

CENTER FOR INDEPENDENT
STUDY THROUGH
CORRESPONDENCE

CATALOG

1976 - 1977

UNIVERSITY OF MISSOURI

University Extension

COLUMBIA - KANSAS CITY - ROLLA - ST. LOUIS



INDEPENDENT STUDY PROCESS

1 Faculty members write courses

2 Students choose courses and enroll

3 Study materials arrive by mail

4 Students complete lessons and return them by mail

5 Lessons are graded and returned to Students

6 Students take supervised examinations

7 Course grades are sent to Students and recorded in the registrar's office

UNIVERSITY OF MISSOURI

COLUMBIA - KANSAS CITY - ROLLA - ST. LOUIS

COURSES OFFERED THROUGH THE

CENTER FOR

INDEPENDENT STUDY

THROUGH CORRESPONDENCE

SEPTEMBER 1976 - SEPTEMBER 1977

UNIVERSITY OF MISSOURI

BOARD OF CURATORS

Terms Expire January 1, 1977

John Hall Dalton Kennett
Irvin Fane Kansas City
Pleasant R. Smith. Mexico

Terms Expire January 1, 1979

Barbara Berkmeier Chesterfield
Howard Woods St. Louis
Van O. Williams. Liberty

Terms Expire January 1, 1981

C. R. Johnston Springfield
Wallace R. Stacey, M.D. . . . Independence
Rex Z. Williams. Rolla

OFFICERS OF THE BOARD

John Hall Dalton
President Kennett
Van O. Williams
Vice-President. Liberty
Catherine Hunt
Secretary. Columbia

GENERAL COUNSEL FOR THE UNIVERSITY

Jackson A. Wright. Columbia

CENTRAL ADMINISTRATION

James C. Olson Interim President	Dale O. Bowling. Vice-President for Business Management
Elmer Ellis. President Emeritus	Ardath Emmons. Vice-President for Research
A. G. Unklesbay. Vice-President for Administration	Carl N. Scheneman Vice-President for Extension
R. H. Bezoni. Vice-President for Finance & Treasurer	Melvin D. George Vice-President for Academic Affairs

The University of Missouri is one university with four campuses—Columbia, Kansas City, Rolla, and St. Louis. Established in 1839 at Columbia (oldest and largest of the four campuses), the University is recognized as the first state university west of the Mississippi River. Designated a land-grant university in 1870, it has extended its educational benefits to all sections of Missouri in addition to its traditionally assigned tasks of teaching and research within the campus settings. 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.

All statements in this publication are announcements of present policies only and are subject to change at any time without prior notice. They are not to be regarded as offers to contract.

THE UNIVERSITY OF MISSOURI

Extension Administrative Officers University of Missouri Extension

Carl N. Scheneman, Ph.D., Vice-President for Extension
Wayne L. Atkins, Ph.D., Assistant to Vice-President
Mary Nell Greenwood, Ph.D., Director of Extension Programs
James H. Ollar, M.B.A., Director of Fiscal Affairs and Management

University Extension Divisions

Columbia

Herbert W. Schooling, Ed.D., Chancellor
Leonard C. Douglas, Ed.D., Dean of Extension
Donald W. Fancher, M.S., Assistant Dean of Extension

Kansas City

James C. Olson, Ph.D., Chancellor (on leave as Interim President)
Walter B. Wright, M.B.A., Dean of Continuing Education and Extension
R. Kenneth Wilcox, Ed.D., Associate Dean of Continuing Education and Extension

Rolla

Raymond L. Bisplinghoff, D.Sc., Chancellor
G. Edwin Lorey, Ph.D., Dean of Extension and Continuing Education
Stephen A. Douglas, Ed.D., Associate Dean of Extension and Continuing Education

St. Louis

Arnold B. Grobman, Ph.D., Chancellor
Everett Walters, Ph.D., Vice Chancellor for Community Affairs
Wendell Smith, Ph.D., Associate Dean of Extension

Center for Independent Study through Correspondence

Doil F. Felts, Ed.D., Director
C. Alex Phillips, M.Ed., Associate Director
John L. Whipple, M.Ed., Assistant Director
G. M. Gustke, B.A., Coordinator of Publications

The Center for Independent Study through Correspondence is a part of the University of Missouri Extension. It has administrative responsibility for coordination of all correspondence instruction offered by each of the four University of Missouri campuses: Columbia, Kansas City, Rolla and St. Louis.

