688
- English History: The Expansion of England
- Russian History to 1855
- Russian History since 1855
- The Far East: Modern China
- The Far East: Modern Japan and Southeast Asia
<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Prerequisites</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>312</td>
<td>American Economic History (same as Econ. 312)</td>
<td>Prereq: Hist. 111 and 112 or Econ. 212.</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>313</td>
<td>American Colonial History</td>
<td>Prereq: Hist. 111 and 112.</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>315</td>
<td>The American Frontier, 1763 to 1840</td>
<td>Prereq: Hist. 111 and 112.</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>316</td>
<td>The American Frontier since 1840</td>
<td>Prereq: Hist. 315 or permission of instructor.</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>333</td>
<td>Diplomatic History of the United States to 1900</td>
<td>Prereq: Hist. 111 and 112.</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>334</td>
<td>Diplomatic History of the United States since 1900</td>
<td>Prereq: Hist. 333 or permission of instructor.</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>341</td>
<td>History of Nebraska</td>
<td>Prereq: Hist. 111 and 112.</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>344</td>
<td>History of the South</td>
<td>Prereq: Hist. 111 and 112.</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>351</td>
<td>Economic History of Modern Europe (same as Econ. 351)</td>
<td></td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>353</td>
<td>Medieval Europe: 284-1095</td>
<td>Prereq: Hist. 151 and 152 or Econ. 212.</td>
<td>(I,64-65) 3 hours</td>
</tr>
<tr>
<td>354</td>
<td>Medieval Europe: 1095-1492</td>
<td>Prereq: Hist. 353 or permission of instructor.</td>
<td>(II,64-65) 3 hours</td>
</tr>
<tr>
<td>355</td>
<td>Renaissance and Reformation</td>
<td>Prereq: Hist. 151 and 152.</td>
<td>(I,63-64) 3 hours</td>
</tr>
<tr>
<td>356</td>
<td>History of the British Empire and Commonwealth</td>
<td>Prereq: Hist. 261 and 262 or (with permission of instructor) Hist. 151 and 152</td>
<td>(I,64-65) 3 hours</td>
</tr>
<tr>
<td>411</td>
<td>Representative Americans, 1600-1828</td>
<td>Prereq: Hist. 111 and 112.</td>
<td>(I,64-65) 3 hours</td>
</tr>
<tr>
<td>412</td>
<td>Representative Americans, 1828 to the present</td>
<td>Prereq: Hist. 411 or permission of instructor.</td>
<td>(II,63-64) 3 hours</td>
</tr>
<tr>
<td>416</td>
<td>The Jacksonian Era</td>
<td>Prereq: Hist. 111 and 112.</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>418</td>
<td>Civil War and Reconstruction</td>
<td>Prereq: Hist. 111 and 112.</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>428</td>
<td>Twentieth Century America</td>
<td>Prereq: Hist. 111 and 112.</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>429</td>
<td>Ideas in Twentieth Century America</td>
<td>Prereq: Hist. 111 and 112.</td>
<td>(II) 3 hours</td>
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<tr>
<td>433</td>
<td>American Constitutional History to 1860</td>
<td>Prereq: Hist. 111 and 112.</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>434</td>
<td>American Constitutional History since 1860</td>
<td>Prereq: Hist. 433 or permission of instructor.</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>451</td>
<td>Intellectual History of Modern Europe: Seventeenth and Eighteenth Centuries</td>
<td>Prereq: Hist. 151 and 152.</td>
<td>(I,64-65) 3 hours</td>
</tr>
<tr>
<td>452</td>
<td>Intellectual History of Modern Europe: The Revolutionary Age to the Present</td>
<td>Prereq: Hist. 151 and 152.</td>
<td>(I,64-65) 3 hours</td>
</tr>
<tr>
<td>453</td>
<td>Sixteenth Century Europe</td>
<td>Prereq: Hist. 151 and 152.</td>
<td>(II,63-64) 3 hours</td>
</tr>
<tr>
<td>454</td>
<td>Seventeenth Century Europe</td>
<td>Prereq: Hist. 151 and 152.</td>
<td>(I,64-65) 3 hours</td>
</tr>
<tr>
<td>455</td>
<td>Eighteenth Century Europe</td>
<td>Prereq: Hist. 151 and 152.</td>
<td>(II,64-65) 3 hours</td>
</tr>
<tr>
<td>456</td>
<td>The French Revolution and Napoleonic Era: 1789-1815</td>
<td>Prereq: Hist. 151 and 152.</td>
<td>(I,63-64) 3 hours</td>
</tr>
<tr>
<td>457</td>
<td>Nineteenth Century Europe, 1815-1870</td>
<td>Prereq: Hist. 151 and 152.</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>458</td>
<td>Nineteenth Century Europe, 1870-1914</td>
<td>Prereq: Hist. 457 or permission of instructor.</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>459</td>
<td>Europe Since 1914</td>
<td>Prereq: Hist. 151 and 152.</td>
<td>(II,64-65) 3 hours</td>
</tr>
<tr>
<td>461</td>
<td>Tudor and Stuart England</td>
<td>Prereq: Hist. 261 and 262 or (with permission of instructor) Hist. 151 and 152</td>
<td>(II,63-64) 3 hours</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Prerequisites</td>
<td>Credit Hours</td>
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</tr>
<tr>
<td>462</td>
<td>England in the Eighteenth and Nineteenth Centuries</td>
<td>Prereq: Hist. 261 and 262 or (with permission of instructor)</td>
<td>(II,64-65) 3 hours</td>
</tr>
<tr>
<td>463</td>
<td>English Constitutional History to 1485</td>
<td>Prereq: Hist. 261 and 262 or (with permission of instructor)</td>
<td>(I,63-64) 3 hours</td>
</tr>
<tr>
<td>464</td>
<td>English Constitutional History since 1485</td>
<td>Prereq: Hist. 463 or permission of instructor</td>
<td>(II, 63-64) 3 hours</td>
</tr>
<tr>
<td>490</td>
<td>Problems in History</td>
<td>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)</td>
<td>(I,II,S) 1-5 hours</td>
</tr>
<tr>
<td>493</td>
<td>Historical Research</td>
<td>Prereq: senior standing, acceptance as an undergraduate major in hist. or permission of the department head (Not open for Graduate Credit)</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>496</td>
<td>Great American Historians</td>
<td>Prereq: senior standing and acceptance as an undergraduate major in hist. or permission of the department head (Not open for Graduate Credit)</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>497</td>
<td>Great European Historian</td>
<td>Prereq: senior standing and acceptance as an undergraduate major in hist. or permission of the department head (Not open for Graduate Credit)</td>
<td>(I,63-64) 3 hours</td>
</tr>
<tr>
<td>501</td>
<td>Advanced Research Project in History</td>
<td>Prereq: acceptance as a graduate major or minor in hist. and permission of the department head and the instructor</td>
<td>(I,II,S) 1-5 hours</td>
</tr>
<tr>
<td>503</td>
<td>Historical Research</td>
<td>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)</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>506</td>
<td>Great American Historians</td>
<td>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)</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>507</td>
<td>Great European Historians</td>
<td>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)</td>
<td>(I,63-64) 3 hours</td>
</tr>
<tr>
<td>512</td>
<td>Seminar in American History: The Jacksonian Era</td>
<td>Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor</td>
<td>(E) 3 hours</td>
</tr>
<tr>
<td>517</td>
<td>Seminar in American History: The Frontier</td>
<td>Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor</td>
<td>(E) 3 hours</td>
</tr>
<tr>
<td>522</td>
<td>Seminar in American History: Civil War and Reconstruction</td>
<td>Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor</td>
<td>(E) 3 hours</td>
</tr>
<tr>
<td>532</td>
<td>Seminar in Recent American History</td>
<td>Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor</td>
<td>(E) 3 hours</td>
</tr>
<tr>
<td>535</td>
<td>Seminar in Local History: Nebraska and The Great Plains</td>
<td>Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor</td>
<td>(E) 3 hours</td>
</tr>
<tr>
<td>542</td>
<td>Seminar in United States Public Land Policy and Conservation</td>
<td>Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor</td>
<td>(E) 3 hours</td>
</tr>
<tr>
<td>551</td>
<td>Seminar in Early Modern European History</td>
<td>Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor</td>
<td>(E) 3 hours</td>
</tr>
</tbody>
</table>
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

Seminar in Nineteenth Century European History
Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor. (E) 3 hours

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

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

Seminar in Eighteenth Century British History
Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor. (E) 3 hours

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

Seminar in Contemporary British History
Prereq: acceptance as a graduate major or minor in hist. and permission of the instructor. (E) 3 hours

Graduate Thesis: History
(I,II,S) each 3 hours

Mathematics

A major in mathematics for either the Bachelor of Arts Degree or the Bachelor of Science in Education Degree is a minimum of nine semester hours from courses numbered above 292, at least one of which must be numbered above 400.

A teaching field in mathematics includes Math. 291 and two mathematics courses numbered above 291.

Algebra
Prereq: one year each of high school algebra and geometry or permission of instructor. (I,II,S) 3 hours

Trigonometry
Prereq: Math. 111 or equivalent. (I,II,S) 3 hours

Algebra and Trigonometry
Prereq: three semesters of high school algebra and two semesters of high school geometry. (I) 5 hours

Algebra and Analytic Geometry
Prereq: Math. 113 or 111 and 112 or equivalent. (II) 5 hours

Fundamentals of Mathematics
Prereq: Math. 113 or 111 and 112 (I,II) each 5 hours

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

Differential and Integral Calculus
Prereq: Analytic geometry. (I,II) each 5 hours

Mathematics of Finance
Prereq: Math. 111 or four semesters of high school algebra. (II,S) 3 hours

Calculus III, IV
Prereq: Math. 192 or equivalent. (I,II) each 4 hours

Differential Equations
Prereq: Math. 292 or equivalent. (II,E) 3 hours

Introduction to Computer Logic and Programming
Prereq: Analytic geometry or permission of instructor. (E) 3 hours

Elementary Topics
Prereq: Math. 191 or equivalent. (II,63-64) 3 hours

Projective Geometry
Prereq: analytic geometry (Math. 191) or equivalent. (I) 3 hours
411 **Higher Algebra**
Prereq: Math. 292 or equivalent. .................................... (I,II) each 3 hours

414 **Probability and Statistics**
Prereq: Math. 192 or equivalent. .................................... (E) 3 hours

423 **Mathematical Analysis**
Prereq: Math. 292 or equivalent. .................................... (I,II) each 3 hours

**MUSIC**

**PROFESSOR PETERSON (HEAD); ASSOCIATE PROFESSORS MILLER, TRENHOLM; ASSISTANT PROFESSORS MALIK, OLSON, PETERS, TAGGART; ASSISTANT INSTRUCTOR BELL**

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

On approval of the Department Head, a student may become a candidate for the degree of Bachelor of Fine Arts. This degree requires a minimum of 40 and a maximum of 68 credit hours in music.

Attendance is required at recitals and concerts as specified by the Department of Music.

111 **Elementary Theory**
Prereq: 111 prerequisite to 112. ..................................... (I-II) each 4 hours

211 **Advanced Theory**
Prereq: Music 112; 211 prerequisite to 212. ...................... (I-II) each 4 hours

225 **Music of the People** .............................................. (I,S) 3 hours

226 **Music Masterpieces** ................................................ (II,S) 3 hours

303 **Vocal Techniques** Prereq: Music 112 or permission
304 of instructor .............................................................. (I-II) each 2 hours

305 **Woodwind Techniques** Prereq: Music 112 or permission
306 of instructor .............................................................. (I) 1 hour

307 **Brass Techniques** Prereq: Music 112 or permission
308 of instructor .............................................................. (II) 1 hour

309 **String Techniques** Prereq: Music 112 or permission
310 of instructor .............................................................. (I) 1 hour

311 **Counterpoint** Prereq: Music 212; 311 prerequisite
312 to 312 ........................................................................... (I-II) each 3 hours

313 **Keyboard Harmony** Prereq: Music 212 or
314 permission of instructor .................................................. (I-II) each 2 hours

315 **History of Music** Prereq: music major or permission
316 of instructor .............................................................. (I) 3 hours

317 **History of Music** Prereq: Music 315 .......................... (II) 3 hours

371 **The Church Choir** ...................................................... (I-II) each 3 hours

411 **Composition** Prereq: Music 312 or permission of instructor;
412 411 prerequisite to 412 ................................................... (I-II) each 3 hours

415 **Orchestration and Conducting** Prereq: Music 212 or permission
416 of instructor; 415 prerequisite to 416 ............................... (I-II) each 3 hours

421 **Analytical Technique** Prereq: Music 312 or permission
422 of instructor .............................................................. (I-II) each 3 hours

429 **Principles and Materials for Teaching Piano** Prereq: Music 332
430 or permission of instructor ............................................... (I-II) each 2 hours
MUSIC EDUCATION

151 **Fundamentals of Music for Teachers** ........................................... (I,II,S) 1-3 hours

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

352 **Secondary School Music Materials and Methods**  
Prereq: M.E. 251 or permission of instructor  ........................................... (I) 3 hours

452 **Supervision and Administration of Music in the Public Schools**  
Prereq: M.E. 251 and M.E. 352 or permission of instructor  ........ (II) 3 hours

LABORATORY COURSES

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

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

Two semesters of marching band (first semester) may be substituted for two semester hours of the physical education requirement. (Only applies to Liberal Arts and Applied Arts students.)

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

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

260 **Chorus**  
Membership, subject to director's approval, is open to any University student ........................................... (I,II) 1 or 2 hours

261 **Male Chorus** ........................................... (I,II) 1 hour

262 **Orchestra**  
Prereq: permission of instructor ........................................... (I,II) 1 hour

263 **Band**  
Membership, subject to director's approval, is open to any University student ........................................... (I,II) 1 or 2 hours

360 **Ensemble**  
Membership, subject to director's approval, is open to any University student ........................................... (I,II) 1 hour

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. Excused absences will be made up providing excuse is presented to the Instructor prior to the lesson 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 and in the major and minor performance areas by the end of the sophomore year.

A senior recital is required of all applied music majors.

Minimum requirements in applied music for graduation: 12 semester hours.

All students registered for credit in applied music, except those in preparatory courses, are required to participate in at least one student recital per semester.
PREPARATORY

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
220  Prereq: Music 120 or permission of instructor

COLLEGIATE

**Piano:** to enter the four-year course in piano, the student should be able to play works of the difficulty of Bach, *Two-Part Inventions*; Beethoven, *Sonata*, Opus 49; Schumann, *Scenes from Childhood*; scales and broken chords with rhythmic control, tone quality and correct fingering.

123-124  **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 arpeggi 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 arpeggi; 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, Saxophone... (I,II,S) each 1-2 hours
337-338
437-438
139-140 Trumpet, Trombone, French Horn, Tuba... (I,II,S) each 1-2 hours
339-340
439-440

PHILOSOPHY AND RELIGION
INSTRUCTOR BAIRD

No major is offered in Philosophy or Religion.

PHILOSOPHY

201 Logic .................................................. (I) 3 hours
211 History of Philosophy
212 Prereq: sophomore standing ................................ (I-II) each 3 hours
214 Utopias ............................................... (II) 3 hours
215 History of American Philosophy ................................ (I-II) each 3 hours
216
315 Philosophy of History
316 Prereq: six hours history .................................. (I-II) each 3 hours
411 Twentieth Century Philosophy
412 Prereq: junior standing .................................. (I-II) each 3 hours
421 Men and Ideas
422 Prereq: junior standing ................................ (I-II) each 3 hours

RELIGION

111 Ethics ................................................. (I-II) each 2 hours
112
215 Old Testament .......................................... (I) 3 hours
216 New Testament ......................................... (II) 3 hours
217 History of Christian Thought
218 Prereq: sophomore standing ............................... (I-II) each 3 hours
331 Contemporary Religious Thought
332 Prereq: junior standing ................................ (I-II) each 3 hours
335 Religions of the World ................................. (I-II) each 3 hours
336

PHYSICS

PROFESSOR MCMILLAN (HEAD); ASSISTANT PROFESSOR SHULT; INSTRUCTORS BRANDT, ELLERBECK; ASSISTANT INSTRUCTOR SEDLACEK

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. Phy-
sics majors intending to go on for graduate work should include a course in differential equations.

Natural Science 101  Introduction to Physical Sciences          (I,II,S)  5 hours
111  General Physics  Prereq: three semesters of high school algebra
112  and two semesters of high school geometry                          (I,II,S) each 4 hours
211  General Physics, Technical  Prereq: two semesters entrance credit
212  in phys. and Calculus previously or concurrently              (I,II) each 5 hours
301  Elements of Electronics  Prereq: trig. and Phys. 112 or 212.....(I)  4 hours
302  Optics  Prereq: trig. and Phys. 112 or 212...............................(II) 4 hours
312  Modern Physics  Prereq: Phys. 112 or 212, and calculus...(II,63-64) 4 hours
314  Nuclear Physics  Prereq: Phys. 112 or 212, and calculus...(I,63-64) 4 hours
335  Atmospheric Physics  Prereq: Phys. 112 or 212, and calculus...
345  Physical Mechanics  Prereq: Phys. 112 or 212, and calculus (I,63-64) 3 hours
375  Electricity and Magnetism  Prereq: Phys. 112 or 212, and calculus;
376  375 prerequisite to 376 ..................................................(I-II,64-65) each 4 hours
385  Heat and Thermodynamics  Prereq: Phys. 112 or 212,
495  and calculus ...............................................................(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; ASSISTANT PROFESSOR REEVES

A major may be secured in political science by satisfactorily completing Political Science 201 and 204 and eighteen hours of work in courses in the 300 and 400 groups. Upon the approval of the adviser, six of the 18 hours may be selected from advanced courses in a related subject in the Social Sciences. In addition it is recommended that all majors complete Economics 211 and 212.

