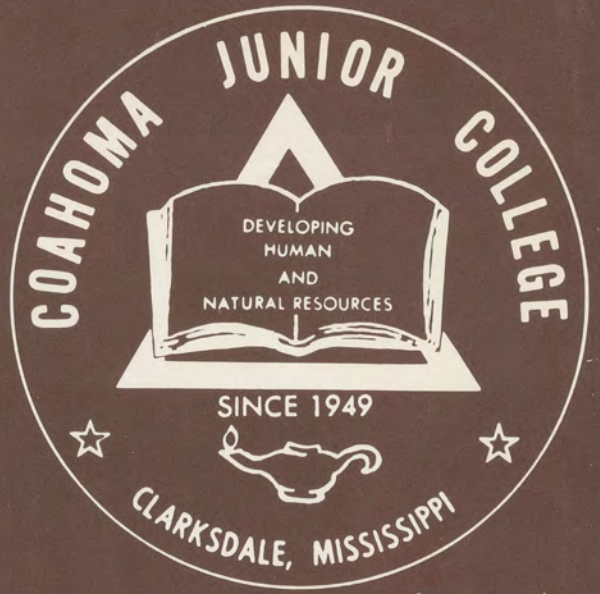


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**1985 - 87**

**CATALOG**

**CLARKSDALE, MISSISSIPPI**



Volume XXI

Number 1

BULLETIN  
of  
COAHOMA JUNIOR COLLEGE

Clarksdale, Mississippi 38614  
Catalog Edition  
1985-1987

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The College Reserves the Right to Amend or Change Policies  
and Procedures Stated Herein When Necessary

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FACULTY, AND STAFF



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COAHOMA JUNIOR COLLEGE  
Clarksdale, Mississippi

1985-86 Academic Calendar

Fall Semester 1985

August	15-16	Thursday-Friday	Faculty Planning Conference & Workshop
August	18	Sunday	Dormitories & Cafeteria Open, 9 a.m.
August	19	Monday	Freshman Orientation
August	20	Tuesday	Freshman Registration
August	21	Wednesday	Sophomore Registration
August	22	Thursday	Classes and Late Registration Fee Begin
September	2	Monday	Labor Day Holiday
September	3	Tuesday	Classes Resume, 8:25 a.m.
September	13	Friday	Last Day to Register or Add Courses
September	20	Friday	Last Day to Officially Drop a Course without Receiving a Grade
October	16-18	Wednesday-Friday	Mid-Semester Examinations
November	27	Wednesday	Thanksgiving Holidays Begin, 12 noon
December	2	Monday	Classes Resume, 8:25 a.m.
December	6	Friday	Last Day to Remove Incompletes of Previous Semester
December	16-18	Monday-Wednesday	Final Examinations
December	19	Thursday	Final Grades due in Admissions and Records Office
December	20	Friday	Christmas Holidays Begin, 12 noon

Spring Semester 1986

January	12	Sunday	Dormitories and Cafeteria Open, 9 a.m.
January	13	Monday	Freshman Registration
January	14	Tuesday	Sophomore Registration
January	15	Wednesday	Classes and Late Registration Fee Begin
January	20	Monday	Martin Luther King's Birthday
January	21	Tuesday	Classes Resume, 8:25 a.m.
January	24	Friday	Last Day to Register or Add Courses
February	7	Friday	Last Day to Officially Drop a Course without Receiving a Grade
March	10-14	Monday-Friday	Professional Meetings and Spring Break
March	17	Monday	Classes Resume, 8:25 a.m.
March	19-21	Wednesday-Friday	Mid-Semester Examinations
March	27	Thursday	Easter Holidays Begin, 12 noon
April	1	Tuesday	Classes Resume, 8:25 a.m.
April	25	Friday	Last Day to Remove Incompletes of Previous Semester
May	7- 9	Wednesday-Friday	Final Examinations for Graduating Students
May	14-16	Wednesday-Friday	Final Examinations for Non-Graduating Students
May	18	Sunday	Graduation Exercises

COAHOMA JUNIOR COLLEGE  
Clarksdale, Mississippi

1985-86 Academic Evening Calendar

Fall Semester 1985

August	19-22	Monday-Thursday	Registration (On & Off Campus)
August	24	Saturday	Faculty Planning Conference & Workshop
August	26	Monday	Classes and Late Registration Fee Begin
September	2	Monday	Labor Day Holiday
September	13	Friday	Last Day to Register or Add Courses
September	20	Friday	Last Day to Officially Drop a Course without Receiving a Grade
October	14-17	Monday-Thursday	Mid-Semester Examinations
November	28	Thursday	Thanksgiving Holiday
December	6	Friday	Last Day to Remove Incompletes of Previous Semester
December	16-19	Monday-Thursday	Final Examinations
December	20	Friday	Final Grades Due in Admissions and Records Office
December	20	Friday	Christmas Holidays Begin

Spring Semester 1986

January	6- 9	Monday-Thursday	Registration (On & Off Campus)
January	13	Monday	Classes and Late Registration Fee Begin
January	20	Monday	Martin Luther King's Birthday
January	24	Friday	Last Day to Register or Add Courses
February	7	Friday	Last Day to Officially Drop a Course without Receiving a Grade
March	10-14	Monday-Friday	Professional Meetings & Spring Holidays
March	17-20	Monday-Thursday	Mid-Semester Examinations
April	25	Friday	Last Day to Remove Incompletes of Previous Semester
May	7-13	Wednesday-Tuesday	Final Examinations
May	14	Wednesday	Final Grades Due in Admissions and Records Office
May	18	Sunday	Graduation Exercises

SECTION TWO

GENERAL INFORMATION





## HISTORY OF COAHOMA JUNIOR COLLEGE

By establishing Coahoma County Agricultural High School in 1924, Coahoma County became the first county in Mississippi to provide an agricultural high school for Negroes under the then existing "separate but equal" doctrine of education. The junior college curriculum was added in 1949, and the name of the institution was changed to Coahoma Junior College and Agricultural High School.

During the first two years, the college program was conducted by one full-time college director-teacher and a sufficient number of part-time teachers from the high school division. A full-time dean and college faculty were employed the third year.

During the first year of operation, Coahoma Junior College was supported entirely by county funds. In the next year it became the first educational institution for Negroes to be included in Mississippi's system of public junior colleges and to be eligible to share in funds appropriated by the Mississippi Legislature for the support of public junior colleges. Counties, other than Coahoma, that now support the college are Bolivar, Quitman, and Sunflower.

Since 1965 the institution has been open to all students without regard to race, color, national origin or handicap.

During its history the institution has been headed by six superintendents and presidents: M.L. Strange, 1924-25; J.M. Mosley, 1925-29; J.W. Addison, 1929-37; J.B. Wright, 1937-45; B.F. McLaurin, 1945-66; J.E. Miller, 1966-79; and the incumbent, McKinley C. Martin, since 1980.

Increased support has made possible the expansion of physical facilities and instructional staffs to provide improved educational service to a rapidly growing student body.

## LOCATION OF SCHOOL

Coahoma Junior College, located in Coahoma County, Mississippi, about four miles north of the city of Clarksdale, is easily accessible from three major highways: U.S. 61, U.S. 49 and Miss. 6. The seventy-acre campus lies in an agrarian setting along the Clarksdale-Friars Point road near the Mississippi River which forms the western boundary of Coahoma County. Bordered on the east by a quiet and picturesque little lake, the school site is conducive to wholesome recreation as well as to serious study.

## MISSION STATEMENT OF COAHOMA JUNIOR COLLEGE

Established in 1949, Coahoma Junior College is a single campus, two-year, multi-ethnic, co-educational, publicly supported institution located in the Mississippi Delta. The institution serves a clientele that is characterized as low-income and rural with the majority of the student body coming from the counties of Bolivar, Coahoma, Quitman, and Sunflower. The college operates under the "open door" admissions policy.

Maintaining a two-year curriculum leading to the Associate in Arts and Associate in Applied Science degrees and vocational certificate programs, the college prepares its graduates for direct entry into the job market or upper division institutions. The college offers general education, pre-professional and vocational-technical programs.



To facilitate the transition of its graduates in their career pursuits, the college seeks to provide educational experiences which will develop logical thinking, aesthetic appreciation, cultural enrichment, moral and ethnical values, effective communication skills and the appreciation of one's relationship to his/her environment. The college also provides community activated services that enhance its students' existences in our democratic society.

Consistent with its mission statement, the college has adopted the following goals:

1. To provide the first two years of bachelor degree programs.
2. To provide a general educational program which includes that knowledge, information experience deemed important for all students.
3. To provide technical and vocational programs which prepare students to successfully enter the world of work.
4. To provide Continuing Education programs which are designed to meet the needs of the communities served by the college.
5. To provide appropriate guidance, counseling and other necessary services which are designed to assist each students in reaching his greatest potential.
6. To provide a variety of cultural and recreational activities and programs to meet the needs of a diversified school population.
7. To provide and promote health programs and practices to ensure that physical hygiene is maintained.
8. To participate in and administer student financial aid programs in order that all students who qualify and manifest financial need will be able to obtain such assistance.
9. To provide a variety of resource materials which will enrich and support the curriculum as well as provide for special interests or needs.
10. To provide the necessary fiscal and administrative support to effectively and efficiently facilitate the operation of the academic and physical programs of the college.

#### ACCREDITATION

Coahoma Junior College is accredited by the Southern Association of Colleges and Schools and by the Accrediting Commission of the State of Mississippi. The college holds membership in the Southern Association of Junior Colleges, American Association of Junior Colleges, Association of Mississippi Colleges and Mississippi Junior College Association.

#### TERMINAL FUNCTIONS

The administration realizes that many students receive no further organized training beyond the junior college level. For this reason, several of the programs offered at Coahoma Junior College are of direct vocational nature. Upon completion of these programs, students are better able to earn a living.

## HIGH SCHOOL AND COLLEGE

Coahoma Agricultural High School is located on the junior college campus. It has its own facilities, instructional and administrative personnel, and program of student activities. It serves students in grades nine through twelve.

The junior college provides educational opportunities in four areas: general studies, business and commerce, vocational-technical education, and adult and continuing education. Transfer curricula in the academic programs parallel similar curricula at Mississippi's public-supported four-year colleges and universities. The students who desire to pursue degrees at such institutions may transfer without loss of credit.

### BUILDINGS

#### J. W. ADDISON ADMINISTRATION BUILDING

Originally constructed in 1963 and enlarged in 1969, this building is the center for the administrative activities of the campus. It houses the president's office, business office and other administrative offices.

#### MARY G. WHITESIDE ACADEMIC HALL

Named in honor of a deceased faculty member, registrar and academic dean, this two-story building was originally constructed in 1958. Additions were made in 1961 and 1968. This building houses, in addition to general classrooms, offices of the Vice President for Instruction and Community Service Programs, Dean of General Studies, Dean of Admissions and Records, and faculty.

#### CHRISTINE J. CURRY BUSINESS AND COMMERCE HALL

This building was constructed in 1965 as the business building. An addition was made in 1969 to house the Fine Arts Department. It now houses the Division Business and Commerce and is named in honor of Mrs. Christine J. Curry, a long time head of the Business Department.

#### DICKERSON-JOHNSON LIBRARY CENTER

The library was named in honor of the school's first librarian, Miss Ethel Dickerson, and Mrs. Lillian R. Johnson who served on some of the committees that helped to organize the college.

The facility has over 28,000 square feet enclosing a media center, seminar room, alumni room, Delta Heritage room and various offices. It has the capacity for housing more than 60,000 volumes. It was constructed in 1973.

THE GEORGE ELLIS COMPUTER CENTER is located on part of the first floor of the library. It was named in honor a deceased faculty member who introduced the first Computer Science Curriculum at Coahoma Junior College.

#### MARION M. REID GYMNASIUM

Named in honor of a deceased faculty member and registrar, this facility is used for athletic activities, assemblies and class instruction. It was constructed in 1960.



#### CONSUELLA CARTER MUSIC HALL

This building was named in honor of Miss Consuella Carter, a former band director and music instructor at Coahoma Junior College. This modern air conditioned facility houses the band, choir, and rooms for teaching music. It was constructed in 1966.

#### B. F. McLaurin Vocational-Technical Center

Named in honor of the first president of the school, Mr. B.F. McLaurin, this modern air conditioned building houses facilities for drafting and design, electronics, auto mechanics, diesel mechanics, auto body and fender repair, carpentry, cosmetology, machine shop, welding, and offices. It was constructed in 1969.

#### Center for Life Long Learning

This building was originally constructed in 1928 as a cafeteria. An addition was made in 1969, and it was renovated in 1975 to house the Continuing Education Division.

#### Zee A. Barron Student Union

Named in honor of one of the former organizers of the school, Mrs. Zee A. Barron, this modern air conditioned building houses facilities for various types of student activities such as bowling, billiards, ping pong, student government, student publications and lounging, as well as food service. This building, which is the center of student activities, was constructed in 1975.

#### L. L. Bryson Hall

Named in honor of one of the early school board members, Mr. L. L. Bryson, this is a modern one-story men's dormitory. It was constructed in 1958.

#### Frank W. Gambrell, Jr. Residential Center

Named in honor of a deceased faculty member and academic dean, this facility was constructed during the 1977-78 school year. This modern three-story air conditioned building provides housing for 120 female students. It also includes lounging areas, lobbies and kitchenettes.

#### Sezzie McLaurin Residential Hall

Named in honor of the deceased wife of the first president, this facility was constructed during 1983-84 school year. This modern two-story air conditioned building provides housing for 60 female students. It also includes lounging areas, lobbies and a kitchenette.

#### Cain Vocational Building

Named in honor of Mr. & Mrs. Joseph Cain, this facility was dedicated in 1985. The facility houses the programs in heat, air conditioning and refrigeration, industrial wiring, and a high school class in industrial arts.

#### Friends Hall

This three-story air conditioned facility was constructed in 1983. It



provides housing for 120 male students and includes lounging areas, lobbies, and kitchenettes.

#### JAMES E. MILLER STADIUM

This athletic field which is the home of the "Tigers" football team is named in honor of the second president. The stadium was constructed in 1979 and has a seating capacity of 2,500.

#### LEE FLOWERS VOCATIONAL BUILDING

This facility was named in honor of Mr. Lee Flowers, a deceased instructor in the building trades. The facility was originally constructed in 1962 to house classrooms, shops and laboratories for brick masonry. It was renovated in 1985 to house the hair and skin care center and vocational business programs.

#### TRUSTEE CENTER FOR PHYSICAL OPERATIONS

This facility was named in honor of all present and past members of the Board of Trustees. It houses shipping and receiving, buildings and grounds, a general maintenance shop, a bus shop, and general warehouse.

#### EVENING AND OFF-CAMPUS PROGRAM

The evening program is an extension of the junior college program. It provides educational opportunities for people who are unable to attend regular classes. The standard courses are taught by the regular faculty members or instructors with equivalent qualifications. Additionally, the evening activities include certain non-credit cultural and vocational courses.

Admission for credit and/or degree programs are the same as for regular day students (see "Admissions"). Evening classes are organized on the semester system. The courses which carry three semester hours credit meet one night per week from 6 p.m. - 9 p.m. Classes which meet for longer time periods will meet the appropriate number of times per week to obtain the necessary contact hours.

The off-campus program is designed to carry the college to all areas in the college's community to facilitate attendance in continuing education efforts of working adults. Courses offered through the off-campus program do not require laboratory work and can be taught in any properly heated and lighted facility.

Evening on- and off-campus class activities for degree programs are administered through the Office of Continuing Education. The Division of Continuing Education is charged with administering selected developmental, experimental, and community service programs.

#### ALUMNI ASSOCIATION

The Alumni Association of Coahoma Junior College is an organization of former students, both graduates and non-graduates. The purpose of the association is to serve and extend the program of the colleges; to promote a spirit of fellowship and cooperation among its members; and to solicit their help in the future development of the college.

## DICKERSON-JOHNSON LIBRARY

The library located in the center of the academic cluster contains a well selected collection of books, bound periodicals and audio-visual materials.

The audio-visual department, located on the first floor of the library, is equipped with the following media hardware: cassette players and recorders, record players, 16mm film projectors, film look projectors, audio-tape recorders, video cassette players, filmstrips projectors, opaque projectors, and color TV monitors. Software include: filmstrips, cassette tapes, video cassette tapes, transparencies, and audio cassette tapes. Many important services are rendered in this department and much of this non-book material may be checked out to students and faculty members.

Reference materials, current periodicals, bound periodicals, and microfilm are all housed on the second floor of the library. Use of carrels provide quiet and individual study for students.

The professional reading room is designed for utilization by the faculty members and the administration. Professional magazines and newspapers are provided for their use. This room is also for small professional meetings.

The third floor provides a spacious reading room, four typing rooms, a seminar room, two group study rooms, alumni room, and Delta Heritage room.

## PUBLIC RELATIONS

The program of public relations at Coahoma Junior College endeavors to foster and maintain public goodwill toward the institution by evaluating public attitudes, identifying the policies of the college with the public interest, and carrying out other activities to earn public understanding and acceptance. Specifically, the public relations officer seeks to (1) interpret the college's philosophy and objectives; (2) stress the public services of the college; (3) enlist the support of the public; (4) aid graduates of the college transferring to the upper division of four-year institutions or in finding employment; and (5) make contact with promising prospective students.

## COMMUNITY ACTIVITIES AND SERVICES

The Division of Adult and Continuing Education is the institutional unit that is responsible for coordinating and administering community service activities.

This division is the means by which the college enriches, expands, and extends its primary mission of teaching and service. The overall goal of this unit is to extend the resources of the college to a wide range of individuals, special interest groups, and target audiences not otherwise reached by on-going programs. Accordingly, these activities are designed with both the letter and spirit of the mission statement of the institution in mind. This division is in philosophical congruence with the institution to provide "... opportunities for individuals to engage in carefully planned experiences which aim to cultivate and develop their inherent capacities in order that they will achieve the finest development of which they are capable." Simultaneously, each effort in this division is predicated on an identified need of an individual, group, or other agencies and institutions. In part, the college's mission is to justify its



existence by gearing its program "... to meet the needs of those it serves." Specifically, the Division of Continuing Education operates as a direct result of efforts to fulfill goal #4 of the college: "to provide continuing education programs which are designed to meet the needs of the communities served by the college."

Continuing education concerns are interdisciplinary in nature; therefore, this division can provide the machinery to effect program development efforts in all departments.

#### 1985-86 SCHEDULE OF STUDENT EXPENSES

All fees and other charges are due and payable on the semester basis. General fees and expenses for all students are as follows.

For assessing students' expenses, the college classifies students into three groups: district, non-district, and out-of-state.

District students are those who live in counties that give financial support to Coahoma Junior College--Coahoma, Bolivar, Quitman, and Sunflower.

Non-District students are those whose homes are in the state of Mississippi, but in counties other than the supporting counties.

Out-of-State students are those whose legal residence is outside the state of Mississippi.

	<u>Day Students</u>		
	<u>District</u>	<u>Non-District</u>	<u>Out-of-State</u>
Matriculation Fee, Per Semester	\$ 275.00	\$ 275.00	\$ 275.00
Publication Fee, First Semester	44.00	44.00	44.00
Activity Fee, Per Semester	22.50	22.50	22.50
Maintenance Fee, Per Semester		192.50	192.50
Out-of-State Tuition, Per Semester			495.00
Total First Semester	<u>341.50</u>	<u>534.00</u>	<u>1,029.00</u>
Total Fees, Second Semester	297.50	490.00	985.00
Total for Year	<u>\$ 639.00</u>	<u>\$ 1,024.00</u>	<u>\$ 2,014.00</u>
	<u>Boarding Students</u>		
Matriculation Fee, Per Semester	\$ 275.00	\$ 275.00	\$ 275.00
Publication Fee, First Semester	44.00	44.00	44.00
Activity Fee, Per Semester	22.50	22.50	22.50
Maintenance Fee, Per Semester		192.50	192.50
Out-of-State Tuition, Per Semester			495.00
Board Fee, Per Month	126.50	126.50	126.50
Room Fee, Per Month	61.60	61.60	61.60
Laundry Fee, Per Month	13.20	13.20	13.20
Additional Room, Board, and Laundry First Semester	704.55	704.55	704.55
Total First Semester	<u>1,247.35</u>	<u>1,439.85</u>	<u>1,934.85</u>
Total Fees, Second Semester	1,203.35	1,395.85	1,890.85
Total for Year	<u>\$ 2,450.70</u>	<u>\$ 2,835.70</u>	<u>\$ 3,825.70</u>



### Evening Students

	<u>On-Campus</u>	<u>Off-Campus</u>
Matriculation Fee, \$27.50/Semester Hr. x 12 Hrs.	\$ 330.30	\$ 330.00
Evening Registration Fee, Per Semester	22.00	22.00
Off-Campus Fee, Per Semester		33.00
Activity Fee, Per Semester	22.50	22.50
Publication Fee, First Semester	44.00	44.00
TOTAL FIRST SEMESTER	418.50	451.50
Second Semester Fees (Full-time)	374.50	407.50
TOTAL FOR YEAR	793.00	859.00

### Other Costs

In addition to the above fees, all new students are required to pay a \$15 application fee. Under certain other conditions, students are required to pay special fees. These fees are as follows and are due at the time they are charged.

<u>Condition</u>	<u>Fee</u>
Late Registration Fee	\$ 22.00
Room Reservation	11.00
Schedule Change	3.00
Make-Up Exam Fee (Each Exam)	1.50
Audit Fee	15.00 Per Semester Hour
Part-Time Fee	27.50 Per Semester Hour
Transportation Fee	82.50 Per Semester

### Summer School Fees

Registration Fee, Per Summer Term	22.00
Fee, Per Semester Hour	27.50
Activity Fee, Per Summer Term	8.00
Off-Campus Fee, Per Term	33.00

### REFUND OF FEES, TUITION, ROOM AND BOARD

#### Refund Policies:

A student withdrawing from the college before the end of the semester should file a withdrawal form with the Dean of Admissions and Records at the college. A copy should be delivered to the Business Office with the student's identification card.

Refunds in general will be determined from the date of registration. If a student withdraws before the first class meets or within one week after the beginning of classes for the semester, a refund of 75 percent will be made of the total fees assessed and paid. Each week thereafter, the amount to be refunded will be reduced by 25 percent, and no refund will be made after four (4) weeks. The refund policy for the student who receives educational assistance from the Veterans Administration and is enrolled in non-accredited courses is on a pro rata basis, in the event the student fails to enter, withdraws or is dismissed.

During the summer terms, refunds will be made as follows: 75 percent before classes meet for the first time or within one day after classes begin; 50 percent after classes meet the second day; 25 percent after classes meet the third day; and no refund after classes meet for the fourth day of the term.

If a summer or evening class (on- or off-campus) fails to develop or is terminated by order of the administration, all fees assessed and paid will be refunded.

Refunds are made on board charges during the semester if a student misses his/her meals for seven (7) consecutive days due to emergency leaves or if the student officially withdraws.

#### BOOKS AND SUPPLIES

Textbooks for courses in the junior college division may be purchased from the college bookstore. The cost of books range from \$75 to \$100 and upwards per year. School supplies, paper, pencils, ink pens, and other supplies are available in the bookstore.

#### GRADUATION FEE

A \$27.50 graduation fee is charged all students who are graduating. This includes the cost of the diploma and cap and gown rental.

A student's account must be cleared in the Business Office before his/her diploma is issued or before his/her transcript is released.

NOTE: ALL FEES ARE SUBJECT TO CHANGE FOR THE 1986-87 ACADEMIC YEAR

## SECTION THREE

### ACADEMIC REQUIREMENTS AND REGULATIONS





## ADMISSIONS

Inquiries about admission to Coahoma Junior College should be addressed to the Office of Admissions and Records. The Dean of Admissions and Records receives and processes all routine applications, evaluates credentials and issue statements relative to admission to applicants. Academic and technical students may enter at the beginning of either of the two semesters or at the beginning of the summer school term. Vocational students may enroll during the first week of any month. Application forms may be secured from the Admissions and Records Office.

### GENERAL ADMISSION POLICIES

Coahoma Junior College does not discriminate in the admission of students because of race, color, sex, national origin or handicap. The institution operates under the "open door" policy. However, admission to the college does not necessarily guarantee admission to a specific program desired by a student.

Coahoma Junior College provisionally admits students whose American College Test (ACT) scores are not on file in the Admissions and Records Office. Students seeking admission to the academic and technical programs are required to take the ACT and request that the results be sent to the Admissions and Records Office before credit is granted. Students 21 years of age or older are not required to take the American College Test unless they are planning to enter a specific program that requires it, such as the Data Processing Program. All admission requirements must be met before a student is officially accepted by the institution.

**Immunization Requirement:** In cooperation with the Mississippi State Board of Health, Coahoma Junior College requires certification of appropriate immunization against rubella and measles of all entering students whose birth dates are after December 31, 1956.

A student on academic probation at another college, if otherwise acceptable, is admitted to Coahoma Junior College on probation. A student excluded from another college because of academic suspension may be considered for admission to Coahoma Junior College on probationary status after remaining out of college for one semester.

### ADMISSION REQUIREMENTS FOR ACADEMIC AND TECHNICAL STUDENTS

1. A student seeking admission to the college should provide a transcript with proper verification from the high school attended. Students who have completed a minimum of 15 acceptable high school units but have not graduated from high school may be accepted.
2. For mature students (above 17 years of age), satisfactory score on the high school level General Education Development Test (GED) may be accepted in lieu of certification of graduation.
3. Students should request that their American College Test (ACT) scores be mailed to the Admissions and Records Office.
4. **Transfer Students:** A student from a college of recognized standing may be admitted to the college on the basis of an official transcript of credits from the institution previously attended. However, transfer credit will be accepted in accordance with the following policy: A student whose transcript indicates an overall quality point average of C (2.0) or better will be allowed to transfer all courses in which he/she has a grade of D. If the transcript indicates an overall average of below C, only those courses

bearing grades of C or better will be accepted. All transfer students should have their transcripts evaluated in the Office of Admissions and Records. No transfer student is required to submit ACT scores if he/she has completed at least 15 semester hours of acceptable college level courses.

5. All applicants are required to submit completed applications that are supplied by the institution.
6. All applicants are notified of their admission status as completed applications and other required admission data are received in the Admissions and Records Office. When all required admission materials are on file in the Admissions and Records Office, each applicant will be sent a "Notice of Acceptance Form" which must be presented when the applicant begins registration.

#### ADMISSION REQUIREMENTS FOR VOCATIONAL STUDENTS

Students may be admitted to vocational programs at Coahoma Junior College if they are interested in the trades. High school graduation or satisfactory scores on the General Education Development Test are not required. However, a transcript or record of previous education training is required. Students who enroll in barbering and cosmetology are required to have completed the tenth grade. Those students who meet the admission requirements for the academic and technical programs also meet the admission requirements for vocational programs.

Applicants may be admitted to vocational programs after they have provided the Office of Admissions and Records with a completed application form and an official transcript or record of previous education and training.

#### ADMISSION REQUIREMENTS FOR EVENING STUDENTS

Admission requirements for evening students are the same as for regular day students.

#### ADMISSION REQUIREMENTS FOR VETERANS OR ELIGIBLE PERSONS

Admission requirements for veterans or eligible persons are the same as for regular students. However, they must meet all admission requirements and provide the Admissions and Records Office with documented evidence of all previous education and training prior to being admitted and certified to the Veteran's Administration.

Veterans who intend to utilize G.I. benefits cannot be admitted to the college under provisional or special admission status and be eligible to receive financial benefits under the G.I. Bill.

#### TYPES OF ADMISSION

Admission approval is one of three types:

1. Regular indicates that a student has satisfactorily fulfilled all admission requirements.



2. Provisional indicates that the prospective student has not completed part of the admission requirements and that the student has been admitted pending receipt of the necessary information. Failure to clear admission deficiencies may result in the termination of a student's enrollment. This also includes those students who graduate from non-traditional schools.
3. Special Admission is designed to meet the needs of special interest groups that seek admission for specifically designed programs without concern for credit transfer.

#### RE-ADMISSION OF FORMER STUDENTS

A former student who was not in attendance the semester prior to the one for which he/she wishes to be enrolled is required to submit an "Application for Re-Admission." A student in attendance the semester preceeding the one for which he/she wishes to be enrolled does not need to submit an application for re-admission.

A student re-admitted will return to the same academic status, unless he/she has earned additional college credits to alter his/her status. Any former student who has attended another college after leaving Coahoma Junior College will be required to provide the Admission and Records Office with an official transcript from that college.

