**UNIVERSITY OF MISSOURI-COLUMBIA**  
Calendars for 1977-78 and 1978-79

### First Semester

<table>
<thead>
<tr>
<th>Event</th>
<th>1977</th>
<th>1978</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Student Orientation and Registration</td>
<td>Mon., Aug. 22</td>
<td>Mon., Aug. 21</td>
</tr>
<tr>
<td>Registration</td>
<td>Tues., Aug. 23</td>
<td>Tues., Aug. 22</td>
</tr>
<tr>
<td>Classwork begins, 7:40 a.m.</td>
<td>Wed., Aug. 24</td>
<td>Wed., Aug. 23</td>
</tr>
<tr>
<td>Labor Day</td>
<td>Mon., Sept. 5</td>
<td>Mon., Sept. 4</td>
</tr>
<tr>
<td>Thanksgiving Recess begins, 12:30 p.m.</td>
<td>Wed., Nov. 23</td>
<td>Tues., Nov. 21</td>
</tr>
<tr>
<td>Classwork resumes, 7:40 a.m.</td>
<td>Mon., Nov. 28</td>
<td>Mon., Nov. 27</td>
</tr>
<tr>
<td>Classwork First Semester ends, 5:30 p.m.</td>
<td>Thurs., Dec. 8</td>
<td>Thurs., Dec. 7</td>
</tr>
<tr>
<td>Stop Day</td>
<td>Fri., Dec. 9</td>
<td>Fri., Dec. 8</td>
</tr>
<tr>
<td>Final Examinations begin</td>
<td>Sat., Dec. 10</td>
<td>Sat., Dec. 9</td>
</tr>
<tr>
<td>First Semester closes, 5:00 p.m.</td>
<td>Sat., Dec. 17</td>
<td>Sat., Dec. 16</td>
</tr>
</tbody>
</table>

### Second Semester

<table>
<thead>
<tr>
<th>Event</th>
<th>1978</th>
<th>1979</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Student Orientation</td>
<td>Thurs., Jan. 12</td>
<td>Thurs., Jan. 11</td>
</tr>
<tr>
<td>Classwork begins, 7:40 a.m.</td>
<td>Mon., Jan. 16</td>
<td>Mon., Jan. 15</td>
</tr>
<tr>
<td>Spring Recess begins, 12:30 p.m.</td>
<td>Sat., March 25</td>
<td>Sat., March 24</td>
</tr>
<tr>
<td>Classwork resumes, 7:40 a.m.</td>
<td>Mon., April 3</td>
<td>Mon., April 2</td>
</tr>
<tr>
<td>Classwork Second Semester ends, 5:30 p.m.</td>
<td>Thurs., May 3</td>
<td>Thurs., May 3</td>
</tr>
<tr>
<td>Stop Day</td>
<td>Fri., May 5</td>
<td>Fri., May 4</td>
</tr>
<tr>
<td>Final Examinations begin</td>
<td>Fri., May 12</td>
<td>Fri., May 11</td>
</tr>
<tr>
<td>Second Semester closes, 5:30 p.m.</td>
<td>Sat., May 13</td>
<td>Sat., May 12</td>
</tr>
<tr>
<td>Annual Commencement</td>
<td></td>
<td></td>
</tr>
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### Summer Session

**Eight-Week Session**

<table>
<thead>
<tr>
<th>Event</th>
<th>1978</th>
<th>1979</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration and Orientation</td>
<td>Mon., June 12</td>
<td>Mon., June 11</td>
</tr>
<tr>
<td>Classwork begins, 7:30 a.m.</td>
<td>Tues., June 13</td>
<td>Tues., June 12</td>
</tr>
<tr>
<td>Independence Day Recess</td>
<td>Tues., July 4</td>
<td>Wed., July 4</td>
</tr>
<tr>
<td>Summer Session closes, 5:00 p.m.</td>
<td>Fri., Aug. 4</td>
<td>Fri., Aug. 3</td>
</tr>
<tr>
<td>Summer Commencement</td>
<td>Fri., Aug. 4</td>
<td>Fri., Aug. 3</td>
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**Four-Week Session I**

<table>
<thead>
<tr>
<th>Event</th>
<th>1978</th>
<th>1979</th>
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</thead>
<tbody>
<tr>
<td>Registration and Orientation</td>
<td>Mon., June 12</td>
<td>Mon., June 11</td>
</tr>
<tr>
<td>Classwork begins, 7:30 a.m.</td>
<td>Tues., June 13</td>
<td>Tues., June 12</td>
</tr>
<tr>
<td>Independence Day Recess</td>
<td>Tues., July 4</td>
<td>Wed., July 4</td>
</tr>
<tr>
<td>Session I closes, 5:00 p.m.</td>
<td>Fri., July 7</td>
<td>Fri., July 6</td>
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**Four-Week Session II**

<table>
<thead>
<tr>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>Registration</td>
<td>Mon., July 10</td>
<td>Mon., July 9</td>
</tr>
<tr>
<td>Classwork begins, 7:30 a.m.</td>
<td>Tues., July 11</td>
<td>Tues., July 10</td>
</tr>
<tr>
<td>Session II closes, 5:00 p.m.</td>
<td>Fri., Aug. 4</td>
<td>Fri., Aug. 3</td>
</tr>
<tr>
<td>Summer Commencement</td>
<td>Fri., Aug. 4</td>
<td>Fri., Aug. 3</td>
</tr>
</tbody>
</table>

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**BULLETIN**  
**UNIVERSITY OF MISSOURI-COLUMBIA**  
Volume 79 Number 2 January 25, 1978 General 1978 Series Number 2

Robert E. Kren, Director, Office of Public Information  
John L. Rhein, Publications Mgr.

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The letters "SLIS" are reproduced from Ellis Library's copy of Pacioli's *Divina Proportione*, Venice, 1509.
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David N. Martin, M.A., Missouri-Columbia; Lecturer in Information Science
A Statement of Purpose

The School of Library and Informational Science was established as a division of the University of Missouri-Columbia in 1966. The Department of Library Science had been established in the College of Arts and Science in 1950; it had offered an area of concentration in library science leading to the A.B. degree, and a major in school librarianship leading to the degree of B.S. in Education. The Department of Information Science was created in 1969.