201  American National Government .................................(I,II,S) 3 hours
204  American State and Local Government .......................(I,II,S) 3 hours
301  Government in American Cities  Prereq: sophomore standing... (I) 3 hours
302  Municipal Administration  Prereq: junior standing
313  and Pol. Sci. 201..............................................................(II,64-65) 3 hours
314  Comparative Government: Democracies
316  Prereq: junior standing and Pol. Sci. 201.................................(II) 3 hours
317  Comparative Government: Dictatorships
318  Prereq: junior standing and Pol. Sci. 201.................................(I) 3 hours
319  Political Parties  Prereq: junior standing and Pol. Sci. 201.....(I) 3 hours
321  Principles of Public Administration
322  Prereq: junior standing and Pol. Sci. 201.................................(II,64-65) 3 hours
326  International Relations .................................................... (I) 3 hours
327  International Organization  Prereq: junior standing.......... (II) 3 hours
333  American Diplomacy  Prereq: junior standing and Pol. Sci. 201 (II) 3 hours
391  American Political Thought  Prereq: junior standing......(I,64-65) 3 hours
392  Current Problems in World Affairs
393  Prereq: junior standing .................................................... (E) 3 hours
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Prerequisites</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>418</td>
<td>Constitutional Law</td>
<td>Prereq: junior standing</td>
<td>III,64-65 3 hours</td>
</tr>
<tr>
<td>431</td>
<td>Political Theory</td>
<td>Prereq: junior standing</td>
<td>I,II,63-64 3 hours</td>
</tr>
<tr>
<td>490</td>
<td>Problems in Government</td>
<td>Prereq: senior standing</td>
<td>I,II,S 3 hours</td>
</tr>
</tbody>
</table>

**PSYCHOLOGY**

**Professor Jaynes (Head); Associate Professors Hurst, Newton, Pedrini; Assistant Professor Ericksen**

An undergraduate major in psychology may be secured by completing satisfactorily Psychology 101, either 201 or 251, 301, 343, 413 and 421 plus nine hours of upper-division courses in psychology.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Prerequisites</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>Introduction to Psychology</td>
<td></td>
<td>I,II,S 3 hours</td>
</tr>
<tr>
<td>201</td>
<td>Representative Psychological Systems</td>
<td>Prereq: Psych. 101</td>
<td>I,II 3 hours</td>
</tr>
<tr>
<td>251</td>
<td>Educational Psychology</td>
<td>Prereq: Psych. 101</td>
<td>I,II,S 3 hours</td>
</tr>
<tr>
<td>301</td>
<td>Psychology of Learning</td>
<td>Prereq: Psych. 201 or 251</td>
<td>I,II 3 hours</td>
</tr>
<tr>
<td>341</td>
<td>Survey of Clinical Psychology</td>
<td>Prereq: Psych. 201 or 251</td>
<td>E 3 hours</td>
</tr>
<tr>
<td>343</td>
<td>Personality and Adjustment</td>
<td>Prereq: Psych. 201 or 251</td>
<td>I 3 hours</td>
</tr>
<tr>
<td>362</td>
<td>Industrial Psychology</td>
<td>Prereq: Psych. 101</td>
<td>I,II 3 hours</td>
</tr>
<tr>
<td>431</td>
<td>Educational Testing</td>
<td></td>
<td>S 3 hours</td>
</tr>
<tr>
<td>432</td>
<td>Tests and Measurements</td>
<td></td>
<td>E 3 hours</td>
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<tr>
<td>443</td>
<td>Personality Theory</td>
<td></td>
<td>E 3 hours</td>
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<tr>
<td>444</td>
<td>Abnormal Psychology</td>
<td></td>
<td>E 3 hours</td>
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<tr>
<td>445</td>
<td>Social Psychology</td>
<td></td>
<td>E,S 3 hours</td>
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<tr>
<td>447</td>
<td>Counseling Theory</td>
<td></td>
<td>E 3 hours</td>
</tr>
<tr>
<td>452</td>
<td>Child Psychology</td>
<td></td>
<td>I 3 hours</td>
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<tr>
<td>454</td>
<td>Adolescent Psychology</td>
<td></td>
<td>II 3 hours</td>
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<tr>
<td>457</td>
<td>Developmental Psychology</td>
<td></td>
<td>I,S 3 hours</td>
</tr>
<tr>
<td>459</td>
<td>Human Engineering</td>
<td></td>
<td>E 3 hours</td>
</tr>
<tr>
<td>490</td>
<td>Problems in Psychology</td>
<td></td>
<td>I,II,S 1-3 hours</td>
</tr>
<tr>
<td>501</td>
<td>History and Current Trends in Psychology</td>
<td></td>
<td>E 3 hours</td>
</tr>
<tr>
<td>505</td>
<td>Learning Theory</td>
<td></td>
<td>E 3 hours</td>
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<tr>
<td>551</td>
<td>Advanced Educational Psychology</td>
<td></td>
<td>E,S 3 hours</td>
</tr>
<tr>
<td>553</td>
<td>Individual Tests: Children</td>
<td></td>
<td>E 4 hours</td>
</tr>
<tr>
<td>554</td>
<td>Individual Tests: Adolescents and Adults</td>
<td></td>
<td>E 4 hours</td>
</tr>
<tr>
<td>561</td>
<td>Advanced Industrial Psychology</td>
<td></td>
<td>E 3 hours</td>
</tr>
<tr>
<td>591</td>
<td>Topical Seminar in Psychology</td>
<td></td>
<td>I,II,S 1-3 hours</td>
</tr>
</tbody>
</table>
UNIVERSITY OF OMAHA

Practicum in Psychology
Prereq: permission of instructor. (I,II,S) 3-6 hours

Thesis (I,II,S) 3 hours each

SOCIOLOGY

ASSOCIATE PROFESSORS HELLING (HEAD), MURVAR, VOGT; ASSISTANT PROFESSOR GARBIN

Twenty four credit hours comprise the undergraduate major in Sociology. They must include Sociology 101 and at least one course from each of the following subject areas:

1. Social Problems: 201, 390, or 435
2. Social Psychology: 301 or 431
3. Social Organization: 401 or 461
4. Sociological Tool Concepts: 451 or 471

In addition, each student majoring in the Department must complete successfully at least one course in Statistics of the level of Psychology 413 or higher.

Students preparing themselves for employment in Social Work or one of the "helping professions," or for voluntary service in community, church, or charitable organizations should plan to include the following sequence of courses in their programs: 201, 345, 401, 445, and (with permission) 492. Students interested in correctional work may substitute 435 for 445 in the sequence above. For students especially interested in international or cross-cultural subjects the sequence 221, 321, and 421 is recommended. Other programs can be arranged to accommodate a variety of theoretical or vocational interests.

Students wishing to concentrate in such subjects as Social Psychology or Urban Studies may receive credit toward a major for certain courses taken outside the department with the consent of the department head. Permission must be obtained in advance of taking the work.

101 Introductory Sociology (I,II) 3 hours
201 Contemporary Social Problems (I,II) 3 hours
221 Introduction to Anthropology and Prehistory (I,II) 3 hours
251 Marriage and the Family (I,II) 3 hours
301 Personality and Group Interaction Prereq: Soc. 101 or Psych. 101 (I) 3 hours
321 Comparative Social Institutions and Leadership Prereq: Soc. 101 (II) 3 hours
345 Fields of Social Work Prereq: Soc. 101 (I) 3 hours
380 Occupational Sociology Prereq: Soc. 101 (II) 3 hours
390 Ethnic Group Relations Prereq: Soc. 101 (II) 3 hours

All courses numbered 400 or above require junior standing.

401 The Community Prereq: Soc. 101 (I,II) 3 hours
404 Population Analysis Prereq: Soc. 101 and Statistics (I) 3 hours
414 Urban Sociology (I,II) 3 hours
421 Cultural Anthropology Prereq: Soc. 101 or 221 (I) 3 hours
431 Collective Behavior and Social Movements Prereq: Soc. 101 or 301 (II) 3 hours
435 Criminology Prereq: Soc. 301 (I,II) 3 hours
445 Human Resources and Welfare Organization Prereq: Soc. 345 (II) 3 hours
UNIVERSITY OF OMAHA

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

461 Contemporary Social Organization Theory (1962-65, Structure-Functionalism)
Prereq: nine hours of Soc. (II) 3 hours

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

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

493 Topical Research Seminar
Prereq: permission of the instructor (E) each 3 hours

494 the instructor

501 Problems in Sociology, Seminar.
Prereq: nine hours of Soc. Required 3 hours for the
of all graduate students. 1½ hrs. per week or equivalent academic year

510 Theory and Applications, Seminar or Independent Study.
Arranged 1 to 3 hours

601 Thesis 6 hours

602

SPEECH

PROFESSOR CLARK; ASSOCIATE PROFESSORS PAUL (HEAD), HILL;
ASSISTANT PROFESSORS BORGE, BUSH, GORE; INSTRUCTORS FUS, SHARPE

A major in the Department of Speech consists of a minimum of 30 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 public address,
theater, television and radio, or speech education. 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 Nebraska Secondary School 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
following: 471, 472, 473, 477. (To be taken by all
speech majors.)

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, 460
or 401. (English 285 and 460 recommended.)
TELEVISION-RADIO: CC, 212, 325, 326, 425 or 426. (Economics 211-212
and Bus. Ad. 331 recommended.)

111 Fundamentals of Speech (I,II,S) 3 hours
112 Oral Interpretation of Literature (I,II,S) 3 hours
113 Principles of Argumentation and Debate (I,II) 3 hours
201 Speech for Business and Industry (I,II,S) 3 hours
211 Play Production I-II (I-II,S) each 3 hours
212
225 Introduction to Television and Radio
Prereq: three hours of speech (I,S) 3 hours
226 Television and Radio News Prereq: three hours of speech (II) 3 hours
271 Discussion Techniques Prereq: three hours of speech (I,S) 3 hours
272 Conference Speaking Prereq: three hours of speech (II,S) 3 hours
321 Scene Design Prereq: Speech 211 and 212 (I) 3 hours
<table>
<thead>
<tr>
<th>Course Title</th>
<th>Prerequisite</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>Stage and TV Lighting</td>
<td>Speech 211 and 212</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>Television Techniques I-II</td>
<td>Prerequisite of instructor (I-II) each 3 hours</td>
<td></td>
</tr>
<tr>
<td>Acting Theory and Techniques</td>
<td>Speech 211 and 212</td>
<td>(I,S) 3 hours</td>
</tr>
<tr>
<td>Acting, Rehearsal and Performance</td>
<td>Speech 211 and 212</td>
<td>(II,S) 3 hours</td>
</tr>
<tr>
<td>Voice and Phonetics</td>
<td>three hours of speech</td>
<td>(I,S) 3 hours</td>
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<tr>
<td>Speech Techniques for Teachers</td>
<td></td>
<td>(I,S) 3 hours</td>
</tr>
<tr>
<td>Advanced Platform Speaking</td>
<td>three hours of speech</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>Persuasion</td>
<td>six hours of speech</td>
<td>(II,S) 3 hours</td>
</tr>
<tr>
<td>Intercollegiate Debate</td>
<td>permission of instructor (I,II) each 1-3 hours</td>
<td></td>
</tr>
<tr>
<td>Public Speaking for Organization Leaders</td>
<td>permission of instructor</td>
<td>(I) 1 hour</td>
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<tr>
<td>History of the Theater</td>
<td></td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>Advanced Projects in Speech</td>
<td>permission of department head</td>
<td>(I,II,S) each 1 to 3 hours</td>
</tr>
<tr>
<td>Television and Radio Programming and Sales</td>
<td>Speech 325 and 326</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>Advanced Television and Radio Problems</td>
<td>permission of instructor</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>Principles of Speech Correction</td>
<td></td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>Problems in Communication</td>
<td>six hours of Speech or senior standing (II) 3 hours</td>
<td></td>
</tr>
<tr>
<td>Play Direction</td>
<td>permission of instructor</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>Greek and Roman Rhetoric</td>
<td>six hours of speech</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>Studies in American Public Address</td>
<td>six hours of speech</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>Rhetorical Criticism</td>
<td>permission of instructor</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>History and Problems of Speech Education</td>
<td>six hours of speech or senior standing</td>
<td>(II) 3 hours</td>
</tr>
</tbody>
</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, and General Studies.

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

Students who wish a well planned two-year program may secure the title of Associate in Applied Arts by completing one of the following programs of 64 credit hours.


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  Journalism
Civil Engineering  Medical Technology
General Engineering  Military Science
Industrial Engineering  Nursing

ASSOCIATE TITLE AND DEGREE REQUIREMENTS

The Bachelor of Science in Civil, General and Industrial Engineering degree requires 140 credit hours; other degrees 125 credit hours, and associate titles 64 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 — The equivalent of at least four semester hours of college work in physical education or four semesters of Air Force ROTC
is required of each candidate who is under the age of 21 at the time of his entrance into the University and not yet over the age of 24 on graduation.

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.

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, 63-64).

Courses offered by other colleges which are acceptable toward degrees in the College of Applied Arts are outlined on page 137.

ENGINEERING

Professors Marston (Head), Brown, Prewett;
Assistant Professors Davis, Hossack, Lemar, Ostwald; Instructor Harriman

To meet the need for an increasing number of engineers, both two- and four-year programs of undergraduate studies are offered in the lower and upper divisions of the College of Applied Arts.

The two-year program in engineering outlined on page 64 leads to the Associate Title in Applied Arts. This program covers those fundamental studies which are common to the first and second years of work by all branches of engineering. A student completing this program is prepared either to continue in one of our four-year programs or to transfer to other engineering schools. For those finding it necessary to finance their own education, this program improves their earning ability while they continue work on the four-year program.

The two-year program in engineering technology outlined on pages 64, 65 leads to the certificate, Industrial Engineering Technician. There is an increasing need for engineering technicians to work in the occupational area between the craftsman and the professional engineer. Engineering technology is that part of this area lying closest to professional engineering, and requires the application of scientific and engineering knowledge and methods in support of engineering activities. While a student completing this program can continue to an engineering degree with some loss of time, this is intended primarily as a terminal program. In view of the growing need for engineering technicians to supplement the work of engineers, those completing this program should find many employment opportunities.

A degree of Bachelor of Science in Civil Engineering is awarded on completion of the four-year program outlined on page 62. 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.

A degree of Bachelor of Science in Industrial Engineering is awarded upon completion of the four-year program outlined on pages 63, 64. 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.

DEGREE REQUIREMENTS
Bachelor of Science in Civil Engineering
Requirements: 140 semester hours
Mr. Hossack, Mr. LeMar, Advisers

<table>
<thead>
<tr>
<th>FIRST YEAR</th>
<th>SECOND SEMESTER</th>
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<tbody>
<tr>
<td><strong>First Semester</strong></td>
<td><strong>Second Semester</strong></td>
</tr>
<tr>
<td>Chem. 111 or 1E1</td>
<td>Chem. 112 or 1E2</td>
</tr>
<tr>
<td>Engg. 100, Engg. Orientation</td>
<td>C.E. 200, Elem. Surveying</td>
</tr>
<tr>
<td>Engg. 121, Engg. Drawing</td>
<td>Engg. 122, Desr Geometry</td>
</tr>
<tr>
<td>P.E. 111 or AFROTC 101</td>
<td>P.E. 112 or AFROTC 102</td>
</tr>
<tr>
<td><strong>First Year</strong></td>
<td>17</td>
</tr>
<tr>
<td><strong>Second Year</strong></td>
<td>18</td>
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<tr>
<td>*Math. 192, Calc. II</td>
<td>Math. 313, Intro. to Computer</td>
</tr>
<tr>
<td>Engg. 103, Engg. Problems</td>
<td>Logic and Programming</td>
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<tr>
<td>Phys. 211</td>
<td>Engg. 230, Statics</td>
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<tr>
<td>C.E. 300, Advanced Surveying</td>
<td>Phys. 212</td>
</tr>
<tr>
<td>P.E. 211 or AFROTC 201</td>
<td>Engg. 235, Property of Materials</td>
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<tr>
<td><strong>Third Year</strong></td>
<td>18</td>
</tr>
<tr>
<td>Engg. 330, Dynamics</td>
<td>Engg. 454, AC &amp; DC Circuits</td>
</tr>
<tr>
<td>C.E. 370, Highway &amp; Airport Engg.</td>
<td>Engg. 456, Electrical Lab</td>
</tr>
<tr>
<td>C.E. 347, Concrete Materials</td>
<td>Engg. 342, Strength of Materials</td>
</tr>
<tr>
<td>Engg. 460, Thermodynamics</td>
<td>Engg. 344, Strength of Mat'l Lab</td>
</tr>
<tr>
<td>C.E. 446, Structural Design</td>
<td>Engg. 431, Fluid Mechanics</td>
</tr>
<tr>
<td><strong>Fourth Year</strong></td>
<td>18</td>
</tr>
<tr>
<td><strong>Technical Electives</strong></td>
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<tr>
<td>C.E. 449, Soil Mechanics</td>
<td>C.E. 446, Structural Design</td>
</tr>
<tr>
<td>C.E. 472, Sanitary Engineering II</td>
<td>C.E. 448, Substructure Analysis</td>
</tr>
<tr>
<td>C.E. 470, Pre-stress Concrete</td>
<td>Technical Elective</td>
</tr>
<tr>
<td>Or a choice of the following</td>
<td>Engg. 416, Contracts &amp; Specifications</td>
</tr>
<tr>
<td>Engineering</td>
<td>Speech 201, Business &amp; Industry</td>
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<tr>
<td>Mathematics</td>
<td>Engg. 400, Field Trip</td>
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<td>Physics</td>
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<td>Chemistry</td>
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<td>Biology</td>
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<td>Geology</td>
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<tr>
<td>C.E. 481, Plastic Design</td>
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<tr>
<td>C.E. 482, Limit Design</td>
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</table>

**Qualified students take 191 and 192 first year and substitute 5 hours non-technical elective in second year.**
DEGREE REQUIREMENTS
Bachelor of Science in General Engineering

Requirements: 140 semester hours

Mr. Brown, Mr. Prewett, *Advisers*

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
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<tbody>
<tr>
<td>Math. 113, Alg. &amp; Trig.</td>
<td>5</td>
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<tr>
<td>Chem. 111 or 181</td>
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</tr>
<tr>
<td>Engg. 100, Engg. Orientation</td>
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<tr>
<td>Engl. 109 or 111</td>
<td>3</td>
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<tr>
<td>P.E. 111 or AFROTC 101</td>
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<td><strong>First Year</strong></td>
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<table>
<thead>
<tr>
<th>Third Year</th>
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</thead>
<tbody>
<tr>
<td>Engg. 330, Dynamics</td>
<td>3</td>
</tr>
<tr>
<td>Engg. 460, Thermodynamics</td>
<td>3</td>
</tr>
<tr>
<td>Engg. 461, Thermo Lab</td>
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<tr>
<td>Technical Option</td>
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<td>Acc. 101, Elem. Acc.</td>
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<table>
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<th>Fourth Year</th>
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<tr>
<td>I.E. 441, Engg. Economy</td>
<td>3</td>
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<tr>
<td>Engg. 410, Seminar</td>
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<tr>
<td>Engg. 415, Technical Writing</td>
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<tr>
<td>Technical Option</td>
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<td><strong>Fourth Year</strong></td>
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</table>

**TECHNICAL OPTION FIELD**

1. Physics
2. Chemistry
3. Mathematics
4. Engineering
5. Business
6. Industrial Arts

*Qualified students take 191 or 192 first year and substitute 5 hours non-technical elective in second year.

15 hours of credit should be integrated towards one of the six option fields. All technical electives must be approved in advance by the department head.