A student returning after academic suspension will be re-admitted on academic probation registering in 12 semester hours only.

A student who has dropped out of school for two consecutive semester after having received financial aid each of these semesters will be required to pay all of his/her own tuition and fees for the third semester upon reinstatement as a student at the college.

#### GRADUATION REQUIREMENTS

##### Degree Programs

Coahoma Junior College awards two degrees: the Associate in Arts and the Associate in Applied Science. For either degree, the minimum requirement is 65 semester hours and 130 quality points (a "C" average) based upon all courses completed.

Any student who plans to transfer to one of Mississippi's eight public universities and who has not achieved the required ACT score for admission must complete the following core requirements with at least a 2.0 average on a 4.0 scale:

- 6 semester hours of English Composition
- 3 semester hour of college algebra
- 6 semester hours of laboratory science
- 9 semester hours of humanities and fine arts

To receive the Associate in Arts degree in general education, a student must:

1. Earn a minimum of 65 semester hours which must include 6 semester hours of English Composition, 6 semester hours of literature, 3 semester hours of art or music appreciation, 6 semester hours of mathematics, 6 semester hours of science, 6 semester hours of social science or history, 2 semester hours of physical education and 1 semester hour of orientation.
2. Earn an average of two quality points for each semester hour completed.
3. Complete the last twelve (12) semester hours at Coahoma Junior College.
4. Satisfactorily meet his/her financial obligations at Coahoma Junior College.

To receive the associate in arts or the associate in applied science degree in a specific area, a student must:

1. Complete the course requirements of the appropriate curriculum outlined in the catalog.
2. Earn an average of two quality points for each semester hour completed.
3. Complete the last twelve (12) semester hours at Coahoma Junior College.
4. Satisfactorily meet his/her financial obligations at Coahoma Junior College.

Exceptions:

1. A student may comply with the catalog requirements of the first two years of the specific four-year accredited institution to which he/she will transfer. However, the student must provide the Dean of Admissions and Records and the appropriate instructional dean with the name of the institution during the first week of the semester preceeding graduation.
2. A student who is physically unable may earn equivalent semester hours in lieu of those required in general activities if his/her claim is verified by a written statement from a physician and approved by the appropriate instructional dean.

#### Certificate Programs

To graduate from the college with a certificate in a particular program, a student must:

1. Satisfactorily complete all courses in the chosen program as indicated in the catalog.
2. Complete the final semester as a full-time student at Coahoma Junior College.
3. Satisfactorily meet his/her financial obligations at Coahoma Junior College.



Exception:

A certificate is awarded those students who do not take any of the above options but complete two years of general study at the institution.

REGISTRATION

Registration for each semester will take place on the dates stated in the college calendar. Failure to register on the dates set aside for this purpose will result in a charge of late registration fee of \$22.00. All students are expected to register at the beginning of the semester and remain in classes until the end of the semester.

CHANGE OF SCHEDULE

An official change in schedule may be made only with special permission from the student's advisor and the appropriate instructional dean. This includes adding and dropping courses. All changes must be made not later than the dates designated in the college calendar. The student must file a change of schedule form with the Dean of Admissions and Records after the change has been approved by the appropriate instructional dean. No student will receive credit for a course which he/she is not enrolled. Any student who unofficially drops a course will receive a grade of "N". A fee of \$3.00 must be paid for each change in schedule.

Official Change of Schedule - A change of schedule approved by the student's advisor and the appropriate instructional dean.

Unofficial Change of Schedule - A change of schedule not approved by the student's advisor and the appropriate instructional dean.

DIRECTED INDEPENDENT STUDY (DIS)

Students satisfying the following conditions will be permitted to enroll in a maximum of six (6) semester hours of directed independent study per semester if he/she:

1. Possesses an overall grade point average of 2.0;
2. Enters into a contractual agreement with the instructor of the course desired;
3. Enrolls in a scheduled course, but has to drop that course due to insufficient enrollment;
4. Shows where circumstances beyond his/her control would prevent him/her from enrolling in a course prescribed in his/her program.

A student who is desirous of pursuing a DIS course should first consult his/her advisor. Afterwards and only if recommended by the advisor, the student should contact the instructor so that a contract can be drawn up. This contract should spell out exactly what is expected of the student. In order to be award-

ed credit for a DIS course, a student must satisfactorily complete the requirements of the course. Courses which carry labs -- i.e., biology, physical science, vocational courses, etc. -- will not be offered through DIS.

Final approval for a student to take a DIS course will be granted by the appropriate instructional dean. No student entering as a first semester freshman will be permitted to enroll in a DIS course.

#### STUDENT LOAD

The minimum number of semester hours which classify one as a full-time student is twelve (12). The "normal student load" is fifteen (15) to nineteen (19) hours. In order for a student to carry a load in excess of the "normal student load," he/she must receive permission from his/her advisor and the approval of the appropriate instructional dean. Students who have been placed on academic probation or who are taking remedial courses are advised to reduce the number of hours to twelve (12), and they may not take more than fourteen (14) hours without first securing permission from their advisor and approval of the appropriate instructional dean.

#### CLASSIFICATION OF STUDENTS

The classification of students at Coahoma Junior College is as follows: Freshman - a student who has fewer than 28 semester hours credit. Sophomore - a student who has earned 28 or more semester hours credit. Full-time student - a student who is enrolled in 12 or more semester hours of work in a given semester. Part-time student or special student - a student who is enrolled in fewer than 12 semester hours of work in a given semester.

#### SEMESTER HOURS CREDIT

Coahoma Junior College operates on the semester system, having changed from the quarter system in the fall of 1976. Semester hour credit is determined by the number of hours a course meets per week. A course which gives three semester hours credit will normally meet for three lecture/recitation hours per week or for two lecture/recitation hours and two laboratory hours per week or, for some, a combination of the above.

#### AUDITING COURSES

No credit is granted for courses on an auditing basis. Once a student has enrolled in a course or courses for audit, no future credit will be allowed for enrollment in a course on this basis. Special students may be admitted to the college to audit courses on the basis of a regular application and without being required to take the ACT.

#### EXAMINATIONS

Examinations are given periodically during the academic year. The academic year is divided into two semesters and a summer session. Each semester is approximately seventeen weeks in length, and mid-semester and final examinations are given during that time. The summer session is approximately ten weeks in



length and divided into two five-week terms. All students are required to take a written examination at the time designated on the schedule.

Make-up examinations are given to students who, because of unavoidable circumstances, have missed examinations during the school term. Examination deficiencies must be removed the first semester following the semester in which the deficiency occurred. Permission for make-up examination must be secured from the appropriate dean prior to the date for which the examination is rescheduled. Instructors are not to give make-up examinations to any student who does not have a permit. A fee of one dollar and fifty cents (\$1.50) will be charged for each make-up examination.

#### INCOMPLETE GRADES

The grade of "I" (Incomplete) indicates that the student has not completed the course for some unavoidable reason. This grade may be changed by the instructor and credit allowed when the course requirements have been met, provided the "I" has been removed during the first semester following the semester in which the "I" was received or no later than the next semester in which the course is taught. If the student fails to complete the course within the specific time, the grade of "F" will be recorded by the Office of Admissions and Records. The student has the responsibility of making the necessary arrangements with the instructor concerned.

#### CHANGE OF GRADES

A grade other than "I" (Incomplete), once reported, is subject to change only if it has been caused by a clerical error. An instructor wishing to change such a grade or change the grade of "I" to another letter must obtain a "Grade Correction Memo" from the Office of Admissions and Records and have it approved by the department chairperson and the appropriate instructional dean.

#### GRADING SYSTEM

Coahoma Junior College changed from the 3.0 system to the 4.0 system effective as of September, 1974. College students' academic progress is evaluated according to the following grading system.

<u>GRADE</u>	<u>SCALE</u>	<u>QUALITY POINTS</u>
A - Excellent	92 - 100	4
B - Good	83 - 91	3
C - Average	74 - 82	2
D - Poor	65 - 73	1
F - Failure	Below 65	0
I - Incomplete		
N - Non-Attendance	Excessive Absences	0
W - Official Withdrawal		

#### QUALITY POINTS

Quality of work will be measured by "quality point". Quality points are acquired as follows: for each semester hour completed with a grade of "A", four quality points are given; for each semester hour completed with a grade of "B", three quality points are given; for each semester hour completed with a grade of

"C", two quality points are given; for each semester hour completed with a grade of "D", one quality point is given. Thus, a three hour course completed with a grade of "A" gives twelve (12) quality points, "B" nine quality points, "C" six quality points, and "D" three quality points.

To be in good standing academically, all students are required to earn a 2.0 average on the 4.0 system.

Each grade reported as having been earned by the student at the end of a semester or summer term will be included in computing his/her grade point average. The student should observe that the grade of "F" carries zero quality points and will be included in the computation. The grade of "I" will not be computed until after some disposition has been made concerning it. (See section on INCOMPLETE GRADES). The grade of "W" will not affect the student's grade point average. The student should be reminded, however, that the unofficial withdrawal from any class will result in the recording of the grade of "N" which carries zero quality points and will be computed in the grade point average.

#### REPEATED COURSES

On any course which is repeated, the grade recorded last will be considered when computing the student's cumulative grade point average. A student may not repeat any course in which he/she already has a grade of "C" or better without permission from his advisor and the appropriate instructional dean.

#### HONORS

At the end of each semester the names of honor students are published and posted. A full-time student who earns a quality point average of 4.0 will be on the president's list; those students who carry a full load and earn a minimum quality point average of 3.5 will be on the dean's lists; those students who carry a full load and earn a minimum quality point average of 3.0 will be given honorable mention.

Students who earn an average of 3.0 for each semester hour will graduate with honor; those who earn an average of 3.5 for each semester hour will graduate with special honor; and those who earn an average of 3.8 or more for each semester hour will graduate with highest honor. The two graduating students with the highest averages will be the valedictorian and salutatorian, respectively. A minimum quality point average of 2.0 is required for graduation from the college.

#### ACADEMIC PROBATION AND SUSPENSION

Students are responsible for knowing their own standing in reference to the published academic regulations, policies, and standards of the college.

Probation is a means of informing a student that his/her academic record is unsatisfactory while there is still time to remedy the situation.

Any student who fails to maintain a 1.0 grade point average (GPA) during his/her first semester of attendance at Coahoma Junior College will be placed on temporary academic probation. During the next semester of attendance, the stu-



dent must achieve a GPA of 1.5 or be placed on academic probation. When possible, students on probation will be provided academic counseling.

At the end of the next semester enrolled, a student is removed from academic probation if he/she achieves a GPA of 2.0. Students failing to achieve the mandatory 2.0 will be suspended for one semester or will be required to obtain special permission from the appropriate instructional dean in order to remain in school.

A student on academic probation who attends summer school and earns an average of 2.0 in a minimum of six semester hours during any one session will be re-admitted in good standing.

After completing four semesters of work, the student must have and maintain a 2.0 GPA. Students failing to achieve and maintain this average will be suspended from the college and will be re-admitted only at the discretion of the appropriate dean.

If a student is approved for re-admission after serving one semester of academic suspension, he/she will be re-admitted on academic probation. His/her load will be a maximum of fourteen (14) semester hours for the first regular semester of attendance following the suspension.

#### ATTENDANCE POLICY AND PROCEDURES

The nature of the educational programs at Coahoma Junior College is such that it is necessary for every student to attend class regularly. Instructors will keep accurate class attendance records, and these records will become part of the student's official record.

Approved absences may be permitted in the event of personal illness, death in the immediate family, or an official school function. The student is still responsible for all work missed regardless of the reason for being absent.

Instructors are expected to encourage regular class attendance by organizing classes in such a manner that students will recognize the necessity of attending classes regularly in order to meet the established objectives of the course.

#### Academic and Technical Courses

When a student's unexcused absences in an academic or technical course equal three times the number of times the course meets per week, not to exceed nine absentees, the student will be dropped from the course and a grade of "N" will be recorded.

If a student has accumulated more than the total unexcused absences allowed because of justifiable causes, he/she may appeal to the attendance committee for an extension of allowed absences. To be considered for reinstatement, the student must appeal to the attendance committee in writing within three days from the dropped date. The request for an appeal must be made by the student to the appropriate dean. The student will be allowed to remain in class until the hearing is held and a decision has been made.

Tardies: Three tardies will count as one absence. A student is counted tardy from class if he/she is later than fifteen (15) minutes arriving to class.

## Vocational Programs

When a student enrolls in any of the vocational programs, he/she accepts the responsibility of attending all classes and doing the work prescribed by the instructor. When a student's unexcused absences in a vocational program exceed five days or 30 clock hours, whichever comes first, the student will be dropped from the program and a grade of "N" will be recorded. Once a student has been dropped by the institution, the student can not re-enroll until the beginning of the next semester.

Should a student take more than the allowed number of unexcused absences and if there is just cause, the student may request a hearing with the attendance committee. The student must make a written request to the Dean of Vocational-Technical Education. The same appeal procedure will be followed as that for academic and technical students.

**Tardies:** A student is counted as tardy if he/she is later than fifteen (15) minutes arriving to class after any break in instruction. Tardies equaling sixty percent of a day will constitute one absence.

## Evening Classes

Evening class students are expected to attend classes on a regular basis. After two unexcused absences, the instructor will submit each student's name to the Dean of Continuing Education. The dean will in turn notify the student that these absences are jeopardizing his/her grade and continued enrollment. After the third absence, the student will be notified that he/she has been dropped from the course and the grade of "N" will be recorded.

Should a student enrolled in evening classes take more than the allowed number of absences, he/she may request an appeal if there is just cause. The appeal must be made by the student in writing to the Dean of Continuing Education. The dean will present the request to the attendance committee for a decision. The student will remain in class until a decision has been made.

**Tardies:** A student is counted as tardy if he/she is later than thirty (30) minutes arriving to class. Three tardies shall constitute one absence.

## WITHDRAWAL FROM SCHOOL

A student who finds it necessary to withdraw from school should do so officially in order to leave with a clear record. The student should pick up a withdrawal form from the Office of Admissions and Records. This form must be signed by all appropriate persons. Failure to conform to this regulation will result in loss of rights to honorable dismissal, re-entry, and refund.

A student who officially withdraws will receive a grade of "W" in all courses. A student who leaves school and does not officially withdraw will receive a grade of "N" in all courses.

## STUDENT UNETHICAL PRACTICES

Student unethical practice, such as cheating on examinations, will not be tolerated. Any student found guilty of doing so will be dismissed from class. When unethical practices are confirmed, the instructor will discuss the problem



with the student involved and file a disciplinary report with the appropriate instructional dean. The dean shall review the report and make a decision either (1) to send the student involved a letter of reprimand or (2) to summon the student before the Judicial Council for a hearing and appropriate disciplinary action.

#### EVENING CLASSES

The regular academic, technical and vocational evening classes are extensions of the college program. They provide educational opportunities for people who are unable to attend regular day classes. The courses offered are taught by the regular faculty members or instructors with equivalent qualifications. Classes are scheduled during the hours between 6:00 p.m. and 10:00 p.m. The requirements are the same as for regular day students.

#### SUMMER SCHOOL

Coahoma Junior College offers summer school (1) to render services to the college community; (2) to give students an opportunity to accelerate their efforts in meeting academic requirements for graduation; and (3) to give students who are deficient in academic subjects an opportunity to remove the deficiencies. Although all courses are not offered during the summer session, a student may petition the college to offer any course. When a sufficient number of students who desire to take the course can be ascertained, the course will be added to the summer class schedule.

Students desiring to attend summer school will comply with the regular requirements. An applicant must make application through the Office of Admissions and Records even if he/she desires to do summer work or earn academic credit only.

The summer session for day classes is approximately ten weeks, divided into two five-week terms. The "normal student work load" is six semester hours per term. The summer session for evening classes is one nine-week session. The "normal student work load" is ten semester hours. Detailed information concerning course offerings, admission requirements, fees and facilities will be available about May 1. Additional information may be obtained from the Office of Admissions and Records, Office of Pre-Baccalaureate Programs, Office of Continuing Education, and Office of Vice President for Instruction and Community Service Programs.

#### TRANSCRIPTS

Transcripts are released only upon written and signed requests by the students. After the first transcript is issued, a fee of one dollar is charged for each additional copy.

Transcripts can be released as requested provided the requester has met all of the admission requirements and satisfied all Business Office accounts. Only unofficial copies can be released to an individual.

## COMPLIANCE POLICY

In compliance with Title VI of the Civil Rights Act of 1964, Title IX, Educational Amendments of 1972 of the Higher Education Act and Section 504 of the Rehabilitation Act of 1973, the Board of Trustees of Coahoma Junior College has adopted a policy assuring that no one shall, on the grounds of race, color, national origin, sex, or handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination in any program, activity, or employment of the college.

## PRIVACY RIGHTS OF PARENTS AND STUDENTS

Coahoma Junior College complies with all provisions of the Federal law entitled "Privacy Rights of Parents and Student". Copies of a policy statement, indicating the records affected by this law and outlining the student's rights and obligations, may be obtained from the Office of Admissions and Records.

Coahoma Junior College will release directory information about any student unless he/she has notified the Office of Admissions and Records in writing that he/she does not want any such information released. This written request must be filed within two weeks after the student registers. It should be noted that such a request will be followed to the letter. Any future request from non-college persons or organizations for such directory information will be refused.

Directory information includes the student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, dates of attendance, the most recent educational agency attended by the student and other similar information.

## VETERANS

All academic, technical and vocational programs are open to veterans or eligible persons. The accounts and permanent records of veterans and eligible persons are identifiable and available for examination by duly authorized persons including representatives of the Veterans Administration.

### Admission Requirements

Any person who anticipates enrolling at Coahoma Junior College and receiving educational assistance from the Veterans Administration must meet all admission requirements prior to being certified to the Veterans Administration. Documented evidence that all admission requirements are met shall be a part of the veteran's or eligible person's permanent record. (See section on ADMISSION.)

### Previous Education and Training Records

Documented evidence of all previous education and training must be provided and filed in his/her permanent record. Proper credit will be given and submitted to the Veterans Administration. The recommendation of the American Council on Education in their handbook, GUIDE TO THE EVALUATION OF EDUCATION EXPERIENCES IN THE ARMED SERVICES, is used for evaluating military credit where possible.



## Progress Records

A permanent record is maintained to show academic progress. This record shows a final grade in each course for each semester, a record of withdrawal from any course, and/or record of re-enrollment in any course from which there was a withdrawal.

A veteran or eligible person ceases to make satisfactory progress when he/she (a) fails or withdraws (unofficial) from all courses in which he/she enrolled, (b) drops all courses, and (c) earns a grade point average of less than 1.5. A grade point average of 2.0 is required for graduation.

A veteran's or eligible person's academic progress is evaluated according to the grading system. (See section on GRADING SYSTEM.) Each grade reported as having been earned by the student at the end of the semester or summer term will be included in computing his/her grade point average. The student should observe that the grade of "F" carries zero quality point. If received, it will be included in computing grade point average. A grade point average is computed by dividing the total number of quality points by the total number of semester hours attempted.

A veteran or eligible person shall not be permitted to repeatedly enroll in courses, not attend classes and withdraw from classes without penalty.

## Attendance

A standard class record book is maintained by each instructor and all absences are recorded to determine the last date of attendance. Attendance requirements for veterans or eligible persons are the same as for regular students. (See section on ATTENDANCE.)

## Reports to the Veterans Administration

Any change in status from the last certification will be reported promptly to the Veterans Administration. Reports of unsatisfactory progress, drops, withdrawals and unscheduled interruptions will be made within the month of occurrence or immediately thereafter. In case of unsatisfactory progress, the veteran or eligible person will not be certified for further enrollment prior to approval by the Veterans Administration.

## RESIDENTIAL STATUS

Application for admission to Coahoma Junior College falls into one of three categories: (1) "District" which includes Coahoma, Bolivar, Quitman, and Sunflower counties; (2) "Non-District" which includes other Mississippi counties, and (3) "Out-of-State". The student is responsible for identifying and enrolling under the appropriate residential status.

For specific details, refer to Sections 37-103-1 to 37-103-29, Mississippi Code of 1972 Annotated.

SECTION FOUR

STUDENT DEVELOPMENT SERVICES





## STUDENT DEVELOPMENT SERVICES OBJECTIVES

The Student Development Services constitute the non-teaching services provided for the students. These services complement the academic offerings and aid the student toward optimal development as a "whole person". Administration officers, the instructional faculty, and personnel staff are involved in group guidance, student activities, campus organization, and individual counseling.

The Student Development Program objectives are:

- a. To provide a multiple of non-teaching services that aid the student in developing socially, academically, and professionally as he/she participates in the programs the school provides.
- b. To develop good citizens by providing a democratic setting and an atmosphere of learning in which students may develop individually and collectively through co-curricular activities.
- c. To assist students in setting attainable goals and making the beginning step toward those goals in the transfer program and becoming "job ready" through the terminal program.
- d. To provide developmental programs, screen students, and counsel them in areas of greatest benefit to each student predicated on his/her needs and desire for assistance.

The Student Development Services are:

- a. Orientation
- b. Counseling and Guidance Services
- c. Testing Services
- d. Health Services
- e. Housing Services
- f. Food Services
- g. Student Organizations
- h. Religious Life
- i. Career Planning, Placement and Follow-up
- j. Extra-Class Activities
- k. Student Discipline
- l. Student Government

## ORIENTATION

The orientation period is designed to help the entering freshman become adjusted to life at Coahoma Junior College. The orientation period begins when the freshman arrives on the campus. During this period the Dean of Students and a committee made up of a selected group of sophomore college students and faculty representatives assist the new students in becoming acquainted with other students, faculty members, advisors, and sites on the campus and in the community. An envelope consisting of orientation material is given each freshman. Entrance examinations, campus tours, talent and social night, lecture-discussion meetings, and registration are some of the activities conducted during this period.

The orientation period is continued as a part of the regular college curriculum for one semester. College rules, regulations, and policies are reviewed along with other activities designed to help freshmen adjust to college. Stu-

dent handbooks and college catalogs are distributed.

#### TESTING

As a requirement before registration, all entering freshmen must take the Stanford Test of Academic Skills (TASK). For those student who score low on the TASK, a curriculum of basic developmental courses in reading, mathematics, and English will be devised.

#### STUDENT HANDBOOK

The Personnel and Guidance Committee publishes a student handbook which is essentially designed to acquaint the student with the privileges and responsibilities, policies, and traditions that affect his/her academic and social life at Coahoma Junior College.

#### STUDENT COUNSELING

The Counseling Center, located on the second floor of the Zee A. Barron Student Union Building, offers a variety of services for students. Some of the services provided are career/personal counseling, testing, academic advising, and providing educational and career information.

The Counseling Center is composed of professional counselors who are dedicated to helping each individual to reach his/her highest potential academically, vocationally, culturally, and socially. Students are encouraged to visit the counselor's office for assistance as needed.

#### REGULATIONS GOVERNING STUDENTS

The Student Handbook, The Maroon and White, carries a complete list of the rules and regulations governing student life. These include the "Due Process Procedures".

#### DUE PROCESS

The following "Due Process Procedures" are given students at Coahoma Junior College who are involved in cases which may result in suspension, expulsion, or dismissal:

1. The Student affected shall be notified in writing of the charges made against him/her and of the time and place where the hearing will be held. The letter of notification shall be dated at least three (3) days prior to the time designated for the student to appear before the Faculty-Student Judicial Council. In cases requiring immediate action, notification shall be at once.
2. The aforesaid letter of notification will specifically inform the student that he/she may bring witnesses to the arranged meeting to testify in his/her behalf. Said letter will further inform the student that he/she has the right to be accompanied by an advisor during any appearance he/she makes before the committee.



3. The student shall be permitted to face and question his/her accuser(s) and witnesses testifying against him/her at the hearing.
4. A record of the hearing before the Faculty-Student Judicial Council shall be made by the secretary of the council and filed with the Dean of Students.
5. After due consideration, the Faculty-Student Judicial Council shall render to the Dean of the Students a written decision relation to the charges made.
6. The student affected has the right to appeal the decision of the Dean of Students and the Faculty-Student Judicial Council. A request for appeal shall be written and submitted to the Dean of Students for referral to the President no more than three days after the student has been notified of the committee's recommendations and the President's decision.
7. The right to appeal shall be based on:
  - a. New Evidence
  - b. New Witnesses
8. In cases of extreme emergencies, the Dean of Students may temporarily suspend a student for breaking a civil law or violating a college regulation.

#### ADMINISTRATIVE HEARING

Students admitting guilt of school infractions will be given an administrative hearing. Reprimands and other penalties may be given including suspension.

#### CAMPUS SECURITY

The Campus Security Force is responsible for the general safety, protection, and security of the students, faculty, and property of the college. In this regard, it is particularly concerned with the following responsibilities.

1. The enforcement of campus traffic regulations.
2. The maintenance of sound security measures regarding the properties belonging to the college.
3. The performance of other duties regarding social conduct as stated in the Student Handbook.
4. The enforcement of all laws of the state, county, city, and college will fall under its jurisdiction.

The campus police officers are charged with the duties and vested with all the powers of police officers. They may eject trespassers from the college buildings and grounds and may, without warrant, arrest any person guilty of disorderly conduct, trespassing on the property of the college, or for any public

offense committed in their presence. The campus police should be contacted for assistance on any questions of security, auto ownership, parking, and traffic.

#### CIVIL DEFENSE

The Civil Defense Committee is responsible for the formulation of instructions to be followed in cases of fire or severe weather. Information is posted throughout the buildings on the campus as to the course of action to be taken in any emergency.

#### STUDENT HEALTH SERVICES

The college provides health services for students by utilizing the services and facilities of the Northwest Mississippi Regional Medical Center and local medical and dental personnel. This service includes making provisions for physical examinations and for emergencies.

Junior college students participate in the Mississippi Hospital and Medical Service Plan which provides certain hospital, surgical, and medical benefits as specified in the master contract of the plan that is issued to the college. Student requiring medical or other health services not covered by the plan are responsible for their own bills. These medical or dental bills are to be paid directly to the agency rendering the services. Certain services are rendered free of charge by the Coahoma County Health Department, e.g., chest x-rays, immunizations against common communicable diseases, and advisory services.

#### CAMPUS RESIDENCE

The young men and women of Coahoma Junior College who do not live at home may be housed in separate dormitories on the campus. Each dormitory has a counselor. Through their respective house councils, the students and house counselors adopt regulations designed to promote good residential life. The students make themselves subject to the regulations of their house councils in matters of daily routine and minor discipline.

Visitors of the opposite sex will not be permitted to the dormitories without the knowledge of and permission granted by the dormitory counselors. Female visitors having business in the men's dormitories should inquire at the office in the dormitory to secure permission to visit. Violation of this regulation will result in withdrawal, dismissal, suspension, or expulsion.

#### RELIGIOUS LIFE

Coahoma Junior College recognizes the importance of a religious life and lends encouragement to students seeking guidance in this direction. The religious life of Coahomans may be enriched through the following channels: the Campus Sunday School, the Sunday Vespers, Religious Emphasis Week, the B.S.U., the C.O.G.I.C., and the Wesley Foundation. Local churches welcome Coahoma's students and faculty, and participation in the religious activities of the local churches is encouraged by the college.



## SOCIAL LIFE

Formal and informal entertainment, banquets, weekly recreation hours, calling hours, and other opportunities for social contacts are planned cooperatively by students and faculty members through the year. Through these occasions, opportunity is provided for the normal development of social graces.

## STUDENT UNION

The Zee A. Barron Student Union houses the cafeteria, bookstore, counseling center, student financial aid office, security office, recreational area, and other offices. See student handbook for other details.

## STUDENT ACTIVITIES AND ORGANIZATIONS

Coahoma's student activities consist of programs designed to serve the cultural, educational, recreational, and social interests and needs of the general student body.

**EDUCATION CLUB:** Membership in the education club gives experiences in leadership and group activities, and acquaint students with the opportunities and responsibilities of the teacher.

**ENGLISH CLUB:** The English Department sponsors the English Club for the purpose of stimulating students' interest in reading and language. English majors are required to become members; however, all students are welcome to join.

**DRAMATICS:** The college Varsity Players fosters an interest in phases of dramatic arts. Interested students are admitted after tryout. The Varsity Players presents one or more stage plays during the the school year.

**CLASS ORGANIZATIONS:** The students in the college are organized into class clubs. In their meetings throughout the year, they and their sponsors plan and carry out social and other class programs.