The purpose of the School is to educate persons to serve the libraries and other information services of the future. It is recognized that the transformation will be gradual, that there will be no revolutionary break with traditional bibliographical services; therefore, while educating persons in the newer areas of documentation and information science, the impressive accomplishments of bibliographers and librarians from ancient times to the present will not be neglected. Only through this traditional knowledge can the full potential of the newer tools and techniques be realized. The goal of the Department of Library Science, therefore, is to provide a quality education to those persons with aptitude, desire, and commitment for professional careers in all types of libraries. The goal of the Department of Information Science is twofold: to provide education in the principles and practice of information science to those persons whose personal aims will be fulfilled in the information environment; and to enrich the education of more traditional librarians with the applicable aspects of information science.

Further goals of the School, relating directly to the objectives of higher education at UMC, include performance of research and service contributing to advancement of library and information science particularly in the state of Missouri and the nation. Through programs aimed at these goals, the education of librarians is enhanced by inclusion of students in basic and applied research and service projects.

Objectives of the School are:
1. to prepare potential librarians for meaningful careers in school, public, academic and special (including medical) libraries;
2. to respond to the professional personnel needs of the library and information science environments;
3. to contribute to the continuing education needs of the professional library and information science communities, those who would prepare for careers in them or who are already at work and need updating of their skills and knowledge; and
4. to provide a broad-based, quality education as an essential component in the achievement of the above objectives.

The program leading to the degree of Master of Arts is accredited by the American Library Association. It provides for a number of sequences, including specialization in school, public, and academic libraries; special librarianship and technical information center administration; work with children and youth; automation and technical services; and information systems.

The curriculum is based upon the premise that the best education of a librarian includes a broad, substantial background in the liberal arts and sciences and some specialization in a particular academic subject, in addition to the specific professional courses in librarianship. To achieve the best combination of these elements, a correlated undergraduate-graduate program leading to the Master of Arts degree is being offered. Under this plan (designated Plan A), students begin taking courses in library science in the junior year while continuing a normal academic undergraduate program. Upon completion of the Bachelor of Arts degree, they may continue the graduate portion of the program, which consists of both professional courses in library science and academic courses at the graduate level in the subject of undergraduate specialization.

Qualified students who have completed their undergraduate degrees at other institutions or at the University of Missouri without the concentration in library science will be admitted to the graduate program under Plan B or Plan C, but will be
required to complete without degree credit the core undergraduate courses in library science. They will also be required to complete any other deficiencies such as foreign language or an undergraduate major in an academic subject.

That libraries are being challenged on all sides by many divergent forces is being repeated so often as to become almost cliché. The information “explosion,” the continued urbanization of society with the problems of the metropolis, the extension of higher education to a larger proportion of high school graduates and the increase in depth of this education, the reorganization of public school districts and changes in teaching methods, the widespread interest in automation and the faith of some in its efficacy in solving a variety of educational problems, are all facets of the belief that libraries will be radically changed in the decades to come.

Since information science is a developing discipline, the main thrust of the department in the near future is to contribute to the definition and development of the field. Emphasis in the future, in both teaching and research, will be on the design and development of operational information systems and in the more theoretical aspects of information storage and retrieval. Current offerings are primarily in support of and for the enrichment of the curriculum in library science and as a minor in other related fields. Future plans aim toward development of a degree program in information science. Library science students wishing to emphasize this aspect may elect Plan C, which provides for a major in library science and a minor in information science.

CAREER OPPORTUNITIES

In general, the possession of a master’s degree in library science accredited by the American Library Association is required for employment in a professional library position. Certain positions in school libraries have other requirements.

Since 1970 job opportunities for professional librarians have been less abundant than during the sixties, a period of unprecedented growth. The U.S. Department of Labor Bureau of Labor Statistics has estimated that between 1970 and 1985 there will be an annual average of 11,200 professional openings. Only one-fourth of these openings will be attributed to growth, compared to more than half in the 1960s. Prospective students are advised to read Library Manpower: A Study of Demand and Supply (BLS Bulletin 1852) available from the Government Printing Office, Washington, D.C. 20402 (Stock No. 029-001-01367, $1.75). A brief summary appeared in the Winter 1974 issue of Occupational Outlook Quarterly.

Graduates of master’s level programs in library science have an advantage over other job seekers. This advantage can be strengthened by library or related experience. Educational or work experience in community outreach, audiovisual materials, automation, or administration is also valuable.

Geographic mobility and flexibility as to type of job are important considerations in placement. Competition is greatest in large metropolitan areas, especially near library schools. Large academic institutions, regardless of location, are also highly sought after places of employment.

To a large extent, employment is a function of government funding of libraries. In school and academic libraries, enrollments also play an important role.

The information industry is a developing area for employment of librarians with special training in information science and technology and in management science. An academic and/or experience background in computer science or the physical sciences is particularly valuable to those seeking professional positions in this sector. Another area for employment of librarians is in archive administration,
a field particularly applicable for those with undergraduate and/or graduate education in history.

Because there are more librarians with humanistic backgrounds than there are positions requiring these backgrounds, those with majors in history, English, music, religion, and related subjects may have to accept employment in positions for which the specific background is immaterial. Such positions include those in most small colleges and public libraries, and some positions in larger libraries.

Likewise there remain many vacancies in positions which require special preparation. In general, catalogers are needed regardless of undergraduate background. Government document specialists, acquisition and serials librarians, and children’s librarians are other examples of areas in which employment opportunities are above average.

When both subject background and specialized professional preparation are required, the demand for librarians remains.

Graduates of the School of Library and Informational Science have found worthwhile employment in all types of libraries and throughout most regions of the country. Of the 75 persons who received the Master of Arts degree in 1976-77, 62 graduates are employed in libraries, 2 are employed in other types of positions, 2 are pursuing advanced degrees, 5 are not employed, and 4 are unreported. For those persons employed in libraries, the average beginning salary reported was $10,000 in the first position after graduation.

FACILITIES

The School of Library and Informational Science is housed in Stewart Hall, located just east of the Memorial Union and less than a block from Ellis Library.