CONTENTS

SEQUENTIAL LISTING

General Information/7

University Courses/7
Multicampus Courses/7
Accreditation/7
High School Courses/7
Non-Credit Courses/7
National University Extension
Association/8

Enrollment/8

Elibility/8
Course Fees/9
Textbooks/9
Use of Libraries/10
Supplementary Materials/10
Audio-Visual Materials/10
Refunds/11
Transfer to Different Course/11
Veterans/12
University Courses for High School
Seniors/12

Study Procedures and Regulations/13

Examinations/14
Grades/15
Hearer/15
Transcripts/15
Transfer of Credit/15
Time Limits/15
Completion Deadlines/16
Continuing Education Unit/16

Student Services/16

Repeat Courses/16
Study Techniques/17

University Credit/18

Undergraduate Students Attending or
Planning to Graduate at UM/18
Non-UM Undergraduate Students/18
Graduate Students/18
Readings/Problems Courses/19
Certification/19
Teachers/19
Credit Value/19
Course Numbering System/19

Description of Courses/21

University Courses/21

Enrollment Application Form/Center Fold

Book Order Form/Center Fold

High School Courses/47
Non-Credit Courses/61

University of Missouri Extension Centers/64

Special Notes/66

Project Self-Discovery/66
Group Enrollments/67

Index to Course Listings/68

CONTENTS

ALPHABETICAL LISTING

Accreditation/7
Application Forms/Center Fold
Audio-Visual Materials /10
Book Order Form/Center Fold
Books/9
Certification/19
Continuing Education Unit/16
Course Numbering System UM/19
Credit Value/19
Deadline for Completion/16
Description of Courses/21
 University Courses/21
 High School Courses/47
 Non-Credit Courses/61
Enrollment/8
Eligibility to Enroll/8
 University Courses/8
 High School Courses/9
Examinations/14
Extension Centers/64
Fees/9
 Credit Courses/9
 Non-Credit Courses/61
 Postage & Handling/9

Grades/15
Graduate Credit/18
Hearer Regulations/15
High School Seniors can Enroll in
 University Courses/12
Index of Courses/68
Library Use Card/10
Problems Courses/19
Procedure for Enrollment/8
Readings Courses/19
Refunds/11
 Books/10
 Fees/11
Repeat Courses/16
Special Notes/66
Study Techniques/17
Supplementary Materials/10
Time Limits/15
Transcripts/15
Transfer of Credit/15
Transfer to Different Course/11
Veterans/12

GENERAL INFORMATION



The University of Missouri wishes to make its educational resources available to the citizens of the state. One means of accomplishing this aim is by offering courses through correspondence instruction. The Center for Independent Study through Correspondence of University Extension is the administrative vehicle through which this is accomplished.

All information contained in this catalog applies to both University and High School courses, except as indicated.

UNIVERSITY COURSES

Each course listed in this catalog is offered by an academic department at one of the four campuses at the University of Missouri—Columbia, Kansas City, Rolla or St. Louis. Each listing carries the course number, title and initials of the campus offering the course.

Independent Study courses are offered to persons who need credit for graduation, for prerequisites in vocational fields, or for those who wish to improve their cultural and educational background.

The work required in each independent study course is as thorough as that which is required in the campus course. Each course is under the supervision of a faculty member in the department from which the course is offered.

MULTICAMPUS COURSES

Some University courses are developed by a team of faculty members from more than one campus of the University. A single course may have two or more course numbers and titles representing different campus offerings. English Composition on page 28 is an example.

ACCREDITATION

The University of Missouri is accredited by the North Central Association of Colleges and Secondary Schools and many other associations. All university courses offered by correspondence instruction are developed by faculty members from academic departments of the University and have been approved by appropriate department chairpersons for offering by correspondence. *However, verification of the applicability of credit toward any particular educational goal is the responsibility of the student.*

HIGH SCHOOL COURSES

An extensive high school curriculum is available through independent study for persons who need credit for graduation, for prerequisites in vocational fields, or for those who wish to improve their educational background. Each course is under the supervision of a teacher certified by the state of Missouri. In each course, the work required and the credit given are equivalent to that of similar courses offered in accredited public high schools.

The Center for Independent Study does not award high school diplomas. If students wish to apply independent study credit toward a high school diploma, they must first obtain their high school principal's signature on the course application form.

NON-CREDIT COURSES

A number of non-credit courses are available through the Center. For further information refer to the non-credit course description section of this catalog, beginning on page 61.

**NATIONAL
UNIVERSITY
EXTENSION
ASSOCIATION**

The Center for Independent Study through Correspondence is a member of the National University Extension Association which publishes a *Guide to Independent Study*. This publication lists courses offered by accredited colleges and universities which are members of the Association.