DEGREE REQUIREMENTS
Bachelor of Science in Industrial Engineering

Requirements: 140 Semester Hours

Mr. Marston, Mr. Ostwald, *Advisers*

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
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<tbody>
<tr>
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<td>Chem. 111 or 181</td>
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<tr>
<td>Engg. 100, Engg. Orientation</td>
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<tr>
<td>Engl. 109 or 111</td>
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<tr>
<td>P.E. 111 or AFROTC 101</td>
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<tr>
<td>Math. 192, Calc. II</td>
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<tr>
<td>Engg. 103, Engg. Problems</td>
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<tr>
<td>Phys. 211</td>
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<td>I.E. 217, Operations II</td>
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<tr>
<td>P.E. 211 or AFROTC 201</td>
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<tr>
<td>Math. 313, Intro. to Computer</td>
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<tr>
<td>Logic and Programming</td>
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<td>Engg. 230, Statics</td>
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<tr>
<td>Phys. 212</td>
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<tr>
<td>Engg. 235, Properties of Materials</td>
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<tr>
<td>P.E. 212 or AFROTC 202</td>
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<tr>
<td>Engg. 330, Dynamics</td>
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<tr>
<td>I.E. 305, Motion and Time Study</td>
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<tr>
<td>Engg. 460, Thermodynamics</td>
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<td>Engg. 461, Thermo Lab.</td>
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<tr>
<td>Econ. 211, Principles</td>
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</tr>
<tr>
<td>Engg. 454, AC &amp; DC Circuits</td>
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<tr>
<td>Engg. 456, Electrical Lab</td>
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<td>Engg. 431, Fluid Mechanics</td>
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<tr>
<td>Engg. 342, Strength of Materials</td>
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<td>Engg. 344, Strength of Mat'1 Lab.</td>
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<td>Engg. 235, Properties of Materials</td>
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<td>Engg. 330, Dynamics</td>
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<tr>
<td>Engg. 400, Field Trip</td>
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</tr>
<tr>
<td>Engg. 416, Contracts &amp; Specifications</td>
<td>3</td>
</tr>
<tr>
<td>Speech 201, Business &amp; Industry</td>
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</tr>
<tr>
<td>I.E. 402, Industrial Planning II</td>
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<tr>
<td>Technical Elective</td>
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<td>Acc. 305, Cost Acc.</td>
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<td>Engg. 441, Engg. Economy</td>
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<tr>
<td>I.E. 301, Quality Control</td>
<td>3</td>
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<tr>
<td>Engg. 410, Seminar</td>
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<tr>
<td>I.E. 401, Industrial Planning I</td>
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<tr>
<td>Engg. 415, Technical Writing</td>
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</tr>
<tr>
<td>Engg. 490, Operations Research</td>
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<tr>
<td>Engg. 400, Field Trip</td>
<td>3</td>
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<td>Engg. 416, Contracts &amp; Specifications</td>
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<td>Speech 201, Business &amp; Industry</td>
<td>3</td>
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<tr>
<td>I.E. 402, Industrial Planning II</td>
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<td>Technical Elective</td>
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<tr>
<td>I.E. 418, Methods—Time Measurement</td>
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<tr>
<td>Engg. 455, AC &amp; DC Electronics</td>
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<tr>
<td>I.E. 491, Work Measurement Design</td>
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<tr>
<td>Engg. 492, Tool Design</td>
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<tr>
<td>I.E. 492, Metallurgy for Engineers</td>
<td>16</td>
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<tr>
<td>Engg. 452, Metallurgy for Engineers</td>
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*Qualified students take Math. 191 and 192 first year and substitute 5 hours non-technical elective in second year.

Two-Year Program in Engineering

Mr. MARSTON, Adviser

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<thead>
<tr>
<th>FIRST SEMESTER</th>
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<tbody>
<tr>
<td>Engl. 109 or 111, Composition</td>
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<td>*Math. 113, College Algebra and Trigonometry</td>
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<tr>
<td>Engg. 100, Orientation</td>
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<tr>
<td>Engg. 121, Engg. Drawing</td>
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<tr>
<td>P.E.</td>
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<tr>
<td>Math. 111 or 112, Composition</td>
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*Qualified students take Math. 213 and Math. 214 in first year, and substitute 5 hours of electives in second year.

Two-Year Associate Title "Industrial Engineering Technician"
<table>
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<th>First Semester</th>
<th>SECOND YEAR</th>
<th>Second Semester</th>
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<tbody>
<tr>
<td>Phys. 211</td>
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<td>Phys. 212</td>
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<td>I.E. 305</td>
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<td></td>
<td>Engg. 225</td>
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<tr>
<td>Engg. 103</td>
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<td>Engg. 230</td>
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<td>I.E. 217</td>
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<td>Econ. 212</td>
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**ENGINEERING**

<table>
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<tr>
<th>Course Title</th>
<th>Prereq:</th>
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<tbody>
<tr>
<td>Engineering Orientation</td>
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<tr>
<td>Engineering Problems</td>
<td>Math. 113 or equivalent</td>
</tr>
<tr>
<td>Slide Rule and Computing Methods</td>
<td>(I,II) 3 hours</td>
</tr>
<tr>
<td>Wood Processes</td>
<td>Engg. 121 or permission of instructor (I,II,S) 3 hours</td>
</tr>
<tr>
<td>Industrial Operations I</td>
<td>Engg. 121 or permission of instructor (I,II) 3 hours</td>
</tr>
<tr>
<td>Engineering Drawing</td>
<td>Engg. 121 or permission of instructor (I,II,S) 3 hours</td>
</tr>
<tr>
<td>Architectural Drafting</td>
<td>Engg. 121 or permission of instructor (E) 3 hours</td>
</tr>
<tr>
<td>Wood Finishing</td>
<td>Engg. 110</td>
</tr>
<tr>
<td>Industrial Operations II</td>
<td>Engg. 111</td>
</tr>
<tr>
<td>Advanced Engineering Drawing</td>
<td>Engg. 122 and Math. 111A</td>
</tr>
<tr>
<td>Architectural Drafting and Design</td>
<td>Engg. 124</td>
</tr>
<tr>
<td>Statics of Engineering</td>
<td>Engg. 230</td>
</tr>
<tr>
<td>Properties of Engineering Materials</td>
<td>Engg. 235</td>
</tr>
<tr>
<td>General Shop</td>
<td>six cr. shopwork for I.E. maps</td>
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<tr>
<td>Engineering Geology</td>
<td>Chem. 112</td>
</tr>
<tr>
<td>Advanced Surveying</td>
<td>Engg. 200 or permission of instructor (I,II,S) 3 hours</td>
</tr>
<tr>
<td>Quality Control</td>
<td>Math. 213</td>
</tr>
<tr>
<td>Advanced Engineering Problems</td>
<td>Math. 214 or 224</td>
</tr>
<tr>
<td>Motion and Time Study</td>
<td>(E) 3 hours</td>
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<tr>
<td>Advanced Wood Processes</td>
<td>Engg. 110 or equivalent</td>
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<tr>
<td>General Shop (Plastics and Leather)</td>
<td>(I,S) 3 hours</td>
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<tr>
<td>Advanced Architectural Drafting</td>
<td>Engg. 224</td>
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<tr>
<td>Dynamics of Engineering</td>
<td>Engg. 230</td>
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<tr>
<td>Meteorology</td>
<td>Engg. 342</td>
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<tr>
<td>Refrigeration and Air Conditioning</td>
<td>(II,II) 3 hours</td>
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<tr>
<td>Strength of Materials</td>
<td>Engg. 230</td>
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<tr>
<td>Theory of Structures I</td>
<td>Engg. 342 or equivalent</td>
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<tr>
<td>Testing Lab.</td>
<td>Parallel to Engg. 342</td>
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<tr>
<td>Concrete Materials</td>
<td>Engg. 235 or equivalent</td>
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<tr>
<td>Industrial Arts Teaching Methods</td>
<td>Min. nine hrs. shop work</td>
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<tr>
<td>Prereq:</td>
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**UNIVERSITY OF OMAHA**
Enng. 355  **Organization & Administration of Ind. Art**  
Prereq: junior standing  
(I) 2 hours

I.E. 361  **Industrial Safety**  
Prereq: senior standing or permission of instructor  
(I) 2 hours

C.E. 370  **Highway and Airport Engineering**  
Prereq: C.E. 347 or equiv.; C.E. 300  
(II) 3 hours

Engg. 400  **Field Trip**  
Prereq: senior standing  
(II) 0 hours

I.E. 401  **Industrial Planning I**  
Prereq: I.E. 305  
(II) 3 hours

I.E. 402  **Industrial Planning II**  
Prereq: I.E. 401  
(II) 3 hours

Engg. 410  **Engineering Seminar**  
Prereq: senior standing or permission of instructor  
(II) 1 hour

Engg. 411  **Engineering Seminar**  
Prereq: senior standing or permission of instructor  
(II) 1 hour

Engg. 412  **Special Problems**  
Prereq: senior standing or permission of instructor  
(I,II,E) 1-3 hours

Engg. 415  **Technical Report Writing**  
Prereq: senior standing or permission of instructor  
(I,II,E) 3 hours

Engg. 416  **Contracts and Specifications**  
Prereq: Enng. 415  
(II) 3 hours

I.E. 417  **Industrial Plant Design**  
Prereq: I.E. 305  
(I,E) 3 hours

I.E. 418  **Methods-Time Measurement**  
Prereq: I.E. 305 or permission of instructor  
(II) 3 hours

Engg. 424  **Advanced Architectural Design**  
Prereq: Engg. 324  
(E) 3 hours

Engg. 431  **Fluid Mechanics**  
Prereq: Engg. 330, Engg. 460  
(I) 3 hours

I.E. 441  **Engineering Economy**  
Prereq: permission of instructor  
(I) 3 hours

C.E. 443  **Theory of Structures II**  
Prereq: C.E. 343  
(II) 3 hours

C.E. 446  **Structural Design**  
Prereq: C.E. 447  
(II,E) 3 hours

C.E. 447  **Reinforced Concrete**  
Prereq: C.E. 443 or equivalent  
(I,E) 3 hours

C.E. 448  **Substructure Analysis**  
Prereq: C.E. 447  
(II) 3 hours

C.E. 449  **Soil Mechanics**  
Prereq: Engg. 235, C.E. 261  
(II) 3 hours

Engg. 450  **Industrial Arts Design**  
Prereq: permission of instructor  
(I) 3 hours

Engg. 452  **Metallurgy for Engineers**  
Prereq: Engg. 235 or permission of instructor  
(I,II,E) 3 hours

Engg. 454  **Fundamentals of DC & AC Machinery**  
Prereq: Phys. 212 or equiv., Math. 214  
(II) 3 hours

Engg. 455  **DC & AC Machinery and Electronics**  
Prereq: Engg. 454  
(E) 3 hours

Engg. 456  **Electrical Lab.**  
Prereq: Parallel to Engg. 454  
(II) 1 hour

Engg. 460  **Engineering Thermodynamics**  
Prereq: Phys. 212, Math. 214  
(I) 3 hours

Engg. 461  **Thermodynamics Lab.**  
Prereq: Parallel to Engg. 460  
(I) 1 hour

Engg. 462  **Advanced Thermodynamics**  
Prereq: Engg. 460 and 461  
(E) 3 hours

C.E. 470  **Pre-stressed Concrete**  
Prereq: C.E. 447  
(II) 3 hours

C.E. 471  **Sanitary Engineering I**  
Prereq: permission of instructor  
(I) 3 hours

C.E. 472  **Sanitary Engineering II**  
Prereq: C.E. 471  
(II) 3 hours

C.E. 481  **Plastic Design**  
Prereq: C.E. 443 or permission of instructor  
(E) 3 hours

C.E. 482  **Limit Design**  
Prereq: C.E. 481  
(E) 3 hours

I.E. 490  **Operations Research**  
Prereq: Math. 214  
(II) 3 hours

I.E. 491  **Work Measurement Design**  
Prereq: permission of instructor  
(I,E) 3 hours

I.E. 492  **Tool Design**  
Prereq: permission of instructor  
(II,E) 3 hours
DEPARTMENT OF HOME ECONOMICS

PROFESSOR KILLIAN (HEAD); ASSISTANT PROFESSOR KUNDEL

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

<table>
<thead>
<tr>
<th>First Semester</th>
<th>FIRST YEAR</th>
<th>Second Semester</th>
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<tbody>
<tr>
<td>*Engl. 109 or 111</td>
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<td>*Engl. 111 or 112</td>
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<tr>
<td>H. Ec. 101, Elem. Nutrition and Food Preparation</td>
<td>3</td>
<td>H. Ec. 102, Food Selection and Preparation</td>
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<tr>
<td>H. Ec. 103, Clothing construction</td>
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<td>H. Ec. 104, Clothing Construction</td>
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<td>Psych. 101, Intro. Psych.</td>
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<td>Biol. 245, Physiology and Anatomy of Man</td>
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<td>Chem. 101, College Chem.</td>
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<td>H. Ec. 201, Meal Planning and Service</td>
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<td>H. Ec. 202, Textiles</td>
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<td>P.E. 211</td>
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<td>H. Ec. 301, Nutrition and Dietetics</td>
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<td>Econ. 211, Principles of Econ., or 101 Intro. Soc.</td>
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<td>Speech 201, Speech for Business and Ind.</td>
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<td>H. Ec. 305, Child Care and Development</td>
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<td>***Electives</td>
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<td>15-17</td>
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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.

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Fourth Year</th>
<th>Second Semester</th>
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<tbody>
<tr>
<td>H. Ec. 305, Child Care and Development</td>
<td>H. Ec. 306, Interior Decoration</td>
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<tr>
<td>Educ. 353, Methods of Teaching</td>
<td>Educ. 358, Student Teaching</td>
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<tr>
<td>High School Subjects</td>
<td>Electives</td>
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<td>Educ. 357, Student Teaching</td>
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<td>15-16</td>
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<tr>
<td>*Electives</td>
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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 is required for membership in the American Dietetics Association, and may be taken any time after the first year.

<table>
<thead>
<tr>
<th>Fourth Year or Summer Session</th>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acc. 101</td>
<td>3</td>
<td>*H. Ec. 308, Institutional Management</td>
</tr>
<tr>
<td>*H. Ec. 307, Quantity Cookery</td>
<td>3</td>
<td>Electives</td>
</tr>
<tr>
<td>Psych. 251, Educ. Psych.</td>
<td>8-9</td>
<td></td>
</tr>
<tr>
<td>Electives</td>
<td>17-18</td>
<td></td>
</tr>
</tbody>
</table>

*Home Economics 307 and 308 are offered summers only.

Associate in Home Economics (Two-Year Program)

I. FOODS AND NUTRITION

Miss Killian, Adviser

<table>
<thead>
<tr>
<th>First Year</th>
<th>Second Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eng. 109 or 111, Composition</td>
<td>3</td>
</tr>
<tr>
<td>**Chem. 101 or 111 or 181</td>
<td>4-5</td>
</tr>
<tr>
<td>H. Ec. 101, Food Selection and Preparation</td>
<td>3</td>
</tr>
<tr>
<td>P.E. 111</td>
<td>1</td>
</tr>
<tr>
<td>Electives</td>
<td>3-4</td>
</tr>
<tr>
<td>14-16</td>
<td></td>
</tr>
</tbody>
</table>

**Engl. 111 or 112, Composition | 3 |

**Chem. 102 or 112 or 182 | 4-5 |

H. Ec. 102, Food Selection and Preparation | 3 |

P.E. 112 | 1 |

Electives | 3-5 |

14-17 | |
UNIVERSITY OF OMAHA

SECOND YEAR

H. Ec. 201, Meal Planning and Service .................. 3
Econ. 211, Principles of Econ. .................. 3
H. Ec. 301, Nutrition and Dietetics ............... 3
P.E. 211 ........................................... 6
Electives ............................................. 16

16

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

FIRST YEAR

First Semester

*Engl. 109 or 111, Composition .................. 3
H. Ec. 103, Clothing Construction ............. 3
P.E. 111 ........................................... 1
Electives ............................................. 8-9

15-16

Second Semester

*Engl. 111 or 112, Composition .................. 3
H. Ec. 104, Clothing Construction ............. 3
P.E. 112 ........................................... 1
Electives ............................................. 9-10

16-17

SECOND YEAR

H. Ec. 303, Advanced Clothing, or
H. Ec. 205, Costume Design ............... 3
H. Ec. 202, Textiles ......................... 3
P.E. 211 ........................................... 9-11
Electives ............................................. 16-18

16-17

Recommended electives: Home Economics 101, 102, 301, 302, 309, Accounting 101, Business 128, 351, and 356, 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

FIRST YEAR

First Semester

*Engl. 109 or 111, Composition .................. 3
H. Ec. 101, Food Selection and Preparation ............. 3
H. Ec. 105, Clothing Construction ............. 3
Psych. 101, Intro. to Psych. .................. 3
P.E. 111 ........................................... 1
Electives ............................................. 3

16

Second Semester

*Engl. 111 or 112, Composition .................. 3
H. Ec. 102, Food Selection and Preparation ............. 3
H. Ec. 104, Clothing Construction ............. 3
H. Ec. 306, Interior Decoration ............. 3
P.E. 112 ........................................... 1
Electives ............................................. 3

16

SECOND YEAR

H. Ec. 201, Meal Planning and Service ............. 3
H. Ec. 305, Child Care and Development ............. 3
Humanities, Soc. Sci., Natural Sci. ............. 5
P.E. 211 ........................................... 1
Electives ............................................. 4-5

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.
UNIVERSITY OF OMAHA

HOME ECONOMICS

101 Elementary Nutrition and Food Preparation
102 Food Selection and Preparation 101 prereq: to 102 or permission of instructor (I,II) each 3 hours
103 Clothing Construction
104 103 prerequisite to 104 or permission of instructor (I,II) each 3 hours
201 Meal Planning and Service Prereq: H. Ec. 102 or permission of instructor (I) 3 hours
202 Textiles (I) 3 hours
203 Non-Textiles (or Merchandise Information) (II) 3 hours
204 Home Management (II) 3 hours
205 Costume Design (II) 3 hours
209 Personality and Style (E) 3 hours
301 Nutrition and Dietetics Prereq: H. Ec. 102 or permission of instructor (I) 3 hours
302 Dietetics in Disease Prereq: H. Ec. 301 (II) 3 hours
303 Advanced Clothing Prereq: H. Ec. 104 or permission of instructor (I) 3 hours
304 Tailoring Prereq: H. Ec. 102 or permission of instructor (E) 3 hours
305 Child Care and Development (I) 3 hours
306 Interior Decoration (II) 3 hours
307 Quantity Cookery Prereq: H. Ec. 201 (S) 3 hours
308 Institutional Management Prereq: H. Ec. 102 and 201 or permission of instructor (S) 3 hours
309 Demonstration Techniques Prereq: H. Ec. 102 and 104 or permission of instructor (I) 3 hours
310 Experimental Cookery Prereq: H. Ec. 102 and Chem. 102 or permission of instructor (II) 3 hours
404 Advanced Tailoring Prereq: H. Ec. 304 or permission of instructor (II) 3 hours
406 Advanced Interior Decoration Prereq: H. Ec. 306 or permission of instructor (II) 3 hours

DEPARTMENT OF JOURNALISM

ASSOCIATE PROFESSORS McGRANAHA N, PETERSON (HEAD); INSTRUCTOR GRAHAM

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, Advisor

First Semester
First Year

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Journ. 101</td>
<td>Amer. Journ.</td>
<td>3</td>
</tr>
<tr>
<td>Journ. 115</td>
<td>News Writing</td>
<td>3</td>
</tr>
<tr>
<td>Engl. 109 or 111</td>
<td>Composition</td>
<td>3</td>
</tr>
<tr>
<td>Psych. 101</td>
<td>Intro. to Psych.</td>
<td>3</td>
</tr>
<tr>
<td>*Soc. Sci. or Humanities</td>
<td>3-5</td>
<td></td>
</tr>
<tr>
<td>P.E.</td>
<td></td>
<td>1</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>Journ. 116</td>
<td>News Editing</td>
<td>3</td>
</tr>
<tr>
<td>Engl. 111 or 112</td>
<td>Composition</td>
<td>3</td>
</tr>
<tr>
<td>*Soc. Sci. or Humanities</td>
<td>3-5</td>
<td></td>
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<tr>
<td>Psych.</td>
<td></td>
<td>3</td>
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</table>