Terminals to the large computer of the Computer Network give students in both information science and library science the opportunity for hands-on experience in computer operation. The capabilities of the computer are utilized both in regular class assignments and for individual projects. Terminals also provide access to several on-line bibliographic data bases commercially available to information seekers. These include OCLC and BALLOTS as examples of on-line catalogs of library holdings and such bibliographic data bases as provided by the Systems Development Corporation (SDC), Lockheed Data Systems, Bibliographic Research Service (BRS), the Information Bank (formerly the New York Times Information Bank), and the MEDLINE services of the National Library of Medicine. These facilities are used for instruction in cataloging, reference, and health science bibliography within the Department of Library Science and in information system design and evaluation in the Department of Information Science.

A growing collection of equipment for utilization of microforms and audiovisual materials is also available for students to observe and to use.

RESOURCES

UMC offers unusual opportunities for the student of library science or information science. Present on the campus are most of the academic disciplines and professional schools to be found in any university, making it possible for the individual who wishes to enter any specialization in librarianship to study in close association with subject specialists. Of particular interest to the study of information systems is the existence of a department of computer science, of programs in linguistics, and of related courses in other disciplines.

Rich library resources are to be found in the Ellis Library with its 1,800,000 volumes and especially strong bibliographical collections. Its computer-based bibliographic record system is available for observation and for use in appropriate course work.
Other libraries in the vicinity whose resources may be used and where supervised practical experience may be obtained include the State Historical Society, housed in Ellis Library; the Daniel Boone Regional Library with headquarters in Columbia; and the Missouri State Library in Jefferson City. The libraries of nearby colleges are also available for observation.

ADMISSION PROCEDURES

It is possible to begin the graduate program at the beginning of either semester or the summer session; but prerequisite courses or other non-credit requirements, specialization in sequences of graduate courses, and other factors may make it advisable to select a starting time with care. Prospective graduate students should confer with the Dean of the School of Library and Informational Science before making definite plans.

In general, a student who has completed all prerequisites, including the basic courses in library science, may begin equally well at the start of any term. The student who lacks the prerequisite courses finds that entering the program at the beginning of the summer session is preferable. Any other time of entry may result in loss of a semester and/or inability to select courses most effectively.

PROCEDURES

(1) Applicants must submit to the Director of Admissions, 130 Jesse Hall, Columbia, Missouri 65201, an application for admission to the University and supply such additional information as indicated by that office.

(2) Applicants must also submit to the Dean, School of Library and Informational Science, a supplementary application form giving additional information needed for evaluation of the application. The School of Library and Informational Science will request letters of recommendation from the references supplied on the supplementary application form. An interview with the Dean or a member of the faculty of the School is recommended, but if that is not feasible a person in the vicinity of the applicant may be designated to conduct the interview.

(3) The applicant must take the Miller Analogies Test and have the results sent to the Dean, School of Library and Informational Science. The Graduate Record Examination Aptitude Test may, with permission, be presented instead of the Miller Analogies Test.

(4) When the application and official transcript of record has been received by the Director of Admissions, the file will be forwarded to the Dean of the School of Library and Informational Science for evaluation and recommendation, using also the other information which has been supplied directly to the School.

PRIORITIES: Because of limited facilities the School of Library and Informational Science may not be able to admit all students to the Master of Arts program who meet the minimum qualifications (refer to Contents for page number of Master of Arts Degree, Acceptance of Students); a procedure has been established to assure admission of the best qualified applicants. This procedure provides for the establishment of a scale which takes into account the applicant’s undergraduate academic record and performance on an aptitude test, with some consideration given to evidence of commitment to librarianship as a career, and with some preference for Missouri residents. To this end, each application will be evaluated and assigned a score, and the applicant will be informed of the evaluation immediately. One of three actions will be reported:

(1) those with scores below the acceptable minimum will be notified that their application has been denied; (2) those with scores above a stated threshold will be notified of their acceptance; (3) those whose scores fall between (1) and (2) will be notified that their applications will be held for final determination until a specified closing date approximately two months prior to the opening of the semester for which application is made.

Applicants within group (3) will, on the closing date, be selected on the basis of score, starting with the highest and continuing until the total number of openings have been filled or until all qualified applicants have been accepted. If the number of qualified applications received before the closing date does not fill all openings, applications received later will be evaluated and applicants will be notified immediately whether their application has been accepted or rejected.

FINANCIAL ASSISTANCE

A limited number of fellowships and scholarships is available to graduate students of outstanding ability. Those for students of library science are:
Ruth Tandy Royse Fellowship in Library Science. An award of $500, donated by Mrs. Ruth Tandy Royse of St. Louis, is made annually to a graduate student in library science, on the basis of academic record, potential for development as a librarian, and financial need. Preference is given to a student who has completed a Bachelor's degree at UMC, with an area of concentration in library science. Applications should be made before March 1 to the Dean, School of Library and Informational Science.

School of Library and Informational Science Scholarships. A limited number of scholarships equal to the incidental fee are available each year. Application should be made before March 1 if entering at the beginning of the summer session, or June 1 if entering in the fall semester, to the Dean of the School of Library and Informational Science.

Fellowships and scholarships open to all graduate students at UMC, including those in Library and Informational Science, include:

Curators Scholarships for Honor Graduates of Missouri Colleges. These scholarships are equal to the incidental fee for the first two semesters of the school year immediately following the student's graduation from college, to the student attaining the highest scholastic rank in the graduating class.

A complete list of fellowships, scholarships, and awards may be obtained by reference to the Graduate School Bulletin or to Scholarships, Aids and Awards.

Graduate Teaching and Research Assistantships. A limited number of assistantships are available in the Departments of Library Science and Information Science. Applications should be made to the Office of the Dean.

Library Employment. Students who have completed the core courses in library science may apply for graduate assistantships in Ellis Library. These half-time appointments necessitate the reduction of course load permitted and an extension of time required for completion of degree requirements. Employment on an hourly basis is also available in Ellis Library, and opportunities exist for employment in the State Historical Society, the Daniel Boone Regional Library, and in other libraries in the vicinity.