If this catalog does not list the course(s) in which you have a particular interest, a copy of the *Guide* is available for reference in each University of Missouri Extension Center; or a copy can be purchased for \$2.00 from the National University Extension Association, One Dupont Circle, Washington, DC 20036.

ENROLLMENT



Eligible students may apply for enrollment in an independent study course at any time by submitting an application form along with the appropriate course fees. *Ordinarily, applications are processed the day they are received and materials sent to the student within a day or two. If students do not receive their materials in a reasonable length of time, they should contact the Center regarding their application.* All information requested on the application form should be given; otherwise the enrollment may be delayed. Students must furnish the Center for Independent Study through Correspondence their social security number in order for their grade to be reported. If you do not have a social security number when you send your application, please obtain one and send it to us as soon as possible. (Application forms for a social security number may be obtained by contacting your Social Security Office.)

Course applications and book order forms are in the centerfold of this catalog; additional forms may be obtained from the Center and University Extension Centers located throughout the state of Missouri. A listing of University Extension Centers is located in the back of this catalog.

A separate application form should be used for each course in which a student enrolls. Generally, it is recommended that a student not work on more than two independent study courses at one time.

Enrollment in a correspondence course does not constitute admission to the University of Missouri. *The Center for Independent Study through Correspondence reserves the right to change instructors, discontinue courses, or adjust fees listed in this catalog as circumstances warrant.*

ELIGIBILITY

University Courses:

To be eligible for enrollment in an independent study course for university credit, the applicant must be: (1) a graduate of an accredited high school, or (2) at least 21 years old, or (3) at least 18 years old and have passed one of the following examinations: GED, ACT, or SAT.

High school seniors may be eligible for a number of basic university courses; see *University Courses for High School Seniors*, page 12 in this catalog.

Students may enroll at any time during the year. Students with a full resident load at the University of Missouri and many other schools are

ELIGIBILITY (continued)

not allowed to begin or to continue independent study work except by special permission from their Dean. Students are held responsible for any loss of credit from noncompliance.

Students under suspension or dismissal from any college or university are not permitted to enroll for credit except with special permission from the Dean of the school from which they plan to graduate.

High School Courses:

Anyone may enroll in a high school independent study course who has completed the eighth grade, or is at least 18 years old. Individuals may enroll at any time during the year. However, a student attending high school is not allowed to begin or to continue independent study courses, except with the permission of his high school principal who must endorse the application form.

Ordinarily, students must satisfactorily complete the first half unit of a course prior to enrollment in the second half unit of that course.

COURSE FEES

Fees for out-of-state students are the same as for Missouri residents.

Enrollment fees are:

\$22.00 per university semester credit hour

\$25.00 for each ½ unit of high school credit

There is, in addition, a non-refundable \$4.00 postage and handling charge for *each* course. Please see the application form.

All remittances for fees should be made payable to the UNIVERSITY OF MISSOURI and mailed along with the application form to the Center for Independent Study through Correspondence. *Send money order or check.* These fees, including texts and supplies, may be paid by BankAmericard® or Master Charge®. See application.

The Center reserves the right to discontinue courses or to adjust fees listed in this catalog as circumstances warrant.

TEXTBOOKS

The textbooks and other required materials are listed with each course description in this catalog and are available from the Center. There is no requirement that the textbooks be purchased from the Center, but students are urged to order them from the Center at the same time they enroll to make sure they receive correct editions and prompt service. Textbooks can be sold only to persons enrolled in Independent Study courses. Department policy prevents the Center from selling books under any other circumstances.

If used texts are preferred, the appropriate square on the Textbook Order Form should be marked. (See center section insert in this catalog.) If requested, and if available, they will be sent and the difference in price will be refunded.

The price listed for each book was correct when this catalog was printed, but is subject to change without notice.

**TEXTBOOKS
(continued)**

If the course has been revised since the publishing of this catalog, there will probably be a change in the texts. We will send the revised course and applicable texts. If there is an increase in costs, a bill will be sent for the difference. We will make refunds for overpayments in excess of \$1.00. Texts will be shipped either with the course syllabus or mailed separately at no additional cost to you "Library Rate" to U.S., Canadian, APO and FPO addresses. *Since surface mail may take several weeks, overseas students must order and pay for air delivery of course materials, texts and lesson service* (see costs on application form). Books cannot be sent C.O.D.

To order texts, carefully and completely fill in the Textbook Order Form (located in the centerfold). Total the costs and enter this amount on the course application. Send the Textbook Order Form, the enrollment application and payment for the total amount in an envelope addressed to: Center for Independent Study through Correspondence, 514 South Fifth Street, Columbia, MO 65201. If you use BankAmericard® or Master Charge®, simply supply the requested information on the Textbook Order Form.