Second Semester

<table>
<thead>
<tr>
<th>Course Code</th>
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<tbody>
<tr>
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<td></td>
<td>1</td>
</tr>
<tr>
<td>Electives</td>
<td></td>
<td>3</td>
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</tbody>
</table>

16-18
### UNIVERSITY OF OMAHA

#### TWO-YEAR PROGRAM IN JOURNALISM

**MR. PETERSON, Adviser**

<table>
<thead>
<tr>
<th>Program</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FIRST YEAR</strong></td>
<td></td>
</tr>
<tr>
<td><strong>First Semester</strong></td>
<td></td>
</tr>
<tr>
<td>Journ. 101, Amer. Journ.</td>
<td>3</td>
</tr>
<tr>
<td>* Journ. 115, News Writing</td>
<td>3</td>
</tr>
<tr>
<td>Humanities 101, or Soc. Sci. 101, or Natural Sci. 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>
</tr>
<tr>
<td>†P.E.</td>
<td>1</td>
</tr>
<tr>
<td>Electives</td>
<td>3-4</td>
</tr>
<tr>
<td><strong>Second Semester</strong></td>
<td></td>
</tr>
<tr>
<td>Journ. 116, News Editing</td>
<td>3</td>
</tr>
<tr>
<td>Humanities 102, or Soc. Sci. 102, or Natural Sci. 102, or 3-5 hrs. of courses within one of these fields</td>
<td>3-5</td>
</tr>
<tr>
<td>Eng. 111 or 112, Composition</td>
<td>3</td>
</tr>
<tr>
<td>†P.E.</td>
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<tr>
<td>Electives</td>
<td>3-4</td>
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<td><strong>Total Credits</strong></td>
<td>16-19</td>
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**SECOND YEAR**

<table>
<thead>
<tr>
<th>Program</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td><strong>First Semester</strong></td>
<td></td>
</tr>
<tr>
<td>Psych. 101, Intro. to Psych.</td>
<td>3</td>
</tr>
<tr>
<td>Journ. 211, Radio-TV News</td>
<td>3</td>
</tr>
<tr>
<td>Econ. 211, Principles of Econ.</td>
<td>3</td>
</tr>
<tr>
<td>Pol. Sci. 201 or Hist. 111</td>
<td>3</td>
</tr>
<tr>
<td>†P.E.</td>
<td>1</td>
</tr>
<tr>
<td>Electives</td>
<td>3-4</td>
</tr>
<tr>
<td><strong>Second Semester</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Psych.</strong></td>
<td>3</td>
</tr>
<tr>
<td>B.A. 336, Advertising</td>
<td>3</td>
</tr>
<tr>
<td>Econ. 212, Principles of Econ.</td>
<td>3</td>
</tr>
<tr>
<td>Pol. Sci. 204 or Hist. 112</td>
<td>3</td>
</tr>
<tr>
<td>†P.E.</td>
<td>1</td>
</tr>
<tr>
<td>Electives</td>
<td>3-4</td>
</tr>
<tr>
<td><strong>Total Credits</strong></td>
<td>16-17</td>
</tr>
</tbody>
</table>

**Notes:**
- Students may select Air Force ROTC.
- Students who are qualified to enter English 111 may enroll in News Writing concurrently.
- Six hours of psychology required, including Psych. 101.
- Six hours of psychology required, including Psych. 101.
- Suggested Electives: sociology, English, philosophy, speech, journalism.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Prerequisites</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>American Journalism and the Press Today</td>
<td></td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>115</td>
<td>News Writing and Reporting</td>
<td>Prereq: enrollment in Engl. 111, ability to type, or permission of instructor</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>116</td>
<td>News Editing and Makeup</td>
<td>Prereq: Journ. 115 or permission of instructor</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>201</td>
<td>Introduction to Mass Communications</td>
<td></td>
<td>(II,E) 3 hours</td>
</tr>
<tr>
<td>211</td>
<td>Radio and Television News Writing</td>
<td>Prereq: Journ. 115 or permission of instructor</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>227</td>
<td>Reporting of Public Affairs</td>
<td>Prereq: Journ. 115 or permission of instructor</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>245</td>
<td>Practical Journalism</td>
<td>Prereq: Journ. 115 or permission of instructor</td>
<td>(I,II) each 1 hour</td>
</tr>
<tr>
<td>246</td>
<td>Practical Journalism</td>
<td>Prereq: Journ. 115 or permission of instructor</td>
<td>(I,II) each 1 hour</td>
</tr>
<tr>
<td>311</td>
<td>Photography</td>
<td></td>
<td>(II,E) 3 hours</td>
</tr>
<tr>
<td>313</td>
<td>Advanced Photography</td>
<td>Prereq: Journ. 311 or permission of instructor</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>325</td>
<td>Typography</td>
<td></td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>335</td>
<td>Journalism Internship Program</td>
<td>Prereq: permission of instructor</td>
<td>(I,II) 2-3 hours</td>
</tr>
<tr>
<td>340</td>
<td>Mass Communications</td>
<td>Prereq: junior standing</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>341</td>
<td>Communications Law and Management</td>
<td>Prereq: Journ. 116 or permission of instructor</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>350</td>
<td>Industrial Publication Editing</td>
<td>Prereq: Journ. 115 or permission of instructor</td>
<td>(E) 3 hours</td>
</tr>
<tr>
<td>362</td>
<td>Advertising Copywriting and Layout</td>
<td>Prereq: B.A. 336 or permission of instructor</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>401</td>
<td>Seminar in Mass Communications</td>
<td>Prereq: senior standing</td>
<td>(I,II) each 3 hours</td>
</tr>
<tr>
<td>402</td>
<td>Public Relations</td>
<td>Prereq: Psych. 101 or permission of instructor</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>424</td>
<td>Publicity Methods</td>
<td></td>
<td>(E) 3 hours</td>
</tr>
<tr>
<td>443</td>
<td>World Communications</td>
<td>Prereq: senior standing or permission of instructor</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>445</td>
<td>Practical Journalism</td>
<td>Prerequisite: Journ. 346 or permission of instructor</td>
<td>(I,II) each 2 hours</td>
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</tbody>
</table>
DEPARTMENT OF MILITARY SCIENCE

This degree program is open to 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. The last 24 hours must be carried in residence at the University of Omaha.

DEGREE REQUIREMENTS

Bachelor of Science in Military Science

Mr. Helmstadter, Adviser

<table>
<thead>
<tr>
<th>FIRST YEAR</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester</td>
<td>*Engl. 109 or 111, Composition 3</td>
</tr>
<tr>
<td>Math. 111, Algebra 3</td>
<td>Math. 112, Trigonometry 3</td>
</tr>
<tr>
<td>Engrg. 121, Engg. Drawing 3</td>
<td>Engrg. 200, Surveying 3</td>
</tr>
<tr>
<td>Foreign Lang. or equiv. 3</td>
<td>*Speech 201, Speech for Business and Industry 3</td>
</tr>
<tr>
<td>**Milit. Sci. 101 2</td>
<td>Foreign Lang. or equiv. 3</td>
</tr>
<tr>
<td>**P.E. 1</td>
<td>**Milit. Sci. 102 2</td>
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<td></td>
<td>**P.E. 1</td>
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<tr>
<td></td>
<td>15</td>
</tr>
<tr>
<td>Econ. 211, Principles of Econ. 3</td>
<td>Econ. 212, Principles of Econ. 3</td>
</tr>
<tr>
<td>Phys. 111, or other science 4-3</td>
<td>Phys. 112, or other science 4-3</td>
</tr>
<tr>
<td>Hist. 111, Amer. Hist. 3</td>
<td>Hist. 112, Amer. Hist. 3</td>
</tr>
<tr>
<td>Soc. 101, General Soc. 3</td>
<td>†Milit. Sci. 206, Milit. Leadership 3</td>
</tr>
<tr>
<td>**Milit. Sci. 201 2</td>
<td>**Milit. Sci. 202 2</td>
</tr>
<tr>
<td>**P.E. 1</td>
<td>**P.E. 1</td>
</tr>
<tr>
<td></td>
<td>19-18</td>
</tr>
<tr>
<td>B.A. 349, Intro. to Management, or B.A. 355, Office Management and Control 3</td>
<td>B.A. 351, Personnel Management 3</td>
</tr>
<tr>
<td>**Milit. Sci. 301, Supply Logistics 3</td>
<td>**Milit. Sci. 302, Administration and Air Operations 3</td>
</tr>
<tr>
<td>Electives (200, or 300 courses) 6</td>
<td>Electives (200, or 300 courses) 6</td>
</tr>
<tr>
<td></td>
<td>15</td>
</tr>
<tr>
<td>**Milit. Sci. 401, Advanced Administration 3</td>
<td>**Milit. Sci. 402, Staff Functions 3</td>
</tr>
<tr>
<td>Electives (300, or 400 courses) 9</td>
<td>Electives (300, or 400 courses) 9</td>
</tr>
<tr>
<td></td>
<td>15</td>
</tr>
</tbody>
</table>

**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.
# UNIVERSITY OF OMAHA

## DEPARTMENT OF NURSING AND MEDICAL TECHNOLOGY

### DEGREE REQUIREMENTS

**Bachelor of Science in Nursing**

**MISS PATACH, Adviser**

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 nursing program and a two-year course of study in an accredited university.

First-year courses (University) completed as part of the three-year basic nursing program do not substitute for any part of the two-year course of study outlined below. All students must meet the entrance requirements and maintain an average grade of "C" (2.00) or above.

Students must complete the minimum program of 64 college hours outlined below for the degree of Bachelor of Science in Nursing if they follow the three-year hospital, two-year University plan.

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psych. ..........</td>
<td>Psych. ..........</td>
</tr>
<tr>
<td>Engl. 109 or 111, Composition</td>
<td>Engl. 111 or 112, Composition</td>
</tr>
<tr>
<td>Chem. 101, College Chem.</td>
<td>Chem. 102, College Chem.</td>
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<tr>
<td>P.E. .............</td>
<td>P.E. .............</td>
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<tr>
<td><strong>Humanities</strong></td>
<td><strong>Humanities</strong></td>
</tr>
<tr>
<td><strong>Soc. 101</strong></td>
<td><strong>Soc. 251</strong></td>
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<tr>
<td><strong>P.E.</strong></td>
<td><strong>P.E.</strong></td>
</tr>
<tr>
<td><strong>Electives</strong></td>
<td><strong>Electives</strong></td>
</tr>
</tbody>
</table>

|FIRST YEAR| 3 | 3 |
|SECOND YEAR| 15 | 15 |

*Electives may be substituted if proficiency is established by examination.  
**Other chemistry courses may be substituted if desired.

Suggested electives: Religion 111 and 112, physiology, additional chemistry, typing, literature, philosophy, foreign language, nursing education, and psychology.

†May include Natural Science 102 — General Biology.

### DEGREE REQUIREMENTS

**Bachelor of Science in Medical Technology**

**MR. BUSCH, 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 program of 96 college hours. Thirty of the last 36 hours must be taken at the University of Omaha. The three-year program is as follows:

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psych. ..........</td>
<td>Psych. ..........</td>
</tr>
<tr>
<td>Engl. 109 or 111, Composition</td>
<td>Engl. 111 or 112, Composition</td>
</tr>
<tr>
<td>Chem. 101, College Chem.</td>
<td>Chem. 102, College Chem.</td>
</tr>
<tr>
<td>P.E. .............</td>
<td>P.E. .............</td>
</tr>
<tr>
<td><strong>Humanities</strong></td>
<td><strong>Humanities</strong></td>
</tr>
<tr>
<td><strong>Soc. 101</strong></td>
<td><strong>Soc. 251</strong></td>
</tr>
<tr>
<td><strong>P.E.</strong></td>
<td><strong>P.E.</strong></td>
</tr>
<tr>
<td><strong>Electives</strong></td>
<td><strong>Electives</strong></td>
</tr>
</tbody>
</table>

|FIRST YEAR| 3 | 3 |
|SECOND YEAR| 15 | 15 |
### SCHEDULE OF COURSE REQUIREMENTS FOR MEDICAL TECHNOLOGY

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chem. 111 or 181, Gen.</td>
<td>Chem. 112 or 182, Gen.</td>
</tr>
<tr>
<td>Math. 111, Algebra</td>
<td>Eng. 111 or 112, Comp.</td>
</tr>
<tr>
<td>Engl. 109 or 111, Comp.</td>
<td>Psych. 101, Intro. to Psych.</td>
</tr>
<tr>
<td>P.E.</td>
<td>P.E.</td>
</tr>
<tr>
<td><strong>15</strong></td>
<td><strong>13</strong></td>
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<table>
<thead>
<tr>
<th>SECOND YEAR</th>
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<tbody>
<tr>
<td>Biol. 153, Botany</td>
</tr>
<tr>
<td>Biol. 325, Genetics</td>
</tr>
<tr>
<td>P.E.</td>
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<tr>
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<tr>
<th>THIRD YEAR</th>
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<tbody>
<tr>
<td>Biol. 351, Histology</td>
</tr>
<tr>
<td>Biol. 353, Microtechnique</td>
</tr>
<tr>
<td>Phys. 111, Phys.</td>
</tr>
<tr>
<td>Humanities</td>
</tr>
<tr>
<td>Electives</td>
</tr>
<tr>
<td><strong>17</strong></td>
</tr>
</tbody>
</table>

**Quantitative Analysis, Chemistry 211, 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.

- **University Studies Orientation** (I, II) 1 hour
- **Reading Improvement** (I, II) 1 hour
- **Basic Course in Communication Skills** (English) (I, II) 3 hours

### UNIVERSITY STUDIES DIVISION

**Mr. Helmstadter, Mr. Ackerman, Advisers**

The University Studies Division was established beginning in 1962-63. The Division provides counseling and programs for students who have certain academic and scholastic deficiencies; who are undecided as to their educational objectives; and those who have special interests not served by a degree program.

Counselors provide continuous advisement as to course selection, occupational information, and other problems and concerns.

Students who decide upon either a two-year associate title or a degree program and who meet qualifications to enter the academic college of their choice may transfer at the end of any semester.
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, Nursing Education, 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, Special Education, and Nursing 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 Test.

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 (1) must 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 an accumulative 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 an accumulative 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 an accumulative 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 in the Colleges of Liberal Arts, Applied Arts, or Business Administration at the University of Omaha may be admitted to the teacher education program by complying with the requirements as listed above.

A student who is earning a degree in the College of Adult Education is not eligible for admission to the teacher education program.

5. Permission to continue in the program — On the completion of Education 201 and 205 (Education 207 and Psychology 251 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 all professional education courses. All grades reported by the faculty to the Registrar becomes 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 candidate for the degree must attain in his academic major and teaching fields a grade of at least "C" in as many credit hours of work as the minimum number required. A secondary education major must have a grade point average of "C+" in his major 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. Those who are excused from both English 111 and 112 shall take English 115.

9. General Education — In each of the divisions — Humanities, Natural Sciences, and Social Sciences — the requirement is 10 credit hours in survey courses, or 12 credit hours in departmental courses, of which not more than eight may be from a single department in the division. Each five semester hours of credit in a survey course may be presented in lieu of six credit hours in departmental courses in the division. Students in elementary education must take Natural Sciences 101 and 102 (exceptions by permission of head of department). The three divisions include the departments listed below.

Humanities — Art, English, foreign languages, music (except laboratory courses), philosophy, religion, and speech. (English 109, 111, 112, 115, may not be used to meet any part of this requirement. A student who presents two semesters of a foreign language may count eight credit hours toward this requirement.)

Natural Sciences — Biology, chemistry, Geography 254, mathematics, and physics.

Social Sciences — Economics, geography (except Geography 254), history, political science, psychology, and sociology.

10. Majors and Teaching Fields — Each candidate must complete a major in Education consisting of courses specifically required by the College and a choice of others designated as appropriate. In addition to the major in Education, each student must complete an academic major which may be a departmental major or a divisional major.

Elementary Education — All students are required to present a divisional major or a departmental major.

Secondary Education — All students must present at least two teaching fields, one of which may consist of a departmental major, as
outlined by the academic department concerned. It is recommended that 50 per cent of required hours for teaching fields be in upper division courses.

11. Approval of departmental majors and teaching fields — Each student working for certification in secondary education must have his departmental major and teaching fields and the courses included in them approved by the head of each department concerned and the Education adviser. Each semester the student must obtain the approval of the heads of departments involved before presenting his program card for approval by the Dean of the College.

DEGREE REQUIREMENTS

Bachelor of Science in Education

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

2. Basic courses — The candidate must present credit in the basic courses, Education 201 and 205 (Education 207 and Psychology 251 may be substituted for Education 205). Psychology 251 may be used in meeting requirements 1, 4, or 5.* These courses must be taken prior to the courses listed in paragraph 3 (below).

3. Major fields in Education — In one of the three fields — kindergarten-primary education, intermediate-upper grade education, and secondary education — the candidate must complete a major consisting of specified courses as follows:

   Kindergarten-Primary — Education 301, 331, 332, 333, 334, **337, and three courses selected from Art Education 330 or 336, Music Education 251, Physical Education 335, Library Science 373, Special Education 441, 462.

   Intermediate-Upper — Education 301, 341, 342, 343, 344, **337, and three courses selected from Art Education 330 or 336, Music Education 251, Physical Education 336, Library Science 373, Special Education 441, 462.

   Secondary — Education †351, 353, 357, 358.

4. Divisional majors — Candidates who choose majors in Elementary Education, must present either a departmental major in one of the fields in paragraph 5 (below) or a divisional major consisting of at least 18 credit hours of work in courses bearing numbers above 200, at least 12 of which must bear numbers above 300, and all of which must be contained within one of the three divisions, Humanities, Natural Sciences, or Social Sciences.

†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 337.

*Courses used to meet general requirements may not be used in the divisional major or the departmental major.
A divisional major shall include at least three subject fields in the division with not more than nine credit hours in any one field.

5. Departmental majors — Students who expect to major in secondary education or to qualify for a secondary school certificate must complete a departmental major in addition to the secondary education major. Students must have at least two teaching fields, one of which preferably should be his departmental major. In case the departmental major is not a teaching field, students must qualify in an additional teaching field (see 6 below). A departmental major consists of work completed in accordance with the requirements of the faculties of the respective departments concerned. The departmental majors are: Art, biology, business administration, chemistry, *core-program (junior high school), economics, English, French, geography, German, history, home economics, industrial arts, journalism, library science, mathematics, military science, music, physical education for men, physical education for women, physics, political science, psychology, science, secretarial science, social studies, sociology, Spanish, special education, and speech.

6. Teaching fields include: Art, biology, business administration, chemistry, English, French, geography, German, history, home economics, industrial arts, 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.

7. 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.

8. Maximum hour limits—A candidate may not count toward graduation a total of more than 40 semester hours of credit in professional education or in any of the fields named in requirements 4, 5, and 6.

9. 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.

*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.
- Students may take no more than three courses in professional education in any one semester.
- Either Education 331 or 332 must be taken prior to Education 333-334; either Education 341 or 342 must be taken prior to Education 343-344; and Education 351 or Education 494 must be taken prior to Education 357-358.
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 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. Each credit hour requires four hours of student teaching per week per semester.

Only one course in student teaching may be taken in any one semester.

A grade point average of at least 2.0 in Education and in the subjects to be taught is required for a student to be admitted to student teaching, except that a student in secondary education must have a grade point average of 2.5 in his major teaching field.