FEES AND EXPENSES

For a detailed statement of fees and expenses, consult the UMC General Information Bulletin, or the Schedule of Courses. The University reserves the right to change the fees at any time. As of the publication date of this Bulletin, the major fees are as follows:

**Incidental Fee**
- per semester (9 hours or more) $300
- per 4-, 6- or 8-week summer session (5 semester hours or more) $150
- partial enrollment, per semester hour $34

**Student Activities Fee**
- per semester (11 or more hours) $22
- per summer session, 4, 6, or 8 weeks (6 or more hours) $11
- partial enrollment, per semester hour $2

**Non-Resident Tuition**
- per semester (10 or more hours) $600
- per 4-, 6- or 8-week summer session (5 or more hours) $300

Candidates for an advanced degree who have completed in a previous semester or term all requirements but the final examination and the submission to the graduate faculty of a thesis (if required) and who are not regularly enrolled in the Graduate School, must enroll in the Graduate School before the examination may be given or the thesis read. Such students must enroll for examination for no hours credit and pay a fee of $34. Students who enroll under this rule are not entitled to Student Health Service benefits.

HOUSING

University inspection, approval, and supervision of student housing is limited to:

(a) facilities operated by the University of Missouri-Columbia (UMC),
(b) houses operated by groups (cooperatives, fraternities and sororities) recognized as student organizations by the Committee on Student Affairs, and
(c) the privately-owned Mark Twain Residence Hall whose owners have agreed to provide supervisory personnel satisfactory to UMC and to enforce in their facilities the same rules and regulations regarding conduct that are observed in facilities operated by UMC.

Although the University recommends that unmarried freshman men and women reside in University-supervised hous-
UNIVERSITY OF MISSOURI-COLUMBIA
APPLICATION FOR ADMISSION

Instructions...

1. APPLICATIONS for admission and complete transcripts for ALL schools and colleges of the University of Missouri-Columbia should be sent to the Director of Admissions, 130 Jesse Hall, Columbia, Missouri 65201 and should be on file not later than May 1 (Freshmen) and July 1 (Transfer and Graduate Students) for Fall Semester; December 1 for Winter Semester; and May 1 for Summer Session. (Supplemental applications are required for admission to the School of Nursing, the College of Veterinary Medicine, the School of Medicine and the School of Law.)

2. FRESHMEN applicants must submit an official high school transcript (with class rank) and required test scores.

3. UNDERGRADUATE TRANSFER applicants must submit official transcripts from each college attended. (Transfers entering Arts & Science or Journalism must also submit a high school transcript.)

4. GRADUATE applicants must submit an official transcript showing baccalaureate degree and transcript(s) showing any additional graduate work. Additional information concerning graduate study may be obtained from the Graduate School, 205 Jesse Hall.

5. OUT-OF-STATE APPLICANTS: It is the duty of each applicant to apply and register under the proper residence and to pay the proper tuition fees. A pamphlet giving detailed information on tuition and residence rules may be obtained from the Admissions Office, 130 Jesse Hall or the Cashier's Office, 123 Jesse Hall.

6. FINANCIAL AID: An application for admission to UMC does not serve as an application for financial aid. UMC accepts either the Financial Aid Form (FAF) of the College Scholarship Service or the Family Financial Statement (FFS) of American College Testing. Both forms are available in school counseling offices. They are released at the beginning of a new calendar year and should be filed by April 30. Late applications will be considered according to the date received and the availability of funds. Questions should be directed to the Office of Student Financial Aids, 11 Jesse Hall.

7. HOUSING: An application for admission to UMC does not serve as an application for housing. Single student housing applications/brochures are printed and mailed in February to all who have requested them. Married student housing applications/brochures are available throughout the year. If you are applying for admission before February 1 for the fall semester (October 1 for the winter semester, April 1 for the summer session) and want an application for University-owned housing, check item 22. If you are applying for admission after the aforementioned date, do not check item 22 but write directly to the Housing Office, 123 Jesse Hall. (Please do not duplicate requests.)

Additional Information...

No transcript can be accepted directly from the student; admission status cannot be determined until complete credentials are on file in the Admissions office. Failure to complete this form fully or giving of misinformation concerning previous enrollment in other colleges or universities will void your admission. All transcripts become the property of UMC.

Because of limited enrollment and/or higher minimum standards, general acceptance as a student at the University of Missouri-Columbia does not guarantee acceptance to specialized or professional programs.

Some information requested is required by Title VI of the Civil Rights Act of 1964, Title IX of the Higher Education Amendments of 1972 and section 504 of the Rehabilitation Act of 1973 and is for the purpose of reporting to Federal Compliance Agencies concerning equal education opportunity, in order to keep the records required by the Federal Government, and to assure that there will not be discrimination on the basis of race, color, religion, handicap, national origin or sex.
**UNIVERSITY OF MISSOURI-COLUMBIA**

Please Print (In Ink) or Type and DO NOT Write in Shaded Areas. See Additional Instructions on Reverse Side.

<table>
<thead>
<tr>
<th>1. Name</th>
<th>First</th>
<th>Middle</th>
<th>Maiden</th>
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<th>3. I would like information on campus services for the physically handicapped*</th>
<th>Yes</th>
<th>No</th>
<th>Veteran of the U.S. Armed Forces?</th>
<th>Yes</th>
<th>No</th>
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<tr>
<th>5. Permanent Address and Telephone Number (This address will be used for all University correspondence prior to your first registration)</th>
<th>Number &amp; Street or RFD No.</th>
<th>Apt. No. or Box No.</th>
<th>City</th>
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<tr>
<th>7. Previously been enrolled at UMC?</th>
<th>Yes</th>
<th>No</th>
<th>Ever enrolled in Correspondence (Indep. Study) or Extension Courses at UMC?</th>
<th>Yes</th>
<th>No</th>
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<tr>
<td>If yes, when?</td>
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<td>If yes, when?</td>
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<th>9. School or College entering (check one)</th>
<th>Agriculture;</th>
<th>Arts &amp; Science;</th>
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<td>Education;</td>
<td>Engineering;</td>
<td>Forestry, Fisheries, Wildlife;</td>
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<td>Medicine;</td>
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<td>Vet. Medicine;</td>
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<th>11. Applying as (check one)</th>
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<th>Graduate</th>
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<th>12. Term of expected entrance (check one)</th>
<th>fall</th>
<th>winter</th>
<th>summer</th>
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<tr>
<td>If you have taken the G.E.D. High School Equivalency Test, indicate date</td>
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<tr>
<th>13. (Undergraduate Applicants Only) Leaving High School early to attend UMC?</th>
<th>Yes</th>
<th>No</th>
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<td>Year: ___________________________</td>
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<tr>
<th>15. High School attended</th>
<th>Name</th>
<th>City</th>
<th>State</th>
<th>Month</th>
<th>Year</th>
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<tr>
<th>16. Date of H.S. Graduation</th>
<th>Name</th>
<th>City</th>
<th>State</th>
<th>Month</th>
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<td>NAME OF COLLEGE</td>
<td>LOCATION (CITY &amp; STATE)</td>
<td>DATES OF ATTENDANCE</td>
<td>DEGREES EARNED</td>
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18. Sex* M [ ] F [ ]