Under certain conditions the Center will repurchase your texts when you no longer need them. A "Repurchase of Independent Study Texts" form is mailed with your text(s). The conditions of repurchase are listed.

USE OF LIBRARIES

More than thirty-five public and private colleges and universities from all geographical areas of Missouri have generously agreed to permit students in independent study courses to use their library facilities and to borrow their books. A list of these, along with regulations and a student identification card, is supplied to each Missouri resident enrollee in correspondence courses.

**SUPPLEMENTARY
MATERIALS**

Some courses require supplementary reference books and equipment which are available from the Center. A rental fee and refundable deposit are required. Specific information about rental and deposit fees is given with course listings in this catalog.

Do not send rental and deposit payment with your application. Information on how to obtain rental reference materials and equipment is included in the course syllabus.

NOTE: Most courses which require supplementary materials are not available to persons with addresses which do not have U.S. ZIP CODE designations. These courses will be identified with an asterisk in the course listing.

**AUDIO-VISUAL
MATERIALS**

Some courses utilize records, cassette tapes and/or colored slides to enhance learning experiences. For students enrolled in these courses who do not have access to a slide projector, the Center has a limited number of these for student use. A rental fee and refundable deposit are required for some recordings. Specific information about rental and deposit fees is given with the course listings.

AUDIO-VISUAL MATERIALS
(continued)

Do not send payment for rental and deposit fees with your application. Information on how to obtain rental recordings is included with the course syllabus.

Persons living outside the United States see note under "Supplementary Materials" section above.

Return of Audio-Visual and Other Reference Materials

All Audio-Visual and other reference materials borrowed from the Center must be returned before course grade and credit will be reported to the Director of Admissions.

REFUNDS

Students who withdraw from independent study courses may be refunded a part of the fee which they have paid under the following terms from date of enrollment:

	Per Cent Refund
First Month70%
Second Month.50%
Third Month.20%
After Third Month	No Refund

A request to withdraw from a course, especially where a refund of fees is involved, must be made in writing. The amount of refund will be reduced by \$1.50 for the grading of each lesson and examination submitted prior to withdrawal. The date for calculating the refund will be the date on which a written request for withdrawal is received by the Center. The postage and handling fees and air mail fee are not refundable. Refunds in amounts of less than \$1.00 will not be made.

Verification of the applicability of credit toward any particular educational goal is the responsibility of the student. Prior to enrollment, questions concerning such applicability should be clarified with the institution at which credit will be used. No refund, other than provided above, can be made on the basis of the inapplicability of, or change in need for, the credit in a course.

TRANSFER TO DIFFERENT COURSE

Enrollment may be transferred from one credit course to another credit course. A transfer fee of \$5.00 is charged to cover the cost of transfer. It is also necessary to pay \$1.50 each for the grading of lessons and examinations submitted for the original course. If the new course carries more credit than the original course, the regular fee for the additional credit will be charged. If there is a reduction in credit, the refund, if any, will be made in accordance with the refund policy above. Transfer must be made before enrollment expiration of the first course. The date of enrollment expiration of the new course will be the same as the date of expiration of the original course. Enrollment may not be transferred from one student to another.

Students returning books when transferring to another course will be allowed credit of one-half the purchase price toward the costs of the texts for the new course, provided the texts for the old course meet the repurchase requirements. For further information on textbook repurchases, see the section on "Textbooks."

VETERANS

All of the courses listed for credit in this catalog are approved for eligible persons or veterans under the provisions of the G. I. Bill. Those persons desiring to use their eligibility must indicate this with their application for an Independent Study course.

Course fees, in full, must accompany all applications for enrollment. Course fees or subsistence allowances for students enrolled under this provision of the Act are reimbursed by the Veteran's Administration. In most cases, the V. A. will allow eligible students to combine credit by Independent Study with campus credit to compute subsistence allowance.

UNIVERSITY COURSES FOR HIGH SCHOOL SENIORS (See Course List below.)

Enrollment in basic university courses is open to eligible high school students who wish to enrich and accelerate their education. Students may enroll any time during the year beginning as early as summer vacation between their junior and senior years.

To be eligible for this program, high school students must have completed their junior year; they must rank in the upper one third of their class; they must be capable of performing university level work; and the correspondence course work should not interfere with their regular high school program.

The student's high school principal determines both the eligibility of the individual and the appropriateness of correspondence instruction in relation to the student's needs. The principal is to indicate his approval of the student's enrollment by endorsing the back of the enrollment application form.

No Missouri student will be allowed to obtain more than 10 university semester-hour credits through independent study prior to completion of high school. All other university independent study procedures and regulations will apply to this program.