No student may take student teaching unless he has previously taken at least six 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 in the Colleges of Liberal Arts, Applied Arts, or Business Administration in the University of Omaha may qualify for a secondary school certificate by meeting the General Requirements, pages 77-79, paragraph No. 4, No. 5, No. 6, No. 9, No. 10, and No. 11.

Students who are earning a degree in the College of Adult Education may not qualify for teacher certification.

Students outside the teacher education program are eligible to take the following courses: Audio-Visual Materials in Education; Principles of Adult Education; Adult Group Leadership.
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
- **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, 63-64).

Courses offered by other colleges which are acceptable toward degrees in the College of Teacher Education are outlined on page 137.

**FOUNDATION AND GENERAL COURSES**

**Professor Dunn (Head); Associate Professor Snarr; Assistant Professors Hlavac, Scriven, Tabor; Instructors Ackerman, Pullen; Assistant Instructor Harsh**

### Professional Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Prerequisite(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>201</td>
<td>Introduction to Teaching</td>
<td>(I,II,E,S) 3 hours</td>
<td></td>
</tr>
<tr>
<td>205</td>
<td>Human Growth and Learning</td>
<td>(I,II) 5 hours</td>
<td></td>
</tr>
<tr>
<td>207</td>
<td>Human Growth and Development</td>
<td>(I,II,E,S) 3 hours</td>
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### Courses open to students outside teacher education

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>300</td>
<td>Special Studies</td>
<td>(I,II,E,S) 1-3 hours</td>
<td>Conducted as short course, seminar, workshop, or special project. Credit in workshop limited to 10 hours; in special project, 3 hours.</td>
</tr>
<tr>
<td>476</td>
<td>College Business Management</td>
<td>(S) 2 hours</td>
<td></td>
</tr>
<tr>
<td>481</td>
<td>Principles of Adult Education</td>
<td>(E,S) 3 hours</td>
<td></td>
</tr>
<tr>
<td>482</td>
<td>Adult Group Leadership</td>
<td>(E,S) 3 hours</td>
<td></td>
</tr>
<tr>
<td>486</td>
<td>Audio-Visual Materials in Education</td>
<td>(E,S) 3 hours</td>
<td>Prereq: Educ. 205 or Psych. 251</td>
</tr>
<tr>
<td>487</td>
<td>Audio-Visual Aids Production</td>
<td>(E,S) 3 hours</td>
<td>Prereq: Educ. 486</td>
</tr>
</tbody>
</table>
UNIVERSITY OF OMAHA

ELEMENTARY EDUCATION
Professor Bethel (Head); Associate Professors Tredway, Sollenberger; Assistant Professor Tabor; Instructor Ackerman

301 Health and Safety Education ................................ (I,II,E,S) 2 or 3 hours
330 In-Service Supervised Teaching
Prereq: permission of department head ................................ (I,II) 3 hours
331 Methods and Materials in Kindergarten-Primary Grades (K-3):
Arithmetic and Sci. Prereq: Educ. 205 or Psych. 251 ............... (II) 5 hours
332 Methods and Materials in Kindergarten-Primary Grades (K-3):
Lang. Arts (including Reading) and Social Studies
Prereq: Educ. 205 or Psych. 251 ........................................ (I) 5 hours
333 Beginning Student Teaching in Kindergarten-Primary Grades (K-3):
Prereq: permission of department head ................................. (I,II) 5 hours
334 Advanced Student Teaching in Kindergarten-Primary Grades (K-3):
Prereq: permission of department head ................................. (I,II) 3 or 5 hours
337 Literature for Children Prereq: Educ. 205 or Psych. 251 .... (I,II) 3 hours
341 Methods and Materials in Intermediate-Upper Grades (4-8):
Arithmetic and Sci. Prereq: Educ. 205 or Psych. 251 ............. (II) 5 hours
342 Methods and Materials in Intermediate-Upper Grades (4-8):
Lang. Arts (including Reading) and Social Studies
Prereq: Educ. 205 or Psych. 251 ........................................ (I) 5 hours
343 Beginning Student Teaching Intermediate-Upper Grades (4-8):
Prereq: permission of department head ................................ (I,II) 5 hours
344 Advanced Student Teaching in Intermediate-Upper Grades (4-8):
Prereq: permission of department head ................................. (I,II) 3 or 5 hours

SECONDARY EDUCATION
Professor Kennedy (Head); Associate Professor McKinney; Assistant Professors Hlavac, Jones; Instructor Hanna

302 Health and Safety Education in the Secondary Schools ........................................... (I,II,E,S) 2-3 hours
351 Teaching in Secondary Schools Prereq: permission of department head. (Educ. 397 taken at same time) ............... (I,II,S) 5 hours
353 Special Methods in Teaching High School Subjects (Taken in conjunction with Educ. 357) Prereq: Educ. 351 ....................... (I,II) 2 hours
357 Beginning Student Teaching in Secondary Schools Prereq: Educ. 351 ................................. (I,II) 3-5 hours
358 Advanced Student Teaching in Secondary Schools Prereq: Educ. 357 ................................ (I,II) 3-5 hours
494 The Junior High School Prereq: permission of department head ........................................... (E,S) 3 hours
PHYSICAL EDUCATION FOR MEN
ASSOCIATE PROFESSOR YELKIN; ASSISTANT PROFESSOR R. GORMAN (HEAD)
GORR; INSTRUCTORS CANIGLIA, CARDWELL, FISCHER, KURTH, WATCHORN

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
14
211 Beginning Swimming ...................................................... (I,II) 1 hour
212 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), 336,
493, 422, 463; Nat. Sci. 101, 102; Biol. 245. 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.) ............... (II) 2 hours
217 Wrestling Coaching Theory and Practice (Lab.) ................. (I,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. 245 ............... (II) 3 hours
314 Sports Officiating Prereq: for P.E. majors of junior standing .... (I) 3 hours

PHYSICAL EDUCATION FOR WOMEN
ASSISTANT PROFESSOR EBERT (HEAD); INSTRUCTORS PETERSON, WOLFF

SERVICE COURSES FOR ALL STUDENTS
111 General Physical Education ............................................. (I,II) each 1 hour
112
113 Restricted Physical Education .......................................... (I,II) each 1 hour
14
211 Intermediate Physical Education ...................................... (I,II) each 1 hour
212
221 Recreational Activities (individual sports and
222 beginning swim) ....................................................... (I,II) each 1 hour
COURSES FOR PHYSICAL EDUCATION MAJORS

All physical education majors must complete 35 credit hours in physical education courses of which 18 hours must be in courses numbered 300 and above. Biology 245 is a prerequisite for Physical Education 315 and 463. The following courses are required of all women majors: 111, 112, or *211, *212, 223 and one 200 activity course, 143, 247, 248, 304, 312, 315, 321, 335 or 336, 422, 463, 493. One semester of swimming is required or demonstration of proficiency.

247 Techniques of Teaching Sports I (May be used with P.E. 248 by P.E. majors to meet requirements for Special Methods in High School Subjects)
Prereq: P.E. 222 .................................................................. (I) 3 hours

248 Techniques of Teaching Sports II (May be used with P.E. 247 by P.E. majors to meet requirements for Special Methods in High School Subjects)
Prereq: P.E. 247 .................................................................. (II) 3 hours

312 Methods in Dance Prereq: P.E. 223 ........................................ (II,63-64) 2 hours

313 Sports Officiating I Prereq: permission of instructor ........... (I,64-65) 1 hour

314 Sports Officiating II Prereq: permission of instructor .......... (II,64-65) 1 hour

315 Physical Diagnosis and Corrective Prereq: Biol. 245 .......... (I,64-65) 3 hours

COURSES FOR MEN AND WOMEN

143 History and Introduction of Physical Education ................. (I) 3 hours

213 Intermediate Swimming Prereq: P.E. 111, 112, and ability to swim in deep water ........................................... (I) 1 hour

214 Senior Life Saving and Water Safety Prereq: P.E. 213, or equivalent swimming skills to swim 16 laps of 60-foot pool ...... (II) 1 hour

223 Beginning Modern Dance Prereq: P.E. 111 and 112 .......... (I) 1 hour

224 Intermediate Modern Dance Prereq: P.E. 223 ................. (II) 1 hour

225 Advanced Modern Dance Prereq: P.E. 224 ....................... (I,II) 1 hour

227 Beginning Ballroom Dancing Prereq: P.E. 111, 112 .......... (I) 1 hour

228 Square and Folk Dancing Prereq: P.E. 111, 112 ............... (II) 1 hour

229 Advanced Ballroom Dancing Prereq: P.E. 111, 112 ............ (I,II) 1 hour

304 First Aid Prereq: junior standing or permission of instructor ......................................................... (I,63-64) 2 hours

318 Camp Leadership Prereq: P.E. majors or permission of instructor ................................................................. (II,64-65) 3 hours

321 Rhythmic Activities and Folk Dancing Prereq: P.E. 111, 112 .. (I) 3 hours

322 Recreation Education Prereq: permission of instructor .......... (I) 3 hours

324 Recreational Leadership ..................................................... (II) 3 hours

335 Physical Education in the Elementary School (Kindergarten-Primary) ......................................................... (I) 3 hours

336 Physical Education in the Elementary School (Intermediate-Upper) ................................................................. (II) 3 hours

347 Organization and Administration of Athletics Intramurals Prereq: junior or senior standing ................................... (II) 3 hours

422 Organization and Administration of Physical Education and Intramurals Prereq: junior or senior standing .............. (II) 3 hours

424 Organization and Administration of Recreation .................... (II) 3 hours

463 Kinesiology and Correctives Prereq: Biol. 245 .................. (I) 3 hours

493 Measurement and Evaluation in Physical Education Prereq: permission of instructor ............................................ (II) 3 hours

497 Problems in Physical Education Prereq: permission of Dean . (S) 3 hours

*Recommended for majors
The Department of Library Science provides undergraduate training for students who wish to qualify as teacher librarians or as school librarians. The program is designed to meet the standards of the North Central Association for school libraries. School librarians must meet requirements for teacher certification.

Recommended programs in library science:
North Central Requirements (minimum): 373, 374 or 371
Minor in Library Science (18 hours): 337, 371, 373, 374, 375, 376 or 377
Major in Library Science: 24 hours, including 357

337 Literature for Children Prereq: Educ. 205 or Psych. 251 (I,II) 3 hours
357 Practice Work in the School Library Prereq: completion of a minor in Lib. Sci. (I,II) 3 hours
371 Introduction to Reference Work (E,S) 3 hours
373 The School Library (E,S) 3 hours
374 Cataloging and Classification I (E,S) 3 hours
375 Reading and Book Selection for Young People (E,S) 3 hours
376 Cataloging and Classification II (E) 3 hours
377 Reference and Bibliography Prereq: Lib. Sci. 371 (I,II) 3 hours

486 Audio-Visual Materials in Education Prereq: Educ. 205 or Psych. 251 or permission of instructor (I,S) 3 hours

499 Special Problems Prereq: 12 hours in Lib. Sci. (II,S) 3 hours

NURSING EDUCATION
Miss Patach, Adviser

290 Introduction to Professional Nursing (E) 3 hours
391 Introduction to Nursing Education (E) 3 hours
392 Principles and Methods of Teaching in Schools of Nursing Prereq: N. E. 391 (E) 3 hours
393 Teaching Fundamentals of Nursing Prereq: N. E. 392 (E) 3 hours
394 Teaching Nursing in the Clinical Field Prereq: N. E. 392 (E) 3 hours
395 Student Teaching in Nursing Prereq: N. E. 394 (E) 3 hours
396 Fundamentals of Supervision in Nursing (E) 3 hours
A major in Special Education consists of 21 semester hours composed of courses selected from this and/or other departments of the University. Students may prepare for teaching the deaf and hard of hearing, the mentally retarded, the physically handicapped, and the speech handicapped.

<table>
<thead>
<tr>
<th>Course</th>
<th>Prerequisites</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>History, Education and Guidance of the Deaf</td>
<td>(I,II) 2 hours</td>
<td></td>
</tr>
<tr>
<td>Teaching of Speech to the Deaf I</td>
<td>Educ. 205 or Psych. 251</td>
<td>(I) 2-3 hours</td>
</tr>
<tr>
<td>Teaching of Speech to the Deaf II</td>
<td>Educ. 205 or Psych. 251</td>
<td>(II) 2-3 hours</td>
</tr>
<tr>
<td>Teaching of Language to the Deaf I</td>
<td>Educ. 205 or Psych. 251</td>
<td>(I) 2-3 hours</td>
</tr>
<tr>
<td>Teaching of Language to the Deaf II</td>
<td>Educ. 205 or Psych. 251</td>
<td>(II) 2 or 3 hours</td>
</tr>
<tr>
<td>Observations and Student Teaching</td>
<td>Permission of instructor</td>
<td>(I,II) 3-6 hours</td>
</tr>
<tr>
<td>Methods of Teaching Speech Reading to the Deaf</td>
<td>Permission of instructor</td>
<td>(II) 2 hours</td>
</tr>
<tr>
<td>Teaching Elementary Subjects to the Deaf I</td>
<td>Permission of instructor</td>
<td>(I) 2 hours</td>
</tr>
<tr>
<td>Teaching Elementary Subjects to the Deaf II</td>
<td>Permission of instructor</td>
<td>(II) 2 hours</td>
</tr>
<tr>
<td>Hearing Tests and Auditory Training</td>
<td>Permission of instructor</td>
<td>(II) 2 hours</td>
</tr>
<tr>
<td>Auditory and Speech Mechanisms</td>
<td>Permission of instructor</td>
<td>(I) 2 hours</td>
</tr>
<tr>
<td>Speech Development and Correction</td>
<td>Junior standing</td>
<td>(I,S) 3 hours</td>
</tr>
<tr>
<td>Psychology of Speech</td>
<td>Junior standing</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>Speech Pathology: Voice and Artic</td>
<td>Junior standing</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>Speech Pathology: Rhythm and Symbol</td>
<td></td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>Speech Evaluation: Methods and Practicum</td>
<td>Junior standing</td>
<td>3 hours</td>
</tr>
<tr>
<td>Neurophysiology of Speech Handicapped</td>
<td>Junior standing</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>Measurement of Hearing</td>
<td>Junior standing</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>Measurement of Hearing-Advanced</td>
<td></td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>Practicum in Speech Correction</td>
<td>Permission of instructor</td>
<td>(I,II) Beginners 1-2 hours</td>
</tr>
<tr>
<td>Practicum in Speech Correction</td>
<td>Permission of instructor</td>
<td>(I,II) Advanced 1-2 hours</td>
</tr>
<tr>
<td>Teaching the Exceptional Child</td>
<td>Junior standing; 205 or Psych. 251</td>
<td>(II) 3 hours</td>
</tr>
<tr>
<td>Teaching the Trainable Child</td>
<td>Junior standing; 205 or Psych. 251</td>
<td>(I) 3 hours</td>
</tr>
<tr>
<td>Teaching the Educable Retarded</td>
<td>Junior standing; 205 or Psych. 251</td>
<td>(II) 3 hours</td>
</tr>
</tbody>
</table>
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: A scholarship of $100 has been provided by the Nebraska Society of Certified Public Accountants which is available to a 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 of $200 has been established for a junior or senior student enrolled in one of the approved curricula of the College of Business Administration.

General: Students interested in the general business curriculum in the College of Business Administration may apply for one of the two Louis Kavan Scholarships which carry a value of $100 each.

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 National Association of License Law Officials has established the William F. Swanson Scholarship of $300 which is available to a regularly enrolled student satisfactorily pursuing an academic program in the field of real estate.
Real Estate: The Omaha Real Estate Board has established two scholarships of $100 each for one year 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. This scholarship is available to junior students who are specializing in real estate.

Real Estate Appraisal: The Nebraska Chapter No. 23 of the American Institute of Real Estate Appraisers has established a scholarship of $100 to be given to the student majoring in real estate whose work in the Real Estate Appraisal course is of exceptional quality.

Real Estate Finance: The Nebraska Mortgage Association has established two scholarships of $100 each. These scholarships are available to students majoring in real estate whose work in the Real Estate Finance course is of superior quality.

Retailing: The Associated Retailers of Omaha have made available five scholarships of $250 each to entering freshmen with good high school records who are interested in a career in Retailing. Seven additional scholarships of $250 each are available to sophomores, juniors, and seniors. These scholarships are renewable.

Retailing: Six 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 $200 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.

General: The Wall Street Journal Award of a medallion and subscription to the Wall Street Journal is available to an outstanding senior.
**Insurance:** The Omaha Chapter of the American Society of Chartered Life Underwriters has made available an award in the amount of the current fees required to sit for one part of the life underwriters certification program.

**Insurance:** The Northwestern Mutual Life Insurance Company has established an award in life insurance of $25 to recognize a student who exhibits interest and outstanding ability in the field of life insurance.

**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.

**Urban Land Uses and 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 Urban Land Uses and 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 24); 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.

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.

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, 115, 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.

At least 40 per cent of the total hours required for the bachelor's degree must be taken in courses 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 must be taken in subjects other than business and economics; however, economic principles and economic history may be included in either the business or non-business hours required.
### Bachelor of Science in Business Administration

**For advisor see area of specialization**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>First Year</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acc. 101, Elem. Acc.</td>
<td>3</td>
<td>Acc. 102, Elem. Acc.</td>
</tr>
<tr>
<td>B.A. 128, Intro. to Business</td>
<td>3</td>
<td>Math. 111, Algebra</td>
</tr>
<tr>
<td>Psych. 101, Intro. to Psych.</td>
<td>3</td>
<td>Soc. 101, Intro. Sociology</td>
</tr>
<tr>
<td>Engl. 111, Composition</td>
<td>3</td>
<td>Engl. 112, Composition</td>
</tr>
<tr>
<td>†P.E.</td>
<td>1</td>
<td>†P.E.</td>
</tr>
<tr>
<td>Electives</td>
<td>2</td>
<td>Electives</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>15</strong></td>
<td><strong>Total</strong></td>
</tr>
</tbody>
</table>

| Second Year | | |
|--------------|--------------|
| Econ. 211, Principles of Econ. | 3 | Econ. 212, Principles of Econ. | 3 |
| *Humanities | 3 | *Humanities | 3 |
| *Natural Sci. or Soc. Sci. | 3 | *Natural Sci. or Soc. Sci. | 3 |
| Speech 201, Speech for Business and Ind. | 3 | †P.E. | 1 |
| Electives | 3 | Electives | 5 |
| **Total** | **15** | **Total** | **16** |

| Third Year | | |
|------------|-------------|
| B.A. 323, Business Law | 3 | B.A. 324, Business Law | 3 |
| B.A. 325, Corporation Finance | 3 | B.A. 313, Intro. to Statistics | 3 |
| B.A. 349, Principles of Management | 3 | B.A. 351, Personnel Organization and Management | 3 |
| B.A. 319, Business Communications and Reports | 2 | B.A. 320, Business Communications and Reports | 2 |
| B.A. 331, Marketing | 3 | **Specialization Elective** | 3 |
| Electives | 2 | Electives | 3 |
| **Total** | **17** | **Total** | **17** |

| Fourth Year | | |
|-------------|--------------|
| B.A. 446, Gov. and Business | 3 | B.A. 425, Business Cycles | 3 |
| Econ. 311, Money and Banking | 3 | B.A. 448, Business Policy and Administration | 3 |
| **Specialization Electives** | 6 | **Specialization Electives** | 6 |
| Electives | 3 | Electives | 3 |
| **Total** | **15** | **Total** | **15** |

†Students may elect Air Force ROTC.