19. Date of Birth

Month Day Year

20. Previous to enrollment, will you have satisfied the 1 year residence requirement in Missouri?

R [ ] Yes N [ ] No (See item 5 of instructions)

21. Place of Birth

City State Country

22. After reading instruction No. 7, check to receive an application for

UMC-owned single student housing

UMC-owned married student housing

23. Ethnic Origin *

American Indian/Alaskan Native [ ] Asian or Pacific Islander [ ]

Hispanic [ ] White-Non Hispanic [ ]

Black-Non Hispanic [ ] Non-Resident Alien [ ]

24. Religious Preference

25. Citizen of the U.S.? Y [ ] N [ ]

If no, what country?

Name of Parent, Spouse, or Guardian/Other (Check one)

26. Name of

Last First Middle

27. Did Parent or Guardian attend UMC one semester or more?

Yes [ ] No [ ]

28. (Graduate Applicants Only) Have you taken the required Graduate level examinations?

Yes [ ] No [ ]

If yes, have these scores been submitted to the UMC Graduate Office?

Yes [ ] No [ ]

29. Check to receive scholarship, financial payment and program information on

[ ] Army ROTC [ ] Navy ROTC [ ] Air Force ROTC

30. Legal Signature (In Ink)

31. Date

Complete All Items and Return This Form To:

Director of Admissions, 130 Jesse Hall, University of Missouri-Columbia, Columbia, Missouri 65201
UNIVERSITY OF MISSOURI-COLUMBIA

APPLICATION FOR ADMISSION

UNDERGRADUATE AND GRADUATE

RETURN TO:

Director of Admissions
130 Jesse Hall
University of Missouri-Columbia
Columbia, Missouri 65201
ing, all students may reside in any available housing they may select.

Married Students. UMC has 360 unfurnished apartments for married students. Application blanks may be obtained from the Housing Office, 123 Jesse Hall, Columbia, Mo. 65201.

OTHER UNIVERSITY SERVICES

Information pertaining to Student Health Service, band, student activities, Counseling Services, Speech and Hearing Clinic, military courses, motor vehicle registration, and general regulations and requirements will be found in the UMC General Information and the “M” Book.

GRADUATE STUDENTS’ ASSOCIATION

Each graduate student in the School is a member of the Library and Informational Science Graduate Students’ Association. Through this organization students participate in the educational decision making of the School. Representatives are selected by the organization to serve on each of the faculty committees and on the faculty of the School. A portion of the fees is set aside to support the organization.

LIBRARY SCIENCE ALUMNI ASSOCIATION

The graduates of the School have recently organized an Alumni Association which is an integral part of the general UMC Alumni Association.

PLACEMENT

The school maintains a free placement service for graduates; it receives notices of vacancies from the entire United States and from Canada which are posted for the benefit of students approaching graduation. Graduates of previous years who indicate an interest in changing positions are notified of vacancies which appear appropriate. A confidential file of credentials is created and sent to prospective employers if requested by the graduate.

The Master of Arts Degree

The only degree for which a major in library science is offered is the Master of Arts. A student who intends to become a candidate for the degree must present a degree substantially equivalent to the Bachelor of Arts degree of UMC, including four basic courses in library science or be prepared to take additional work without graduate credit to make up the deficiency.

ACCEPTANCE OF STUDENTS

Two steps are involved in admission to the master’s degree program:

1. Acceptance for Advisement. Students whose academic records indicate probability of successful completion of the master’s program will be accepted even though certain deficiencies remain to be made up. The undergraduate preparation must include:

   General Education. At least 75 semester hours must be in the liberal arts and sciences (i.e., nonprofessional subjects), of which at least 10 hours must be in each of the broad areas of science, social science, and the humanities.

   Academic Major. Since the education of a librarian or information scientist should include depth as well as breadth, the student must present a major (24 semester hours or more) in a subject which is accepted without restriction by the College of Arts and Science at UMC:

   - Anthropology
   - Art
   - Art History & Archaeology
   - Astronomy
   - Biology (Botany, Zoology, Microbiology)
   - Chemistry
   - Classical Languages
   - Economics
   - English
   - Geography
   - Geology
   - Germanic & Slavic Languages
   - History
   - Linguistics
   - Mathematics
   - Music
   - Philosophy
   - Physics
   - Political Science
   - Psychology
   - Romance Languages
   - Sociology (includes Rural Sociology, Social Work)
   - Speech & Dramatic Art
   - Statistics

   *Applicants with less than 24 hours credit who wish to qualify in one of the starred subjects may do so by passing the appropriate advanced test of the Graduate Record Examination administered by the Educational Testing Service, Princeton, New Jersey.
For this purpose, courses used to meet the General Education requirement may be counted toward the major. An applicant whose record meets all other requirements may be accepted for advisement prior to removal of the deficiencies in the academic major.

Grade Point Average. In general, a grade point average of 3.0 (where A is 4) on the last two years of undergraduate work, plus a satisfactory score on the Miller Analogies Test, will be required. Persons whose undergraduate grade point average is below 3.0 may be considered for admission, provided that they have outstanding scores on aptitude tests. Under no circumstances will an applicant be considered whose grade point average on the entire undergraduate record is less than 2.5. Under normal circumstances, the Graduate Record Examination may be substituted for the Miller Analogies Test, but permission to make the substitution must be obtained from the Dean of the School of Library and Informational Science.

Languages. The applicant must demonstrate the ability to read a modern foreign language. This requirement may be satisfied in two ways: (1) completion of courses in one language totaling nine semester hours, or (2) passing the foreign language examination given by the Educational Testing Service. An applicant whose record meets all other requirements may be accepted with only five hours of a language, but must complete the language requirement during the first semester of residence.