**PHI BETA LAMBDA:** Phi Beta Lambda, a post secondary organization for business students, has as its purposes (1) to develop leadership experience that will enable students to participate effectively in business, professional, and community life, (2) to offer an insight into and provide and opportunity for participating in the decision making process, (3) to aid in the selection of a field of vocational specialization, (4) to engage in projects that will strengthen students' background in the area of business, (5) to develop loyalty to the school and for the democratic way of life, (6) to broaden students' understanding of business and its complexities, and (7) to promote scholarship.

**SCIENCE SYMPOSIUM:** The objective of this club is to keep abreast of the new scientific developments through current literature and activities. This organization is composed of science majors and other students who are interested in the objective of the club.

**ATHLETICS:** The school provides opportunities for students to participate in both interscholastic and intramural athletics. Varsity sports are provided in basketball, football, baseball, and track. Physical fitness, good sportsmanship and teamwork are stressed. Letters are awarded to players who prove themselves worthy.

THE CHOIR is a volunteer organization designed to give students an opportunity to participate in group singing. This organization introduces students to the best in church and classical music. Upon the permission of the director, students of any classification may join. The choir participates in state meetings and festivals, gives concerts on and off campus, and renders music for Sunday Vespers.

THE BAND: The institution's band is composed of junior college and other students. It has achieved acclaim for its proficiency and is very popular. The band which is an essential part of campus activities, participates regularly in off campus activities.

STUDENT GOVERNMENT ASSOCIATION: The Coahoma Junior College Student Government Association serves as an instrument in democratic education. It provides for student participation in school government, establishes better student-teacher relationships, affords training in citizenship, and insures a sincere respect for the aims and objectives of Coahoma Junior College. It is composed of class and club representatives and staff advisors.

THE COAHOMA TRIBUNE is the official publication by the students of Coahoma Junior College. The newspaper is published every six weeks during the school year by the students of Coahoma Junior College and a faculty advisor. The Coahoma Tribune places emphasis on news of interest to students, faculty, and alumni.

THE COAHOMAN is the school yearbook published annually by a student staff. It succeeds the Aggian which was edited formerly by the Agricultural High School.

THE SOCIAL SCIENCE FORUM: The weekly forums under the sponsorship of the Social Science Department provide the opportunity for students to make use of current reading materials in discussing vital social problems.

THE BLACK LITERARY SOCIETY is an informal organization open to all students, especially English majors, who are interested in the works of Black authors. The society sponsors presentations which emphasize oral interpretation of Black poetry. The society also has a speech choir which take part in the presentations.

PEMS: The Physical Education Major Club affords the opportunity for physical education majors and other interested students to participate in many phases of physical education athletics. The club is responsible for those ordinary activities associated with the PEM club. Members are taught to officiate and render this service to the school's intramural program. Awards are presented yearly.

VETERANS CLUB: The objectives of the Veterans Club are (1) to keep veterans informed of veterans' affairs and benefits, and (2) to encourage class attendance, cooperation and participation in college events. Membership is open to all veterans enrolled at Coahoma Junior College.

THE FRENCH CLUB is an informal organization open to all students who are enrolled in French. The purpose of the club is to give the students an opportunity to practice oral French and to present programs to make the public aware that French is a romantic language.

VOCATIONAL INDUSTRIAL CLUB OF AMERICA (VICA) is the official student organization for those individuals enrolled in trade, industrial, technical and health



training programs. As an integral part of the instructional program, the club activities that are planned, initiated, and conducted by members help the student develop social and leadership abilities as well as occupational skills. All vocational and technical students are expected to be "active" and "supportive" in club activities.

**YOUNG MEN PROGRESSIVE CLUB:** The purpose of this club is to develop an environment of student-student, student-faculty, and student-school togetherness. This is done by sponsoring religious programs, social events and dormitory projects.

**YOUNG WOMEN PROGRESSIVE DORMITORY CLUB:** This is a combination club in the women's dormitory. The membership in the club consists of young women who live in the dormitory. It is designed to serve the cultural, recreational, and social interests of the general student body. The club sponsors annual events that give the young women opportunities to exhibit their talent and leadership ability.

**THE DORMITORY COUNCIL:** This is an active group elected or appointed by the residents in the women's dormitory. The president is the point of contact between the residents and supervisors. Matters affecting the residents are communicated with her and she in turn is responsible for making decisions and passing the matter of to the proper authority.

#### FINANCIAL AID

Coahoma Junior College uses the College Scholarship Service (CSS) from the College Board. Participants in CSS subscribe to the principle that the amount of the financial aid granted a student should be based on financial need. Financial need is the difference between the amount of money the student and his/her family can reasonably be expected to contribute for an academic year and the cost of his/her education at the college for the same period.

The CSS assists colleges and universities and other agencies in determining the student's need for financial assistance. To receive primary consideration for financial aid for the school year beginning in August, entering students are required to file the Financial Aid Form (FAF) with CSS designating Coahoma Junior College as a recipient by April 1. Institutional Financial Aid applications must be received by May 1 to be given top priority consideration. Applications will be accepted after these dates and will be considered according to the availability of funds. Awards will be made after June 30.

#### PREFERRED APPLICATION SUBMISSION DATES

Academic Year (Fall and Spring)	May 1
Spring Only	November 30
Summer Only	April 15

In order to finalize any financial award, a student must have filed a Coahoma Junior College admissions application.

The college will also accept the following need analysis documents: the Family Financial Statement (FFS) through the American College Testing Program, the Application for Federal Student Aid and the Pennsylvania Higher Education Assistance Agency Form (PHEAA).

## SOURCES OF FINANCIAL AID

**PELL GRANT.** The Pell (formerly BEOG) grant is a major source of financial aid. It is used as a foundation in developing a complete financial aid package. Student eligibility is primarily based upon financial need. The formula for determining need is developed by the Department of Education and approved by Congress annually. To be eligible for the Pell grant, students must be a U.S. citizen (or an eligible non-citizen), be enrolled at least half-time in an eligible program and have not previously received a bachelor's degree.

**SUPPLEMENTAL EDUCATION OPPORTUNITY GRANT.** Additional grants ranging from \$200-\$2,000 are available to needy students who could not attend college without financial assistance. These grants are receivable each year provided the student shows satisfactory academic progress. The financial aid administrator will determine whether or not your financial aid package will contain SEOG.

**STATE STUDENT INCENTIVE GRANTS.** These grants are available to Mississippi residents only. Recipients must show a financial need, be enrolled at an eligible Mississippi institution and must make satisfactory academic progress. These funds will be awarded.

**COLLEGE WORK STUDY.** Part-time jobs are available on campus for students demonstrating financial need who must earn part of their educational expenses. Students will work in a variety of departments around the college. The amount of a student's CWS award depends upon the available funds and the student's financial need.

**JOB LOCATION AND DEVELOPMENT.** The college maintains a program to assist students in finding part-time jobs in the local community. It is primarily intended to assist students who are unable to obtain CWS jobs. Students will be paid by the businesses hiring them.

**NATIONAL DIRECT STUDENT LOAN.** Banks, credit unions, savings and loan associations and similar agencies make loan funds available for educational purposes. Qualified borrowers are eligible for loans up to \$2,500 per year with an aggregate limit of \$12,500 for undergraduate study. The interest rate on these loans is nine (9%) percent. Repayment will begin six months after a student ceases to be enrolled at least half-time. Applications are available at the lending institution and the College's Financial Aid Office.

## SCHOLARSHIPS AND AWARDS

The Marion M. Reid Award is a cash award given to a Coahoma Junior College freshman student from Coahoma County who has good academic potential, leadership ability, who participates in civic activities, and who has expressed a desire to continue his/her formal education beyond two years of college.

The Frank W. Gambrell, Jr. Memorial Scholarship is awarded to a Coahoma Junior College freshman science major with the highest scholastic average above 3.0, and with a desire to continue his/her education beyond the two-year college level.

The Elizabeth Maynard Award is a cash award given to a freshman student for proficiency in science.



The Frankie Stutts-Gray Memorial Award is a cash award given to a student of the college who exhibits the most courteous conduct at all times. The student is selected by a vote of the faculty. The award is given by Mrs. Laura H. Hearn.

The Aaron Henry Citizenship Award is a cash award given on the basis of good citizenship and civic participation among college students.

The Mattie Henry-Pettis Memorial Award is a cash award of \$100 (\$50 each semester) awarded to a Coahoma Junior College freshman student planning to return for his/her sophomore year and has meet all admission requirements; is majoring in political science; has maintained a "C" average; and if 18 years of age, must be a registered voter. This award will not be affected by any other monies received.

The Lillian Rogers-Johnson Memorial Award is made on the basis of academic potential and Christian character among freshmen students.

The Mable Thompson Thomas Award is a cash award given to the graduating sophomore with the highest scholarship criteria.

The James Black Music Award is a cash award given in alternate years to the most outstanding and promising band or choir member.

The First National Bank of Clarksdale Scholarship in Business is awarded to a graduating senior of a high school located within Coahoma County who has demonstrated a desire to major in business. The bank will award two scholarships each year based on a criteria established by the bank and the college. The scholarship is renewable if the students maintains a 3.0 average during the freshman year.

Academic Scholarships are awarded to student who demonstrate academic excellence. They are open to freshmen students. The Vice President for Instruction and Community Service should be contacted for additional information.

Departmental Scholarships are awarded to students entering their sophomore year. Student must major in one of the disciplines covered under the awarding department. The selection criteria will vary by departments.

Music Scholarships are available on a competitive basis to members of the band and choir. Auditions may be required.

Athletic Scholarships are available on a competitive basis in football and basketball.

The Alpha Phi Alpha Scholarship is a scholarship awarded to a Coahoma Junior College freshman student who has good academic potential, leadership ability, community involvement, and will be returning as a sophomore student. The recipient must have a "B" average and desire to continue his/her formal education beyond two years of college.

The L.C. Scott Memorial Scholarship Award is sponsored by the Coahoma County Sunday School and Baptist Training Union Congress through the membership churches of that congress and only seniors who are members of associated churches are eligible to participate in the scholarship program. The award is determined by high scholastic achievement and the winner must further his/her education at Coahoma Junior College.

The Friars Point Scholarship Award is awarded to the Coahoma Agricultural High School senior with the highest scholastic average and is a citizen of Friars Point, Mississippi. The recipient must attend Coahoma Junior College.

The Ezra Towner III Memorial Award is given to a student, freshman or sophomore, from Quitman County who is interested in studying in the area of special education.

The Lawrence H. Davis Memorial Award is a cash award given in memory of the late Lawrence Davis who was a student at Coahoma Junior College. The award is given each year to the student who meets the following qualifications: the student must be a freshman social science or biological science major who wishes to continue his/her education at Coahoma Junior College; he/she must show academic potential, and must show a need for additional finance in order to continue his/her education. The award alternates between the two majors beginning with the social science major for the 1975-76 school year.

The Fannie Lue Hamer Memorial Scholarship is awarded by the Clarksdale-Marks Alumnae Chapter of Delta Sigma Theta Sorority. It is a cash scholarship awarded each year to a student from one of the supporting counties of Coahoma Junior College. The student must possess scholarship, good moral character, an interest in the institution and must be a sophomore at Coahoma Junior College.

The Delta Sigma Theta Sorority Scholarship in the amount of \$200 is given each year by the Clarksdale-Marks Alumnae Chapter to a sophomore student who is enrolled at Coahoma Junior College. The qualifications include scholastic achievement, good moral character, and versatility.

#### ELIGIBILITY FOR FEDERAL FINANCIAL AID

Coahoma Junior College strives to operate an equitable Financial Aid Program that will meet the diversified educational backgrounds and needs of the students. Students receiving Federal Financial Aid must meet all admission requirements before aid is awarded.

Coahoma Junior College defines satisfactory progress as a continuous evaluation of a student's academic achievement toward the accomplishment of a set educational goal within a given time frame. (The students must maintain the necessary grade point average to complete his/her educational goal within the given time.) Students enrolled at Coahoma Junior College and receiving Federal Financial Aid must maintain a minimum cumulative GPA of 1.0 during their first semester of attendance, a minimum cumulative GPA of 1.5 during their second semester of attendance, a minimum cumulative 1.75 during their third semester of attendance and a minimum cumulative GPA of 2.0 during the remaining semesters of attendance. GPA will be based on a minimum of 12 semester hours for full-time students.

Full-time students (students taking a minimum of 12 hours per semester) receiving Federal Financial Aid must complete their educational goal in six full semesters. Evening and part-time students (students taking less than 12 semester hours) receiving Federal Financial Aid must complete their educational goal in 10 full semesters. Time allotment allows for change of major one time, and for any completion of non-credit courses, or for repetition of courses failed or withdrawn. Eligibility for any Federal Financial Aid beyond this time will require special approval by the Financial Aid Committee.



Students enrolled in clock-hour programs and receiving Federal Financial Aid will adhere to the clock-hours as set forth by the Vocational Division.

Any student failing to meet the standard of satisfactory academic progress during any semester of enrollment will be placed on financial aid probation the following semester. Failure to attain the prescribed GPA during the probationary period will result in the student's suspension from the Federal Financial Aid Program. However, the student may enroll at his/her own expense if he/she meets academic requirements as set forth in the Academic Probation and Suspension Policy. A student may reinstate his/her Federal Financial Aid eligibility at the end of the semester during which the required GPA has been attained and be able to receive Federal Financial Aid the next semester. A student may also reinstate his/her Federal Financial Aid eligibility by attending summer school. The student must retain the required GPA with a minimum of six semester hours during any one summer session.

Any student who has been denied financial aid at another post-secondary institution because of the lack of satisfactory academic program or a default on a student loan will be denied aid at this school until that student has satisfactorily completed 12 credit hours on his/her own and/or cleared up the default situation.

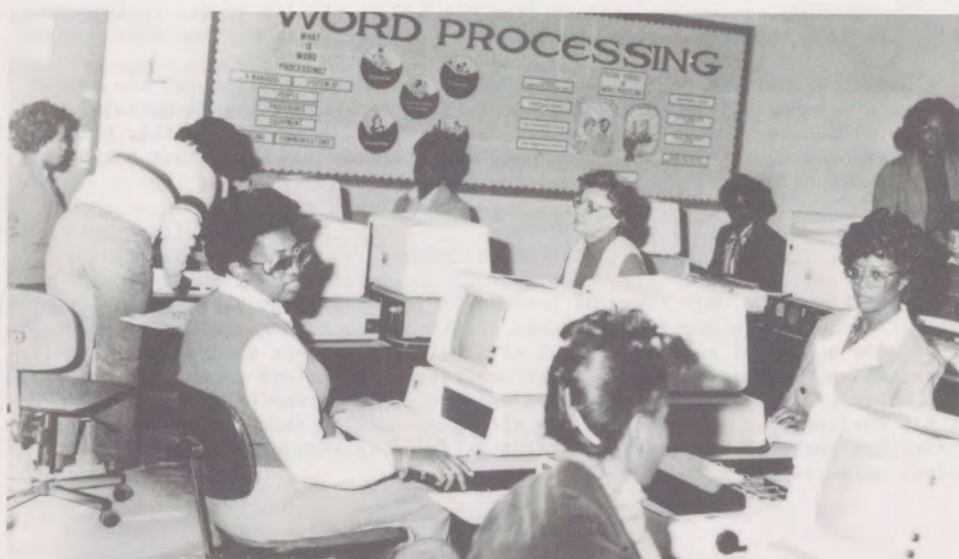
Students may appeal any ruling of the Financial Aid Committee in writing to the Director of Financial Aid.

#### FOLLOW-UP AND PLACEMENT

The college attempts a follow-up of the Coahoma graduates through the Office of Alumni Affairs, through conferences with the administrators of senior colleges, superintendents of education and other agencies, and through personal conferences with graduates and former students.

SECTION FIVE

PROGRAMS OF STUDIES





## CURRICULA NOTICES

During the 1952-53 school year, the junior college curriculum was expanded to meet the needs of an increased enrollment and the new requirements of the state for teacher certification. In 1956 and 1959 the curriculum was further broadened to include additional courses in general education.

In 1964 and 1965 the curriculum was enlarged to include additional vocational-technical work. The curriculum is under constant evaluation and revision in order that all programs may better meet the needs of the students.

The grading system was changed from the 3.0 to the 4.0 system in September, 1974. In 1976 the institution changed from the quarter to the semester system.

Both the administration and faculty are very much cognizant of the junior college's responsibility to give terminal training only at the technical level and not professional degrees; however, the reference to majors in this bulletin simply denotes that the student has made some initial decision about his/her terminal education and/or employment goals.

## GENERAL EDUCATION

To achieve the objectives of Coahoma Junior College, a basic core of general education courses is provided students in all areas. These courses are designed to provide a body of knowledge which will help the student to develop aesthetic appreciation, social, moral and spiritual values, effective communication skills, wise use of scientific knowledge, and a balanced appreciation of man's relation to his environment. To this end, an effort is made to show the ever-present interrelatedness of art, music, literature, science, communication and the social sciences.

## SYMBOLS

Courses in the several departments are designated by the following symbols:

Accounting .....	ACC/TAC
Art .....	ART
Biology .....	BIO
Business Administration .....	BAD/TBA
Business Technology .....	TBT
Chemistry .....	CHE
Communications .....	COM
Computer Science .....	CSC
Criminal Justice .....	CRJ
Data Processing .....	TDP
Drafting and Design Technology .....	TDR
Economics .....	ECO
Education .....	EDU
Educational Psychology .....	EPY
English .....	ENG
Electronics Technology .....	TEL
Farm Management Technology .....	FMT
Geography .....	GEO
Health, Physical Education & Recreation .....	HPR
History .....	HIS

Home Economics .....	HEC
Human Services Technology .....	THS
Journalism .....	JOU
Library Technology .....	LTY
Mathematics .....	MAT
Modern & Foreign Lanaguage .....	MFL
Music Applied .....	MUA
Music Foundations .....	MUS
Music Organizations .....	MUO
Physics .....	PHY
Political Science .....	PSC
Psychology .....	PSY
Reading .....	REA
Secretarial Science .....	SEC/TSE
Sociology .....	SOC
Speech .....	SPT
Technical Communications .....	TEG
Technical Related Studies .....	TRS
Vocational Auto Body and Fender Repair .....	VAB
Vocational Auto Mechanics .....	VAM
Vocational Automotive Diesel Mechanics .....	VDM
Vocational Barbering .....	VBA
Vocational Carpentry .....	VCA
Vocational Cashier Training .....	VCT
Vocational Construction Masonry .....	VCM
Vocational Combination Welding .....	VWE
Vocational Cosmetology .....	VCO
Vocational Farm Tractor and Implement Mechanics .....	VFM
Vocational Heat, Air Conditioning, Refrigeration and Wiring ....	VAR
Vocational Industrial Electricity .....	VIE
Vocational Machine Shop .....	VMS

#### NUMBERING SYSTEM

Each course is designated by a number containing four digits. From the left, the first digit designates the year in which the course is offered; the second digit designates the grouping of courses; the third designates the sequence in the group; and the fourth digit designates the credit.

#### TRANSFER COURSES

	Credits
Accounting	
ACC/TAC 1213 Principles of Accounting .....	3
ACC/TAC 1223 Principles of Accounting .....	3
Art	
ART 1113 Art Appreciation .....	3
ART 1213 Introductory Art .....	3
ART 1243 Inventive Crafts .....	3
ART 1313 Drawing I .....	3
ART 1323 Drawing II .....	3
ART 1413 Design I .....	3
ART 1913 Art for Elementary Teachers .....	3
ART 2513 Painting I .....	3



ART 2713	Art History I .....	3
ART 2723	Art History II .....	3
<b>Biology</b>		
BIO 1113	General Biology (non-lab) .....	3
BIO 1123	General Biology (non-lab) .....	3
BIO 1133	General Biology .....	3
BIO 1143	General Biology .....	3
BIO 1314	General Botany .....	4
BIO 1324	General Botany .....	4
BIO 2414	General Zoology .....	4
BIO 2424	General Zoology .....	4
BIO 2514	Human Anatomy and Physiology .....	4
BIO 2524	Human Anatomy and Physiology .....	4
BIO 2924	Microbiology .....	4
BIO 2974	Parasitology .....	4
<b>Business Administration</b>		
BAD/TBA 1113	Introduction to Business .....	3
BAD/TBA 1313	Business Mathematics .....	3
BAD 2413	Business Law I .....	3
BAD 2423	Business Law II .....	3
BAD 2513	Principles of Management .....	3
BAD 2713	Principles of Real Estate .....	3
<b>Chemistry</b>		
CHE 1214	General Inorganic Chemistry .....	4
CHE 1224	General Inorganic Chemistry .....	4
CHE 2424	Organic Chemistry .....	4
CHE 2434	Organic Chemistry .....	4
<b>Communications</b>		
COM 1413	Fundamentals of Broadcasting .....	3
<b>Computer Science</b>		
CSC 1313	Fortran Programming .....	3
CSC 1613	Computer Programming I .....	3
CSC 2543	Advanced Computer Programming .....	3
CSC 2623	Computer Programming II .....	3
<b>Economics</b>		
ECO 2113	Principles of Economics .....	3
ECO 2123	Principles of Economics .....	3
<b>Education</b>		
EDU 1311	Orientation .....	1
EDU 1613	Foundation in Education .....	3
EDU 2713	Survey of Exceptional Children .....	3
<b>Educational Psychology</b>		
EPY 2513	Child Psychology (Human Growth & Development I) .....	3
EPY 2523	Adolescent Psychology (Human Growth & Development II) ...	3
EPY 2533	Human Growth and Development .....	3
<b>English</b>		
ENG 1113	English Composition .....	3
ENG 1123	English Composition .....	3

ENG 2423	World Literature .....	3
ENG 2433	World Literature .....	3
Geography		
GEO 1113	World Geography .....	3
GEO 1123	Principles of Geography .....	3
Health, Physical Education & Recreation		
HPR 1111	General Activities .....	1
HPR 1121	General Activities .....	1
HPR 1131	Varsity Sports .....	1
HPR 1141	Varsity Sports .....	1
HPR 1213	Personal and Community Health .....	3
HPR 1223	Personal and Community Health .....	3
HPR 1313	Introduction to Health, Physical Education & Recreation..	3
HPR 2111	General Activities .....	1
HPR 2121	General Activities .....	1
HPR 2131	Varsity Sports .....	1
HPR 2141	Varsity Sports .....	1
HPR 2213	First Aid .....	3
HPR 2323	Recreational Leadership .....	3
HPR 2413	Individual & Team Sports Officiating .....	3
HPR 2423	Football Theory .....	3
History		
HIS 1113	Western Civilization .....	3
HIS 1123	Western Civilization .....	3
HIS 1613	Survey of Afro-American History .....	3
HIS 2213	American (U.S.) History .....	3
HIS 2223	American (U.S.) History .....	3
Home Economics		
HEC 1253	Nutrition .....	3
Journalism		
JOU 1313	Principles of Journalism .....	3
HOU 1323	Principles of Journalism .....	3
Criminal Justice (formerly Law Enforcement)		
CRJ 1313	Survey of Law Enforcement .....	3
CRJ 1343	Police and Community Relations .....	3
CRJ 1383	Criminology .....	3
CRJ 2313	Police Operations .....	3
CRJ 2323	Criminal Law .....	3
CRJ 2333	Criminal Investigation I .....	3
CRJ 2343	Criminal Investigation II .....	3
CRJ 2413	Administration Criminal Justice .....	3
CRJ 2513	Law Enforcement and the Juvenile .....	3
Mathematics		
MAT 1103	Developmental Math .....	3
MAT 1203	Developmental Math .....	3
MAT 1213	College Mathematics (Arithmetic & Algebra) .....	3
MAT 1223	College Mathematics (Elementary Algebra & Trigonometry)..	3
MAT 1233	Intermediate Algebra .....	3
MAT 1313	College Algebra .....	3
MAT 1323	Trigonometry .....	3



MAT 1723	The Real Number System .....	3
MAT 1733	Geometry, Measurement & Probability (Informal Geo. & Alg) .....	3
MAT 1743	Modern Mathematics .....	3
MAT 1813	Calculus I .....	3
MAT 1823	Calculus II .....	3
Modern & Foreign Language		
MFL 1113	Elementary French I .....	3
MFL 1123	Elementary French II .....	3
MFL 2113	Intermediate French I .....	3
MFL 2123	Intermediate French II .....	3
Music Foundations		
MUS 1113	Music Appreciation .....	3
MUS 1133	Fundamentals of Music .....	3
MUS 1214	Music Theory I .....	4
MUS 1224	Music Theory II .....	4
MUS 2214	Music Theory III .....	4
MUS 2313	Music History I .....	3
MUS 2323	Music History II .....	3
MUS 2413	Music Literature .....	3
MUS 2523	Music for Children .....	3
Music Applied		
MUA 1772	Voice for Music Education Majors I .....	2
MUA 1782	Voice for Music Education Majors II .....	2
MUA 2772	Voice for Music Education Majors III .....	2
MUA 2782	Voice for Music Education Majors IV .....	2
MUA 1172	Brass for Music Education Majors I .....	2
MUA 1182	Brass for Music Education Majors II .....	2
MUA 2172	Brass for Music Education Majors III .....	2
MUA 2182	Brass for Music Education Majors IV .....	2
MUA 1472	Percussion for Music Education Majors I .....	2
MUA 1482	Percussion for Music Education Majors II .....	2
MUA 2472	Percussion for Music Education Majors III .....	2
MUA 2482	Percussion for Music Education Majors IV .....	2
MUA 1872	Woodwind for Music Education Majors I .....	2
MUA 1882	Woodwind for Music Education Majors II .....	2
MUA 2872	Woodwind for Music Education Majors III .....	2
MUA 2882	Woodwind for Music Education Majors IV .....	2
Music Organizations		
MUO 1111	Band I .....	1
MUO 1211	Band II .....	1
MUO 1211	Choir I .....	1
MUO 1221	Choir II .....	1
MUO 2111	Band III .....	1
MUO 2211	Band IV .....	1
MUO 2211	Choir III .....	1
MUO 2221	Choir IV .....	1
Physics		
PHY 2213	Physical Science (non-lab) .....	3
PHY 2223	Physical Science (non-lab) .....	3
PHY 2243	Physical Science .....	3
PHY 2253	Physical Science .....	3
PHY 2414	General Physics I .....	4

PHY 2424	General Physics II .....	4
Political Science		
PSC 1113	American National Government .....	3
PSC 1123	American State and Local Government .....	3
Psychology		
PSY 1513	General Psychology .....	3
Reading		
REA 1103	Developmental Reading I .....	3
REA 1203	Developmental Reading II .....	3
REA 1233	Speed Reading I .....	3
REA 1243	Speed Reading II .....	3
Secretarial Science/Business Technology		
SEC/TBT 1113	Elementary Typewriting .....	3
SEC/TBT 1123	Intermediate Typewriting .....	3
SEC/TBT 1213	Shorthand I .....	3
SEC/TBT 1223	Shorthand II .....	3
SEC/TBT 1313	Record Management .....	3
TBT 1323	Clerical Procedures .....	3
TBT 1513	Machine Transcription .....	3
SEC/TBT 2113	Advanced Typewriting .....	3
SEC/TBT 2123	Production Typewriting IV .....	3
SEC/TBT 2213	Shorthand III .....	3
SEC/TBT 2223	Dictation and Transcription IV .....	3
TBT 2413	Office Procedures .....	3
TBT 2423	Legal Office Procedures .....	3
TBT 2433	Legal Machine Transcription .....	3
TBT 2443	Medical Office Procedures .....	3
TBT 2513	Office Appliances .....	3
SEC/TBT 2523	Office Machines .....	3
TBT 2533	Introduction to Word Processing I .....	3
TBT 2543	Introduction to Word Processing II .....	3
SEC/TBT 2613	Business Communications .....	3
TBT 2623	Medical Machine Transcription .....	3
TBT 2713	Secretarial Practicum .....	3
TBT 2723	Human Relations .....	3
TBT 2733	Office Management .....	3
Sociology		
SOC 1113	Introduction to Social Science .....	3
SOC 1123	American Institution and Organization .....	3
SOC 2113	Introduction to Sociology .....	3
SOC 2123	Introduction to Sociology .....	3
SOC 2133	Social Problems .....	3
SOC 2143	Marriage and Family .....	3
SOC 2611	Sociology, Individual Study Project .....	1
SOC 2913	Honors Colloquium .....	3
Speech		
SPT 1113	Oral Communication (Principles of Speech) .....	3
SPT 1213	Fundamentals of Theatre .....	3
SPT 2223	Introduction to Dramatic Arts .....	3



## TERMINAL COURSES

### Business Technology

See Secretarial Science section under Transfer Course.