*With the assistance of his adviser, the student will select appropriate courses from these divisions.

**The student will consult with his major adviser in planning an area of professional specialization.

### AREAS OF PROFESSIONAL SPECIALIZATION

Upon completion of freshman requirements, the student will consult with his counselor about the selection of an area of specialization and the appointment of 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 major adviser, an area of specialization of 15 or more credit hours to be completed in the third and fourth years.

Throughout the program of study the student should make a reasonable selection of courses from the offerings of other Colleges in the University to provide for a balanced program.
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.

By a proper selection of electives, 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:

**SECOND YEAR**
- Acc. 201, Intermediate Acc. ..... 3
- Acc. 202, Intermediate Acc. ..... 3

**THIRD YEAR**
- Acc. 301, Advanced Acc. ..... 3
- Acc. 305, Cost. Acc. ..... 3
- Acc. 306, Cost. Acc. ..... 3

**FOURTH YEAR**
- Acc. 407, Income Tax Acc. ..... 3
- Acc. 408, Auditing ..... 3

**RECOMMENDED ELECTIVES IN ACCOUNTING**
- Acc. 307, Governmental Acc.
- Acc. 410, Budgetary Control
- 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. 201, Intermediate Acc.
- B.A. 334, Credits and Collections
- B.A., 344, Real Estate Principles and Practices
- B.A. 360, Transportation Principles
- B.A. 371, General Insurance
- B.A. 372, Life Insurance
- Acc. 410, Budgetary Control
- B.A. 440, Real Estate Finance
- Econ. 314, Public Finance

**INDUSTRIAL MANAGEMENT**

Mr. Hill, Adviser

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
- B.A. 438, Ind. Purchasing and Materials Control .......... 3
- B.A. 405 Production Management ..... 3

### RECOMMENDED ELECTIVES
- Acc. 410, Budgetary Control
- Econ. 318, Collective Bargaining
- Acc. 306, Cost Acc.
- B.A. 404, Human Resources and Management
- B.A. 402, Supervisory Management
- B.A. 376, Social Insurance
- B.A. 432, Sales Management
- B.A. 438, Ind. Purchasing and Materials Control

### 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. 372, Life Insurance .......... 3
- B.A. 374, Property and Casualty Insurance Elective .......... 3

### FOURTH YEAR
- B.A. 376, Social Insurance ...... 3
- B.A. 374, Property and Casualty Insurance .......... 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
- 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:

### THIRD YEAR
- B.A. 331, Marketing .......... 3
- B.A. 334, Credits and Collections 3

### FOURTH YEAR
- B.A. 333, Retailing or B.A. 430, Wholesaling .......... 3
- Elective (Marketing) .......... 3
- B.A. 432, Sales Management .......... 3
- B.A. 434, Marketing Research .... 3

### RECOMMENDED ELECTIVES
- B.A. 336, Advertising
- B.A. 360, Transportation Principles
- B.A. 430, Wholesaling
- B.A. 438, Ind. Purchasing and Materials Control
- Ret. 310, Store Service Laboratory
- Ret. 405, Retail Advertising and Sales Promotion
- Ret. 401, Retail Merchandising
- Ret. 414, Retail Management
PERSONNEL MANAGEMENT

Mr. Hill, Adviser

Business 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>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>THIRD YEAR</strong></td>
<td></td>
</tr>
<tr>
<td>Econ. 315, Labor Problems</td>
<td>3</td>
</tr>
<tr>
<td>B.A. 376, Social Insurance</td>
<td>3</td>
</tr>
<tr>
<td>Psych. 362, Ind. Psych.</td>
<td>3</td>
</tr>
<tr>
<td>B.A. 404, Human Resources and Management</td>
<td>3</td>
</tr>
<tr>
<td>B.A. 402, Supervisory Management</td>
<td>3</td>
</tr>
</tbody>
</table>

**RECOMMENDED ELECTIVES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Econ. 318, Collective Bargaining</td>
<td></td>
</tr>
<tr>
<td>B.A. 405, Production Management</td>
<td></td>
</tr>
<tr>
<td>Soc. 380, Occupational Sociology</td>
<td></td>
</tr>
<tr>
<td>Jour. 423, Public Relations</td>
<td></td>
</tr>
<tr>
<td>Engin. 405, Motion and Time Study</td>
<td></td>
</tr>
</tbody>
</table>

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>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>THIRD YEAR</strong></td>
<td></td>
</tr>
<tr>
<td>B.A. 344, Real Estate Principles and Practices</td>
<td>3</td>
</tr>
<tr>
<td>B.A. 346, Real Estate Law</td>
<td>3</td>
</tr>
<tr>
<td><strong>FOURTH YEAR</strong></td>
<td></td>
</tr>
<tr>
<td>B.A. 440, Real Estate Finance</td>
<td>3</td>
</tr>
<tr>
<td>B.A. 441, Real Estate Appraisal</td>
<td>3</td>
</tr>
</tbody>
</table>

**RECOMMENDED ELECTIVES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B.A. 451-452, Business Administration Internship—Real Estate</td>
<td></td>
</tr>
<tr>
<td>B.A. 345, Real Estate Management</td>
<td></td>
</tr>
<tr>
<td>B.A. 347, Urban Land Uses and City Planning</td>
<td></td>
</tr>
<tr>
<td>Engin. 121, Engin. Drawing</td>
<td></td>
</tr>
<tr>
<td>Engin. 124, Architectural Drafting</td>
<td></td>
</tr>
<tr>
<td>B.A. 336, Advertising</td>
<td></td>
</tr>
<tr>
<td>B.A. 371, Gen. Insurance</td>
<td></td>
</tr>
<tr>
<td>B.A. 374, Property and Casualty Insurance</td>
<td></td>
</tr>
<tr>
<td>B.A. 432, Sales Management</td>
<td></td>
</tr>
</tbody>
</table>
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>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>B.A. 333</td>
<td>Retailing</td>
</tr>
<tr>
<td>B.A. 334</td>
<td>Credits and Collections</td>
</tr>
<tr>
<td>B.A. 340</td>
<td>Investment Principles and Practices</td>
</tr>
<tr>
<td>B.A. 344</td>
<td>Real Estate Principles and Practices</td>
</tr>
<tr>
<td>B.A. 371</td>
<td>Gen. Insurance</td>
</tr>
<tr>
<td>B.A. 360</td>
<td>Transportation Principles</td>
</tr>
<tr>
<td>B.A. 402</td>
<td>Supervisory Management</td>
</tr>
<tr>
<td>B.A. 415</td>
<td>Management of Business Finance</td>
</tr>
<tr>
<td>B.A. 430</td>
<td>Real Estate Principles and Practices</td>
</tr>
<tr>
<td>B.A. 438</td>
<td>Ind. Purchasing and Materials Control</td>
</tr>
<tr>
<td>Acc. 407</td>
<td>Income Tax Acc.</td>
</tr>
<tr>
<td>Acc. 410</td>
<td>Budgetary Control</td>
</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.
- Successful completion of the required courses outlined in the curriculum, Business Administration and Law, prior to registration in law school.
- 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 requirements are the same as for the degree of Bachelor of Science in Business Administration on pages 90, 91.

<table>
<thead>
<tr>
<th>First Semester</th>
<th>3</th>
<th>3</th>
<th>3</th>
<th>3</th>
<th>3</th>
<th>1</th>
<th>16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acc. 201, Intermediate Acc.</td>
<td></td>
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<tr>
<td>Econ. 211, Principles of Econ.</td>
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</tr>
<tr>
<td>*Humanities</td>
<td></td>
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</tr>
<tr>
<td>*Natural Sci. or Soc. Sci.</td>
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<tr>
<td>Speech 201, Speech for Business and Ind.</td>
<td></td>
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</tr>
<tr>
<td>P.E.</td>
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<table>
<thead>
<tr>
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<th>3</th>
<th>3</th>
<th>3</th>
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<th>1</th>
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<tbody>
<tr>
<td>Econ. 212, Principles of Econ.</td>
<td></td>
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</tr>
<tr>
<td>*Natural Sci. or Soc. Sci.</td>
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<tr>
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</table>

First year requirements are the same as for the degree of Bachelor of Science in Business Administration on pages 90, 91.
**UNIVERSITY OF OMAHA**

**THIRD YEAR**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B.A. 331, Marketing</td>
<td>3</td>
</tr>
<tr>
<td>B.A. 349, Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>B.A. 319, Business Communications and Reports</td>
<td>3</td>
</tr>
<tr>
<td>Acc. 407, Income Tax Acc.</td>
<td>3</td>
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<tr>
<td>B.A. 325, Corporation Finance</td>
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<tr>
<td><strong>Total</strong></td>
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</table>

**FOURTH YEAR**

Successful completion of one full year in an accredited law school with a minimum of 29 hours.

**RECOMMENDED ELECTIVES**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>Pol. Sci. 204, Amer. State and Local Govt.</td>
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</tr>
<tr>
<td>Math. 254, Math. of Finance</td>
<td></td>
</tr>
<tr>
<td>B.A. 334, Credits and Collections</td>
<td></td>
</tr>
<tr>
<td>Acc. 301, Advanced Acc.</td>
<td></td>
</tr>
<tr>
<td>B.A. 425, Business Cycles</td>
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<tr>
<td>B.A. 446, Govt. and Business</td>
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<tr>
<td>B.A. 344, Real Estate Principles and Practices</td>
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</tr>
<tr>
<td>B.A. 371, Gen. Insurance</td>
<td></td>
</tr>
<tr>
<td>B.A. 448, Business Policy and Administration</td>
<td></td>
</tr>
</tbody>
</table>

*Students may elect Air Force ROTC.*

*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, Elemtary Typewriting or demonstrate proficiency equivalent to Sec. 117.

**FIRST YEAR**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
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</thead>
<tbody>
<tr>
<td><strong>Sec. 111, Elem. Shorthand</strong></td>
<td><strong>Sec. 112, Intermediate Shorthand</strong></td>
</tr>
<tr>
<td>B.A. 128, Intro. to Business</td>
<td>B.A. 111, Composition</td>
</tr>
<tr>
<td>Eng. 111, Composition</td>
<td>Psych. 101, Intro. to Psych.</td>
</tr>
<tr>
<td>Psych. 101, Intro. to Psych.</td>
<td><strong>Sec. 110, Record Management</strong></td>
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<td>✦P.E.</td>
<td>Sec. 110, Business Machines</td>
</tr>
<tr>
<td>Electives</td>
<td>Engl. 112, Composition</td>
</tr>
<tr>
<td></td>
<td>Soc. 101, Intro. Sociology</td>
</tr>
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<td></td>
<td>✦P.E.</td>
</tr>
<tr>
<td><strong>Total</strong></td>
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**SECOND YEAR**

<table>
<thead>
<tr>
<th>First Semester</th>
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<tbody>
<tr>
<td>Sec. 229, Advanced Typewriting</td>
<td>Acc. 102, Elem. Acc.</td>
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<td>Acc. 101, Elem. Acc.</td>
<td>Speech 201, Speech for Business and Ind.</td>
</tr>
<tr>
<td>Econ. 211, Principles of Econ.</td>
<td>*Humanities</td>
</tr>
<tr>
<td>*Humanities</td>
<td>*Natural Sci. or Soc. Sci.</td>
</tr>
<tr>
<td>*Natural Sci. or Soc. Sci.</td>
<td>✦P.E.</td>
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<tr>
<td>✦P.E.</td>
<td>✦P.E.</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>Total</strong></td>
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<tr>
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**THIRD YEAR**

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sec. 335, Advanced Shorthand</td>
<td>Sec. 336, Secretarial Practices</td>
</tr>
<tr>
<td>B.A. 319, Business Communications and Reports</td>
<td>B.A. 320, Business Communications and Reports</td>
</tr>
<tr>
<td>B.A. 331, Marketing</td>
<td>B.A. 324, Business Law</td>
</tr>
<tr>
<td>B.A. 325, Business Law</td>
<td>B.A. 351, Personal Organization and Management</td>
</tr>
<tr>
<td>B.A. 349, Principles of Management</td>
<td>Electives</td>
</tr>
<tr>
<td>Electives</td>
<td>✦P.E.</td>
</tr>
<tr>
<td></td>
<td>✦P.E.</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>Total</strong></td>
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<td>17</td>
<td>17</td>
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</table>
FOURTH YEAR

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B.A. 448, Business Policy and Administration</td>
<td>3</td>
</tr>
<tr>
<td>Econ. 311, Money and Banking</td>
<td>3</td>
</tr>
<tr>
<td>Electives</td>
<td>9</td>
</tr>
</tbody>
</table>

15

*Students may elect Air Force ROTC.

*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.

TEACHER EDUCATION—SECONDARY

Miss Holley, Mr. Kennedy, Advisers

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 79. 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. 211, Principles of Econ.</td>
<td>3</td>
</tr>
<tr>
<td>Econ. 212, Principles of Econ.</td>
<td>3</td>
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</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. 211, Principles of Econ.</td>
<td>3</td>
</tr>
<tr>
<td>Econ. 212, 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 RETAILING

The objective of the Retailing program is to prepare college students for management careers in the Retail field. The program has the active cooperation and financial support of the Associated Retailers of Omaha.

Students work during their junior or senior years in retail stores 15 to 20 hours each week for which they receive compensation at the prevailing rate of pay for the
kind of work performed. The on-the-job experience frequently provides material for
class room discussion and analysis. This part of the program, which is listed in the
catalog as Store Service Laboratory, provides two hours credit each semester. A
minimum of two semesters is required.

The Associated Retailers of Omaha offer 12 scholarships of $250 each to students
who enroll in the retailing program. Five of these are offered to freshmen each year
and the other seven are available to sophomores, juniors, and seniors.

Students who complete the program satisfactorily earn the degree of Bachelor of
Science in Retailing.

DEGREE REQUIREMENTS
Bachelor of Science in Retailing

<table>
<thead>
<tr>
<th>First Semester</th>
<th>FIRST YEAR</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ret. 105, Retail Salesmanship</td>
<td>2</td>
<td>Acc. 101, Elem. Acc.</td>
</tr>
<tr>
<td>B.A. 128, Intro. to Business</td>
<td>3</td>
<td>Econ. 211, Principles of Econ.</td>
</tr>
<tr>
<td>Psych. 101, Intro. to Psych.</td>
<td>3</td>
<td>Soc. 101, Intro. to Sociology</td>
</tr>
<tr>
<td>Engl. 111, Composition</td>
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<td>Engl. 112, Composition</td>
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<td>♦P.E.</td>
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<td>♦P.E.</td>
</tr>
<tr>
<td>Electives</td>
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<table>
<thead>
<tr>
<th>SECOND YEAR</th>
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</thead>
<tbody>
<tr>
<td>Ret. 202, Merchandise Information (Textiles)</td>
</tr>
<tr>
<td>Econ. 212, Principles of Econ.</td>
</tr>
<tr>
<td>B.A. 319, Business Communications and Reports</td>
</tr>
<tr>
<td>♦Humanities</td>
</tr>
<tr>
<td>♦Natural Sc. or Soc. Sc.</td>
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<td>♦P.E.</td>
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<tr>
<td>Electives</td>
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<table>
<thead>
<tr>
<th>THIRD YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>B. A. 333, Retailing</td>
</tr>
<tr>
<td>B. A. 336, Advertising</td>
</tr>
<tr>
<td>B. A. 333, Business Law</td>
</tr>
<tr>
<td>B.A. 349, Principles of Management</td>
</tr>
<tr>
<td><strong>Ret. 310, Store Service Laboratory</strong></td>
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<tr>
<td>Electives</td>
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</table>

<table>
<thead>
<tr>
<th>FOURTH YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ret. 401, Retail Merchandising</td>
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<tr>
<td>B. A. 325, Corporation Finance</td>
</tr>
<tr>
<td><strong>Ret. 310, Store Service Laboratory</strong></td>
</tr>
<tr>
<td>B.A. or Ret. Electives</td>
</tr>
<tr>
<td>Electives</td>
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</tbody>
</table>

RECOMMENDED ELECTIVES

<table>
<thead>
<tr>
<th>(Non-Textiles)</th>
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<tbody>
<tr>
<td>Ret. 203, Merchandise Information</td>
</tr>
<tr>
<td>Acc. 102, Elementary Acc.</td>
</tr>
<tr>
<td>Ret. 405, Retail Advertising and Sales Promotion</td>
</tr>
<tr>
<td>Sec. 117, Elem. Typing</td>
</tr>
</tbody>
</table>

♦Students may elect Air Force ROTC.

*With the assistance of his adviser, the student will select appropriate courses from
those divisions.

**A minimum of four credits of Store Service Laboratory are required for graduation;
approved Retailing or Business Administration electives must be substituted for all
or any part of the remaining four credits.
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. Hill, Adviser

<table>
<thead>
<tr>
<th>First Semester</th>
<th>First Year</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>B.A. 128, Intro to Business</td>
<td>3</td>
<td>Acc. 101, Elem. Acc.</td>
</tr>
<tr>
<td>**Sec. 117, Elem. Typing</td>
<td>2</td>
<td>B.A. 228, Personal Finance</td>
</tr>
<tr>
<td>Engl. 111, Composition</td>
<td>3</td>
<td>Ret. 105, Retail Salesmanship</td>
</tr>
<tr>
<td>Psych. 101, Intro to Psych. or Soc. 101, Intro. Sociology</td>
<td>3</td>
<td>**Sec. 118, Intermediate Typing</td>
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<td>P.E.</td>
<td>1</td>
<td>Engl. 112, Composition</td>
</tr>
<tr>
<td>Electives</td>
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<td>*Humanities, Soc. Sci. or Nat. Sci.</td>
</tr>
</tbody>
</table>

15

First Year

| Acc. 102, Elem. Acc. | 3 | B.A. 319, Business Communications and Reports | 2 |
| Speech 201, Speech for Business and Ind. | 3 | B.A. 323, Business Law | 3 |
| Sec. 108, Business Machines | 2 | Econ. 212, Principles of Econ. | 3 |
| *Humanities, Soc. Sci. or Nat. Sci. | 3 | B.A. 349, Principles of Management | 3 |
| P.E. | 1 | P.E. | 1 |
| Electives | 2 | Electives | 3 |

17 17

Second Year

| Students may elect Air Force ROTC. |
| **With the assistance of his adviser the student will select appropriate courses from these divisions. |
| **Electives in Business Administration must be submitted if proficiency is established by examination or high school credits. |
| ***Adult students may be able to earn, through this program, the NOMA (National Office Management Association) Senior Certificate: Management of Office Administrative Services. Students should consult with the adviser for further details. |
# UNIVERSITY OF OMAHA

## TWO-YEAR PROGRAM 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>Engr. 112, Composition</td>
</tr>
<tr>
<td>Engl. 111, Composition</td>
<td>Acc. 110, Elem. Acc</td>
</tr>
<tr>
<td>Psych. 101, Intro. to Psych.</td>
<td>Speech 201, Speech for Business</td>
</tr>
<tr>
<td>B.A. 128, Intro. to Business</td>
<td>and Ind.</td>
</tr>
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<td>Electives</td>
<td>Econ. 211, Principles of Econ.</td>
</tr>
<tr>
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<td>Electives</td>
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<td><strong>Total</strong></td>
<td><strong>Total</strong></td>
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### SECOND YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>B.A. 319, Business Communica-tions and Reports</td>
<td>B.A. 333, Retailing</td>
</tr>
<tr>
<td>B.A. 331, Marketing</td>
<td>B.A. 336, Advertising</td>
</tr>
<tr>
<td>Econ. 212, Principles of Econ.</td>
<td>B.A. 323, Business Law</td>
</tr>
<tr>
<td>*Humanities, Soc. Sci. or Nat. Sci.</td>
<td>Ret. 306, Retail Buying</td>
</tr>
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<td>Ret. 202, Merchandising Infor-mation (Textiles)</td>
<td>*Humanities, Soc. Sci. or Nat. Sci.</td>
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<td>Electives</td>
<td>Electives</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>Total</strong></td>
</tr>
<tr>
<td>17</td>
<td>16</td>
</tr>
</tbody>
</table>

†Students may elect Air Force ROTC.