If the native language of the applicant is other than English a satisfactory score must be made on the Test of English as a Foreign Language (TOEFL); however, neither English nor the native language of the applicant will meet the foreign language requirement.

Computer Programming. Each applicant must demonstrate the ability to do computer programming, using one of the higher level programming languages, through an examination administered by the School of Library and Informational Science or by completion of IS 101. Although the use of PL/I is preferred, either Fortran or Cobol language is acceptable.

2. Candidacy for Degree. Acceptance of students for advisement does not imply approval of their candidacy for a degree. To qualify for candidacy students must have removed all deficiencies, completed the prerequisite courses in library science through UMC, and completed the required courses in cataloging and classification and in bibliography and reference.

Application for Degree. A student in good academic standing must, to become a candidate for the M.A. degree, fill out, in consultation with the major adviser (and minor adviser if a minor is offered), an official “Application for Degree” form obtainable from the Office of the Dean of the Graduate School, or from the Dean of the School of Library and Informational Science, which indicates the selected course of study. Before presenting the form to the Dean of the Graduate School, it must be signed by the student, the major adviser (and minor adviser if a minor is offered), and the Dean of the School of Library and Informational Science.

PREREQUISITE COURSES IN LIBRARY SCIENCE

Four courses in Library Science, with a grade average of 2.75 or more, are re-
quired prior to approval of candidacy for the master's degree:

221—Elementary Cataloging
221—Selection and Acquisition of Library Materials
231—Elementary Reference
241—Libraries and Librarianship

An equivalence examination is required for waiver of the course requirements. Although these courses are not prerequisite for admission to the program, they are prerequisite to the 30 semester hours graduate credit required for the M.A. degree and are taken in addition to those hours.

The application must be filed at a date specified in the calendar prepared by the School of Library and Informational Science, but in no case later than the close of the semester preceding that for which the application is being made.

PROFICIENCY / EQUIVALENCY EXAMINATIONS

If required, proficiency/equivalency examinations for IS 101 and the four prerequisite library science courses are arranged through the Office of the Dean. They may be taken off campus if monitored by a professional librarian. They are taken on a Pass/Fail basis and graded by the faculty of the School of Library and Informational Science. Failure in one or more will result in requiring the student to enroll in the particular course or courses on campus. Hence, the examinations must be taken prior to the first semester of enrollment on the campus.

COURSE OF STUDY

Because adequate preparation for all types of library positions requires more time than that available in a normal master's degree program, a student must select sequences of courses which provide a coherent program in support of personal career objectives. Therefore, as soon as possible after study has begun, a student should develop with the advisor a tentative course of study. It should include the schedule for removing deficiencies and completion of prerequisites as well as a calendar for completion of the courses to be included in the graduate program. This plan is a tentative one and may be revised as needed.

In planning the sequence of courses to be taken, the student should be aware that courses numbered above 400 are available only to those who have removed all deficiencies and have completed all prerequisite courses.

A minimum of 30 hours selected from courses receiving graduate credit must be completed for the master's degree. At least 75 per cent of the courses must be with the grade of A or B and the grade point average on the courses must be 3.0 or better.

Each program must include an advanced course in cataloging or classification (312) and an advanced course in reference (332) unless equivalent courses were taken at the undergraduate level. There is no thesis, but course 450—Research (in Library Science) must be completed.

Three programs are available: Plan A is part of a coordinated undergraduate-graduate program and is limited to students who have been awarded the Bachelor of Arts degree from UMC with an area of concentration centered around library science, or have completed an equivalent program elsewhere; Plan B and Plan C are available to all other students in library science.

Plan A. The course of study includes at least 18 hours of library science, of which at least 12 hours must be numbered 400 or above. A minor of 12 semester hours in another subject, of which at least 3 semester hours must be numbered 400 or above is required.

Plan B. The course of study includes at least 24 hours of library science in addition to the prerequisite courses (211, 221, 231, 241), of which at least 12 hours must be numbered 400 or above. Students with no library work experience are required to complete practice course LS 380 for at least 2 hours credit in addition to the 30-hour requirement for the degree. The re-
main courses, of which at least 3 semester hours must be numbered 400 or above, will normally be in the subject of the undergraduate major or in information science.

Plan C. Students wishing to specialize in information science may elect a course of study which includes a major (18 hours) in library science and a minor (12 hours) in information science. Students with no library work experience are required to complete practice course LS 380 for at least 2 hours credit in addition to the 30-hour requirement for the degree. The course of study must include at least 15 hours of work at the 400-level, of which at least 9 must be in library science.

ARCHIVE ADMINISTRATION

For those students with a specific interest in work with archives in organizations, institutions, government agencies or industrial concerns a sequence of courses is provided as a preparatory professional program. This program should be planned in consultation with the archive administration faculty member. An undergraduate degree in history, philosophy, political science or business is desirable.

HEALTH SCIENCES LIBRARIANSHIP

Students interested in work in a medical, veterinary medical, pharmaceutical, or other health related library may select a sequence of courses directed toward this specialization. The program should be planned in consultation with the health sciences librarianship faculty member. An undergraduate degree in biology or chemistry is desirable, but not mandatory, provided that some biology was included.

JOINT PROGRAMS WITH OTHER DEPARTMENTS

To provide specialties in particular disciplinary areas, other joint programs are available. Under Plan A students usually elect a minor subject emphasis in the discipline of their undergraduate major. Under Plan C students elect a minor in Information Science. Other minor programs are under development with the College of Public and Community Services. These allow a student to elect a minor in Public Administration or Community Development. It is also possible for students with graduate degrees in other disciplines received at UMC to apply 6 semester hours of graduate credit earned as part of those degree requirements to the M.A. in Library Science. Such credit must have been earned within eight years prior to receipt of the latter degree.

SCHOLASTIC STANDING

The grade point average is based on the student’s entire graduate record in courses numbered 200 or above taken at UMC. To remain in good standing a graduate student must maintain a grade point average of 3.0 or better.