### Data Processing

TDP 1113	Introduction to Data Processing .....	3
TDP 1124	Cobol Programming .....	4
TDP 1212	Data Entry .....	2
TDP 1313	Basic Programming .....	3
TDP 1613	Microcomputer Applications .....	3
TDP 2113	Systems Analysis and Design .....	3
TDP 2124	Advanced Programming .....	4
TDP 2224	Fortran Programming .....	4
TDP 2335	Computer Operations .....	5
TDP 2424	Pascal Programming .....	4

### Drafting Technology

TDR 1114	Fundamentals of Drafting .....	4
TDR 1215	Machine Drafting .....	5
TDR 1313	Descriptive Geometry .....	3
TDR 2113	Surveying and Topographical Drafting .....	3
TDR 2123	Surveying and Topographical Drafting .....	3
TDR 2215	Structural Drafting .....	5
TDR 2314	Piping, Electrical and Sheet Metal Drafting .....	4
TDR 2415	Architectural Drafting .....	5
TDR 2423	Architectural Drafting and Model Construction .....	3

### Electronics Technology

TEL 1113	Direct Current Circuits .....	3
TEL 1413	Alternating Current Circuits .....	3
TEL 1215	Solid State Circuits and Devices .....	5
TEL 1313	Digital Principles .....	3
TEL 2115	Digital Circuits .....	5
TEL 2315	Microprocessor Fundamentals .....	5
TEL 2215	Electronics Communications .....	5
TEL 2415	Industrial Instrumentation and Controls .....	5

### Human Service Technology

THS 1123	Technical Communications .....	3
THS 1113	Introduction to Human Services .....	3
THS 1123	Technical Anatomy and Physiology .....	3
THS 1213	Abnormal Psychology .....	3
THS 1223	Intervention with the Severely Retarded .....	3
THS 1231	Health Skills .....	1
THS 2113	The Helping Relationship .....	3
THS 2123	Therapeutic Recreation .....	3
THS 2133	Applied Behavior Analysis .....	3
THS 2141	Physical and Emotional Needs of Special Populations .....	1
THS 2156	Practicum I .....	6
THS 2213	Facilitation of Independent Living .....	3
THS 2223	Case Management .....	3
THS 2233	Basic Intervention Skills .....	3
THS 2241	Current Trends in Human Services .....	1
THS 2256	Practicum II .....	6

Library Technology	
LTY 1113	Introduction to Library Services ..... 3
LTY 1213	Library Resources ..... 3
LTY 1313	Acquisition and Circulation Techniques ..... 3
LTY 1413	Public Library Service ..... 3
LTY 2113	Introduction to Education Medi Equipment and Materials. 3
LTY 2213	Education Media Equipment and Materials ..... 3
LTY 2313	Library Technical Processing ..... 3
LTY 2413	Intern in Library Services ..... 3
LTY 2423	Intern in Library Services ..... 3

Technical Related Studies	
TRS 1113	Technical English ..... 3
TRS 1213	Drafting for Electronics ..... 3
TRS 1313	Industrial Psychology ..... 3
TRS 1412	Computational Methods ..... 2
TRS 1513	Cost Estimating ..... 3
TRS 1613	Introduction to Computer Science and Graphics ..... 3
TRS 2113	Technical Physics ..... 3
TRS 2123	Technical Physics ..... 3
TRS 2313	Statics and Strength of Materials ..... 3

Farm Management Technology	
FMT 1111	Survey of Agriculture ..... 1
FMT 1204	Introduction to Fish Management ..... 4
FMT 1214	Principles of Animal Science ..... 4
FMT 1233	Elementary Surveying ..... 3
FMT 1223	Weed Control ..... 3
FMT 1243	Row Crop Insects ..... 3
FMT 1263	Agriculture Machine Management ..... 3
FMT 1284	Fish Culture ..... 4
FMT 1294	Farm Shop Procedures ..... 4
FMT 1313	Plant Science ..... 3
FMT 1323	Field Crops ..... 3
FMT 1413	Farm Machinery ..... 3
FMT 2314	Basic Soils ..... 4
FMT 2413	Farm Business Management ..... 3
FMT 2713	Principles of Agricultural Economics ..... 3

#### INSTITUTIONAL COURSES

ART 1401	Manuscript Writing ..... 1
EDU 2103	Introduction to Early Childhood Education ..... 3
EDU 2203	Practicum in Child Development ..... 3
ENG 2703	Literature for Children ..... 3
HPR 2703	Pasttime Sports ..... 3
MUS 1103	Introduction to Music ..... 3
TDP 2203	Internship ..... 3

#### VOCATIONAL PROGRAMS (Terminal)

Auto Body and Fender Repair (VAB) .....	30 hrs/wk for four semesters
Auto Mechanics (VAM) .....	30 hrs/wk for four semesters



Automotive Diesel Mechanics (VDM) .....	30 hrs/wk for two semesters
Barbering (VBA) .....	12 months or 1,500 clock hours
Carpentry (VCA) .....	30 hrs/wk for four semesters
Combination Welding (VCW) .....	30 hrs/wk for two semesters
Clerk-Cashier Training (VCT) .....	9 months or 1,080 clock hours
Construction Masonry (VCM) .....	30 hrs/wk for two semesters
Cosmetology (VCO) .....	12 months or 1,500 clock hours
Farm Tractor and Implement Mechanics (VFM) .....	30 hrs/wk for four semesters
Heat, Air Conditioning, Refrigeration and Wiring (VAR) .....	30 hrs/wk for four semesters
Industrial Electricity (VIE) .....	30 hrs/wk for four semesters
Machine Shop (VMS) .....	30 hrs/wk for four semesters



COAHOMA JUNIOR COLLEGE CURRICULA

DIVISION OF BUSINESS AND COMMERCE

Advisors: Webb, D., Barnes, L., Barnes, W., Brown, P., Dixon, A., German, C., Hudson, M., Skipper, R., Steward, B., West, W.

In an era of immense technological growth, increasing complexity of society, economic fluctuations and continuous social uncertainty, new requirements are being placed on post-secondary institutions throughout the nation. To provide students with the competencies and skill necessary to function effectively, efficiently and competitively in the market place is essential. Therefore, educational institutions must restructure and update their curriculum to meet the demands and challenges dictated by society.

The Division of Business and Commerce at Coahoma Junior College seeks to address this issue by providing academic, vocational and technical training in order that students may either transfer to senior colleges or universities for advanced level work; or enter the work force immediately after leaving Coahoma.

BUSINESS EDUCATION CURRICULUM

NOTE: A curriculum will be developed for those students desiring a major in business education. Contact the divisional dean for additional information.

ACCOUNTING CURRICULUM

This curriculum is designed to meet the first two-year requirements for students who plan to work in private, public or governmental accounting, auditing, or similar positions.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Composition . . . .	3	ENG 1123 English Composition . . . .	3
HIS 1113 Western Civilization . . .	3	HIS 1123 Western Civilization . . . .	3
BIO 1133 General Biology . . . . .	3	TDP 1113 Intro. to Data Proces. . .	3
BAD 1313 Business Mathematics . . .	3	MAT 1313 College Algebra . . . . .	3
SEC 1113/1123 Typewriting . . . . .	3	SEC 1123 Typewriting or Elective..	3
HPR 1111 General Activities . . . . .	1	BAD 1113 Intro. to Business . . . . .	3
EDU 1311 Orientation . . . . .	<u>1</u>	HPR 1121 General Activities . . . . .	<u>1</u>
	17		19

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2423 World Literature . . . . .	3	ENG 2433 World Literature . . . . .	3
BAD 2413 Business Law . . . . .	3	SPT 1113 Oral Communication . . . . .	3
ACC 1213 Prin. of Accounting . . . .	3	ACC 1223 Prin. of Accounting . . . .	3
PHY 2243 Physical Science . . . . .	3	SEC 2613 Business Communications..	3
ECO 2113 Prin. of Economics . . . . .	3	ECO 2123 Prin. of Economics . . . . .	3
MUS 1113 Music Appreciation or			
ART 1113 Art Appreciation . . . . .	<u>3</u>		
	18		15



COMPUTER SCIENCE CURRICULUM  
(Business Oriented)

This curriculum in computer science is structured to give the individual a broad based education and to provide the student with a strong foundation in computer science for entry into a computing profession.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Composition ....	3	ENG 1123 English Composition .....	3
HIS 1113 Western Civilization ...	3	HIS 1123 Western Civilization ....	3
SEC 1113/1123 Typewriting .....	3	TDP 1113 Intro. to Data Proces. ..	3
CSC 1613 Computer Programming I..	3	CSC 2623 Computer Program. II ....	3
MAT 1233 Intermediate Algebra ...	3	MAT 1313 College Algebra .....	3
EDU 1311 Orientation .....	1	HPR 1211 General Activities .....	1
HPR 1111 General Activities .....	<u>1</u>		
	17		16

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
BIO 1133 General Biology .....	3	BIO 1143 General Biology .....	3
PHY 2414 General Physics .....	4	PHY 2424 General Physics .....	4
PSY 1513 General Psychology .....	3	SPT 1113 Oral Communication .....	3
ACC 1213 Prin. of Accounting ....	3	ACC 1223 Prin. of Accounting .....	3
CSC 1313 Fortran Programming ....	3	CSC 2543 Advanced Comp. Program... 3	3
ART 1113 Art Appreciation or		MAT 1323 Trigonometry .....	3
MUS 1113 Music Appreciation .....	<u>3</u>		
	19		19

COMPUTER SCIENCE CURRICULUM  
(Mathematics Orientated)

This curriculum is designed to provide instructional programs that generally describes the coding, processing and storage of data through repetitious and highly complex mathematical operations at high speed, and in accordance with strictly defined systems and procedures. In addition, exposure is given to the methods and procedures used in flow charting and writing instructions in computer language for the direction of computer operation in the solution of a problem.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Composition ....	3	ENG 1123 English Composition .....	3
HIS 1113 Western Civilization ...	3	HIS 1123 Western Civilization ....	3
SEC 1113/1123 Typewriting .....	3	ART 1113 Art Appreciation or .....	3
CSC 1613 Computer Program. I ....	3	MUS 1113 Music Appreciation .....	3
MAT 1313 College Algebra .....	3	CSC 2623 Computer Program. II ....	3
EDU 1311 Orientation .....	1	HPR 1211 General Activities .....	1
HPR 1111 General Activities .....	<u>1</u>		
	17		16

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
BIO 1133	General Biology ..... 3	BIO 1143	General Biology ..... 3
PHY 2414	General Physics I ..... 4	PHY 2424	General Physics II ..... 4
PSY 1513	General Psychology ..... 3	SPT 1113	Oral Communication ..... 3
ACC 1213	Prin. of Accounting .... 3	ACC 1223	Prin. of Accounting .... 3
CSC 1313	Fortran Programming .... 3	CSC 2543	Advanced Computer Programming ..... 3
ENG 2433	World Literature ..... 3	ENG 2433	World Literature ..... 3
	19		19

ECONOMICS CURRICULUM

The economics curriculum is designed for those students who plan to continue their education beyond the first two years of college and are interested in careers in various businesses, industries, all levels of federal, state, and local government, and are interested in advance study in law or other professional schools.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113	English Composition .... 3	ENG 1123	English Composition ..... 3
BIO 1133	General Biology ..... 3	BIO 1143	General Biology ..... 3
HIS 1113	Western Civilization ... 3	HIS 1123	Western Civilization .... 3
HPR 1213	Per. & Com. Health .... 3	MAT 1313	College Algebra ..... 3
GEO 1113	World Geography ..... 3	ART 1113	Art Appreciation ..... 3
EDU 1311	Orientation ..... 1	HPR 1121	General Activities ..... 1
HPR 1111	General Activities ..... 1		
	17		16

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2423	World Literature ..... 3	ENG 2433	World Literature ..... 3
PHY 2243	Physical Science ..... 3	PHY 2253	Physical Science ..... 3
ECO 2113	Prin. of Economics ..... 3	ECO 2123	Prin. of Economics ..... 3
SOC 2113	Intro. to Sociology .... 3	SPT 1113	Oral Communication ..... 3
ACC 1213	Prin. of Accounting .... 3	ACC 1223	Prin. of Accounting .... 3
PSC 1113	American Government .... 3	PSC 1123	State & Local Gov't .... 3
	18		18

GENERAL BUSINESS CURRICULUM

This curriculum is designed for students who plan to transfer to a senior institution. It provides the first two years of study for students majoring in such fields finance, management, etc.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113	English Composition .... 3	ENG 1123	English Composition ..... 3
HIS 1113	Western Civilization ... 3	HIS 1123	Western Civilization .... 3
BIO 1133	General Biology ..... 3	BIO 1143	General Biology ..... 3



BAD 1113	Intro. to Business	.....	3	BAD 2513	Prin. of Management	.....	3
SEC 1113/1123	Typewriting	.....	3	ART 1113	Art Appreciation or		
EDU 1311	Orientation	.....	1	MUS 1113	Music Appreciation	.....	3
HPR 1111	General Activities	.....	<u>1</u>	HPR 1121	General Activities	.....	<u>1</u>
			17				16

#### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours				
ENG 2423	World Literature	.....	3	ENG 2433	World Literature	.....	3
BAD 2413	Business Law	.....	3	SEC 2613	Business Communications	..	3
ACC 1213	Prin. of Accounting	....	3	ACC 1223	Prin. of Accounting	.....	3
ECO 2113	Prin. of Economics	.....	3	ECO 2123	Prin. of Economics	.....	3
PHY 2243	Physical Science	.....	3	TDP 1113	Intro. to Data Process.	..	3
MAT 1313	College Algebra	.....	<u>3</u>	BAD 2423	Business Law	.....	<u>3</u>
			18				18

### BUSINESS TECHNOLOGY

#### CLERICAL OFFICE TRAINING

This program is designed to prepare students for the following positions: clerk-typist, receptionist, general clerk, accounting clerk, and word processing operator.

#### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours				
ENG 1113	English Composition	....	3	ENG 1123	English Composition	.....	3
TBT 1113/1123	Typewriting	.....	3	TBT 1123/2113	Typewriting	.....	3
TBA 1113	Intro. to Business	.....	3	TBT 1313	Records Management	.....	3
TBA 1313	Business Mathematics	...	3	TBT 2523	Office Machines	.....	3
DCO 2113	Prin. of Economics	.....	3	ECO 2123	Prin. of Economics	.....	3
EDU 1311	Orientation	.....	1	HPR 1111	General Activities	.....	1
HPR 1111	General Activities	.....	<u>1</u>				—
			17				16

#### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours				
TAC 1213	Prin. of Accounting	....	3	TAC 1223	Prin. of Accounting	.....	3
BAD 2413	Business Law	.....	3	TBT 2613	Business Communications	..	3
TBT 1323	Clerical Procedures	....	3	SPT 1113	Oral Communication	.....	3
TBT 2533	Word Processing	.....	3	TBT 2733	Office Management	.....	3
TBT 2513	Office Appliances	.....	3	TBT 1513	Machine Transcription	....	3
TBT 2723	Human Relations	.....	<u>3</u>	TBT 2713	Secretarial Practicum	....	<u>3</u>
			18				18

### SECRETARIAL SCIENCE

This program is designed to prepare students for the following upper-level positions: stenographer, secretary, executive secretary, and administrative assistant.

### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Composition ....	3	ENG 1123 English Composition .....	3
TBA 1113 Intro. to Business .....	3	TBT 2523 Office Machines .....	3
TBT 1113/1123 Typewriting .....	3	TBT 1123/2113 Typewriting .....	3
TBT 1213/1223 Shorthand .....	3	TBT 1313 Records Management .....	3
MAT 1313 College Algebra .....	3	TBT 1223/2213 Shorthand .....	3
EDU 1311 Orientation .....	1	TBT 2413 Office Procedures .....	3
HPR 1111 General Activities .....	<u>1</u>	HPR 1121 General Activities .....	<u>1</u>
	17		19

### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
TAC 1213 Prin. of Accounting ....	3	TAC 1223 Prin. of Accounting .....	3
ECO 2113 Principles of Economics..	3	ECO 2123 Principles of Economics..	3
TBT 2533 Word Processing I .....	3	TBT 2613 Business Communications..	3
TBT 2223 Dictation & Transcript..	3	TBT 2713 Secretarial Practicum ...	3
TBT 2513 Office Appliances .....	3	SPT 1113 Oral Communication .....	3
TBT 2723 Human Relations .....	<u>3</u>		—
	18		15

### LEGAL AND MEDICAL SECRETARY (Tentative)

The legal secretary option provides specialized training for employment in the legal field. The medical secretary option is designed to provide specialized training needs for secretarial work in a health office setting.

### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Composition ....	3	ENG 1123 English Composition .....	3
ECO 2113 Prin. of Economics .....	3	ECO 2123 Prin. of Economics .....	3
TBT 1113/1123 Typewriting .....	3	TBT 1123/2113 Typewriting .....	3
TBT 1213/1223 Shorthand .....	3	TBT 1223/2213 Shorthand .....	3
TAC 1213 Prin. of Accounting ....	3	TAC 1223 Prin. of Accounting .....	3
EDU 1311 Orientation .....	<u>1</u>	TBT 1313 Records Management .....	<u>3</u>
	16		18

### LEGAL SECRETARY

### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
BAD 2413 Business Law .....	3	TBT 2713 Secretarial Practicum ...	3
TBT 2533 Word Processing I .....	3	TBT 2543 Word Processing II .....	3
TBT 2123 Production Typewriting..	3	TBT 2613 Business Communications..	3
TBT 2423 Legal Office Proced. ...	3	SPT 1113 Oral Communication .....	3
TBT 2433 Legal Mach. Transcrip... 3	3	TBT 2733 Office Management .....	3
TBT 2513 Office Appliances .....	<u>3</u>	TBA 1313 Business Mathematics ...	<u>3</u>
	18		18



MEDICAL SECRETARY

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
TBT 2533	Word Processing I ..... 3	TBT 2543	Word Processing II ..... 3
TBT 2123	Production Typewriting.. 3	SPT 1113	Oral Communication ..... 3
TBT 2443	Medical Office Proced... 3	TBT 2713	Secretarial Practicum ... 3
TBT 2513	Office Appliances ..... 3	TBT 2613	Business Communications.. 3
TBT 2623	Medical Mach. Transcrip. 3	TBA 1313	Business Mathematics .... 3
TBT 2723	Human Relations ..... 3	TBT 2733	Office Management ..... 3
	18		18

\*DATA PROCESSING CURRICULUM  
(Tentative)

This is an instructional program that prepares the individual for such jobs as data entry, computer operators, and other computer related vocations. The program is designed to give classroom and laboratory training using IBM equipment. The program generally describes the coding, processing, and storage of data. In addition, exposure is given to the methods and procedures used in flow charting and writing instruction in various computer languages for the direction of computer operation in the solution of a problem. Emphasis is placed on programming, systems analysis, and related business principles.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
TDP 1113	Intro. to Data Proces... 3	TAC 1223	Prin. of Accounting ..... 3
TAC 1213	Prin. of Accounting .... 3	TBT 1123/2113	Typewriting ..... 3
ENG 1113	English Composition .... 3	MAT 1313	College Algebra ..... 3
TBT 1113/1123	Typewriting ..... 3	TDP 1323	Computer Programming II.. 3
TDP 1313	Computer Program. I .... 3	ENG 1123	English Composition ..... 3
EDU 1311	Orientation ..... 1	SPT 1113	Oral Communication ..... 3
HPR 1111	General Activities ..... 1		
	17		18

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ECO 2113	Prin. of Economics ..... 3	TDP 2124	Advanced Programming .... 4
TDP 2134	Cobol Programming I .... 4	TDP 2144	Cobol Programming II .... 4
TDP 2113	System Analysis & Design ..... 3	TDP 2335	Computer Operations ..... 5
BAD 2413	Business Law ..... 3	BAD 2513	Prin. of Management ..... 3
	Elective ..... 3		Elective ..... 3
	16		19

- Electives: HIS 2213 American History  
 ECO 2113 Principles of Economics  
 ART 1113 Art Appreciation  
 PSY 1513 General Psychology

\*To be admitted to the Data Processing Program (two-year program), a prospective student must meet the following requirements in addition to the general admis-

sion requirements of the institution: (1) minimum composite ACT score of 12 and (2) minimum ACT score on math and reading comprehension sections of 12.

\*COMPUTER OPERATIONS  
(Tentative)

One Year Program

Fall Semester	Semester Hours	Spring Semester	Semester Hours
TDP 1113 Intro. to Data Proces...	3	TDP 1313 Computer Programming I ..	3
TDP 1212 Data Entry .....	2	TDP 1613 Microcomputer Applica. ..	3
ENG 1113 English Composition ....	3	BAD 1113 Intro. to Business .....	3
MAT 1213 College Math or		TEG 1123 Technical Communication..	3
MAT 1313 College Algebra .....	3	TBT 1113/1123 Typewriting .....	3
HPR 1111 General Activities .....	1		
EDU 1311 Orientation .....	1		
TAC 1213 Prin. of Accounting ....	<u>3</u>		
	16		15

\*To be admitted to the Computer Operations Program, a prospective student must meet the following requirements in addition to the general admission requirements of the institution: minimum composite ACT score of 11. A minimum grade of "C" is required in TDP 1113 and ACC 1213 before a student can enroll in a programming course.

DATA ENTRY

One Semester Program

	Semester Hours
TDP 1113 Intro. to Data Processing ...	3
TDP 1613 Microcomputer Application ...	3
TBT 1113/1123 Typewriting .....	3
TAC 1213 Prin. of Accounting .....	3
ENG 1113 English Composition .....	3
EDU 1311 Orientation .....	<u>1</u>
	16

CLERK-CASHIER TRAINING  
(Terminal Program)

This program consists of the theory and practices that are used primarily in supermarkets and other large chain stores. Cash handling, cashing checks (personal and payroll), bagging groceries, serving customers, identifying shop-lifters are integral parts of the training. Emphasis is placed on the operation of cash registers. The related studies include mathematics, English, natural and social science, and shop safety and management.

This program is designed to be completed in nine months or a total of 1,080 clock hours for those who have limited or no experience in this field.



## DIVISION OF GENERAL STUDIES

The Division of General Studies consists of six departments: Department of Education and Psychology, Department of English and Foreign Language, Department of Fine Arts, Department of Health, Physical Education and Recreation, Department of Natural Science and Mathematics, and Department of Social Science.

### DEPARTMENT OF EDUCATION AND PSYCHOLOGY

Advisors: Gooden, E., Barron, L., Kaplan, C., West, B.

#### ELEMENTARY EDUCATION CURRICULUM

This curriculum is designed for students who plan to teach in elementary schools after having earned at least a four year college degree and obtained a teacher's certificate.

#### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Composition ....	3	ENG 1123 English Composition .....	3
HIS 1113 Western Civilization ...	3	HIS 1123 Western Civilization .....	3
BIO 1133 General Biology .....	3	BIO 1143 General Biology .....	3
PSY 1513 General Psychology .....	3	EDU 1613 Foundations in Education..	3
MAT 1313 College Algebra .....	3	HPR 1223 Personal & Com. Health ...	3
HPR 1111 General Activities .....	1	*Mathematics Elective .....	3
EDU 1311 Orientation .....	<u>1</u>	HPR 1121 General Activities .....	<u>1</u>
	17		19

#### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2423 World Literature .....	3	ENG 2433 World Literature .....	3
PHY 2243 Physical Science .....	3	PHY 2253 Physical Science .....	3
EPY 2513 Child Psychology .....	3	ART 1913 Art for Elem. Teachers ...	3
ART 1113 Art Appreciation or		ART 1113 Art Appreciation or	
SPT 1113 Oral Communication .....	3	SPT 1113 Oral Communication .....	3
SOC 1113 Intro. to Soc. Science..	3	SOC 1123 Amer. Inst. & Organiza. ..	3
MUS 1113 Music Appreciation .....	<u>3</u>	MUS 2523 Music for Children .....	<u>3</u>
	18		18

#### GENERAL EDUCATION CURRICULUM

This curriculum is suggested for students who have not chosen a major field of study but may or may not transfer to a four-year institution.

#### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Composition ....	3	ENG 1123 English Composition .....	3
BIO 1133 General Biology .....	3	BIO 1143 General Biology .....	3
HIS 1113 Western Civilization ...	3	HIS 1123 Western Civilization .....	3
MAT 1313 College Algebra .....	3	*Mathematics Elective .....	3
PSY 1513 General Psychology .....	3	EDU 1613 Foundations in Education..	3
EDU 1311 Orientation .....	1	HPR 1121 General Activities .....	1
HPR 1111 General Activities .....	<u>1</u>		
	17		16

### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ART 1113	Art Appreciation ..... 3	MUS 1113	Music Appreciation ..... 3
HPR 1213	Per. & Com. Health ..... 3	SPT 1113	Oral Communication ..... 3
ENG 2423	World Literature ..... 3	ENG 2433	World Literature ..... 3
SOC 2113	Intro. to Sociology .... 3	SOC 2123	Intro. to Sociology ..... 3
PHY 2243	Physical Science ..... 3	PHY 2253	Physical Science ..... 3
	Elective ..... <u>3</u>		Elective ..... <u>3</u>
	18		18

### EARLY CHILDHOOD EDUCATION CURRICULUM

#### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113	English Composition .... 3	ENG 1123	English Composition ..... 3
MAT 1313	College Algebra ..... 3		*Mathematics Elective ..... 3
BIO 1133	General Biology ..... 3	BIO 1143	General Biology ..... 3
HIS 1133	Western Civilization ... 3	HIS 1123	Western Civilization .... 3
HPR 1213	Per. & Com. Health ..... 3	SPT 1113	Oral Communication ..... 3
HPR 1111	General Activities ..... 1	PSY 1513	General Psychology ..... 3
EDU 1311	Orientation ..... <u>1</u>	HPR 1121	General Activities ..... <u>1</u>
	17		19

#### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2423	World Literature ..... 3	ENG 2433	World Literature ..... 3
MUS 2523	Music for Children .... 3	ART 1913	Art for Elem. Teachers ... 3
EDU 2103	Introduction to ECE .... 3	ENG 2703	Literature for Children ... 3
EPY 2513	Child Psychology ..... 3	HPR 2213	First Aid ..... 3
SOC 2113	Intro. to Sociology .... 3	SOC 2123	Intro. to Sociology ..... 3
PHY 2243	Physical Science ..... <u>3</u>	EDU 2203	Pract. in Child Develop... <u>3</u>
	18		18

\*Check senior college catalog

### DEPARTMENT OF ENGLISH AND FOREIGN LANGUAGE

Advisors: Burnett, W., Griffin, V., Lewis, G., Rhymes, J., Stamps, D.,  
Brandon, J., Stanford, D.

The instructors of the English and Foreign Language Department believe that the courses offered by this area should provide experiences necessary to improve the student's skills in reading, writing, speaking, listening, and thinking so that the student may communicate clearly, correctly, and effectively.

The communication problem is evident in all areas of the college; therefore, the English and Foreign Language Department seeks the cooperation of each of the other areas in making the student's knowledge and use of oral and written expression functional.

#### ENGLISH CURRICULUM

This curriculum is designed for the student who plans to earn at least a four-year college degree in the area of English and Foreign Language.



Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Composition ....	3	ENG 1123 English Composition .....	3
MFL 1113 Elementary French .....	3	MFL 1123 Elementary French .....	3
HIS 1113 Western Civilization ...	3	HIS 1123 Western Civilization ....	3
JOU 1313 Prin. of Journalism ...	3	JOU 1323 Prin. of Journalism .....	3
BIO 1133 General Biology .....	3	BIO 1143 General Biology .....	3
ART 1113 Art Appreciation .....	3	PSY 1513 General Psychology .....	3
EDU 1311 Orientation .....	<u>1</u>		
	19		18

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2423 World Literature .....	3	ENG 2433 World Literature .....	3
MFL 2113 Intermediate French ....	3	MFL 2113 Intermediate French .....	3
MAT 1313 College Algebra .....	3	SPT 1113 Oral Communication .....	3
SOC 1113 Intro. to Soc. Science..	3	SOC 1123 American Inst. & Org. ....	3
PHY 2243 Physical Science .....	3	PHY 2253 Physical Science .....	3
HPR 1111 General Activities .....	<u>1</u>	HPR 1121 General Activities .....	<u>1</u>
	16		16

RADIO AND TELEVISION BROADCASTING CURRICULUM

This major in radio and television broadcasting is an interdisciplinary program designed to permit a student to specialize in course work with direct application to the broadcasting industry.

Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Composition ....	3	ENG 1123 English Composition .....	3
HIS 1113 Western Civilization ...	3	HIS 1123 Western Civilization ....	3
MFL 1113 Elementary French .....	3	MFL 1123 Elementary French .....	3
BIO 2414 General Zoology .....	4	BIO 2424 General Zoology .....	4
SPT 1113 Oral Communication .....	3	*SPT 2223 Intro. to Dramatic Arts ..	3
HPR 1111 General Activities .....	1	HPR 1121 General Activities .....	1
EDU 1311 Orientation .....	<u>1</u>		
	18		17

Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2423 World Literature .....	3	ENG 2433 World Literature .....	3
MAT 1313 College Algebra .....	3	MAT 1323 Trigonometry .....	3
MFL 2113 Intermediate French ....	3	MFL 2123 Intermediate French .....	3
PSY 1513 General Psychology .....	3	COM 1413 Fund. of Broadcasting ....	3
SOC 2113 Intro. to Sociology ....	3	*SPT 1213 Fund. of Theatre .....	3
ART 1113 Art Appreciation .....	<u>3</u>		
	18		15

\*SPT 2223 Introduction to Dramatic Arts and SPT 1213 Fundamentals of the Theatre are offered alternate years beginning the spring semester of 1983 with SPT 1213 Fundamentals of the Theatre.

## DEPARTMENT OF FINE ARTS

Advisors: Dorsey, H., Evans, W., Jossell, M., Keys, G., Richardson, T.

Some education in the arts is necessary for effective participation in today's society. The Fine Arts Department is committed to the goals of creating the aesthetic experiences and developing the inherent sensitivity toward aesthetic quality for all students.

### ART CURRICULUM

This curriculum is designed for students who plan to continue their study at a four-year institution in the area of art.

#### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Composition . . . . .	3	ENG 1123 English Composition . . . . .	3
HIS 1113 Western Civilization . . . . .	3	HIS 1123 Western Civilization . . . . .	3
HPR 1213 Per. & Com. Health . . . . .	3	MAT 1313 College Algebra . . . . .	3
ART 1213 Introductory Art . . . . .	3	ART 1413 Design I . . . . .	3
BIO 1133 General Biology . . . . .	3	BIO 1143 General Biology . . . . .	3
HPR 1111 General Activities . . . . .	1	HPR 1121 General Activities . . . . .	1
EDU 1311 Orientation . . . . .	<u>1</u>		—
	17		16

#### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2423 World Literature . . . . .	3	ENG 2433 World Literature . . . . .	3
PHY 2243 Physical Science . . . . .	3	PHY 2253 Physical Science . . . . .	3
ART 1313 Drawing I . . . . .	3	ART 1323 Drawing II . . . . .	3
PSY 1513 General Psychology . . . . .	3	SPT 1113 Oral Communication . . . . .	3
ART 2713 Art History I . . . . .	3	ART 2723 Art History II . . . . .	3
ART 1243 Inventive Crafts . . . . .	<u>3</u>	ART 2513 Painting (Opt.) . . . . .	<u>3</u>
	18		18

### MUSIC EDUCATION CURRICULUM

This curriculum is designed for students who plan to earn at least a four year college degree at a senior institution. It provides two years of basic instruction for students who anticipate careers as band and choral directors as well as general music supervisors.

#### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
HIS 1113 Western Civilization . . . . .	3	HIS 1123 Western Civilization . . . . .	3
ENG 1113 English Composition . . . . .	3	ENG 1123 English Composition . . . . .	3
MUS 2413 Music Literature . . . . .	3	SPT 1113 Oral Communication . . . . .	3
*MUS 1103 Introduction to Music . . . . .	3	MUS 1214 Music Theory I . . . . .	4
MUA 1772, 1172, 1872 or 1472 Voice, Brass, Woodwinds or Percussion I . . . . .	2	MUA 1782, 1182, 1882 or 1482 Voice, Brass, Woodwinds or Percussion II . . . . .	2
MUO 1111 Band I or	—	MUO 1121 Band II or	—
MUO 1211 Choir I . . . . .	1	MUO 1221 Choir II . . . . .	1
BIO 1133 General Biology . . . . .	3	MUS 1113 Music Appreciation . . . . .	3
EDU 1311 Orientation . . . . .	<u>1</u>		—
	19		19



### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2423 World Literature .....	3	ENG 2433 World Literature .....	3
PHY 2243 Physical Science .....	3	MAT 1313 College Algebra .....	3
MUS 1224 Music Theory II .....	4	MUS 2214 Music Theory III .....	4
MUS 2313 Music History I .....	3	MUS 2323 Music History II .....	3
HPR 1111 General Activities .....	1	HPR 1121 General Activities .....	1
MUO 2111 Band III or		MUO 2121 Band IV or	
MUO 2211 Choir III .....	1	MUO 2221 Choir IV .....	1
MUA 2772, 2172, 2872 or 2472		MUA 2782, 2182, 2882 or 2482	
Voice, Brass, Woodwinds		Voice, Brass, Woodwinds	
or Percussion III .....	<u>2</u>	or Percussion IV .....	<u>2</u>
	17		17

\*This course is not the standard freshman music theory course required for graduation from senior colleges and universities, and is not offered to meet this requirement. Students taking MUS 1103 and planning to continue as music majors at a four-year institution should follow this course with MUS 1214, 1224, and 2214.

### DEPARTMENT OF HEALTH, PHYSICAL EDUCATION AND RECREATION

Advisors: Coburn, R., Barron, E., Stampley, E.

The Department of Health, Physical Education and Recreation primary role in the total instructional program is to prepare prospective health educators, physical educators, athletic coaches, and recreation leaders. Further, the department contributes to the general education of all students through its health classes, physical education activity program, intramural program and dance activity classes.

### HEALTH AND PHYSICAL EDUCATION CURRICULUM

This curriculum is primarily designed for the students who plans to continue his/her education beyond the two-year college level. It provides two years of basic training for the student who anticipates a career as a physical education teacher, athletic coach or recreation director.

#### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Composition ....	3	ENG 1123 English Composition .....	3
BIO 1133 General Biology .....	3	BIO 1143 General Biology .....	3
HPR 1313 Introduction to HPR ....	3	PSY 1513 General Psychology .....	3
HPR 1213 Per. & Com. Health ....	3	HPR 1223 Per. & Com. Health .....	3
HIS 1113 Western Civilization ...	3	HIS 1123 Western Civilization .....	3
HPR 1111 General Activities .....	1	MAT 1313 College Algebra .....	3
EDU 1311 Orientation .....	<u>1</u>	HPR 1121 General Activities .....	<u>1</u>
	17		19

#### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2423 World Literature .....	3	ENG 2433 World Literature .....	3
PHY 2243 Physical Science .....	3	PHY 2253 Physical Science .....	3

SOC 2113	Intro. to Sociology	....	3	SOC 2123	Intro. to Sociology	.....	3
HPR 2213	First Aid	.....	3	ART 1113	Art Appreciation	.....	3
HPR 2111	General Activities	.....	1	HPR 2413	Individual & Team Sports		
	Elective	.....	3		Officiating	.....	3
				HPR 2121	General Activities	.....	<u>1</u>
			16				16

#### DEPARTMENT OF NATURAL SCIENCE AND MATHEMATICS

Advisors: Battle, G., Bobo, B., Brown, A., Catchings, C., Bailey, S.,  
Furdge, J., Howard, F., Green, G., Keys, R., Shaw, J.,  
Smith, E.

The Department of Natural Science and Mathematics is dedicated to providing relevant and influential education in the areas of science and mathematics. The department, through its curriculum and teaching, attempts to: (1) provide a general appreciation of the relevance of science and mathematics for personal achievement, self-expression and satisfaction and intelligent participation in a diversified society; (2) meet the needs of non-science and non-mathematics majors; (3) provide adequate preparation for science, mathematics and associated majors who plan to continue study in these fields; and (4) assist in meeting the basic science and mathematics needs of the adult community.

#### MATHEMATICS CURRICULUM

This curriculum is designed to prepare the student for advanced study in the area of mathematics at a senior institution.

##### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113	English Composition ....	ENG 1123	English Composition ..... 3
CHE 1214	Gen. Inorg. Chemistry ..	CHE 1224	Gen. Inorg. Chemistry .... 4
MAT 1313	College Algebra .....	MAT 1323	Trigonometry .....
MFL 1113	Elementary French .....	MFL 1123	Elementary French .....
HIS 1113	Western Civilization ...	HIS 1123	Western Civilization .....
HPR 1111	General Activities .....	HPR 1121	General Activities .....
EDU 1311	Oriention .....		
			18
			17

##### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2423	World Literature .....	ENG 2423	World Literature .....
MFL 2113	Intermediate French ....	MFL 2123	Intermediate French .....
PHY 2414	General Physics I .....	PHY 2424	General Physics II .....
BIO 1133	General Biology .....	BIO 1143	General Biology .....
MAT 1813	Calculus I .....	MAT 1823	Calculus II .....
MUS 1113	Music Appreciation or		
ART 1113	Art Appreciation .....		
			19
			16



## MATHEMATICS EDUCATION CURRICULUM

This curriculum is designed to prepare the student for advanced study in the area of mathematics at a senior institution and to become a teacher of mathematics.

### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Composition . . . .	3	ENG 1123 English Composition . . . . .	3
MAT 1313 College Algebra . . . . .	3	MAT 1323 Trigonometry . . . . .	3
CHE 1214 Gen. Inorg. Chemistry ..	4	CHE 1224 Gen. Inorg. Chemistry . . . .	4
EDU 1613 Foundations in Educ. . . .	3	HIS 1113 Music Appreciation . . . . .	3
HIS 1113 Western Civilization . . .	3	HIS 1123 Western Civilization . . . .	3
HPR 1111 General Activities . . . . .	1	HPR 1121 General Activities . . . . .	1
EDU 1311 Orientation . . . . .	<u>1</u>		
	18		17

### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2423 World Literature . . . . .	3	ENG 2433 World Literature . . . . .	3
BIO 1133 General Biology . . . . .	3	BIO 1143 General Biology . . . . .	3
PSY 1513 General Psychology . . . .	3	PHY 2424 General Physics II . . . . .	4
PHY 2414 General Physics I . . . . .	4	Elective . . . . .	3
MAT 1813 Calculus I . . . . .	<u>3</u>		
	16		16

## NATURAL SCIENCES

The curricula in the natural sciences are designed for students who desire to specialize in a specific area of science and plan to continue their education beyond the two-year college level. The curricula include biology, chemistry, medical technology, pre-agriculture, pre-dental hygiene, pre-forestry, pre-medical, pre-nursing, pre-optometry, pre-pharmacy, pre-physical therapy, pre-veterinary science, and science education for those who desire to teach science.

## BIOLOGY CURRICULUM

### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Composition . . . .	3	ENG 1123 English Composition . . . . .	3
CHE 1214 General Chemistry . . . . .	4	CHE 1224 General Chemistry . . . . .	4
BIO 2414 General Zoology . . . . .	4	BIO 2424 Genral Zoology . . . . .	4
MAT 1313 College Algebra . . . . .	3	MAT 1323 Trigonometry . . . . .	3
MFL 1113 Elementary French . . . . .	3	MFL 1123 Elementary French . . . . .	3
HPR 1111 General Activities . . . . .	1	HPR 1121 General Activities . . . . .	1
EDU 1311 Orientation . . . . .	<u>1</u>		
	19		19

### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2423 World Literature . . . . .	3	ENG 2433 World Literature . . . . .	3
CHE 2424 Organic Chemistry . . . . .	4	CHE 2434 Organic Chemistry . . . . .	4

BIO 1314	General Botany	.....	4	BIO 1324	General Botany	.....	4
HIS 1113	Western Civilization	...	3	HIS 1123	Western Civilization	.....	3
	Elective	.....	3	MUS 1113	Music Appreciation or		
				ART 1113	Art Appreciation	.....	3
			17				17

### CHEMISTRY

#### Freshman Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours		
ENG 1113	English Composition	....	3	ENG 1123	English Composition	.....	3
CHE 1214	Gen. Inorg. Chemistry	..	4	CHE 1224	Gen. Inorg. Chemistry	....	4
MAT 1313	College Algebra	.....	3	SPT 1113	Oral Communication	.....	3
PHY 2414	General Physics	.....	4	PHY 2424	General Physics	.....	4
HPR 1111	General Activities	.....	1	MAT 1323	Trigonometry	.....	3
EDU 1311	Orientation	.....	1	HPR 1121	General Activities	.....	1
			16				18

#### Sophomore Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours		
CHE 2424	Organic Chemistry	.....	4	CHE 2434	Organic Chemistry	.....	4
BIO 1133	General Biology	.....	3	BIO 1143	General Biology	.....	3
HIS 1113	Western Civilization	...	3	HIS 1123	Western Civilization	.....	3
MAT 1813	Calculus I	.....	3	MAT 1823	Calculus II	.....	3
ART 1113	Art Appreciation				Elective	.....	3
MUS 1113	Music Appreciation	.....	3				
			16				16

### MEDICAL TECHNOLOGY CURRICULUM (Transfer Program)

#### Freshman Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours		
ENG 1113	English Composition	....	3	ENG 1123	English Composition	.....	3
BIO 2414	General Zoology	.....	4	BIO 2424	General Zoology	.....	4
MAT 1313	College Algebra	.....	3	MAT 1323	Trigonometry	.....	3
CHE 1214	Gen. Inorg. Chemistry	..	4	CHE 1224	Gen. Inorg. Chemistry	....	4
MFL 1113	Elementary French	.....	3	MFL 1123	Elementary French	.....	3
HPR 1111	General Activities	.....	1	HPR 1121	General Activities	.....	1
EDU 1311	Orientation	.....	1				
			19				18

#### Sophomore Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours		
ENG 2423	World Literature	.....	3	ENG 2433	World Literature	.....	3
CHE 2424	Organic Chemistry	.....	4	CHE 2434	Organic Chemistry	.....	4
PHY 2414	General Physics	.....	4	PHY 2424	General Physics	.....	4
ART 1113	Art Appreciation	.....	3	PSY 1513	General Psychology	.....	3
BIO 2924	Microbiology	.....	4	CSC 1613	Computer Programming I	...	3
			18				17



### PRE-AGRICULTURE CURRICULUM

This curriculum is designed to prepare the student for transfer to a university where he/she may study general agriculture or specialize in one of the following areas: agricultural and biological engineering, agricultural and extension education, agricultural economics, agronomy, animal science, entomology, horticulture, or plant pathology and weed science.

#### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
CHE 1214	General Chemistry ..... 4	CHE 1224	General Chemistry ..... 4
BIO 2414	General Zoology ..... 4	SPT 1113	Oral Communication ..... 3
MAT 1313	College Algebra ..... 3	SOC 1123	Amer. Institu. & Org. .... 3
ENG 1113	English Composition .... 3	ENG 1123	English Composition ..... 3
HIS 2213	American History ..... 3	HIS 2223	American Hsitory ..... 3
HPR 1111	General Activities ..... 1	HPR 1121	General Activities ..... 1
EDU 1311	Orientation ..... <u>1</u>		<u>17</u>
	19		

#### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
BIO 1314	General Botany ..... 4	BIO 1324	General Botany ..... 4
ENG 2423	World Literature ..... 3	ENG 2433	World Literature ..... 3
ECO 2113	Prin. of Economics ..... 3	ECO 2123	Prin. of Economics ..... 3
BAD 1113	Intro. to Business ..... 3	BIO 2924	Microbiology ..... 3
SOC 2113	Intro. to Sociology .... 3	ART 1113	Art Appreciation or
	<u>16</u>	MUS 1113	Music Appreciation ..... <u>3</u>
			16

### PRE-FORESTRY CURRICULUM

This curriculum provides the basic education required for entering the profession of forestry as established in the School of Forest Resources of Mississippi State University.

#### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113	English Composition .... 3	ENG 1123	English Composition ..... 3
CHE 1214	Gen. Inorg. Chemistry .. 4	CHE 1224	Gen. Inorg. Chemistry .... 4
MAT 1313	College Algebra ..... 3	MAT 1323	Trigonometry ..... 3
BIO 2414	General Zoology ..... 4	SPT 1113	Oral Communication ..... 3
PSC 1113	American Government .... 3	SOC 1123	Amer. Institu. & Org. .... 3
HPR 1111	General Activities ..... 1	HPR 1121	General Activities ..... 1
EDU 1311	Orientation ..... <u>1</u>		<u>17</u>
	19		

#### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2423	World Literature ..... 3	ENG 2433	World Literature ..... 3
PHY 2414	General Physics ..... 4	PSY 1513	General Psychology ..... 3
BIO 1314	General Botany ..... 4	BIO 1324	General Botany ..... 4
MAT 1813	Calculus I ..... 3	MAT 2924	Microbiology ..... 4

ECO 2113 Prin. of Economics ..... 3

ART 1113 Art Appreciation or

MUS 1113 Music Appreciation ..... 3

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PRE-MEDICAL CURRICULUM

Freshman Year

Fall Semester	Semester Hours
ENG 1113 English Composition ....	3
CHE 1214 Gen. Inorg. Chemistry ..	4
MAT 1313 College Algebra .....	3
BIO 2414 General Zoology .....	4
HIS 1113 Western Civilization ...	3
EDU 1311 Orientation .....	1
HPR 1111 General Activities .....	<u>1</u>

Spring Semester	Semester Hours
ENG 1123 English Composition ....	3
CHE 1224 Gen. Inorg. Chemistry ...	4
MAT 1323 Trigonometry .....	3
BIO 2424 General Zoology .....	4
HIS 1123 Western Civilization ....	3
HPR 1121 General Activities .....	1

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Sophomore Year

Fall Semester	Semester Hours
BIO 1314 General Botany .....	4
PHY 2414 General Physics .....	4
MUS 1113 Music Appreciation or	
ART 1113 Art Appreciation .....	3
ENG 2423 World Literature .....	3
CHE 2424 Organic Chemistry .....	<u>4</u>

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Spring Semester	Semester Hours
BIO 1324 General Botany .....	4
PHY 2424 General Physics .....	4
ENG 2433 World Literature .....	3
CHE 2434 Organic Chemistry .....	4
Elective .....	3

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PRE-NURSING CURRICULUM

Freshman Year

Fall Semester	Semester Hours
BIO 2414 General Zoology .....	4
MAT 1313 College Algebra .....	3
SOC 2113 Intro. to Sociology ....	3
HPR 1111 General Activities .....	1
EDU 1311 Orientation .....	1
ENG 1113 English Composition ...	3
CHE 1214 Gen. Inorg. Chemistry ..	<u>4</u>

19

Spring Semester	Semester Hours
BIO 2424 General Zoology .....	4
PSY 1513 General Psychology .....	3
ART 1113 Art Appreciation or	
MUS 1113 Music Appreciation .....	3
HPR 1121 General Activities .....	1
ENG 1123 English Composition .....	3
CHE 1224 Gen. Inorg. Chemistry ...	<u>4</u>

18

Sophomore Year

Fall Semester	Semester Hours
BIO 2514 Human Anat. & Phy. ....	4
CHE 2424 Organic Chemistry .....	4
BIO 2924 Microbiology .....	4
HIS 1113 Western Civilization ...	3
SPT 1113 Oral Communication .....	<u>3</u>

18

Spring Semester	Semester Hours
BIO 2524 Human Anat. & Phy. ....	4
CHE 2434 Organic Chemistry .....	4
BIO 2974 Parasitology .....	4
HIS 1113 Western Civilization ....	3
SOC 2123 Marriage and Family .....	<u>3</u>

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PRE-OPTOMETRY CURRICULUM

Freshman Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
BIO 2414	General Zoology	4	BIO 2424	General Zoology	4
CHE 1214	General Chemistry	4	CHE 1224	General Chemistry	4
ENG 1113	English Composition	3	ENG 1123	English Composition	3
MAT 1313	College Algebra	3	MAT 1323	Trigonometry	3
ART 1113	Art Appreciation	3	HPR 1121	General Activities	1
HPR 1111	General Activities	1		Elective	3
EDU 1311	Orientation	<u>1</u>			
		19			18

Sophomore Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
BIO 2514	Human Anat. & Phy.	4	BIO 2524	Human Anat. & Phy.	4
CHE 2424	Organic Chemistry	4	CHE 2434	Organic Chemistry	4
PHY 2414	General Physics	4	PHY 2424	General Physics	4
MFL 1113	Elementary French	3	MFL 1123	Elementary French	3
ENG 2423	World Literature	<u>3</u>	ENG 2433	World Literature	<u>3</u>
		18			18

PRE-PHARMACY CURRICULUM

Freshman Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
ENG 1113	English Composition	3	ENG 1123	English Composition	3
CHE 1214	Gen. Inorg. Chemistry	4	CHE 1224	Gen. Inorg. Chemistry	4
MAT 1313	College Algebra	3	MAT 1323	Trigonometry	3
BIO 2414	General Zoology	4	BIO 2424	General Zoology	4
HIS 1113	Western Civilization	3	HIS 1123	Western Civilization	3
HPR 1111	General Activities	1	HPR 1121	General Activities	1
EDU 1311	Orientation	<u>1</u>			
		19			18

Sophomore Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
ECO 2113	Prin. of Economics	3	ECO 2123	Prin. of Economics	3
BIO 1314	General Botany	4	BIO 1324	General Botany	4
CHE 2424	Organic Chemistry	4	CHE 2434	Organic Chemistry	4
PHY 2414	General Physics	4	PHY 2424	General Physics	4
BIO 2924	Microbiology	4	MUS 1113	Music Appreciation or	
			ART 1113	Art Appreciation	<u>3</u>
		19			18

PRE-PHYSICAL THERAPY CURRICULUM

Freshman Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
BIO 2414	General Zoology	4	BIO 2424	General Zoology	4
CHE 1214	Gen. Inorg. Chemistry	4	CHE 1224	Gen. Inorg. Chemistry	4
MAT 1233	Intermediate Algebra	3	MAT 1313	College Algebra	3

ENG 1113	English Composition	....	3
HIS 1113	Western Civilization	...	3
HPR 1111	General Activities	.....	1
EDU 1311	Orientation	.....	<u>1</u>

ENG 1123	English Composition	.....	3
HIS 1123	Western Civilization	....	3
HPR 1121	General Activities	.....	1

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Sophomore Year

Fall Semester	Semester Hours
BIO 2514	Human Anat. & Phy. .... 4
CHE 2424	Organic Chemistry ..... 4
MFL 1113	Elementary French ..... 3
ENG 2423	World Literature ..... 3
MUS 1113	Music Appreciation ..... <u>3</u>

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Spring Semester	Semester Hours
BIO 2524	Human Anat. & Phy. .... 4
CHE 2434	Organic Chemistry ..... 4
MFL 1123	Elementary French ..... 3
ENG 2433	World Literature ..... 3
ART 1113	Art Appreciation ..... <u>3</u>

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PRE-VETERINARY SCIENCE CURRICULUM

Freshman Year

Fall Semester	Semester Hours
ENG 1113	English Composition .... 3
MAT 1313	College Algebra ..... 3
MFL 1113	Elementary French ..... 3
CHE 1214	Gen. Inorg. Chemistry .. 4
BIO 2414	General Zoology ..... 4
HPR 1111	General Activities ..... 1
EDU 1311	Orientation ..... <u>1</u>

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Spring Semester	Semester Hours
ENG 1123	English Composition ..... 3
MAT 1323	Trigonometry ..... 3
MFL 1123	Elementary French ..... 3
CHE 1224	Gen. Inorg. Chemistry ... 4
BIO 2424	General Zoology ..... 4
HPR 1121	General Activities ..... 1

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Sophomore Year

Fall Semester	Semester Hours
PHY 2414	General Physics ..... 4
CHE 2424	Organic Chemistry ..... 4
BIO 1314	General Botany ..... 4
HIS 1113	Western Civilization ... 3
ART 1113	Art Appreciation or
MUS 1113	Music Appreciation ..... <u>3</u>

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Spring Semester	Semester Hours
PHY 2424	General Physics ..... 4
CHE 2434	Organic Chemistry ..... 4
BIO 1324	General Botany ..... 4
HIS 1123	Western Civilization .... 3
	Elective ..... 3

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PRE-DENTAL HYGIENE CURRICULUM

Fall Semester

Fall Semester	Semester Hours
BIO 2414	General Zoology ..... 4
CHE 1214	General Chemistry ..... 4
MAT 1313	College Algebra ..... 3
ENG 1113	English Composition .... 3
ART 1113	Art Appreciation ..... 3
HPR 1111	General Activities ..... 1
EDU 1311	Orientation ..... <u>1</u>

19

Spring Semester	Semester Hours
BIO 2424	General Zoology ..... 4
CHE 1224	General Chemistry ..... 4
MAT 1323	Trigonometry ..... 3
ENG 1123	English Composition ..... 3
MUS 1113	Music Appreciation ..... 3
HPR 1121	General Activities ..... 1

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### Sophomore Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
BIO 2514	Human Anat. & Phy. ....	4	BIO 2524	Human Anat. & Phy. ....	4
CHE 2424	Organic Chemistry .....	4	CHE 2434	Organic Chemistry .....	4
PHY 2414	General Physics .....	4	PHY 2424	General Physics .....	4
MFL 1113	Elementary French .....	3	MFL 1123	Elementary French .....	3
PSY 1513	General Psychology .....	<u>3</u>		Elective .....	<u>3</u>
18			18		

### SCIENCE EDUCATION CURRICULUM

#### Freshman Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
ENG 1113	English Composition ....	3	ENG 1123	English Composition ....	3
CHE 1214	Gen. Inorg. Chemistry ..	4	CHE 1224	Gen. Inorg. Chemistry ...	4
MAT 1313	College Algebra .....	3	MAT 1323	Trigonometry .....	3
HPR 1213	Per. & Com. Health .....	3	HPR 1223	Per. & Com. Health .....	3
BIO 2414	General Zoology .....	4	BIO 2424	General Zoology .....	4
HPR 1111	General Activities .....	1	HPR 1121	General Activities .....	1
EDU 1311	Orientation .....	<u>1</u>			
19			18		

#### Sophomore Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
ENG 2423	World Literature .....	3	ENG 2433	World Literature .....	3
PHY 2414	General Physics .....	4	PHY 2424	General Physics .....	4
BIO 1314	General Botany .....	4	BIO 1324	General Botany .....	4
HIS 1113	Western Civilization ...	3	HIS 1123	Western Civilization ...	3
ART 1113	Art Appreciation .....	<u>3</u>	PSY 1513	General Psychology .....	<u>3</u>
17			17		

### DEPARTMENT OF SOCIAL SCIENCE

Advisors: Edwards, T., Pitts, C., Reid, B., Wade, R., Wiley, J.

The curricula of the Social Science Department include criminal justice, pre-law, social science, social science education, and social work. Students seeking a baccalaureate degree will find that the department offers the courses necessary to complete the freshman and sophomore requirements at the four-year colleges and universities.

#### CRIMINAL JUSTICE CURRICULUM

This curriculum is designed to give transfer and terminal students a broad career preparation including a foundation in general courses, and a specialization in criminal justice.

#### Freshman Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
ENG 1113	English Composition ....	3	ENG 1123	English Composition .....	3
SOC 2113	Intro. to Sociology ...	3	SOC 2123	Intro. to Sociology .....	3
CRJ 1313	Survey of Law Enfor. ...	3	CRJ 1383	Criminology .....	3

PSC 1113	American Government	....	3	SPT 1113	Oral Communication	.....	3
BIO 1133	General Biology	.....	3	BIO 1143	General Biology	.....	3
HPR 1111	General Activities	.....	1	HPR 1121	General Activities	.....	1
EDU 1311	Orientation	.....	<u>1</u>	PSY 1513	General Psychology	.....	<u>3</u>

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#### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2423	World Literature	ENG 2433	World Literature
HIS 2213	American History or	HIS 2223	American History or
HIS 1113	Western Civilization	HIS 1123	Western Civilization
CRJ 2333	Crim. Investigation I	CRJ 2343	Crim. Investigation II
ECO 2113	Prin. of Economics	ART 1113	Art Appreciation or
CRJ 2313	Police Operations	MUS 1113	Music Appreciation
MAT 1313	College Algebra	CRJ 2513	Law Enforcement &

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#### PRE-LAW CURRICULUM

This curriculum is designed for those students who are interested in continuing their education at senior institutions, and specializing in the area of law.

#### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113	English Composition	ENG 1123	English Composition
MAT 1313	College Algebra	PSY 1513	General Psychology
HIS 1113	Western Civilization	HIS 1123	Western Civilization
BIO 1133	General Biology	BIO 1143	General Biology
MFL 1113	Elementary French	MFL 1123	Elementary French
EDU 1311	Orientation	HIS 1613	Surv. of Afro-Amer. His.
HPR 1111	General Activities	HPR 1121	General Activities

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#### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2423	World Literature	ENG 2433	World Literature
PSC 1113	American Government	PSC 1123	Amer. State & Loc. Gov.
SOC 2113	Intro. to Sociology	SOC 2123	Intro. to Sociology
HIS 2213	American History	HIS 2223	American History
MFL 2113	Intermediate French	MFL 2123	Intermediate French
ART 1113	Art Appreciation or	HPR 2121	General Activities
MUS 1113	Music Appreciation		
HPR 2111	General Activities		

19

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#### SOCIAL SCIENCE CURRICULUM

This curriculum is designed to meet the first two years requirements of a variety of specialized careers in the social sciences and is recommended for those students who plan to continue their education beyond the two-year college level.



Freshman Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
ENG 1113	English Composition	.... 3	ENG 1123	English Composition	..... 3
MFL 1113	Elementary French	..... 3	MFL 1123	Elementary French	..... 3
HIS 1113	Western Civilization	... 3	HIS 1123	Western Civilization	... 3
MAT 1313	College Algebra	..... 3	ART 1113	Art Appreciation or	
BIO 1133	General Biology	..... 3	MUS 1113	Music Appreciation	..... 3
EDU 1311	Orientation	..... 1	BIO 1143	General Biology	..... 3
HPR 1111	General Activities	..... <u>1</u>	HPR 1121	General Activities	..... <u>1</u>
		17			16

Sophomore Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
ENG 2423	World Literature	..... 3	ENG 2433	World Literature	..... 3
MFL 2113	Intermediate French	... 3	MFL 2123	Intermediate French	... 3
SOC 2113	Intro. to Sociology	... 3	SOC 2123	Intro. to Sociology	... 3
PHY 2243	Physical Science	..... 3	PHY 2253	Physical Science	..... 3
GEO 1113	World Geography	..... 3	GEO 1123	Prin. of Geography	..... 3
HPR 2111	General Activities	..... <u>1</u>	HPR 2121	General Activities	..... <u>1</u>
		16			16

SOCIAL SCIENCE EDUCATION CURRICULUM

Freshman Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
ENG 1113	English Composition	.... 3	ENG 1123	English Composition	..... 3
HIS 1113	Western Civilization	... 3	HIS 1123	Western Civilization	... 3
BIO 1133	General Biology	..... 3	BIO 1143	General Biology	..... 3
HIS 1613	Surv. of Afro-Amer. History	..... 3	ART 1113	Art Appreciation or	
PSY 1513	General Psychology	..... 3	MUS 1113	Music Appreciation	..... 3
EDU 1311	Orientation	..... 1	MAT 1313	College Algebra	..... 3
HPR 1111	General Activities	..... <u>1</u>	HPR 1121	General Activities	..... 1
		17			16

Sophomore Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
ENG 2423	World Literature	..... 3	ENG 2433	World Literature	..... 3
PHY 2243	Physical Science	..... 3	PHY 2253	Physical Science	..... 3
SOC 2113	Intro. to Sociology	... 3	SOC 2123	Intro. to Sociology	... 3
GEO 1113	World Geography	..... 3	GEO 1123	Prin. of Geography	..... 3
	Soc. Sci. Elective	..... 3		Soc. Sci. Elective	..... 3
HPR 2111	General Activities	..... <u>1</u>	HPR 2121	General Activities	..... <u>1</u>
		16			16

SOCIAL WORK CURRICULUM

This curriculum is designed to meet the educational needs of students with career interest in the human service fields.

Freshman Year

Fall Semester		Semester Hours	Spring Semester		Semester Hours
ENG 1113	English Composition	.... 3	ENG 1123	English Composition	..... 3

HIS 1113	Western Civilization ...	3	HIS 1123	Western Civilization .....	3
BIO 1133	General Biology .....	3	BIO 1143	General Biology .....	3
MFL 1113	Elementary French .....	3	MFL 1123	Elementary French .....	3
SPT 1113	Oral Communication .....	3	MAT 1313	College Algebra .....	3
EDU 1311	Orientation .....	1	HPR 1121	General Activities .....	1
HPR 1111	General Activities .....	<u>1</u>			—
		17			16

#### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours		
ENG 2423	World Literature .....	3	ENG 2433	World Literature .....	3
MFL 2123	Intermediate French ....	3	MFL 2123	Intermediate French .....	3
SOC 2113	Intro. to Sociology ....	3	SOC 2123	Intro. to Sociology .....	3
ART 1113	Art Appreciation or		PSY 1513	General Psychology .....	3
MUS 1113	Music Appreciation .....	3	SOC 2123	Marriage and Family .....	3
PSC 1113	American Government ....	3	HPR 2121	General Activities .....	1
HPR 2111	General Activities .....	<u>1</u>			—
		16			16

#### SPECIAL PROGRAM

##### UPWARD BOUND

The Upward Bound Program is authorized under Title II-A of the Economic Opportunity Act and funded by the Department of Education. The program is divided into two parts: (1) an academic year component consisting of fifteen Saturdays and (2) a six-week summer residential component.

The major aim of the program is to provide skills and motivation necessary to ensure success at the post-secondary level for the enrollees who come from low-income backgrounds. The enrollees must also show evidence of inadequate secondary training.



## VOCATIONAL-TECHNICAL EDUCATION DIVISION

Advisors: Maxwell, R., Cummings, S., Brown, Oswald, Cherry, W., Hunt, D., Caswell, F., Carpenter, D., Edwards, L., Ferguson, A., French, W., Hamilton, J., Hopson, W., Myles, J., Peacock, A., Crowder, N., Campbell, M., Washington, W., Weston, A., Ellison, H., Morris, M., Moore, G., Maxwell, J., Monty, C., White, C.,

The Coahoma Junior College faculty believes that lifelong learning is one of the accepted functions of the junior college, and it considers vocational and technical education a very important part of the college programs. The college faces tremendous responsibility in the years ahead in training young people and adults who have been displaced by automation and technological changes. Whether these citizens are able to get a job will depend upon the skills and know-how obtained from their educational experiences.

The college seeks to provide a diversified program of vocational-technical education which makes it possible for people to have the opportunity to continue their education, and to realize their greatest potential. The faculty believes that in addition to the skills and know-how for the job, each student should secure instruction in the art of communication, in personal and community health, in American ideas and heritage and in the science of human behavior. All vocational and technical programs are open to male and female students.

### DRAFTING AND DESIGN TECHNOLOGY CURRICULUM

This terminal curriculum is designed for those students who are interested in drafting and design technology, and desire to enter the job market immediately after completion of the specialized course of study.

#### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
TDR 1114 Fund. of Drafting .....	4	TDR 1313 Descriptive Geometry ....	3
MAT 1313 College Algebra .....	3	MAT 1323 Trigonometry .....	3
ECO 2113 Prin. of Economics .....	3	ENG 1123 English Composition .....	3
ENG 1113 English Composition ....	3	TDR 1215 Machine Drafting .....	5
TRS 1613 Intro. to Computer Science & Graphics ...	3	TRS 2113 Tech. Physics .....	3
EDU 1311 Orientation .....	<u>1</u>		
	17		17

#### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
TDR 2415 Arch. Drafting .....	5	TDR 2123 Surv. to Topo. Drafting..	3
TDR 2314 Elect., Pip. & Sheet Metal Drafting .....	4	TRS 2313 Statics & Strengths of Materials .....	3
TDR 2113 Surv. & Topo. Draft. ...	3	TDR 2425 Arch. Design & Model Construction .....	5
TRS 2123 Technical Physics .....	3	TDR 2215 Structural Drafting .....	5
SPT 1113 Oral Communication .....	3	TRS 1313 Industrial Psychology ...	<u>3</u>
	18		19

## ELECTRONICS TECHNOLOGY CURRICULUM

This terminal curriculum is designed for those students who are interested in electronics, and desire to enter the world of work immediately upon completion of the specialized area of study.

### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
TEL 1113 Direct Current Circuits..	3	TEL 1413 Alter. Current Circuits..	3
TRS 1213 Drafting for Elect. ....	3	TEL 1313 Digital Principles .....	3
MAT 1313 College Algebra .....	3	CSC 1613 Computer Programming I ..	3
ENG 1113 English Composition .....	3	MAT 1323 Trigonometry .....	3
ECO 2113 Prin. of Economics .....	3	TRS 1813 Industrial Psychology ...	3
EDU 1311 Orientation .....	<u>1</u>	ENG 1123 English Composition .....	3
	16		18

### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
TEL 2115 Digital Circuits .....	5	TEL 2415 Industrial Instrument. & Controls .....	5
TEL 2215 Elect. Communication ...	5	TEL 2315 Microprocessor Fund. ....	5
TRS 2113 Technical Physics .....	3	TRS 2123 Technical Physics .....	3
TEL 1215 Solid State Circuits & Devices .....	<u>5</u>	SPT 1113 Oral Communication .....	3
	18		16

## PRE-ENGINEERING CURRICULUM

### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113 English Composition .....	3	ENG 1123 English Composition .....	3
CHE 1214 General Chemistry .....	4	CHE 1224 General Chemistry .....	4
TDR 1114 Fund. for Drafting .....	4	TDR 1313 Descriptive Geometry ...	3
MAT 1313 College Algebra .....	3	MAT 1323 Trigonometry .....	3
PSC 1113 American Government .....	3	PSC 1123 State & Local Gov't .....	<u>3</u>
EDU 1311 Orientation .....	<u>1</u>		—
	18		16

### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
SPT 1113 Oral Communication .....	3	PSY 1513 General Psychology .....	3
CSC 1613 Computer Programming I ..	3	CSC 1313 Fortran Programming .....	3
MAT 1813 Calculus I .....	3	MAT 1823 Calculus II .....	3
PHY 2414 General Physics I .....	4	PHY 2424 General Physics II .....	4
ECO 2113 Prin. of Economics .....	<u>3</u>	ECO 2123 Prin. of Economics .....	<u>3</u>
	16		16

## HUMAN SERVICES TECHNOLOGY CURRICULUM

This curriculum of study is designed to provide the trainee with a knowledge base in subjects directly related to the provision of human services and



to assist the trainee in developing skills and attitudes appropriate to human service work.

#### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113	English Composition .... 3	TEG 1123	Technical Communications.. 3
HEC 1253	Nutrition ..... 3	THS 1213	Abnormal Psychology w/practicum ..... 3
PSY 1513	General Psychology ..... 3	MAT 1213	College Mathematics ..... 3
THS 1113	Intro. to Human Services w/practicum ..... 3	EPY 2533	Human Growth & Develop... 3
SOC 2113	Intro. to Sociology or Elective ..... 3	SOC 2133	Social Problems ..... 3
THS 1123	Technical Anatomy and Physiology ..... 3	HPR 1213	Per. & Com. Health or
		THS 1223	Intervention with the Severely Retarded w/practicum ..... 3
		THS 1231	Health Skills ..... <u>1</u>
	18		19

#### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
THS 2113	The Helping Relation. . 3	THS 2213	Facilitation of Independent Living .... 3
THS 2123	Therapeutic Recreation.. 3	THS 2223	Case Management ..... 3
THS 2133	Applied Behav. Analy. . 3	THS 2241	Current Trends in Human Services ..... 1
THS 2141	Physical & Emotional Needs of Special Population ..... 1	THS 2256	Practicum II ..... <u>6</u>
THS 2156	Practicum I ..... <u>6</u>		
	16		13

#### LIBRARY TECHNOLOGY CURRICULUM

The library technology curriculum at Coahoma Junior College is designed to train paraprofessionals to work in libraries of all kinds including public, college, schools and special in order to free the professional librarians from various technical tasks and duties that might hamper the full utilization of their professional specialized education and knowledge.

This program meets the needs of individual participants while the design simultaneously accommodates local agencies and institutions in the four-county area that could better fulfill their service mission with trained media or library technicians.

#### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 1113	English Composition .... 3	ENG 1123	English Composition ..... 3
MAT 1213	College Mathematics .... 3	SOC 1123	Amer. Inst. & Organiza... 3
TBT 1113/1123	Typewriting ..... 3	TBT 1123/2113	Typewriting ..... 3
LTY 1113	Intro. to Lib. Service.. 3	LTY 2113	Intro. to Media Equipment & Materials ..... 3
LTY 1413	Public Library Service.. 3	HPR 1211	General Activities ..... 1
HPR 1111	General Activities ..... 1	MAT 1743	Modern Mathematics ..... 3
ART 1401	Manuscript Writing ..... 1	LTY 1213	Library Resources ..... <u>3</u>
	17		19

### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
ENG 2423	World Literature ..... 3	ENG 2433	World Literature ..... 3
LTY 2213	Media Equip. & Mater.... 3	PSY 1513	General Psychology ..... 3
ART 1243	Inventive Crafts ..... 3	ENG 2703	Liter. for Children ..... 3
LTY 2413	Intern in Lib. Service.. 3	LTY 2423	Intern in Lib. Service .. 3
LTY 1313	Acquisition & Circula... 3	LTY 2313	Lib. Tech. Processing ... 3
SPT 1113	Oral Communication ..... <u>3</u>	BIO 1133	General Biology ..... <u>3</u>

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### FARM MANAGEMENT TECHNOLOGY CURRICULUM

This curriculum is designed to give specialized training in the organization and operation for the farm business to those students who want to become farm managers,

### Freshman Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
BIO 1314	General Botany ..... 4	FMT 1313	Plant Science ..... 3
ENG 1113	English Composition .... 3	FMT 1413	Farm Machinery ..... 3
TRS 1412	Computational Methods .. 2	FMT 1233	Elementary Surveying .... 3
FMT 1111	Survey of Agriculture .. 1	CHE 1224	General Chemistry or
FMT 1214	Prin. of Animal Sci. ... 4	PHY 2424	General Physics ..... 4
CHE 1214	General Chemistry or	EDU 1311	Orientation ..... 1
PHY 2414	General Physics ..... <u>4</u>	ENG 1123	English Composition ..... <u>3</u>

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### Sophomore Year

Fall Semester	Semester Hours	Spring Semester	Semester Hours
FMT 1204	Intro. to Fish Mgt. .... 4	FMT 1223	Weed Control ..... 3
FMT 2713	Prin. of Agr. Econ. .... 3	FMT 2314	Basic Crops ..... 4
FMT 2413	Farm Business Mgt. .... 3	FMT 1243	Row Crop Insects ..... 3
FMT 1223	Field Crops ..... 3	FMT 1263	Agricul. Mach. Mgt. .... 3
FMT 1294	Farm Shop Production ... <u>4</u>	FMT 1284	Fish Culture ..... <u>4</u>

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### VOCATIONAL PROGRAMS

The vocational programs at Coahoma Junior College have been established to provide educational opportunities for those students who are not interested in a degree program. Vocational students pay the same fee as other students. A certificate of completion will be awarded each student who successfully completes any of the programs.

Students who enroll in the various vocational programs possess a wide range of general educational skills. Special assistance is provided in mathematics and communication skills through the Vocational Individualized Developmental System (VIDS) for those students whose general educational range is below the expected competence level. A standardized test to determine the educational level is required of all vocational students, and those students who grade placement is shown to be below ninth grade are required to take the system. Students may be referred to the system by the instructor of any of the vocational programs.



### AUTO BODY AND FENDER REPAIR (Terminal Program)

This is a regular program for students above the high school age. It gives them the knowledge needed to estimate damages and develop skills needed by a body and fender repairman in the world of work. Related studies include mathematics, English, natural and social science, blueprint reading, shop safety and management, and contracts and specifications as they relate to the auto body and fender repair trade.

The instructor emphasizes theory and shop work in the straightening of bodies and fenders, the alignment of bodies, and the proper use and care of the tools and equipment used in the industry; installation of the various types of glasses, to make up and properly install upholstery, and to disassemble and assemble auto bodies; learning the skill of painting; the theory of paints, and the mixing of colors; practicing the techniques of electric and gas welding; studying the theory and skills of using the various materials on the market, operating and owning a shop, and the maintenance of shop tools and equipment. The program is designed to run 30 hours per week for four semesters. However, the time may vary in accordance to the ability, aptitude and interest of individual.

### AUTO MECHANICS (Terminal Program)

A regular program of auto mechanics is offered for students above high school age. The course of study consists of the training of students in the various techniques of automotive tools and equipment. Related studies include mathematics, blueprint reading, natural and social science, English, contracts and specifications and shop safety and management as related to the auto mechanics trade.

Shop practice consists of overhauling engines, transmissions, clutches, and rear ends; laboratory practice in brake repair, replacements, adjustments, electrical systems, carburetors, use of test equipment and such other operations as are required of an auto mechanic. It is designed to span a period of 30 hours per week for four semesters. However, the time may vary in accordance with individual student's interest, aptitude, and ability, etc.

### AUTOMOTIVE DIESEL MECHANICS (Terminal Program)

This program is an extension of the automotive mechanics program and is designed for advanced students to allow for diversification in the program. Also students who have experiences at the secondary level will be able to devote more time to a desired speciality such as transmissions, ignition systems, power trains, front ends, brake systems, diesel engines, etc.

The theory, operation and maintenance of all types of diesel engines including stationary power units, trucks, buses, tractors, and marine engines will be addressed in the program. However, the main concern of the course will be those diesel engines that are used in the automotive industry.

Shop practice consists of repair and maintenance of diesel engines referred to above. Related studies include blueprint reading, natural and social science,

English, contracts and specifications and shop safety and management as they relate to mechanics. The program is designed for two semester, 30 hours per week, but the time may vary depending on the student's interest, aptitude, and ability.

#### BARBERING (Terminal Program)

This is an instructional program that prepares students to cut, shampoo, style hair and shave; special attention is given to hygiene, skin and scalp diseases and equipment sterilization. A total of 1,500 hours is required for completion of the program. After completion of this program, students may choose to take an additional 500 clock hours in cosmetology and become certified in both areas.

Students are required to show proof of having completed the 10th grade or its equivalent for admission into the program.

Upon completion of the program, students will be issued a certificate which entitles them to write the state board for examination which is required for licenses as barbers.

#### CARPENTRY (Terminal Program)

This four-semester, 30 hours per week program in carpentry is designed for regular students of college age whether they are high school graduates or not. It is a course of study consisting of training in the various techniques and skills of the carpentry trade. Shop practices will span the entire trade as it relates to course construction including use and care of hands and machine tools, foundations, floors, wall and roof framing, and exterior and interior finishing. The time may vary for individuals depending on aptitudes, ability, and interest.

Related studies include such courses as mathematics, English, natural and social science, blueprint reading, shop safety and management, contracts and specifications and materials and cost of construction.

#### COMBINATION WELDING (Terminal Program)

This program of two semesters, 30 hours per week is designed for those who have limited or no experience in the field of welding. Students who successfully complete the program will have acquired the necessary knowledge and skills to enter the labor market in the welding trade and advance. However, the time may vary depending on the interests, aptitudes, and abilities of the students.

Shop practice as well as theory will be stressed. Shop practice will consist of tack, plate, and pipe welding techniques. Related studies consist of mathematics, English, natural and social science, blueprint reading, material estimating, contracts and specifications and shop safety and management.



### CONSTRUCTION MASONRY (Terminal Program)

This program is designed primarily for young adults who have dropped out of school and have no saleable skills. It is designed to prepare students to enter the labor market at least as advanced apprentices or semi-skilled workers to enter other more sophisticated programs in the same area of training.

The program consists of theory and shop practices in the fundamentals of masonry, bricklaying, patterns and bonds, concrete block, terra cotta tile and stone construction, plastering and stucco, concrete construction and finishing and scaffolding. The related studies are mathematics, English, blueprint reading, safety and management for the masonry trade.

A program designed to be completed in two semesters, 30 hours per week. The time may vary depending of the interest, aptitude, and ability of the individual.

### COSMETOLOGY (Terminal Program)

This program is designed to prepare student to acquire skills and knowledge in cosmetology. A total of 1,500 hours is required for completion of the program. Each student must spend 230 hours in theory, 1,200 hours in skill training and the remaining 70 hours in any area where the student and teacher determine that the need exists. The program is "open entry" and "open exit" and continues during the summer. It operates six hours per day, five days per week.

Students who wish to enter this program must show proof of having completed the 10th grade or its equivalent; complete health form which is provided by the state board; and be of such age that they will be at least sixteen (16) years and three months old upon entering the program.

Upon completion of the program, students will be issued a certificate which entitles them to write the state board for examination which is required for licenses as cosmetologists.

### FARM TRACTOR AND IMPLEMENT MECHANICS (Terminal Program)

This instructional program is designed for mature students interested in farm tractor and implement mechanics. It will prepare the students to select, operate, service, maintain and repair a variety of agricultural power units and agricultural machinery and equipment. It includes instruction in gas, diesel and electric units, welding, hydraulics and other power systems.

Related studies will include such courses as mechanics, blueprint reading, the sciences, English, contracts and specifications and shop safety and management as they relate to the farm tractor and implement mechanics trade.

This course will span four semesters, 30 hours per week. However, the time may vary in accordance with the individual student's interest, aptitude, ability, etc.

## HEAT, AIR CONDITIONING, REFRIGERATION AND WIRING (Terminal Program)

This course of study aims to prepare the students to understand the theory of heat, air conditioning, refrigeration and wiring; to know the different kinds of refrigerants and how and when to use them; to be able to read and interpret blueprint and/or schematic for heat, wiring and care for temperature and pressure instruments and charts; to understand the function of motors and motor controls; and to know how to provide preventive maintenance and repair of all component parts of a heat and refrigeration system.

This course also includes related studies such as: mathematics, blueprint reading, the sciences, English, contracts and specifications and shop safety and management as they relate to the heat, air conditioning, refrigeration and wiring trade.

A total of four semesters, 30 hours per week is suggested for completion; however, the time may vary in accordance with the individual student's interest, aptitude and ability, etc.

## INDUSTRIAL ELECTRICITY (Terminal Program)

This program will include classroom, shop and laboratory practical experiences as they relate to planning, functions, generating and transmitting electricity, installing and maintaining industrial, electrical and communication systems.

Specific experience will be provided in the proper procedures for safe working in the proper use of test meters and tools under the industrial electrical trade; the wiring of various circuits, installing circuit and electrical devices; installation of motors, types of electrical voltage, AC, DC, single phase and three phase; preventive maintenance and repair of motors and various electrical equipment and electrical devices.

Related studies will include blueprint, electrical codes, color codes for wires, the sciences, English, mathematics and contracts and specifications.

This program of four semesters, 30 hours per week is designed to help the student master some of the information and skills needed to be a successful electrician.

## MACHINE SHOP (Terminal Program)

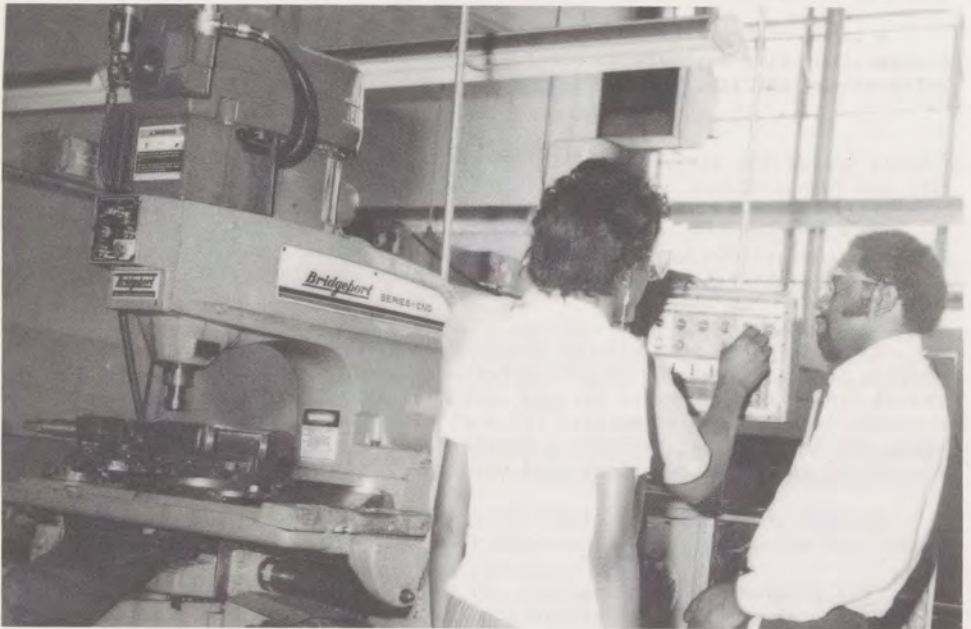
This regular program is designed to train students in the fundamental operations of machine tools and equipment to the extent that they will be able to enter production as entry level machine operators. They will be required to do actual shop practice as well as related studies. Laboratory work or shop practice include bench work, milling machine operations, metal planners, drill presses, lather work, dole saws, tool making, instrument reading, etc. The related studies include mathematics, English, natural and social science, blueprint reading, material estimating, contracts and specifications and shop safety as management as they relate to the machine shop trade.



This course is designed to be completed in four semesters, 30 hours per week. However, the interest, ability, and aptitude of the individual may cause the time to vary.

#### COMPLETION OF VOCATIONAL PROGRAMS

Vocational programs at Coahoma Junior College vary in the amount of time required or recommended for normal completion. A certificate of completion will be awarded each eligible person who completes a program as prescribed. A certificate of completion in specific areas may be issued a student who completes component parts of a program which is less than the total program.



## DESCRIPTION OF COURSES

### TRANSFER COURSES

#### Accounting

ACC/TAC 1213 Principles of Accounting - A study of the elementary accounting principles as applied to the various forms of business organization, and an introduction to specialized fields of accounting. Three hours; 3 credits.

ACC/TAC 1223 Principles of Accounting - (Prerequisite: ACC/TAC 1213). A continuation of Accounting 1213. Three hours; 3 credits.

#### Art

ART 1113 Art Appreciation - A simple approach to the understanding of the plastic arts (drawing, architecture, sculpture, painting, graphics, minor art, and industrial arts) on a conceptual basis. Three hours; 3 credits.

ART 1213 Introductory Art - A studio course designed to familiarize the student with the fundamental elements of drawing and painting and to develop in the student a visually creative vocabulary. A study of the work of prominent artists will augment the student's own creative work in several different media and approaches. Four hours; 3 credits.

ART 1243 Inventive Crafts - A survey of art-craft ideas and production methods. Emphasis on creative invention. Six hours; 3 credits.

ART 1313 Drawing I - Study of the basic principles of construction of visual forms. Emphasis on line, perspective, and shading. Use of black and white media, pencil, and charcoal. Required of art majors. Six hours; 3 credits.

ART 1323 Drawing II - (Prerequisite: ART 1313). Introduction to color dynamics and precision drawing as used in creative expression. Emphasis on composition. Required of art majors. Six hours; 3 credits.

ART 1413 Design I - Emphasis on principles and materials in visual design. Introduction to theory and terms. Use of color theory and elementary lettering. Required of art majors. Six hours; 3 credits.

ART 1913 Art for Elementary Teachers - Designed for the needs of the elementary education student. Essentials of public school art; study of the development of children's art; experiences with major forms of two-dimensional art problems; experiences with a variety of media. Four hours; 3 credits.

ART 2513 Painting I - Techniques used in painting water colors, oils, pastel or other media, in still life and landscape pictures. Six hours; 3 credits.

ART 2713 Art History I - Survey course of historical background of art forms from Prehistoric to Renaissance. Emphasis placed on painting, architecture, and sculpture as related to history. Three hours; 3 credits.

ART 2723 Art History II - Renaissance to Twentieth Century. Special emphasis on modern expressions in fields of art. Three hours; 3 credits.