*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>**Sec. 112, Intermediate</td>
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<tr>
<td>Engl. 111, Composition</td>
<td>Shorthand</td>
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<td>Electives</td>
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<td>Engl. 112, Composition</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>Total</strong></td>
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<td>15</td>
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### SECOND YEAR

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Second Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sec. 335, Advanced Shorthand</td>
<td>Sec. 336, Sec. Practices</td>
</tr>
<tr>
<td>Sec. 229, Advanced Typing</td>
<td>B.A. 320, Business Communications and Reports</td>
</tr>
<tr>
<td>B.A. 319, Business Communications and Reports</td>
<td>Econ. 212, Principles of Econ.</td>
</tr>
<tr>
<td>Econ. 211, Principles of Econ.</td>
<td>Speech 201, Speech for Business</td>
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<tr>
<td>*Humanities, Soc. Sci. or Nat. Sci.</td>
<td>and Ind.</td>
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<tr>
<td>Electives</td>
<td>*Humanities, Soc. Sci. or Nat. Sci.</td>
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<td><strong>Total</strong></td>
<td><strong>Total</strong></td>
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<td>17</td>
<td>17</td>
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</tbody>
</table>

†Students may elect Air Force ROTC.

*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.
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, '64-'65).

Courses offered by other colleges which are acceptable toward degrees in the College of Business Administration are outlined on page 137.

ACCOUNTING

Professors Hockett (Head), Helmstadter; Assistant Professors Beaman, Benecke, Higley

101 Elementary Accounting
102 101 prerequisite to 102 .......... ........ (I,II,S,I,II,S) each 3 hours
201 Intermediate Accounting Prereq: Acc. 102
202 201 prerequisite to 202 ...................... (I,II) each 3 hours
301 Advanced Accounting Prereq: Acc. 202 ............... (I) 3 hours
305 Cost Accounting Prereq: Acc. 102
306 305 prerequisite to 306 ......................... (I,II) each 3 hours
307 Governmental Accounting Prereq: Acc. 102 ........... (II) 3 hours
407 Income Tax Accounting Prereq: Acc. 102 ............... (I) 3 hours
408 Auditing Prereq: Acc. 301 ......................... (II) 3 hours
410 Budgetary Control Prereq: Acc. 102 and B.A. 350 or B.A. 355 .... (II) 3 hours
412 C.P.A. Problems Prereq: Acc. 301, 306 and 408 .......... (II, '63-'64) 3 hours
413 Advanced Income Tax Accounting Prereq: Acc. 407 .......... (II) 3 hours
451 Accounting Internship Prereq: permission of major adviser .... (I) 2 hours

BUSINESS ADMINISTRATION

Professors Lucas (Head), Bull, Harris, Lewis; Associate Professors Hill, Minster, Rokes; Assistant Professors Kelly, Newport; Instructors Gimbel, McCord

128 Introduction to Business ............................................... (I,II,S) 3 hours
228 Personal Finance In the College of Business Administration applicable only on associate titles ........................................ (I,II) 3 hours
313 Introduction to Statistics Prereq: Math. 111 and Econ. 212 ............... (I,II) 3 hours
319 Business Communications and Reports Prereq: Engl. 112,
320 319 prerequisite to 320 ................................................ (I,II-I,II) each 2 hours
323 Business Law Prereq: Econ. 212,
324 323 prerequisite to 324 ............................................... (I,II,S,I,II,S) each 3 hours
325 Corporation Finance Prereq: Econ. 212 and Acc. 102 .......... (I,II) 3 hours
331 Marketing Prereq: Econ. 212. ........................................... (I,II,S) 3 hours
333 Retailing Prereq: B.A. 331 .............................................. (I,II) 3 hours
334 Credits and Collections Prereq: B.A. 331 ......................... (II) 3 hours
Advertising  Prereq:  B.A.  331  .........................  (I,II)  3 hours
Investment Principles and Practices  Prereq:  B.A.  325   .... (II)  3 hours
Real Estate Principles and Practices  Prereq:  Econ.  212  .... (I,II)  3 hours
Real Estate Management  Prereq:  B.A.  344  .................. (I,'63-'64)  3 hours
Real Estate Law  Prereq:  B.A.  344  .................. (II)  3 hours
Urban Land Uses and City Planning  Prereq:  B.A.  344 .. (I,'64-'65)  3 hours
Principles of Management
Prereq:  Econ.  212  ........................................ (I,II)  3 hours
Personnel Organization and Management
Prereq:  B.A.  349  ........................................ (II)  3 hours
Transportation Principles  Prereq:  Econ.  212  ............... (II)  3 hours
General Insurance  Prereq:  Econ.  212  ...................... (I,II)  3 hours
Life Insurance  Prereq:  B.A.  371  .................................. (I)  3 hours
Property and Casualty Insurance  Prereq:  B.A.  371  ................. (II)  3 hours
Social Insurance  Prereq:  Econ.  212  ...................... (II)  3 hours
Supervisory Management  Prereq:  B.A.  351  .................. (II)  3 hours
Human Resources and Management  Prereq:  B.A.  351 and
senior standing .................................................. (I)  3 hours
Production Management
Prereq:  B.A.  349 and B.A.  313  ................................ (II)  3 hours
Management of Business Finance  Prereq:  B.A.  325  ........ (I)  3 hours
Business Cycles  Prereq:  Econ.  311 and senior standing .... (I,II)  3 hours
Wholesaling  Prereq:  B.A.  331  ................................ (I)  3 hours
Sales Management  Prereq:  B.A.  331  .................. (II)  3 hours
Marketing Research  Prereq:  B.A.  313 and 331  ............ (II)  3 hours
Industrial Purchasing and Materials Control
Prereq:  B.A.  331 or B.A.  349  ................................ (I)  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:  senior standing,
B.A.  325, 331; and 349  ........................................ (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 major adviser  .................. (I,II)  each 2 hours
RETAILING

Assistant Professor Kundel

105 Retail Salesmanship .................................................. (I) 2 hours
202 Merchandise Information—Textiles ............................... (I) 3 hours
203 Merchandise Information—Non-Textiles ......................... (II) 3 hours
306 Retail Buying Prereq: B.A. 333 .................................. (II) 3 hours
310 Store Service Laboratory Prereq: junior standing,
311 maximum of eight credits applicable to degree .............. (I,II) each 2 hours
401 Retail Merchandising Prereq: B.A. 333 ......................... (I) 3 hours
405 Retail Advertising and Sales Promotion Prereq: B.A. 336 .. (I) 3 hours
414 Retail Management Prereq: B.A. 333 ............................ (II) 3 hours

SECRETARIAL SCIENCE

Professor Holley (Head); Assistant 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 Prereq: Sec. 335 and Sec. 229 ......... (II) 3 hours
451 Secretarial Science Internship
452 Prereq: permission of major adviser ............................. (I,II) each 2 hours
AIR FORCE ROTC

The Department of Air Science is organized as a regular instructional department of the University of Omaha and functions according to the rules and policies of the University as well as those of the USAF. The purpose is to select and train officers for the Air Force. Each cadet upon successful completion of the Air Force ROTC program and upon graduation from the University receives a commission as Second Lieutenant, USAF Reserve. The program of instruction includes a two-year basic course and a two-year advanced course. Cadets who remain in good standing in the program will be deferred from the draft.

THE BASIC AIR FORCE ROTC

The basic course is designed to give male college students an understanding of the role of air power in the aerospace age. It also provides leadership training of immeasurable value in all walks of life. Basic AFROTC is voluntary and open to all male freshmen and sophomores. It is prerequisite to the advanced course. Textbooks, uniforms, and training equipment are furnished at government expense. Uniforms are worn on Thursdays. Students are not in military service and assume no military obligations.

THE ADVANCED AIR FORCE ROTC PROGRAM

Advanced cadets are selected from basic cadets who meet academic and physical qualifications and who desire to enter the advanced program. The program is based upon a well-rounded educational and leadership training curriculum that motivates and prepares cadets to serve as officers in the USAF. Advanced cadets receive approximately $650 for their two-year participation in the Advanced Air Force ROTC Program. Those cadets who qualify for pilot training are given (free) 35 hours of flight instruction during their senior year, which enables them to get their private pilot’s license. A summer camp of approximately four weeks duration is included in the program between the junior and senior years. This training is accomplished at an Air Force base, where cadets observe the operation of Air Force units, make orientation flights, and familiarize themselves with air base activities.

AIR SCIENCE

ASSOCIATE PROFESSOR, LT. COL. RATTI

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Prerequisites</th>
<th>Hours</th>
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<tr>
<td>101</td>
<td>Leadership Fundamentals I</td>
<td></td>
<td>(I) 1 h</td>
</tr>
<tr>
<td>*102</td>
<td>Foundations of Air Power I</td>
<td></td>
<td>(II) 2 h</td>
</tr>
<tr>
<td>*201</td>
<td>Foundations of Air Power II — Prereq: 102 or permission of PAS</td>
<td>(I) 2 h</td>
<td></td>
</tr>
<tr>
<td>202</td>
<td>Leadership Fundamentals II — Prereq: 201 or permission of PAS</td>
<td>(II) 1 h</td>
<td></td>
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<tr>
<td>*301</td>
<td>Air Force Officer Development I — Prereq: 202 or permission of PAS</td>
<td>(I) 3 h</td>
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<tr>
<td>*302</td>
<td>Air Force Officer Development II — Prereq: 301</td>
<td>(II) 3 h</td>
<td></td>
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<tr>
<td>†*401</td>
<td>Weather and Navigation — Prereq: 302</td>
<td>(I) 1 h</td>
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<tr>
<td>†*402</td>
<td>The Air Force Officer — Prereq: 401</td>
<td>(II) 1 h</td>
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</table>

*Plus one hour Leadership Lab weekly.
†In addition, Pol. Sci. 321 and Geog. 393 must be completed successfully during the senior year.
THE COLLEGE OF ADULT EDUCATION

DONALD Z. WOODS, Dean
OTTO W. SNARR, Assistant Dean

The University has a distinguished history of providing courses and special educational opportunities for adults. The creation of the College of Adult Education by the Board of Regents in 1952 was a recognition of the importance of this service by the University to thousands of adults. In the fall semester of 1962, over five thousand adults were registered for credit courses in the College of Adult Education. In addition, a great number of adults attended special Community Service Courses during the same period.

The program of the College is broad in extent and varied in character. The many courses and programs of the College provide for intellectual development, vocational and professional training, and cultural enjoyment.

Any degree that is granted by the University may be earned through the academic courses scheduled in the College of Adult Education. Two degrees, the Bachelor of General Education and the Bachelor of Science in Law Enforcement and Security, are offered by the College.

THE GENE EPPLEY ADULT EDUCATION CONFERENCE CENTER

Many of the events developed and arranged by the College of Adult Education are presented in the Gene Eppley Adult Education Conference Center, a facility uniquely designed to house educational programs which provide organized continuing educational experiences for the adults of the community. Through the use of these facilities, the College of Adult Education has been able to develop and co-sponsor a great variety of conferences, institutes and short-term Community Service Courses of a cultural, technical, professional, civic, and educational nature.

The Conference Center serves also as a "communications center," frequent programming by "Tele-Lecture" being employed to make possible the sharing of knowledge and ideas with recognized authorities.

THE EDUCATIONAL AREAS

1. Academic Studies

MR. SNARR, Adviser

This area includes all the courses which are offered for credit leading to a degree and which are scheduled in the late afternoon and evening, on Saturday mornings and as TV Classroom courses. A wide selection of courses is offered in the Colleges of Liberal Arts, Applied Arts, Business Administration, and Teacher Education for those adults and part-time students who wish to direct their work toward an undergraduate or graduate academic degree or professional certificate.
2. Education Program for Military Personnel

**Mr. Nolte, Acting Supervisor**
**Mr. Behers, Assistant Supervisor**

The "Bootstrap program" at Omaha University, which enrolls hundreds of students, is one of the largest education programs in the nation for military personnel. Members of "Operation Bootstrap," representing all branches of the armed forces, enroll as seniors to meet the final requirements for degrees at the University. Eligible military personnel may secure preliminary details regarding this program from their Base Education Officer or from the Supervisor of the program at the University of Omaha.

In addition, a regular program of credit courses which satisfies degree requirements is offered for airmen and officers at Offutt Air Base and at other military installations in the Omaha area.

3. TV Classroom

**Mr. Borg, Technical Adviser**

Each year, four degree-credit courses are presented on television in cooperation with Station KMTV. For one-half hour on Saturday mornings during the 13 weeks of a TV Classroom course, the instructor lectures on selected topics to assist the student in preparing the written lesson requirements for the week. Examinations are given on the campus.

The College of Adult Education also cooperates in the presentation of selected credit courses provided by Continental Classroom (NBC) and College of the Air (CBS) and presented over stations KMTV and WOW-TV, respectively.

A maximum of twenty-five credits, earned through any combination of correspondence, television, radio, or tele-lecture courses which have been produced or approved by the University and designated as a credit course, may be applied toward undergraduate degrees.

4. Community Service Programs

**Conferences and Workshops**

**Mr. Beilis, Director**

A wide variety of educational conferences, workshops and service courses is developed each year for groups who are seeking special concentrated learning experiences related, for example, to their professional affiliations, civic interests and personal intellectual pursuits. Many of the conferences are co-sponsored with the academic departments.

5. Technical Institute

**Mr. Hossack, Adviser**

Courses presented in this area are designed to serve the needs of the rapidly expanding industrial community and to afford adults the opportunity to learn to perform the technical aspects of their jobs in a more effective manner.

In addition to the traditional courses in shop operations, course work in newer areas such as electronics, automation, and electronic data processing is offered.

6. Cooperative Programs for Business and Industry

Each year the College is instrumental in developing and conducting special courses for various groups in industry and business. So that these courses, which may be held on campus or at a business establishment, may be structured and staffed for maximum effectiveness, the University and representatives of business and industry each contribute to the advance planning.
In cooperation with various business and industrial organizations in the Omaha area, training programs for employees are arranged as a part of the community services of the College of Adult Education.

7. Public Affairs Institute
   **MR. UTLEY, Director**

   The Public Affairs Institute provides a variety of lecture, seminar and group-meeting opportunities for citizens engaged in or interested in special aspects of national and international developments, city government and community life. The principal programs of the Institute are: first, The World Affairs Institute, scheduled for the fall semester; and second, The American Heritage Institute, scheduled for the spring semester. For both of these programs, speakers and performers of national and international reputation are brought before the citizens of the community. A third important activity of the Public Affairs Institute is that of providing special seminars and group-meetings for persons interested in exploring any of the many phases of civic government and community activity. All three of these programs enjoy the co-sponsorship of a number of civic groups.

8. Special Adult Organizations
   **MR. WOODS, Adviser
   MR. ERNEST GORR, Faculty Sponsor**

   Several adult organizations inherently interested in matters and activities normally and traditionally associated with a University, meet on the campus of the University of Omaha. The groups are under University sponsorship and continue to maintain their status while actively engaged in meaningful educational experiences in a university atmosphere. The College of Adult Education serves as a co-sponsor for many of these adult-membership organizations.

**CERTIFICATION PROGRAMS**

Two programs have been designed for students desiring to qualify for special certificates:

1. Insurance Certification
   **MR. ROYES, Adviser**

   The program of insurance offerings 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.

2. Real Estate Certification
   **MR. LEWIS, Adviser**

   The College of Adult Education with the cooperation of the College of Business Administration offers an 18 credit semester hour certificate program in real estate. Upon completion of the course, Advanced Real Estate Appraisal, a student may elect to take the Appraisal Institute's Comprehensive Examination II for credit toward a Member of Appraisal Institute (M.A.I.) designation.
ADMISSION TO CREDIT COURSES

Courses are open to all adults who can profit from the classwork offered in the College of Adult Education. Adults who have not completed high school, but who wish to work toward a degree, should consider taking the High School Level G.E.D. examinations to meet the basic admission requirements for a degree program. These tests are administered by the University's Bureau of Industrial Testing.

Credit courses of the College of Adult Education may be found elsewhere in this catalog under the course offerings of the Colleges of Liberal Arts, Applied Arts, Teacher Education, and Business Administration. These courses are designated by the letter "E" when they are offered only as late afternoon or evening courses. A month prior to each new semester, special bulletins, listing all courses to be offered during the ensuing semester by the College of Adult Education, are available on request.

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.

STUDENT CLASSIFICATION

Students registering in the College of Adult Education are classified in four groups:

1. CREDIT STUDENTS — Persons who register for academic credit toward university degrees, teacher's certificates, or other objectives where degree credits are a recognized mark of achievement are classified as credit students. (See below: Counseling and Testing.)

2. AUDIT STUDENTS — Any adult who can profitably pursue a course may register as an audit student. An audit student is not required to participate in recitation, turn in papers, or take examinations. An audit student does not receive academic credit.

3. ADULT GENERAL STUDENTS — Any adult who can benefit from a course may register for credit, but if he is not pursuing a degree, he will be classified as a general student. (see p. 25). Credits earned as a general student may later be applied on a degree program.

4. COMMUNITY SERVICE COURSE STUDENTS — Students registering for the various short courses, conferences, workshops and institutes are classified as Community Service Course students.

FEES PAYABLE EACH SEMESTER

All University fees are listed on pages 120-122, 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.

COUNSELING

Since many adults must seek education on a part-time basis and according to a somewhat irregular schedule, it is important that they receive proper counseling in setting goals and selecting courses. An adult education counselor is a regular mem-
ber of the staff of the College of Adult Education. Afternoon, evening, and Saturday morning appointments may be arranged without charge.

Adult students working toward degrees other than the Bachelor of General Education degree should contact the Dean of the College in which the degree is being sought. After approximately one-half of the program is completed, the Dean of the College concerned will assign the student to a counselor in his college who will assist the student in completing the remaining requirements. Students desiring to earn the Bachelor of General Education degree will be counseled in the College of Adult Education.

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.

REQUIREMENTS FOR THE DEGREES

Bachelor of General Education and Bachelor of Science in Law Enforcement and Security

Mr. Woods, Dean
Mr. Snarr, Adviser

The Bachelor of General Education degree is designed for adult students who have acquired a wide educational background. Provision is made for acquiring a breadth of experience in the general areas, and for depth of experience in three specific departments to assure a well-rounded program.