COURSES IN OTHER DEPARTMENTS

With the approval of the student’s adviser, certain courses offered in other departments may be substituted for library science courses when the individual program will be strengthened. Courses most frequently utilized in this way are:

- Curriculum & Instruction M371—Production of Instructional Media Materials
- Curriculum & Instruction M372—Selection, Utilization, and Evaluation of Media Resources
- Curriculum & Instruction E409—Literature for Children and Youth
- Journ. 304—Communications Law
- Journ. 402—Theory of Mass Communication

RESIDENCE REQUIREMENTS

At least 24 semester hours of credit toward the Master of Arts degree must have
been given by the faculty of UMC, at least 15 hours of which must be taken on the Columbia campus. The remainder, 6 or 8 hours, may be taken elsewhere. Since the maximum course load is 16 hours for a semester or 8 hours for a summer session, the minimum residence on the Columbia campus is one semester or two summers. A course load of 12 hours in a semester or 6 hours in a summer session is more realistic for graduate students in library science. Thus, the student who has completed the prerequisite courses before entering the graduate program may expect to spend a full calendar year in completing the graduate program.

TRANSFER OF CREDIT

Under limited circumstances, up to 6 hours of graduate work taken at another accredited institution may be applied to the Master of Arts degree. To qualify, the course must meet these requirements:

1. It must have been completed less than 8 years before the M. A. degree is to be conferred;
2. It must have been taken for graduate credit while the student was in residence;
3. If the course is in library science, it must have been taken at a school accredited by the American Library Association.
4. For more than 3 hours to be transferred, one course must be at the equivalent of the 400 level at UMC.
5. Extension courses from other schools, or other campuses of the University of Missouri, may not be counted.

COURSES BY EXTENSION

The four prerequisite courses in library science are regularly offered through the University Extension Division in St. Louis and Kansas City. Information regarding schedules of courses to be offered may be obtained from the Area Directors of the University Extension Division in Clayton and in Independence. These courses are also offered in response to demand in other portions of the state.

In addition, a limited number of graduate courses in library science are also offered by extension. If the student has been properly accepted into the Graduate School, the credit may be applied to the Master of Arts degree.

Of the total 30 semester hours required for the Master of Arts degree a minimum of 15 semester hours must be earned on campus.

FINAL EXAMINATION

Each candidate for the master's degree is required to pass a final examination demonstrating mastery of the fundamental principles of the work included in the course of study offered for the degree. The nature of the examination and the time and place of its administration will be determined by the faculty of the School of Library and Informational Science.

GRADUATE SCHOOL BULLETIN

Since each student pursuing a course leading to the master's degree must be registered in the Graduate School, all regulations of that school must be observed. Statements of requirements in this Bulletin in no way alter those published in Graduate School Bulletin.
Bachelor of Arts Degree

A Bachelor of Arts degree, with an area of concentration in Library Science, is offered by the College of Arts and Science. The best educational program for a librarian consists of a broad, substantial background in the liberal arts, some specialization in a particular academic subject area, and a basic core of professional courses in library science. This training is provided in the underclass general education and basic skills program and in the Area of Concentration in Library Science. The area is planned by each student in consultation with an adviser. It consists of 45 hours of course work, including 18-19 hours of library science, 18-21 hours in another subject in the College of Arts and Science, and 5-8 hours in a third subject, also in the College of Arts and Science.

**Area of Concentration**

<table>
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<tr>
<th>Hours</th>
<th>Courses</th>
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<tr>
<td>3</td>
<td>Elementary Cataloging</td>
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<tr>
<td>2</td>
<td>Selection and Acquisition of Library Materials</td>
</tr>
<tr>
<td>3</td>
<td>Elementary Reference</td>
</tr>
<tr>
<td>2</td>
<td>Libraries and Librarianship</td>
</tr>
</tbody>
</table>

(1) One of the following:
- Principles of Cataloging and Classification
- Bibliography and Reference

(2) One of the following:
- Literature of the Humanities
- Literature of the Social Sciences
- Literature of Science and Technology

(3) If the student had no working experience in a library:
- Library Practice
- Students with library experience should substitute another 300-level course.

(4) Primary academic specialization ... 18-21
(5) Secondary academic specialization ... 5-8

**Degrees In Education**

Students who expect to qualify as public school librarians rather than as librarians in public, academic, or special libraries may include courses in library science in their programs for the Bachelor of Science in Education and for the Master of Education degrees.

**BACHELOR OF SCIENCE IN EDUCATION**

Students who desire to qualify as public school librarians will be required to meet the College of Education general education and secondary professional education requirements, as well as the requirements to teach at the elementary school level or a subject field at the secondary school level. A total of 24 semester hours is required for the school librarian certificate as indicated below:

**Hours**

**Library Materials:** 9 hours including starred course

*Library Science 231—Elementary Reference ............................................. 3
Library Science 332—Bibliography and Reference (prerequisite: 231) ................. 3
Curriculum & Instruction E196—Literature in the Elementary School .................. 3
Curriculum & Instruction M371—Production of Instructional Media Materials .......... 3
Curriculum & Instruction M372—Selection, Utilization, and Evaluation of Media Resources ......................................................... 3
Library Science 322—Literature of the Humanities ........................................ 3
Library Science 323—Literature of the Social Sciences .................................. 3
Library Science 324—Literature of Science and Technology ............................ 3
Curriculum & Instruction D365—Teaching Reading in the Secondary School .......... 2

**Library Processes:** 5 hours including starred course.

*Library Science 211—Elementary Cataloging ........................................... 3
Library Science 221—Selection and Acquisition of Library Materials ................. 2
Library Science 312—Principles of Cataloging and Classification (prerequisite 211) ........ 3

**Library Administration:** 3 hours including the starred course.

*Library Science 342—School Learning Resource Centers ............................ 3
Students holding the B.S. in Education degree may include up to 16 hours of graduate courses in Library Science in programs of study leading to the Master of Education degree. If the student has not completed the requirements for certification as a school librarian within the B.S. in Education curriculum, the completion of the four basic courses and 16 hours of graduate courses in Library Science will qualify the student for a certificate.