## Biology

- BIO 1113 General Biology - A non-laboratory course in general biological principles including a survey of the kinds of plants and animals, their structure and function and their relationships with each other and the environment. Three hours; 3 credits.
- BIO 1123 General Biology - A continuation of BIO 1113. Three hours; 3 credits.
- BIO 1133 General Biology - A laboratory course in general biological principles including a survey of the kinds of plants and animals, their structure and function and their relationships with each other and the environment. Four hours; 3 credits.
- BIO 1143 General Biology - A continuation of BIO 1133. Four hours; 3 credits.
- BIO 1314 General Botany - A laboratory course dealing with the application of biological principles to the study of plants including a survey of the kinds, their structure and function. Five hours; 4 credits.
- BIO 1324 General Botany - A continuation of BIO 1314. Five hours; 4 credits.
- BIO 2414 General Zoology - A laboratory course dealing with the application of biological principles to the study of animals including a survey of the kinds, their structure and function. Emphasis is on the invertebrates. Five hours; 4 credits.
- BIO 2424 General Zoology - A continuation of BIO 2414 with emphasis on the vertebrates. Five hours; 4 credits.
- BIO 2514 Human Anatomy and Physiology - Study is made of anatomy and physiology of the human body as an integrated whole with more detailed studies of the skeletal, muscular, and nervous systems. Prerequisites: General Zoology 2414 and 2424. General chemistry recommended. Five hours; 4 credits.
- BIO 2524 Human Anatomy and Physiology - A continuation of Human Anatomy and Physiology 2514 in which the circulatory, respiratory, digestive, urinary, reproductive and endocrine systems are studied. Prerequisite: Human Anatomy and Physiology 2514. Five hours; 4 credits.
- BIO 2924 Microbiology - A basic course in microbiology. Topics include basic principles of microbiology, the immune response, microbial pathogens, antibiotics, viruses, fungi, and parasitic diseases. Six hours; 4 credits.
- BIO 2974 Parasitology - Prerequisite: General Zoology 2424. A survey of parasitic protozoa, helminthes, arthropods, and arthropod borne diseases as they relate to man and his domesticated animals. Six hours; 4 credits.

## Business Administration

- BAD/TBA 1113 Introduction to Business - This course includes an introduction to the major division of study that will be followed in succeeding business courses such as business organization, accounting, business law, and other related courses. Three hours; 3 credits.
- BAD/TBA 1313 Business Mathematics - Study of the fundamental processes, frac-

tions, decimals, percentages, and problem solving both with and without an electronic calculator as applied to business operations. The skill of operating a desk calculator with touch control is emphasized. Three hours; 3 credits.

- BAD 2413 Business Law - This course is designed to acquaint the student with the fundamental principles of law as they relate to the basic legal problems of business transactions in our economy. Special attention will be given to an introduction to law, law of contracts, agencies and employment, negotiable instruments and commercial papers. Three hours; 3 credits.
- BAD 2423 Business Law II - This course is a continuation of Business Law 2413 and is designed to cover the following specific areas; sales contract; personal property and bailments; partnerships; corporations; real property and leases; insurance; security and mortgages; and bankruptcy. Three hours; 3 credits.
- BAD 2513 Principles of Management - This course is a study of basic management principles as applied to the functions of planning, organizing, directing, controlling and coordinating with effective communication in business enterprise. Three hours; 3 credits.
- BAD 2713 Principles of Real Estate - The course deals with the nature of the real estate market, types of ownership of property, contracts, methods of transferral of title, instruments used in transfers, title closing, financing, property management, insuring and appraising. Three hours; 3 credits.

#### Chemistry

- CHE 1214 General Chemistry - This course covers the fundamental law and theories of chemistry, together with a study of the descriptive chemistry of the non-metallic elements. Six hours; 4 credits.
- CHE 1224 General Chemistry - A study of the metals, their properties, uses and identification. The topics of ionization, oxidation reduction, chemical equilibrium and the colloidal state are taken up. Prerequisite: General Chemistry 1214. Six hours; 4 credits.
- CHE 2424 Organic Chemistry - Basic principles of carbon chemistry bonding structure and behavior, aliphatic compounds including nomenclature, identification and preparation of compounds. Prerequisite: General Chemistry 1224. Six hours; 4 credits.
- CHE 2434 Organic Chemistry - Continuation of Chemistry 2424. Aromatic and complex compounds to familiarize the student with the chemistry of various organic functional groups. Prerequisite: Organic Chemistry 2424. Six hours; 4 credits.

#### Communications

- COM 1413 Fundamentals of Broadcasting - A course designed to acquaint the student with the basic techniques of radio and television broadcasting with practice before microphone and camera. Three hours; 3 credits.

#### Computer Science

- CSC 1313 Fortran Programming - Introduction to digital computers and computer programming using the FORTRAN language. Three hours; 3 credits.



- CSC 1613 Computer Programming I - Introduction to problem-solving methods and algorithm development; designing, debugging, and documentation in a high-level programming language with a variety of applications. Three hours; 3 credits.
- CSC 2543 Advanced Computer Programming - An introduction to computer architecture, hardware, software, and programming in an assembly language. 3;3.
- CSC 2623 Computer Programming II - (Prerequisite: CSC 1613). Continued program development; algorithm analysis; string processing; recursion; internal search/sort methods; simple data structures; debugging and testing of large programs. Four hours; 3 credits.

#### Economics

- ECO 2113 Principles of Economics - An introduction to economic principles, problems and policies with emphasis on the monetary system and national income theory and measurement. Three hours; 3 credits.
- ECO 2123 Principles of Economics - A continuation of Economics 2113 with emphasis on price and production theory and international trade. Three hours; 3 credits.

#### Education

- EDU 1311 Orientation - This is designed to help the freshman adjust himself/herself to college life. It includes a study of personal and social adjustments. It teaches effective study habits, reading methods, use of library, note taking, report writing, and gives the student guidance in career education and collegiate life. One hour; 1 credit.
- EDU 1613 Foundation in Education - Survey of the history and philosophies of American education with special emphasis on current issues and problems in education. Three hours; 3 credits.
- EDU 2713 Survey of Exceptional Children - An introduction to the specific education of the exceptional child including the etiological, psychological, and educational and vocational aspects of exceptionality. Emphasis is on the needs of exceptional youth and current issues in management techniques. Three hours; 3 credits.

#### Educational Psychology

- EPY 2513 Child Psychology (Human Growth & Development I) - A course which deals with the various aspects of human growth and development. Problems studied include physical, mental, social, and emotional development from infancy through preadolescence. Special attention is given to the implications for education. Three hours; 3 credits.
- EPY 2523 Adolescent Psychology (Human Growth & Development II) - A study of the individual during adolescent years. Three hours; 3 credits.
- EPY 2533 Human Growth and Development - This course is designed to study the human organism as it is affected by growth and development from conception to adolescence, including topics concerning significant changes in abilities, interests, social, and emotional adjustments of each maturity level and important implications of growth and development to teachers. Three hours; 3 credits.

English

- ENG 1113 English Composition - A study of grammar and composition with emphasis on the sentence, the paragraph, readings, and frequent themes. Three hours; 3 credits.
- ENG 1123 English Composition - A continuation of English 1113 with emphasis on the whole composition. Readings, themes, and research papers are required. Three hours; 3 credits.
- ENG 2423 World Literature - Selected pre-Renaissance writings of Greece, Rome, and Medieval Europe. Three hours; 3 credits.
- ENG 2433 World Literature - A continuation of English 2423. Selected European writings from the Renaissance to the present. Three hours; 3 credits.

Geography

- GEO 1113 World Geography - A regional survey of the basic geographic features and major new developments of the nations of the world. Three hours; 3 credits.
- GEO 1123 Principles of Geography - A course which deals with the basic content of geography, planetary relationships of the earth, interpretation and use of maps, elements of weather and climate, regional distribution of climatic elements and the interrelationship of man's physical and cultural landscapes. Three hours; 3 credits.

Health, Physical Education & Recreation

- HPR 1111 General Activities - These courses include varied exercises and activities such as volleyball, etc. No lecture is involved. Two hours; 1 credit.
- HPR 1121 General Activities - Same description as HPR 1111. Two hours; 1 credit.
- HPR 1131 Varsity Sports - Participation in varsity sport. 1 credit.
- HPR 1141 Varsity Sports - Participation in varsity sport. 1 credit.
- HPR 1213 Personal and Community Health - Application of principles and practices of healthful living to the individual and community; major health problems and the mutual responsibilities of home, school, and health agencies. Three hours; 3 credits.
- HPR 1223 Personal and Community Health - A continuation of HPR 1213. Three hours; 3 credits.
- HPR 1313 Introduction to Health, Physical Education & Recreation - Introduction to the objectives, literature, and organizations of the profession. Analysis of successful teaching with discussion of the responsibilities and opportunities of professional personnel. Orientation of students to opportunities in the field. Three hours; 3 credits.
- HPR 2111 General Activities - Same description as HPR 1111. Two hours; 1 credit.
- HPR 2121 General Activities - Same description as HPR 1111. Two hours; 1 credit.



- HPR 2131 Varsity Sports - Participation in varsity sport. 1 credit.
- HPR 2141 Varsity Sports - Participation in varsity sport. 1 credit.
- HPR 2213 First Aid - Instruction and practice in methods prescribed in the American Red Cross standard and advanced courses. Three hours; 3 credits.
- HPR 2323 Recreational Leadership - Planning and leadership techniques for conducting community recreation centers, playgrounds, parks, and school recreation programs. Three hours; 3 credits.
- HPR 2413 Individual & Team Sports Officiating - Rules, interpretations, officiating techniques, and tournament organizations for individual and team sports of men and women. Open primarily to physical education majors. Three hours; 3 credits.
- HPR 2423 Football Theory - Theoretical study of football from an offensive and defensive standpoint including the fundamentals of blocking, passing, tackling, charging, punting, generalship, rules, and team play. Three hours; 3 credits.

#### History

- HIS 1113 Western Civilization - A general survey of European history from ancient times to 1660 A.D. Recommended for freshmen. Three hours; 3 credits.
- HIS 1123 Western Civilization - A general survey of European civilization since 1660 A.D. Three hours; 3 credits.
- HIS 1613 Survey of Afro-American History - This is a survey of Afro-American history from the study of one or more African civilizations to the present day. Attention will also be given to the activities of other minority groups. Three hours; 3 credits.
- HIS 2213 American (U.S.) History - This course is a survey of the U.S. History from the period of discovery and exploration through Reconstruction. Three hours; 3 credits.
- HIS 2223 American (U.S.) History - This course is a survey of U.S. History from Reconstruction to the present. Three hours; 3 credits.

#### Home Economics

- HEC 1253 Nutrition - Food and eating habits in relation to adequate nutrition. Application of nutrition to the life cycle, digestion, metabolism and body function. Three hours; 3 credits.

#### Journalism

- JOU 1313 Principles of Journalism - Introductory journalism, news reporting, construction of news story, sources, and the types and methods of handling elementary study of typography and headline writing. Three hours; 3 credits.
- JOU 1323 Principles of Journalism - The preparation of advertising copy and layouts for newspapers, agencies, and retail advertising. Types of layouts; copy writing and proofreading with emphasis on proof marks. Three hours; 3 credits.

Criminal Justice (Law Enforcement)

- CRJ 1313 Survey of Law Enforcement - History, development, and philosophy of law enforcement in a democratic society, introduction to agencies involved in the administration of criminal justice; career orientation. Three hours; 3 credits.
- CRJ 1343 Police and Community Relations - Current issues between police and community. Role and influence of officers in community relations, tensions and conflicts and the problem areas of race and juveniles. Three hours; 3 credits.
- CRJ 1383 Criminology - The nature and significance of criminal behavior. Theories, statistics, trends, and programs concerning criminal behavior. Three hours; 3 credits.
- CRJ 2313 Police Operations - Operational services, patrol, intelligence and vice units, juvenile units. Traffic administration. Three hours; 3 credits.
- CJR 2323 Criminal Law - The penal code; criminal statutes including juvenile statutes, evidence, processing and detention of juveniles and juvenile court procedures. Three hours; 3 credits.
- CRJ 2333 Criminal Investigation I - Fundamentals of search and recordings, collection and preservation of evidence, finger printing, photography, sources of information, interviews and interrogation, and follow up. Three hours; 3 credits.
- CRJ 2343 Criminal Investigation II - Use of scientific techniques in investigations; investigative problems in major crimes, arrests, apprehensions; raids, and finger printing; rules of evidence and testifying in court. Three hours; 3 credits.
- CRJ 2413 Administration of Criminal Justice - A study of legal concepts and procedures, including laws of arrest and search warrant procedures, from the issuance of legal process through ultimate disposition, including informations, indictments, arraignments, preliminary hearings, bail, juries and trial and penal conditions. Three hours; 3 credits.
- CRJ 2513 Law Enforcement and the Juvenile - The role of police in juvenile delinquency and control. Organization, functions and jurisdiction of juvenile elective agencies. Processing, detention, and disposition of cases. Statutes and court procedures applied to juveniles. Three hours; 3 credits.

Mathematics

- MAT 1103 Developmental Math - This course is designed for the student who is lacking in fundamental arithmetical skills. The course will cover the four fundamental operations in arithmetic, fractions, decimals, percentages, and verbal problems. Three hours; 3 credits.
- MAT 1203 Developmental Math - A continuation of MAT 1103. Three hours; 3 credits.
- MAT 1213 College Mathematics (Arithmetic & Algebra) - This course is designed to develop for the student the mathematical concepts and techniques



for a program in general education. The basic concepts of arithmetic and an introduction to the fundamentals of elementary algebra are presented. Three hours; 3 credits.

- MAT 1223 College Mathematics (Elementary Algebra & Elementary Trigonometry) - A continuation of MAT 1213. In the course other basic ideas of elementary algebra are presented, such as quadratic equations, sets function and relations. A brief presentation of the trigonometry of right triangles and logarithms are discussed. Three hours; 3 credits.
- MAT 1233 Intermediate Algebra - (Prerequisite: one year high school algebra or MAT 1223) - This course is designed for students whose qualifications are deficient for College Algebra or Technical Math and for students whose curriculum requires three hours of mathematics for graduation. This serves as a prerequisite for statistics. Materials covered include algebraic factoring, fractions, problem solving, roots and radicals, quadratics, graphs, simultaneous equations, and basic geometric concepts. Three hours; 3 credits.
- MAT 1313 College Algebra - (Prerequisite: two years of high school algebra or MAT 1233) - This course comprises a review of algebraic operations, systems of linear equations, and a study of logarithms, determinants, progressions, binomial theorem, partial fractions, and theory of equations. Three hours; 3 credits.
- MAT 1323 Trigonometry - (Prerequisite MAT 1313) - This course is a study of solutions of right and oblique triangles, identities, trigonometric equations, and polar and parametric equations. Three hours; 3 credits.
- MAT 1723 The Real Number System - (Prerequisite: one year high school general math or MAT 1213) - Structure and properties of the number systems of arithmetic. Limited to students preparing to teach. Three hours; 3 credits.
- MAT 1733 Geometry, Measurement and Probability (Informal Geometry and Algebra) - (Prerequisite MAT 1723) Intuitive foundations of geometry, basic concepts of measurements, and probability. For elementary and special education majors. Three hours; 3 credits.
- MAT 1743 Modern Mathematics - (Prerequisite: one year high school general math) - Basic concepts of sets, number system, arithmetic, algebra, geometry, and logic. Designed for general education, business and some education majors. Three hours; 3 credits.
- MAT 1813 Calculus I - (Prerequisite: MAT 1323 or consent of the instructor) This course includes coordinate systems; basic theorems of analytic geometry, functions, limits, continuity, the derivatives, the integral, differentiation and integration of algebra functions, polynomial curves, applications of the derivatives, the differential, trigonometric functions, inverse trigonometry functions. Three hours; 3 credits.
- MAT 1823 Calculus II - (Prerequisite MAT 1813) - This course includes a study of conics, parametric equations, hyperbolic functions, indeterminate forms, the definite integral, methods of integration, applications of integration, solid analytical geometry, partial differentiation and

application, quadric surfaces, centriods, double integrals. Three hours; 3 credits.

#### Modern & Foreign Language

- MFL 1113 Elementary French I - This course is designed to develop basic language skills; speaking, reading and writing. Phonetic symbols are used to aid correct pronunciation, but the principal aid is to be found in the language laboratory. Three hours; 3 credits.
- MFL 1123 Elementary French II - A continuation of MFL 1113. Special drill on verb forms and uses, as well as idiomatic vocabulary, by means of oral and written exercises. Prerequisite: MFL 1113. Three hours; 3 credits.
- MFL 2113 Intermediate French I - A review of French grammar, and continued development of basic language skills. Reading materials are used which have literary and cultural value. Prerequisite: MFL 1123. Three hours; 3 credits.
- MFL 2123 Intermediate French II - Literary and cultural appreciation of the language and the country is enhanced by the reading of a book which pictures life in a typical French village, with class conversation concerning the contents of this book. Prerequisite: MFL 2113. Three hours; 3 credits.

#### Music Foundations

- MUS 1113 Music Appreciation - Listening course designed to give the students, through aural perception, understanding and appreciation of music as a moving force in western culture. Three hours; 3 credits.
- MUS 1133 Fundamentals of Music - (Open to non-music majors as an elective) Provides the student with a basic knowledge of notation, scales, keys, rhythm, intervals, triads and their inversions. Three hours; 3 credits.
- MUS 1214 Music Theory I - Recognition of part writing, diatonic intervals, major and minor triads, rhythmic and melodic patterns. Correlated keyboard harmony and dictation. Sight singing in all clefs. Concurrent enrollment in piano and band or choir is required. Three hours; 2 hours lab; 4 credits.
- MUS 1224 Music Theory II - A continuation of MUS 1214. Three hours lecture, two hours lab; 4 credits.
- MUS 2214 Music Theory III - A continuation of MUS 1224. Three hours lecture, two hours lab; 4 credits.
- MUS 2313 Music History I - (Prerequisite: MUS 2413 & MUS 1224) The study of the music of the Baroque period (1600-1750) to the Classical period (1750-1825). Lecture-listening, score-reading course designed for the periods listed above. Three hours; 3 credits.



- MUS 2323 Music History II - (Prerequisite: MUS 2313) The study of music of the Romantic period (1825-1900) through the 20th century of contemporary period (1900- ). A continuation of 2313. Three hours; 3 credits.
- MUS 2413 Music Literature - A listening course to give the student a better understanding of music through the ages. It offers the non-music major as well as the music major an opportunity to explore music as an art. Three hours; 3 credits.
- MUS 2523 Music for Children - A study of the fundamentals of music, sight-reading, terminology, methods, principles and materials for teaching of music in elementary school. Three hours; 3 credits.

#### Music Applied

- MUA 1772 Voice for Music Education Majors I - (Prerequisite: audition and concurrent enrollment in choir) Open to non-music majors with consent of the instructor. This course of study includes an introduction to the fundamental principles of singing with special emphasis on breathing, phonation, registration, diction, articulation and interpretation. Two half hour lessons per week, two hours practice daily, 2 credits.
- MUA 1782 Voice for Music Education Majors II - (Prerequisite: MUA 1722, Audition and concurrent enrollment in choir). A continuation of MUA 1772. Two half hour lessons per week, two hours practice daily; 2 credits.
- MUA 2772 Voice for Music Education Majors III - (Prerequisite: MUA 1782, audition and concurrent enrollment in choir). A continuation of MUA 1782. Two half hour lessons per week, two hours practice daily; 2 credits.
- MUA 2782 Voice for Music Education Majors IV - (Prerequisite: MUA 2772, audition and concurrent enrollment in choir). A continuation of MUA 2772. Two half hour lessons per week, two hours practice daily, 2 credits.
- MUA 1172 Brass for Music Education Majors I - (Prerequisite: audition, consent of instructor and enrollment in band each semester). Available to majors and non-majors. Two half hour lessons per week, two hours practice daily; 2 credits.
- MUA 1182 Brass for Music Education Majors II - (Prerequisite: audition, consent of instructor and enrollment in band each semester). A continuation of MUA 1172. Two half hour lessons per week, two hours practice daily; 2 credits.
- MUA 2172 Brass for Music Education Majors III - (Prerequisite: audition and enrollment in band each semester). A continuation of MUA 1182. Two half hour lessons per week, two hours practice daily; 2 credits.
- MUA 2182 Brass for Music Education Majors IV - (Prerequisite: audition and concurrent enrollment in band each semester). A continuation of MUA 2172. Two half lessons per week, two hours practice daily; 2 credits.
- MUA 1472 Percussion for Music Education Majors I - (Prerequisite: audition, consent of instructor and enrollment in band each semester). Available to majors and non-majors who meet the instructor's requirements. Two half hour lessons per week, two hours practice daily; 2 credits.

- MUA 1482 Percussion for Music Education Majors II - (Prerequisite: audition and enrollment in band each semester). A continuation of MUA 1472. Two half hour lessons per week, two hours practice daily; 2 credits.
- MUA 2472 Percussion for Music Education Majors III - (Prerequisite: audition, and enrollment in band each semester). A continuation of MUA 1482. Two half hour lessons per week, two hours practice daily; 2 credits.
- MUA 2482 Percussion for Music Education Majors IV - (Prerequisite: audition and enrollment in band each semester). A continuation of MUA 2472. Two hours practice daily, two half hour lessons per week; 2 credits.
- MUA 1872 Woodwind for Music Education Majors I - (Prerequisite: audition, consent of instructor and enrollment in band each semester). Available to majors and non-majors who meet the instructor's requirements. Two half hour lessons per week, two hours practice daily; 2 credits.
- MUA 1882 Woodwind for Music Education Majors II - (Prerequisite: audition and enrollment in band each semester). A continuation of MUA 1872. Two half hour lessons per week, two hours practice daily; 2 credits.
- MUA 2872 Woodwind for Music Education Majors III - (Prerequisite: audition and enrollment in band each semester). A continuation of MUA 1882. Two half hour lessons per week, two hours practice daily; 2 credits.
- MUA 2882 Woodwind for Music Education Majors IV - (Prerequisite: audition and enrollment in band each semester). A continuation of MUA 2872. Two half hour lessons per week, two hours practice daily; 2 credits.

#### Music Organizations

- MUO 1111 Band I - (Prerequisite: consent of instructor) Fundamentals of the marching and concert band. Organized to serve the institution at games, concerts, and other public and special functions. One hour daily; 1 credit.
- MUO 1121 Band II - A continuation of MUO 1111. One hour daily; 1 credit.
- MUO 1211 Choir I - Membership with consent of instructor. The performing group of the vocal department makes numerous appearances during the year both on the campus and throughout the state. One hour daily; 1 credit.
- MUO 1221 Choir II - A continuation of MUO 1211. One hour daily; 1 credit.
- MUO 2111 Band III - A continuation of MUO 1121. One hour daily; 1 credit.
- MUO 2121 Band IV - A continuation of MUO 2111. One hour daily; 1 credit.
- MUO 2211 Choir III - A continuation of MUO 1221. One hour daily; 1 credit.
- MUO 2221 Choir IV - A continuation of MUO 2111. One hour daily; 1 credit.

#### Physics

- PHY 2213 Physical Science (non-lab) - Designed for the non-technical student. A survey of laws of physics and astronomy. Three hours; 3 credits.



- PHY 2223 Physical Science (non-lab) - Designed for non-technical student. A survey of chemistry, meteorology, and geology. Three hours; 3 credits.
- PHY 2243 Physical Science (lab) - Designed for the non-technical student. A survey of laws and physics and astronomy. Four hours; 3 credits.
- PHY 2253 Physical Science (lab) - Designed for the non-technical student. A survey of chemistry, meteorology, and geology. Four hours; 3 credits.
- PHY 2414 General Physics I - (Prerequisite: MAT 1313) Deals with mechanics, heat, and sound. Recommended for students who have taken algebra or taking algebra concurrently. Five hours; 4 credits.
- PHY 2424 General Physics II - (Prerequisite: PHY 2414) Deals with electricity, magnetism, light and modern physics. Five hours; 4 credits.
- Political Science
- PSC 1113 American National Government - Survey of the organization, political aspects of and basic for American government. Three hours; 3 credits.
- PSC 1123 American State and Local Government - Relationship between states and federal government, and between states and their subdivisions; organizations, function, and operation of executive, legislative, and judiciary; elections and suffrage generally, Mississippi particularly. Three hours; 3 credits.
- Psychology
- PSY 1513 General Psychology - An introduction to the scientific study of human behavior. Includes history and methods of psychology; growth and development; principles of learning; sensation and perception; thinking; statistics; personality; and intelligence. Three hours; 3 credits.
- Reading
- REA 1103 Developmental Reading I - A laboratory course designed to offer special reading instruction to student deficient in reading skills. Three hours; 3 credits.
- REA 1203 Developmental Reading II - A continuation of REA 1103. Three hours; 3 credits.
- REA 1233 Speed Reading I - Diagnostic testing followed by practice in skills according to the needs of the students. Emphasis on comprehension skills such as getting main ideas, summarizing, organizing, and drawing conclusions. Guidance in developing wide reading interests that will provide background for college courses. Three hours; 3 credits.
- REA 1243 Speed Reading II - A course for students who have earned above average grades. Practice with laboratory equipment provided according to the needs of the individual. Emphasis on flexibility, critical thinking, retention and comprehension. Guidance in developing wide reading interest. Stimulation for reading in depth. Three hours; 3 credits.
- Secretarial Science/Business Technology
- SEC/TBT 1113 Elementary Typewriting I - Introduction to the keyboard with emphasis on developing correct typewriting techniques and applying

this acquired skill to the typewriting of business letters, tables, outlines, and manuscripts. Five hours; 3 credits.

- SEC/TBT 1123 Intermediate Typewriting - (Prerequisite: Elementary Typewriting or equivalent) Continuation of drills for speed and accuracy and the study of letter styles, business forms, manuscripts, and tabulation. Three hours; 3 credits.
- SEC/TBT 1213 Shorthand I - Introduction to the theory and practice of shorthand with emphasis on the development of speed and accuracy in reading and writing. Five hours; 3 credits.
- SEC/TBT 1223 Shorthand II - (Prerequisite: Shorthand I or equivalent and Typewriting) Review of the principles of shorthand with emphasis on speed and accuracy in dictation and transcription. Three hours; 3 credits.
- SEC/TBT 1313 Records Management - Introduction to the major filing systems with emphasis on information retrieval, retention and disposal of records, and selection of supplies and equipment. Three hours; 3 credits.
- TBT 1323 Clerical Procedures - (Prerequisite: TBT 1113 or equivalent) Study and application of modern clerical procedures. Three hours; 3 credits.
- TBT 1513 Machine Transcription - (Prerequisite: Typewriting) Instruction in the use of transcribing machines to prepare mailable business correspondence. Three hours; 3 credits.
- SEC/TBT 2113 Advanced Typewriting - (Prerequisite: Intermediate Typewriting) Emphasis on skill building and production in specialized areas. Three hours; 3 credits.
- SEC/TBT 2123 Production Typewriting IV - (Prerequisite: TBT 1123 or TBT 2113) Skill development and vocational competency are the objectives of this course. Production of varied typewritten communications with emphasis on quality and quantity. Three hours; 3 credits.
- SEC/TBT 2213 Shorthand III - (Prerequisite: Shorthand II) Emphasis on building vocabulary of different types of businesses, mailable transcripts, and dictation and transcription speed. Three hours; 3 credits.
- SEC/TBT 2223 Dictation and Transcription IV - (Prerequisite: TBT 1213 and TBT 1223) Continuation of Shorthand III with further development of speed and accuracy in sustained dictation and transcription. Three hours; 3 credits.
- TBT 2413 Office Procedures - (Prerequisite: Typewriting/Keyboarding) Study and application of modern office systems and practices. Three hours; 3 credits.
- TBT 2423 Legal Office Procedures - (Prerequisite: Typewriting or equivalent) Study of professional aspects of the work of the legal secretary. Laboratory approach to acquiring the skills necessary to accomplish routine legal secretarial tasks. Three hours; 3 credits.
- TBT 2433 Legal Machine Transcription - Instruction in legal terminology and in use of transcribing machines to prepare legal correspondence and documents. Three hours; 3 credits.