The Bachelor of Science in Law Enforcement and Security is planned to prepare persons for careers in administrative positions in law enforcement and security. 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 THE 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 27.) 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 Composition ........................................... 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)

2. Area of concentration (departmental) .................................. 30
   (nine hours of which may be in 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.

The required core courses and areas of concentration (1 & 2, above) may be flexible in character to meet the needs of mature students.

*Not more than (6) hours from a single department within the division may be used.

SPECIFIC REQUIREMENTS FOR THE 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 345.
   (d) Mathematics or Science ............................................ 9
      (Biology, chemistry, mathematics, and physics)
      Mathematics 111 recommended

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.
The purpose of this title is to give direction to the work taken by the mature student in the College of Adult Education. The requirements are intended to encourage concentrated study and to develop a general background for future work toward a baccalaureate degree.

The completion of 64 semester hours of study at the college level with an average of "C", must be earned in this or other approved colleges. Eighteen of the last 21 semester hours of credit must be earned in residence at the University of Omaha. To be eligible for this title, a student must be 21 years of age at the time it is granted.

SPECIFIC REQUIREMENTS FOR THE TITLE ASSOCIATE IN GENERAL EDUCATION

The program for the Title Associate in General Education will include the following:

1. (a) English Composition .............................................. 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

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.

LAW ENFORCEMENT AND SECURITY

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 information on courses to be offered.

101 Elements of Criminal Justice ............................................ (I,II,S) 3 hours
201 Principles of Investigation .............................................. (I,S) 3 hours
202 Scientific Analysis and Identification of Evidence
   Prereq: LES 201 ....................................................... (II,S) 3 hours
261 Management of Traffic .................................................. (II,S) 3 hours
301 Criminal Law (Prereq: junior standing) ............................ (I,S) 3 hours
351 Law Enforcement Administration I (Prereq: B.A. 349) ........... (I,S) 3 hours
352 Law Enforcement Administration II (Prereq: LES 351) ......... (II) 3 hours
451 Problems and Methods of Law Enforcement
   (Prereq: LES 352) ....................................................... (I,II) 3 hours
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.

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 Dean of the College is nominated by the President and appointed by the Board of Regents. 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 is Chairman of the Council. The members of the Council are chosen by the President. 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

LIBERAL ARTS

The graduate program in 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 College of Graduate Studies now offers major programs in five Liberal Arts fields—English, history, psychology, sociology, 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.

EDUCATION

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 administration 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.

ADVANCED DEGREES

The Master's 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, or industrial psychology; and the Master of Arts with majors in education, English, history, psychology, sociology, or general science.

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

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.

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
- Mathematics, through Analytic Geometry
- Complete a two-semester course in biological sciences: General Biology, General Zoology or General Botany

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 SCIENCE DEGREE

The Master of Science degree is now offered with majors in: education, educational psychology, and industrial psychology.

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.

The student's program will consist of 36 semester credit hours, always including: Education 501, *Introduction to Research*, in the first nine hours; Psychology 551, *Advanced Educational Psychology*; and Education 550, *Seminar*, or Education 532, *History and Philosophy of Education*, and will usually be arranged to conform to the following general pattern:

(1) Twenty-one to 24 semester hours in the major field of specialization; such as, elementary education, secondary education, educational administration, and guidance.

(2) Nine to 12 semester hours in a minor field.

(3) Curricula in administration will also include Education 540, *Practicum*.

The patterns of courses cover three areas: professional education, specialized teaching fields, and directed academic electives.

Professional education may include curricula in the following fields: administration, supervision, secondary education, elementary education, educational guidance, master teacher preparation, nursing education, and college business management.

Students may major in the following fields: elementary education, guidance, public school administration, secondary education, nursing education, special education, (includes speech correction, education for the deaf or mentally retarded) and college business management. Minor fields include: audio-visual education, education (for those majoring in academic fields), elementary education, physical education for men, reading, secondary education, special foundations of education, and others. Consult the Catalog of The College of Graduate Studies for the exact courses included in the above major and minor fields.

The program in the major field will be determined by the student and his major adviser; the minor by the student and his minor adviser.
THE MASTER OF SCIENCE DEGREE
WITH MAJORS IN EDUCATIONAL PSYCHOLOGY
AND INDUSTRIAL PSYCHOLOGY

Entrance requirements: 15 hours undergraduate work in psychology beyond Psychology 101 and including Psychology 413 or an equivalent course.

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 courses listed below are to be taken as part of first nine hours of graduate work, and ALL of the courses must be taken at some time for either graduate or undergraduate credit.

415 Statistical Inference 457 Developmental Psychology

Special requirements:

1. Successful completion of a six-hour written comprehensive exam. This examination 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.

(Modification of a program of study for the Master's degree, once approved, is permissible only upon consent of the major adviser if the major is concerned, and minor adviser if the minor is concerned. The student may elect a major concentrated in one area upon recommendation of the head of the major department).

For complete details concerning admission to the College of Graduate Studies, rules and regulations, and courses offered by the various departments, consult the Catalog of the College of Graduate Studies.)
The University is completely air-conditioned and operates around the calendar except for a two-week vacation period in August.

In the Summer Session the course offerings in all colleges are scheduled to provide maximum flexibility in order that all students may arrange schedules to suit particular needs. Students of ability may earn the bachelor’s degree in three academic years if they care to pursue an accelerated program or so-called “tri-mester” plan. High school seniors contemplating enrolling for summer classes immediately upon graduation should make application for admission and take guidance and placement examinations during the spring. For full information call the Director of Admissions.

Courses are scheduled in the day, in the evening, in the early summer, and in late summer.* Special bulletins, obtainable on request, provide a description of each course to be offered in any of the summer programs.

**FIRST SESSION:** A five-week session including Saturday class meetings permits the summer student to earn six semester hours of credit. Both graduate and undergraduate courses are offered. The **FIRST SESSION** begins in early June.

**SECOND SESSION:** This **SECOND** five-week session begins in mid-July. Students may earn six semester hours credit.

**EVENING SESSION:** A student may enroll for one evening course. An evening course meets twice a week for eight weeks. Three semester hours of credit may be earned. The **EVENING SESSION** begins the same week as the **FIRST SESSION.** A student carrying a full study load of six hours in each five-week session cannot enroll for an evening course. An evening course may be carried in place of one day course.

**UNIT COURSES:** Workshops or unit courses (one to three weeks in length) offer intensive professional courses for students in specialized fields of learning. The unit courses are designed primarily for people who prefer shorter but more intensive study. The typical workshop devotes the forenoon to lecture and discussion and the afternoon to research and special projects. Unit course credit varies from one to three semester hours.

**SPECIAL SUMMER CONFERENCES & WORKSHOPS:** Various annual conferences are scheduled for the summer months under the auspices of the Summer Session Division. Among them are the College Business Management Workshop, and the School for Presbyterian Pastors.

Twelve is the maximum number of credit hours a student may earn in any one summer (10-weeks).

**SPECIAL ACTIVITIES**

Convocations, University Theatre productions, and other events are scheduled throughout the summer.

**REGISTRATION**

No student will be permitted to register after the second day of classes in any session. A late registration fee of $3.00 will be charged after classes begin.

**TUITION AND FEES**

All University fees are listed on pages 120, 121, 122.

*See the University Calendar (pages 6, 7, 8, 9) for specific dates on Summer Sessions.
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 $175.00 for students who are residents of Omaha, and $315.00 for those who are not residents.

INSTRUCTION

Tuition, per semester credit hour: (except Applied Music)
- Undergraduate: $9.00
- Graduate: $12.50
- Non-resident, additional tuition (Graduate, Undergraduate or audit) per credit hour (see page 122): $9.00

Tuition, Applied Music:
- Voice and all instruments except Pipe Organ:
  - One semester credit hour: $50.00
  - Two semester credit hours (same instrument): $80.00
- Non-credit:
  - Per semester (16 lessons): $40.00
  - Per semester (8 lessons): $25.00

Tuition, TV-Classroom per 3 hour course — Total: $35.00
(Includes materials and mailing)

REGULAR FEES

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. See also page 134.

Evening classes (undergraduate and graduate students; no day classes): $3.00
Summer students (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:
Payable at initial enrollment and with each subsequent change of College and upon admission to the College of Graduate Studies: $10.00

Registration Fee: $5.00
Payable each time a student registers

Uniform Deposit:
- Band: $15.00
- ROTC: $15.00
# LABORATORY FEES

<table>
<thead>
<tr>
<th>ART:</th>
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<tr>
<td>Art 101, 102, 131, 151, 161, 201, 231, 251, 261, 281, 282, 331, 351, 361</td>
<td>$ 5.00</td>
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<tr>
<td>Art Education 330, 336, 430, 436</td>
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<tr>
<th>BIOLOGY:</th>
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<tbody>
<tr>
<td>Per course (except 310, 325, 415)</td>
<td>12.00</td>
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<th>BUSINESS ADMINISTRATION:</th>
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<tr>
<td>Acc. 101, 102</td>
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<tr>
<td>B.A. 313, 434</td>
<td>5.00</td>
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<tr>
<td>Retailing 202</td>
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<tr>
<td>Sec. Sci. 108, 112, 117, 118, 229, 335, 336</td>
<td>5.00</td>
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<table>
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<th>CHEMISTRY:</th>
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<td>Per course (except 111, 423)</td>
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<tbody>
<tr>
<td>Library Science, course 357</td>
<td>12.50</td>
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<tr>
<td>Nursing Education 395</td>
<td>12.50</td>
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<tr>
<td>Practicum 325, 570</td>
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<tr>
<td>Special Education 425</td>
<td>12.50</td>
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<tr>
<td>Student Teaching, courses 330, 333, 334, 343, 344, 357, 358</td>
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<td>Industrial Engineering 111, 217</td>
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<td>Engineering 110, 155, 250, 311, 315</td>
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<tr>
<td>Civil Engineering 200, 300</td>
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<td>Engineering 344, 456, 461, Civil Engineering 347, 449, Industrial Engineering 418</td>
<td>5.00</td>
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<table>
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<th>ENGLISH:</th>
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<tr>
<td>English 109</td>
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<th>GEOGRAPHY:</th>
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<tr>
<td>Geography 217, 254</td>
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<td>Foods 101, 102, 201, 310</td>
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<td>Clothing 103, 104, 303, 304</td>
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<td>Textiles, Non-Textiles 202, 203</td>
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<th>JOURNALISM:</th>
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<tbody>
<tr>
<td>Journalism 115, 116</td>
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<tr>
<td>Journalism 311, 313</td>
<td>5.00</td>
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<table>
<thead>
<tr>
<th>NATURAL SCIENCE:</th>
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<tr>
<td>Per course</td>
<td>12.00</td>
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<tr>
<th>PHYSICS:</th>
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<tbody>
<tr>
<td>Per course</td>
<td>12.00</td>
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<tr>
<th>PHYSICAL EDUCATION:</th>
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<tbody>
<tr>
<td>P.E. 111, 112, 113, 114, 211, 212, 221, 222, 223, 224, 225</td>
<td>4.00</td>
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<table>
<thead>
<tr>
<th>PSYCHOLOGY:</th>
<th></th>
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<tbody>
<tr>
<td>Experimental 421</td>
<td>10.00</td>
</tr>
<tr>
<td>Individual Tests — Children 553</td>
<td>10.00</td>
</tr>
<tr>
<td>Individual Tests — Adolescents and Adults 554</td>
<td>10.00</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>SKILLS DEVELOPMENT:</th>
<th></th>
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<tbody>
<tr>
<td>Reading Improvement 97</td>
<td>5.00</td>
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<table>
<thead>
<tr>
<th>VOCATIONAL TESTING AND COUNSELING:</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Aptitude and academic guidance tests, with individual analysis and counseling — fee determined in each case. For child study service tests and reading diagnosis, see administrative officer for charges.</td>
<td></td>
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</tbody>
</table>
Audit regular credit courses, resident, one-half tuition rate per credit hours . . $ 4.50

Any student registered for 12 semester hours or more may audit a class with the consent of the Dean; upon payment of a fee of $4.50 per semester hour. Students carrying less than 12 hours will be charged the regular fee. The non-resident fee is charged, if applicable.

Change of schedule fee .............................................. 5.00

Deferred payment, per semester .................................. 5.00

Installment payments may be arranged only for regular day school registrations. No deferred payment plan is available for evening classes or summer 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 University Cashier in room 230. Postponed payment of tuition and fees to a date later than that of registration is considered a deferred payment and subject to the assessment of the $5.00 fee.

Examination, final or proficiency or credit by examination or removal of incomplete ........................................ 5.00

(The tuition for credit to be earned by examination must be paid in advance.)

Guidance and placement tests and physical examinations taken at times not regularly scheduled, additional 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

Locker fee .................................................................... 1.00

Music Practice Room (with or without piano) 30 minutes per day, 5 days per week

16 weeks .................................................................. 12.00
8 weeks .................................................................. 8.00

Single period-half hour ................................................. .25

(Payable at Cashier's Office in advance)

Teacher Placement initial registration (required) .................. 6.00

Thesis binding fee ......................................................... 10.00

Transcript (one copy furnished free), each additional copy .......... 1.00

Transcript evaluation for students entering by transfer ............ 5.00

Special examination or instructional assistance in make-up work other than listed above ........................................ 1.00

GRADUATION FEES

College of Graduate Studies ........................................ $15.00

Undergraduate Colleges Baccalaureate degrees ...................... 10.00

Associate Titles ................................................................ 5.00

To receive degrees in absentia (additional) ............................ 5.00
UNIVERSITY OF OMAHA

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.

No refunds will be made on matriculation, registration, late registration, health fee, physical education locker fee, or student activity fee, unless such charges have been made through an error of the University Administration, or unless application for withdrawal is filed before the official opening date of the semester, see University Calendar, page 6.

A student must file notice of withdrawal from any 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 on an installment basis 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.

A student dropping courses with the approval of his adviser and his Dean will receive refunds on tuition, non-resident tuition, and other fees in accordance with the following schedules:

**DAY SCHOOL**

<table>
<thead>
<tr>
<th>Withdrawal</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>before classes start</td>
<td>100%</td>
</tr>
<tr>
<td>during first or second week</td>
<td>75%</td>
</tr>
<tr>
<td>during third or fourth week</td>
<td>50%</td>
</tr>
<tr>
<td>during fifth or sixth week</td>
<td>25%</td>
</tr>
<tr>
<td>after the sixth week</td>
<td>0%</td>
</tr>
</tbody>
</table>

**SUMMER SESSION (5 week session)**

<table>
<thead>
<tr>
<th>Withdrawal</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>before classes start</td>
<td>100%</td>
</tr>
<tr>
<td>during first three days</td>
<td>75%</td>
</tr>
<tr>
<td>during remainder of first week</td>
<td>50%</td>
</tr>
<tr>
<td>during second week</td>
<td>25%</td>
</tr>
<tr>
<td>after second week</td>
<td>0%</td>
</tr>
</tbody>
</table>

**SUMMER SESSION (3 week session)**

<table>
<thead>
<tr>
<th>Withdrawal</th>
<th>Percentage</th>
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</thead>
<tbody>
<tr>
<td>before classes start</td>
<td>100%</td>
</tr>
<tr>
<td>during first day</td>
<td>75%</td>
</tr>
<tr>
<td>during second or third day</td>
<td>50%</td>
</tr>
<tr>
<td>during remainder of first week</td>
<td>25%</td>
</tr>
<tr>
<td>after first week</td>
<td>0%</td>
</tr>
</tbody>
</table>
Withdrawal before first class meeting .................................................. 100%
Withdrawal before second class meeting ................................................. 80%
Withdrawal before third class meeting .................................................. 60%
Withdrawal after third class meeting ..................................................... 0%

**Credit Courses and Non-Credit Courses of 10 Weeks or More**
Withdrawal before first class meeting .................................................. 100%
Withdrawal within first week ................................................................. 80%
Withdrawal within second week ............................................................... 60%
Withdrawal after second week ................................................................. 0%

**Non-Credit Courses of Less Than 10 Weeks**
Withdrawal before first class meeting .................................................. 100%
Withdrawal after first class meeting ...................................................... 0%

**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.
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 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
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)
Contemporary Communication Scholarship (Star Radio Stations)
Gilbert M. Hitchcock Scholarship (physical science)
Glenn L. Martin Scholarship
Jenkins Memorial Scholarship, University Alumni Association
   (senior)
Louis Kavan Scholarship
Neboma Chapter of the National Secretaries Association Scholarship
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)
Omaha Association of Insurance Agents
Omaha Mortgage Bankers Association Scholarship
   (real estate, senior)
Omaha Petroleum Industries Foundation
Omaha Symphony Orchestra
Pen and Sword Scholarship
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)
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
Arthur Brandeis Scholarships in Retailing
Associated Retailers of Omaha Scholarships in Retailing
Cosmopolitan Club Scholarship
Edward Gomez Memorial Scholarship
Emma S. Metz Music Scholarship
Halker Louis Jorgensen Scholarship
Hinky-Dinky Scholarships in Food Distribution
James A. Douglas Scholarship
Kathy Planteen Memorial Scholarship
Kevin O. Connor Scholarship
Paul T. Crossman Memorial Scholarship
Philip Sher Essay Award
Senior and Junior Workmen's Club Fund
W. H. Schmoller Music Award
Wm. T. Swanson, Business—Real Estate

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 John R. and John Potter Webster Fund, the Omaha North Side Woman's Club Fund, Altrusa Club Loan Fund, National Office Management Association Noma Loan Fund, the Rotary Club Student Loan Fund, Ak-Sar-Ben Loan Fund, the Woodward Work-Fellowship Fund for Negro students, and University of Omaha Women's Loan Fund, United Student Aid Fund, American Legion Loan Fund, 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

Candidates for degrees with departmental distinction must (a) have attained an average grade of 2.62 in their previous work and an average grade of 3.25 in courses in their major field; and (b) be recommended by the head of the department of their major field.

Application should be made to the Committee on Honors and Degrees with Distinction during the junior year or before the end of the first quarter of the senior year.

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 3.75 or above, but below 3.87: the degree magna 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.
All students must complete physical examinations in the University Health Office before 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.

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.
UNIVERSITY OF OMAHA

AUDIO-VISUAL AIDS
Gene Eppley Library

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
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
Student Center

The new 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 AND INSTITUTIONAL RESEARCH
Administration Building, Room 172

This Bureau offers various services and conducts research in the industrial and institutional realms.

For Omaha business firms, it performs appraisals of candidates for key positions and provides consultation concerning personnel practices such as the establishment of testing programs, the development of merit rating procedures, and the conducting of morale surveys. These activities are supplemented by a continuing program of research in industry.

In the institutional area, it provides IBM test scoring supplies and services and administers late classroom tests. It also serves as an authorized testing agency for various professional organizations and for the Veterans' Testing Service, American Council on Education (for administration of high school level GED tests), and it handles a special testing program for nursing school applicants of four local hospitals. Finally, it conducts on-campus research concerning teaching methods, student achievement and other institutional problems.

CHILD STUDY SERVICE
Mr. F. Gorman, Liaison Director
Mr. D. T. Pedrini, Director
Administration Building, Room 109

The Child Study Service, a cooperative 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.
STUDENT ACTIVITIES
Student Center Building

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
Corinthian Society, 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)