STATEMENT OF COURSES

Information Science

101 COMPUTERS IN LIBRARY AND INFORMATION SCIENCE (3). Prerequisite: junior standing. f, s.

300 PROBLEMS (cr. arr.) Prerequisite: departmental consent. f,w,s.

301 INTRODUCTION TO INFORMATION SCIENCE (3). w.

302 INFORMATION SYSTEMS I (3). Prerequisite or concurrent: 101 or equivalent. f. alt. s.

330 COMPUTER ORGANIZATION I: DESIGN FUNDAMENTALS (3) (same as Computer Science 330). Prerequisite: Computer Science 104.

400 PROBLEMS (cr. arr.) Prerequisite: graduate standing & departmental consent. f,w,s.

401 LIBRARY INFORMATION SYSTEMS (3) (same as Library Science 401). Prerequisite: 302 & departmental consent. f.

402 INFORMATION SYSTEMS II (3). Continuation of 302. Prerequisite: 302 & graduate standing, or departmental consent. w.

410 SEMINAR IN INFORMATION SCIENCE (1-3). Prerequisite: departmental consent. f,w.

412 INFORMATION STORAGE AND RETRIEVAL (3). Prerequisite: departmental consent. w. alt. s.

413 ABSTRACTING AND INDEXING (3) (same as Library Science 413). Prerequisite: departmental consent. f. alt. s.

432 AUTOMATED REFERENCE SERVICES (3) (same as Library Science 432). Prerequisite: 101, 413, Library Science 332 & departmental consent. w.

441 INFORMATION SYSTEMS RESOURCE MANAGEMENT (3) (same as Library Science 441). Prerequisite: Library Science 341 & departmental consent. w, alt. s.

Library Science

211 ELEMENTARY CATALOGING (3). Prerequisite: junior standing. f,w,s.

221 SELECTION AND ACQUISITION OF LIBRARY MATERIALS (2). Prerequisite: junior standing. f,w,s.

231 ELEMENTARY REFERENCE (3). Prerequisite: junior standing. f,w,s.

241 LIBRARIES AND LIBRARIANSHIP (2). Prerequisite: junior standing. f,w,s.

300 PROBLEMS (cr. arr.) Prerequisite: departmental consent. f,w,s.

312 PRINCIPLES OF CATALOGING AND CLASSIFICATION (3). Prerequisite: 211. f,w,s.
321 LIBRARY MATERIALS FOR CHILDREN AND YOUTH (3). Prerequisite: 221 & departmental consent. f.

322 LITERATURE OF THE HUMANITIES (3). Prerequisite: 231. f. alt. s.

323 LITERATURE OF THE SOCIAL SCIENCES (3). Prerequisite: 231. w. alt. s.

324 LITERATURE OF SCIENCE AND TECHNOLOGY (3). Prerequisite: 231. w. alt. s.

327 PRESERVATION AND RESTORATION (3). Prerequisite: 211, 221, 231, 241 or departmental consent. f. alt. s.

332 BIBLIOGRAPHY AND REFERENCE (3). Prerequisite: 231. f, w, s.

341 MANAGEMENT OF INFORMATION AGENCIES (3). Prerequisite or concurrent 241; & departmental consent. f, w. alt. s.

342 SCHOOL LEARNING RESOURCE CENTERS (3) (same as Curriculum & Instruction M342). w, s.

380 LIBRARY PRACTICE (2-3). Prerequisite: 211, 221, 231 & 241. f, w, s.

400 PROBLEMS (cr. arr.) Prerequisite: graduate standing; departmental consent. f, w, s.

401 LIBRARY INFORMATION SYSTEMS (3) (same as Information Science 401). Prerequisite: 211, 221, 231, 241 & Information Science 302. & departmental consent. f. alt. s.

410 SEMINAR IN LIBRARY SCIENCE (1-3). Prerequisite: admission to candidacy for Master's degree in library science or departmental consent. f, w.

413 ABSTRACTING AND INDEXING (3) (same as Information Science 413). Prerequisite: departmental consent. f. alt. s.

416 MEDICAL SUBJECT ANALYSIS (3). Prerequisite: 211, 221, 231, 241 & departmental consent. f. alt. s.

425 GOVERNMENT PUBLICATIONS (3). Prerequisite: 211, 221, 231, 241 & departmental consent. f. alt. s.

426 MULTIMEDIA RESOURCES OF LIBRARIES (3). Prerequisite: 211, 221, 231, 241 & departmental consent. f. alt. s.

427 THE HISTORY OF BOOKS AND PRINTING: THE MANUSCRIPT BOOK (3). Prerequisite: 211, 221, 231 & 241; or departmental consent. f.

428 THE HISTORY OF BOOKS AND PRINTING: THE PRINTED BOOK (3). Prerequisite: 211, 221, 231 & 241; or departmental consent. w.

429 SEMINAR IN RARE BOOKS AND MANUSCRIPTS (3). Prerequisite: 427 or 428 or 449; or departmental consent. w.

432 AUTOMATED REFERENCE SERVICES (3) (same as Information Science 432). Prerequisite: 332, Information Science 101, Information Science 413 & departmental consent. w.

433 SERVICES TO CHILDREN (3). Prerequisite: 211, 221, 231, 241 & departmental consent. w. alt. s.

435 STUDIES IN LIBRARY SERVICES (3-6). Prerequisite: 211, 221, 231, 241 & departmental consent. f. alt. s.

441 INFORMATION SYSTEMS RESOURCE MANAGEMENT (3) (same as Information Science 441). Prerequisite: 341 & departmental consent. w. alt. s.

443 THE ACADEMIC LIBRARY (3). Prerequisite: 211, 221, 231, 241 & departmental consent. w. alt. s.

444 THE PUBLIC LIBRARY (3). Prerequisite: 211, 221, 231, 241 & departmental consent. w. alt. s.

445 SPECIAL LIBRARIES AND INFORMATION CENTERS (3). Prerequisite: 211, 221, 231, 241 & departmental consent. w. alt. s.

446 HEALTH-SCIENCE LIBRARIANSHIP AND BIBLIOGRAPHY (3). Prerequisite: 211, 221, 231, 241 & departmental consent. w. alt. s.

447 ARCHIVE ADMINISTRATION (3). Prerequisite: 211, 221, 231, 241 or departmental consent. w. alt. s.

449 HISTORY OF LIBRARIES (3). Prerequisite: 211, 221, 231, 241 & departmental consent. w. alt. s.

450 RESEARCH (cr. arr.) Prerequisite: departmental consent. f, w, s.

451 THE BIOMEDICAL COMMUNITY (3). Prerequisite: 211, 221, 231, 241 & departmental consent. f. alt. s.
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The University is governed by a Board of Curators. The President of the University and his staff coordinate programs of all four campuses. The Chancellors are the chief academic and administrative officers for their respective campuses.

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