- TBT 2443 Medical Office Procedures - (Prerequisite: Typewriting or equivalent) Study of the general duties and responsibilities of medical secretaries. Three hours; 3 credits.
- TBT 2513 Office Appliances - Instruction and practice in the operation of office appliances, including stencil and spirit duplicators, composers, transcribing machines, electric typewriters, and copying machines. Three hours; 3 credits.
- SEC/TBT 2523 Office Machines - Instruction and practice in the operation of the major types of adding and calculating machines; development of a working knowledge of the ten-key and full keyboard adding machines, key driven and rotary calculators, and other mechanical office devices. Three hours; 3 credits.
- TBT 2533 Introduction to Word Processing I - (Prerequisite: Typewriting/Keyboarding) Instruction in the use of various types of word processing equipment. Three hours; 3 credits.
- TBT 2543 Introduction to Word Processing II - (Prerequisite: TBT 2533) Instruction in the use of the microcomputer/word processor. Three hours; 3 credits.
- SEC/TBT 2613 Business Communications - (Prerequisite English and Typewriting/Keyboarding) Introduction to the composition of business letters and reports. Emphasis on the application of grammar, typewriting, speech, and human relations skills. Three hours; 3 credits.
- TBT 2623 Medical Machine Transcription - (Prerequisite: Typewriting) Instruction in medical terminology and in the use of transcribing machines to prepare medical correspondence and reports. Three hours; 3 credits.
- TBT 2713 Secretarial Practicum - Supervised practical applications of theory and skills in various job situations within an office. This course is designed for advanced secretarial science majors. One hour lecture and four hours lab exercise per week. Five hours; 3 credits.
- TBT 2723 Human Relations - Study of personal development with emphasis on developing the techniques of working with others. Three hours; 3 credits.
- TBT 2733 Office Management - Instruction and practice in the operation of the major types of adding and calculating machines; development of a working knowledge of the ten-key and full keyboard adding machines, key driven and rotary calculators, and other mechanical office devices. Three hours; 3 credits.
- Sociology
- SOC 1113 Introduction to Social Science - The fundamental principles of sociology are presented in an interesting and practical manner for the beginner. Three hours; 3 credits.
- SOC 1123 American Institution and Organization - Changes since the Industrial Revolution. Roles followed by the individual's interactions between individuals and between individuals and groups. Three hours; 3 credits.
- SOC 2113 Introduction to Sociology - Deals with human relationships. Students

will receive a synopsis of the whole field of sociology; including the social world, the social and cultural process within this world, and the integration of these processes in relation to the individual, the group, and the institution. Three hours; 3 credits.

SOC 2123 Introduction to Sociology - A continuation of SOC 2113. Three hours; 3 credits.

SOC 2133 Social Problems - A study of the nature, scope, and effects of the major social problems of study and the theoretical preventive measures, to alleviate them. Course includes such problems as unemployment, urbanization, crime, juvenile delinquency, alcoholism, drug addiction, and disaster; family problems include the aged, mentally ill, and retarded. Field trips to more fully acquaint students with social problems. Three hours; 3 credits.

SOC 2143 Marriage and Family - A study of the family as a cultural unit, the institution of marriage, the problems of parenthood and social-economic adjustments to society. Three hours; 3 credits.

SOC 2611 Sociology, Individual Study Project - Designed for student who wish to pursue special interest projects in sociology to fit their needs and interests. Papers and discussions required. Open to sophomore students only with consent of program advisor. Will not substitute for core requirements in sociology. One hour; 1 credit.

SOC 2913 Honors Colloquim - Prerequisite: Sophomore standing and permission of instructor. The student is selected for his/her willingness to work and his/her ability to think critically. The course is designed for students to do research, to reason, to discuss various and divergent topics not usually found in his/her regular classes. Three hours; 3 credits.

#### Speech

SPT 1113 Oral Communication (Principles of Speech) - Correct and effective English; correct pronunciation and enunciation; breath control; study and practice in making speeches for all occasions, major emphasis on organization of material, and practice in speaking before the group. Three hours; 3 credits.

SPT 1213 Fundamentals of Theatre - A basic course in the theatre arts. An introduction to the cultural, historical, and social aspects of the drama; investigation of essential elements of play production. Three hours; 3 credits.

SPT 2223 Introduction of Dramatic Arts - Stagecraft, lighting, make-up, acting, and production techniques. Students are required to participate in assigned plays. Three lectures plus laboratory in actual play production. Three hours; 3 credits.

#### TERMINAL COURSES

#### Business Technology

See Secretarial Science section under Transfer Courses, p. 106.



#### Data Processing

- TDP 1113 Introduction to Data Processing - An introduction to, and the history of data processing to acquaint the student with computer systems, disk concepts and design, coding structure and the use of data entry equipment. Course will include theory terminology. Two hours lab, three hours lecture; 3 credits.
- TDP 1212 Data Entry - A course designed to use software materials for micro-computers using programs that the student will come into contact in the working situation. Two hours lecture/lab; 2 credits.
- TDP 1313 Computer Programming I - A course designed to teach computer concepts, terminology and operations of a computer. Three hours; 3 credits.
- TDP 1323 Computer Programming II - A continuation TDP 1313 I, with an indepth study into reading diagnostics, debugging errors, developing flow charts, and documenting the finished program. Three hours; 3 credits.
- TDP 1613 Microcomputer Applications - A program utilizing software for micro-computers. The student will perform task assigned to data entry and data control. Three hours; 3 credits.
- TDP 2113 Systems Analysis and Design - Provides an introduction to the basic concepts and practical examples in designing most computerized business systems and shows how all business functions interrelate by requiring the student to analyze, design, develop and implement a computerized business system. Three hours; 3 credits.
- TDP 2124 Advanced Programming - This course is designed to expand the student knowledge of programming language learned in previous semesters. Correlation between this course and TDP 2113, Systems Analysis and Design, is drawn to enable a student to start at the very beginning and advance to accomplish an overall desired result. Six hours; 4 credits.
- TDP 2134 Cobol Programming I - A course designed to teach computer concepts, terminology and operation of a computer using the COBOL programming language. Two hours lecture, three hours lab; 4 credits.
- TDP 2144 Cobol Programming II - A continuation of TDP 2134 I, with indepth study of sequential files, sorting, multiple input files, file updating, and indexed sequential methods. Two hours lecture, 3 hours lab; 4 credits.
- TDP 2224 Fortran Programming - A course designed to teach computer concepts, terminology and operation of a computer using the FORTRAN programming language. Two hours lecture, three hours lab; 4 credits.
- TDP 2335 Computer Operations - A course designed to prepare the student to utilized the available resources, work effectively with the hardware, and understand the function of the software. Students will perform tasks normally assigned to data entry, data control, and computer operations. Seven hours; 5 credits.
- TDP 2424 Pascal Programming - A course designed to teach computer concepts, terminology and operation of a computer using the PASCAL programming language. Two hours lecture, three hours lab; 4 credits.

#### Drafting Technology

- TDR 1114 Fundamental of Drafting - This is a basic course for all drafting.

It includes the proper care of instruments, lettering, and the information of good drafting habits. Seven hours; 4 credits.

- TDR 1215 Machine Drafting - The presentation of nuts, bolts, screws, rivets, and other machine shop procedures, methods and techniques and working drawing. Eight hours; 5 credits.
- TDR 1313 Descriptive Geometry - A course designed to develop the proper concepts and abilities with respect to points, lines, planes, and surfaces as they relate to the field of drafting. Five hours; 3 credits.
- TDR 2113 Surveying and Topographical Drafting - An introduction to the fields of surveying and mapping, emphasizing field and computational methods utilized in the preparation of maps and survey plots. Five hours; 3 credits.
- TDR 2123 Surveying and Topographical Drafting - A continuation of TDR 2113 with emphasis on the development of sophisticated field methods, drafting techniques and application. Five hours; 3 credits.
- TDR 2215 Structural Drafting - An advanced course in drafting consisting of the preparation of design and working drawings of buildings, tanks, bridges, towers and structures. Eight hours; 5 credits.
- TDR 2314 Piping, Electrical and Sheet Metal Drafting - Advanced knowledge and techniques in planning, plumbing, electrical and mechanical objectives, the effective use of codes, handbooks and other references used in contemporary drafting. Seven hours; 4 credits.
- TDR 2415 Architectural Drafting - Presentation and application of standard construction, working drawings, and the production of prints. Designed to prepare students for architectural office work and the work of junior draftsmen. Eight hours; 5 credits.
- TDR 2423 Architectural Drafting and Model Construction - Applying available drafting standards through detailed delineation to complete a set of working drawings and a scale model with the intent of exceeding standards set in residential construction. Five hours; 3 credits.

#### Electronics Technology

- TEL 1113 Direct Current Circuits (Basic Electricity Part II) - Voltage, current resistance in d.c. circuits (series, parallel and combination); their calculations and measurements. The course also includes applicable laws and theorems, circuit construction and trouble analysis, as well as designed considerations. Five hours; 3 credits.
- TEL 1413 Alternating Current Circuits (Basic Electricity Part II) - A study of alternating current, capacitive and inductive reactance, resistive-capacitive circuits, resistive-inductive circuits, resistive-capacitive-inductive circuits, transformers, and resonant circuits designed to give the student a thorough knowledge of impedance and voltage-current relationships in a.c. circuits. Five hours; 3 credits.
- TEL 1215 Solid State Circuits and Devices - A study of semiconductor devices; including the construction, static and dynamic characteristic, theory of operation of such devices and diodes, transistors, integrated



circuits, and other devices used in rectifiers, amplifiers, and switching circuits. Seven hours; 5 credits.

TEL 1313 Digital Principles - An introduction to basic digital electronics, examining the principles of operation of number systems, logic gates, counters, registers, memory elements, control waveform generation and display devices. Five hours; 3 credits.

TEL 2115 Digital Circuits - The study of digital circuit construction and trouble-shooting procedures used in such circuits and systems as memory, counters, arithmetic circuits, and digital systems. Eight hours; 5 credits.

TEL 2315 Microprocessor Fundamentals - This course is an indepth study of microprocessors and microprocessor based systems that require the writing and implementation of machine language programs; including the operation and control of microprocessor hardware and its family of peripheral interface devices and the development of trouble-shooting techniques. Eight hours; 5 credits.

TEL 2215 Electronics Communications - A study of the most frequently used systems in electronics communications; including theories of operation, use, servicing techniques, and the rules and regulations set by the Federal Communications Commission which is the governing agency for these systems. Seven hours; 5 credits.

TEL 2415 Industrial Instrumentation and Controls - The study of devices, circuits, and systems that are used for control purposes in industry. The theory and practice are used in formal classroom activities as well as demonstrations and experimentations in the laboratory. Seven hours; 5 credits.

#### Human Service Technology

TEG 1123 Technical Communications - Emphasis on clear, simple and precise English; writing of resumes, applications, office memoranda, letter writing, oral and written reports of technical papers. Prerequisite: ENG 113. Three hours; 3 credits.

THS 1113 Introduction of Human Services - An introduction to the field of human services, including appropriate roles and attitudes of a human services technician toward clients and professional team members; introduction to mental health and mental disorders; survey of human service delivery agencies. Thirty (30) hours of observation included in course work. Three hours; 3 credits.

THS 1123 Technical Anatomy and Physiology - Overview of normal structures and functions of the major systems of the human body; introduction to basic types of abnormalities. Three hours; 3 credits.

THS 1213 Abnormal Psychology - Basic introduction to the classifications, characteristics, causes, and treatments of abnormal behavior. Thirty (30) hours of observation included in course work. Three hours; 3 credits.

THS 1223 Intervention with the Severely Retarded - Instruction in needs assessment, training, and specialized care of the severely retarded and multiple handicapped; used of nonverbal communication, Thirty (30)

- hours of practicum experience included in course work. Three hours; 3 credits.
- THS 1231 Health Skills - Instruction in health maintenance, first aid, basic nursing skills, properties of drugs and monitoring of medication. One hour; 1 credit.
- THS 2113 The Helping Relationship - Principles of personal adjustment; study and practice in effective interpersonal communication skills and other skills involved in relating to others. Six hours of lecture per week for eight weeks; 3 credits.
- THS 2123 Therapeutic Recreation - Design and methods involved in meeting the recreational needs of special populations; methods of planning, organizing, and conducting leisure and recreational activities; use of gentle self-defense. Six hours of lecture per week for eight weeks; 3 credits.
- THS 2133 Applied Behavior Analysis - Principles and methods of designing, implementing, and evaluating programs of behavior modification and other behavioral interventions. Six hours of lecture per week for eight weeks; 3 credits.
- THS 2141 Physical and Emotional Needs of Special Populations - Seminar to develop awareness of the needs of special populations and strategies for dealing with these needs. Two hours of lecture of discussion per week for eight weeks; 1 credit.
- THS 2156 Practicum I - Forty (40) hours of supervised practicum experience per week for eight weeks; 6 credits.
- THS 2213 Facilitation of Independent Living - Strategies of assessment, instruction and evaluation of mentally ill and developmentally disabled in academic, vocational, and independent living skills. Six hours of lecture per week for eight weeks, 3 credits.
- THS 2223 Case Management - Survey of organizations and structures of service delivery systems; procedures for case intake, monitoring, referral, and follow-up; individual student and reporting of procedures for performing case management duties in an agency of choice. Six hours of lecture of student presentation per week for eight weeks; 3 credits.
- THS 2233 Basic Intervention Skills - Principles, practice and discussion of basic intervention strategies for promoting psychological adjustment of clients. Six hours of class (lecture, role playing and discussion) per week for eight weeks; 3 credits.
- THS 2241 Current Trends in Human Services - History and current issues and status of the major human services; major legislative and public policy trends; federal, state, and local organizational structure of the major human services; reference sources (agency resource personnel and professional literature). Two hours of lecture per week for eight weeks; 1 credit.
- THS 2256 Practicum II - Forty (40) hours of supervised practicum experience per week for eight weeks; 1 credit.



### Library Technology

- LTY 1113 Introduction to Library Science - A general instruction course designed to introduce students to the various types of libraries, the library's role as a social institution, the philosophy of library service and some of the basic tools, techniques and lectures. Five hours; 3 credits.
- LTY 1213 Library Resources - A course designed to prepare the student to support the professional librarian in resource work, to introduce library resources, and to teach the use of basic resource tools. Special emphasis is placed on resources in all types of school libraries. Five hours; 3 credits.
- LTY 1313 Acquisition and Circulation Techniques - A course designed to prepare students to support the professional librarian in the areas of acquisition, order forms, circulation systems and circulation desk work. Five hours; 3 credits.
- LTY 1413 Public Library Service - A study of public library work and its broad field of services prepares the students for real jobs in public library services. Promotions are based on the community needs, organizations, finances, public relations, personnel, public agencies and services provided to the underserved and unserved. Three hours; 3 credits.
- LTY 2113 Introduction to Education Media Equipment and Materials - A general introductory course designed to introduce students to the study of communication, its history, controls, ethics and responsibilities in mass media; provides an introduction to the use of various types of education media. Five hours; 3 credits.
- LTY 2213 Education Media Equipment and Materials - A course designed to train students in the area of acquisition and maintenance of media hardware. It is also designed to train the students to meet the audiovisual needs which may arise in any library where non-book media is not the prime objective in acquisitions and services. Five hours; 3 credits.
- LTY 2313 Library Technical Processing - A course designed to prepare the students to support the professional librarian in the following areas of technical services: preparing materials using the Dewey Decimal Classification and the Library of Congress Classification; typing and filing cards, introducing subject heading theory and use, and maintaining shelf lists and other files. Five hours; 3 credits.
- LTY 2413 Intern in Library Services - A course designed to give students practical experiences in all of the areas of library work including acquisition, processing and circulation, Six hours; 3 credits.
- LTY 2423 Intern in Library Services - A continuation of LTY 2413. Six hours; 3 credits.
- ### Technical Related Studies
- TRS 1113 Technical English - A course in the principles and mechanics of communication applicable to the fields of technology. It stresses letter and report writing, terminology and style used in several types of communications related to this field. Three hours; 3 credits.

- TRS 1213 Drafting for Electronics - An elementary course designed for electronic technology students. The course covers the use of templates, including lettering templates; fundamentals of drawing and drafting room practices; electrical circuit drawing, terms, symbols and standards. Emphasis is placed on construction and interpretation of typical electrical circuits. Five hours; 3 credits.
- TRS 1313 Industrial Psychology - The study of practical applied psychology, designed essentially to meet the needs of the technical students. Includes behavior, development, human relations, leadership, selection of employees, individual differences, working conditions, hours and related labor problems. Three hours; 3 credits.
- TRS 1412 Computational Methods - Basic principles and procedures in mathematical and technical computations with aid of various mathematical tables and formulas, printing and electronic calculators. It includes the rearranging of formulas to accommodate the calculators and programming of calculators, either manually or card programming. Three hours; 2 credits.
- TRS 1513 Cost Estimating - An introduction to the principles and methods of estimating and developing a system of doing quantity surveys. Designed to include some of the kinds of estimates that are commonly used in manufacturing and construction situations. Five hours; 3 credits.
- TRS 1613 Introduction to Computer Science and Graphics - An introduction to the scope, significance, history and development of data processing; organizations and their sources of data; number systems and data representation; hardware, software; operations, data control, system analysis and design and coordinate systems and graphics are among the concepts introduced. Three hours; 3 credits.
- TRS 2113 Technical Physics - A fundamental course covering basic principles of physics which are applicable to the needs of electronic technicians. The course includes the nature of scientific measurement, properties of matter, machine and basic machine, the solution of problems related to these areas are stressed. Four hours; 3 credits.
- TRS 2123 Technical Physics - An examination of the theory and applications of heat and temperature, sound and wave motion, light and illumination, optical measurement and the nature of atomic theory. Four hours; 3 credits.
- TRS 2313 Statics and Strength of Materials - An introductory course in the field of structural design, consisting of a study of statics and strength of materials. Emphasis is given to elementary analysis of forces in simple structures, and a study of the properties of such materials as steel, wood, and concrete, and the design of beams, columns and shafts using these materials. Five hours; 3 credits.
- Farm Management Technology
- FMT 1111 Survey of Agriculture - An introductory course covering the general functions, organization, and operation of the agricultural in both national and international. One hour; 1 credit.



- FMT 1204 Introduction to Fish Management - A study of the aquaculture suitable for the Mississippi Delta. Catfish, crawfish, freshwater, shrimp, trout, carp, buffalo, minnows, and other species will be included. Six hours; 4 credits.
- FMT 1214 Principles of Animal Science - Fundamental principles and practical application of livestock dairy, and poultry science. Five hours; 4 credits.
- FMT 1233 Elementary Surveying - Construction care, and use of surveying instruments, theory and practices of chaining; differential and profile leveling, traversing, computation of areas and earthwork; theory and practices of stadia and its application to topographic surveying. U.S. Government System of Public Land Survey; lines and grades of city surveying; the interpretation and plotting of field notes of topographic surveys. Five hours; 3 credits.
- FMT 1223 Weed Control - Identification, dissemination and ecology and weeds, cultural practices; types of herbicides, physiology of herbicidal action; equipment and techniques of application. Four hours; 3 credits.
- FMT 1243 Row Crop Insects - Morphology, biology, ecology, and identification of row crop insects are related to their control. E.P.A. guidelines in Chemical Application and Safety. Four hours; 3 credits.
- FMT 1263 Agriculture Machine Management - Basic principles of operation and management of farm power machinery; selection of machinery based on power requirements, economy, and suitability for agricultural systems. Four hours; 3 credits.
- FMT 1284 Fish Culture - A study of the culture practices used in the production of catfish, crawfish, freshwater shrimp, trout, carp, buffalo, minnows and other species that may be suitable for the Mississippi Delta. Six hours; 4 credits.
- FMT 1294 Farm Shop Procedures - Fundamentals of agricultural shop tools, equipment and materials; metal working and welding practices and processes; manufacturing processes related to the farm shop and its maintenance. Six hours; 4 credits.
- FMT 1313 Plant Science - Scientific principles as the basis for practice in producing, handling, processing, marketing, and utilizing agronomic and horticultural crops. Four hours; 3 credits.
- FMT 1323 Field Crops - A study of the varieties methods of planting, cultivating and harvesting common fields and forage crops is made. Three hours; 3 credits.
- FMT 1413 Farm Machinery - This is a study of the selection, operation, adjustment, maintenance, and repair of the different types of farm machinery; including the use of both acetylene and electric welding equipment. Four hours; 3 credits.
- FMT 2314 Basic Soils - A general course in soils designed to give the student a basic understanding of all important phases of the subject, including soil genesis, morphology, classification, and the physical,

chemical and biological aspects of soils as applied to soil fertility. Soil management, including fertilization and liming of soils, is also included. Four hours; 3 credits.

FMT 2413 Farm Business Management - Decision making in the organization and operation of the farm business. Basic principles of farm management, including records, finance, taxation and budgeting. Three hours; 3 credits.

FMT 2713 Principles of Agricultural Economics - Economics principles applied to production, value, prices, credit, taxation, land tenure, marketing, international trade, and related problems affecting agriculture. Three hours; 3 credits.

#### INSTITUTIONAL COURSES

ART 1401 Manuscript Writing - A course designed to improve cursive and manuscript writing, speed and legibility; explore children's writing books and literature on handwriting; and apply principles of teaching writing to children. Two hours; 1 credit.

EDU 2103 Introduction to Early Childhood Education - A course which explores career opportunities in the field of Early Childhood and presents basic concepts in living and working with children. Guided observation and participation. Three hours; 3 credits.

EDU 2203 Practicum in Child Development - A course which consists of a critical analysis of the materials, methods and laboratory equipment used in stimulating readiness in the language arts. Emphasis is placed on the proper socialization of the children in the classroom. Experiences in oral English and lesson planning are included. Five hours; 3 credits.

ENG 2703 Literature for Children - A course designed to acquaint students of Early Childhood Education with children's literature. Reading and telling stories to children are emphasized. Films of children's stories are observed and evaluated. Three hours; 3 credits.

HPR 2703 Pasttime Sports - Designed to introduce the student to a wide variety of sports and physical education skills. A brief history of sports, selection and care of equipment, basic rules, fundamentals, techniques, strategies, safety precautions and terminology for various sport activities are important aspects of the course. Three hours; 3 credits.

MUS 1103 Introduction to Music - (Open to music majors only) Basic principles of music, notation, scales, intervals and rhythmic patterns with emphasis on aural skills and keyboard application. Three hours; 3 credits. (Credit toward meeting theory requirements for graduation at Coahoma Junior College).

TDP 2203 Internship - Gaining practical experience in offices, industry, business and/or government agencies.



S E C T I O N   S I X

GRADUATES, 1984 & 1985



## ASSOCIATE IN ARTS DEGREE

Adams, Michael	Harris, D Ella	Pope, Brenda
Artis, Brenda	Heags, Rubystine	Price, Johnnie L.
Avery, Gloria	Hinkle, Eugene	Randle, Nazzrie
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Blackshire, Delores	Jefferson, Pamela	Sanders, Robdert D.
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Butler, Claretta	Johnson, Linda Marie	Smith, Ruthie L.
Butler, Dennis	Johnson, Stacy Lynette	Stephens, Davis
Chillis, Elois	Johnson, Walter	Strong, Sharon D.
Clark, Jacqueline	Jones, Martha M.	Sturdivant, Effie
Coleman, Gene	Lacey, Barbara	Sweatt, Delorise
Coleman, Jimmy Lee	Ledbetter, Johnny	Tabor, Lillian S.
Coley, Terry Ann	Lewis, Lynda D.	Taylor, Joseph L.
Daugherty, Vincent C.	McElroy, Shannon	Thomas, Lena
Drain, Mary	McSwine, Hilda	Walker, Dorothy
Edwards, Shelia	Maiden, Annette	Walker, Sandra
Ellis, Mary Eloise	Martin, Kenneth	Wansley, Karl
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Ford, Antonio	Meeks, Margaret	Washington, Marilyn
Forrest, Henry	Mitchell, Macretta	Weatherspoon, Debra
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Gary, Vera	Nichols, Bertha	Willis, L.B.
Golden, Jacquelyn D.	Norvell, Joel A.	Wilson, Kelvin
Gordon, Connie R.	O'Neal, Cleopus	Winters, Shelia
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Harris, Denise D.		

## ASSOCIATE IN APPLIED SCIENCE DEGREE

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Jefferson, Linda F.	Ratliff, Jacqueline	Wiley, Martha

## VOCATIONAL CERTIFICATES

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Austin, Nathaniel	Hopkins, Samuel J.	Rucker, Lawrence
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Banks, Harry B.	Johnson, Karen	Scales, Patricia
Beard, McArthur	Johnson, Ronald	Scott, Chauncey A.



Bolds, Bobby, Jr.	Johnson, Roosevelt	Short, James O.
Box, Carl Earl	Jones, Nelson	Simmons, Vernadette
Boyd, Anthony	Jones, Robert	Slaughter, Quince O.
Brown, Aaron B.	Jones, Velma	Smith, Anthony
Brown, Clyde	Kelly, Lee Marvin	Smith, Gregory
Brown, Derick T.	Kelly, Linda	Spates, Perry
Butler, Perry L.	Lawson, Danny	Stuckey, Jessie
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Carver, John	Lewis, Thelma J.	Thomas, Clay
Cavazos, Antonio	Lucas, Gregory	Thompson, Cassandra
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Conner, Terry	McKnight, Matthew	Tucker, Martha
Cox, Magnolia	Macon, Roger	Turner, Leroy
Davis, Lionel	Marion, Patrick L.	Veal, Marion
Davis, Robert E.	Martin, David E.	Walker, Luevina
Davis, Sylvester	Martin, Davis Lee	Webb, Charlie
Eubanks, Theresa	Martin, Sam	Webster, Anthony
George, Eurskey Lee	Miller, Ivory	Weeks, Arletha
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Gordan, Barry	Montgomery, Donald	Williams, Dennis
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Grant, Kelvin	Myers, Terrance	Williams, Johnnie
Green, Sandra	Myles, Lee A.	Williams, Mary
Hall, Larry	Nicholson, Eddie	Williams, Roosevelt
Hall, Nathan	Phillips, James	Williams, Willie D.
Harris, Jacqueline	Pittman, Marvin	Willis, Alfonso L.
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Higgins, Mamie	Rivers, Johnny	

#### CHILD DEVELOPMENT ASSOCIATE CERTIFICATES

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 Smith, Ethel  
 Smith, Ruthie L.

1985

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\*Scott, Gloria

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VOCATIONAL CERTIFICATES

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Fowlder, Altha  
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Cross, Murry  
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Harris, Alvin  
Harris, Kenny  
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Haywood, Terry  
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Jones, Jimmy  
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Landfair, Odessa  
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McChriston, Rosalind  
McClain, Bernice  
McInnis, Edward  
Milan, Rickey  
Miller, Willie  
Moody, Tommy

O'Dell, Kimbriel  
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Phillips, Mary J.  
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Price, Marilyn  
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Roberts, Nancy  
Rogers, Tommy  
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Sculark, Samuel  
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Smith, Melvin  
Steward, Ron C.  
Strong, Dianne  
Strong, Linette  
Taylor, Rose Mary  
Thompson, Justine  
Thompson, Jerry

Thompson, Patrick  
Town, Nancy  
Wallace, Odessa  
Walls, Beverly  
Washington, Coleman  
Washington, Rosetta  
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Watson, Troy  
Wells, Aubrey  
Webb, Ruby  
West, Marilyn  
Williams, Bonita  
Williams, Danny  
Williams, Dora  
Williams, Glenn  
Williams, Homer  
Williams, Johnny B.  
Williams, Willie

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Carter, Vera  
Jackson, Sharon  
Mack, Mattie

McClung, Mary R.  
McWright, Ester L.  
Overstreet, Alma  
Reed, Raymond

Reeves, Barbara  
Smith, Del Marie  
Washington, Lee F.  
Williams, Lorene

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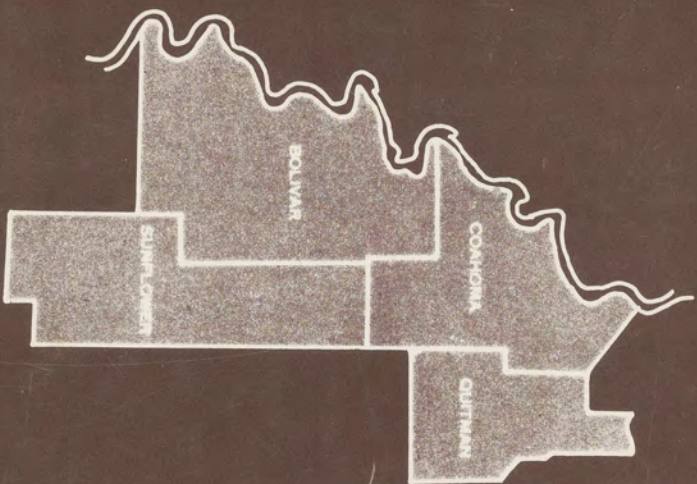
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