Students should check the course descriptions to be certain that the desired course will meet their educational needs. Course prerequisites, if any, must be met. Some advanced courses have prerequisite courses which provide background information required for successful completion. Experience in the field may be substituted for prerequisites.

Anthropology

10 General Anthropology

Classical Studies

60 Classical Mythology

Engineering

10 Engineering Drawing and Descriptive Geometry

English

Composition (see course listing for numbers)

**UNIVERSITY
COURSES FOR HIGH
SCHOOL SENIORS
(continued)**

Geography

- 1 Regions and Nations of the World I
- 2 Regions and Nations of the World II
- 11 Physical Geography I
- 12 Physical Geography II
- 25 Economic Geography

History

- 1 Foundations of Western Civilization
- 20 American History
- 98 Survey of American History to 1865
- 100 History of Modern Europe

Languages

- 1 Elementary French I
- 2 Elementary French II
- 1 Elementary Spanish I
- 2 Elementary Spanish II

Mathematics

- 9 Trigonometry
- 10 College Algebra
- 80 Analytic Geometry and Calculus I

Music

- 21 Theory (Written) I

Philosophy

- 1 Elementary Logic
- 5 Introduction to Philosophy

Political Science

- 1 American Government
- 55 International Relations

Psychology

- 1 General Psychology

Recreation and Park Administration

- 10 Introduction to Recreation

Sociology

- 1 General Sociology

**STUDY PROCEDURES
AND REGULATIONS**



After enrollment, students are sent a course syllabus which contains the lesson assignments, examination request forms, and procedural information. Mailing envelopes are sent along with the syllabus and may be used to send lesson responses to the Center where they will be routed to the instructor for evaluation. The corrected assignment or a Lesson Report is then returned to students for their review and guidance in preparing

**STUDY PROCEDURES
AND REGULATIONS
(continued)**

succeeding assignments. As a general rule, a maximum of six lessons may be submitted to the Center in any one week.

Some courses have a number of lessons which are self-scoring and therefore are not mailed in for evaluation. Complete information regarding assignments is included in the syllabus.

EXAMINATIONS

Attention to the following regulations may save considerable time when scheduling an examination.

Almost all independent study courses taken for credit require supervised examinations. Our records must show all required lessons received, graded, and returned before a student can be given an examination. Both lesson grades and examination grades are important, but since examinations are the only directly supervised work a student does in an independent study course, the grades earned on these examinations will be major factors considered in determining the course grade. Students are required to submit their own work. Any student who is found to be dishonest in any manner in the preparation of lessons or examinations will be dealt with according to university policy on such matters.

Information regarding examinations is included in the appropriate place in the course syllabus. Examinations must be scheduled in accordance with the following regulations:

College students living in Missouri will be required to write all examinations in university-level independent study courses under the direct supervision of a staff member of a University of Missouri Extension Center, the Extension Center at the University of Missouri-Kansas City or the Center for Independent Study at Columbia. (Refer to the list on pages 64-65 in this catalog.) The Center for Independent Study at Columbia is open from 8-12 a.m. and 1-5 p.m. Exams cannot continue into the noon hour or past 5:00 p.m.

High school students may take examinations at the above locations or under the supervision of a high school principal, counselor or superintendent of schools.

Students living outside the state of Missouri will make arrangements for the examination with some person acceptable to the University. The supervisor of an examination must be a superintendent or high school principal in a fully approved high school district, or a faculty member of an accredited university or college. The supervisor must not be a relative of the student. The Center can provide no compensation to the person supervising the examination.

Military personnel may follow the above procedures or write examinations under the supervision of their commanding officer or an officer appointed by their commanding officer.

All reference books, tapes, slides and/or audio-visual equipment borrowed from the Center must be returned before course grade and credit will be reported.

GRADES	<p>The “A, B, C, D, F” system of grading is used. All grades become final when filed by the instructors at the completion of each course.</p> <p>The grade “F” carries no credit; the grade “D” carries no credit in the Graduate School. If a course is not completed, a grade of “Excused” will be reported, indicating no hours attempted or credited.</p>
HEARER	<p>Students may enroll as “Hearers.” They are required to submit the written assignments for the course but do not take the examinations. Upon completion, a record of the course is added to the student’s transcript, but no credit is given. There is no reduction of fees for enrolling as a hearer.</p>
TRANSCRIPTS	<p>When a course is completed and all rented reference material, if any, is returned to the Center, a notice of the course grade and credit awarded is sent to the Director of Admissions, 130 Jesse Hall, University of Missouri-Columbia. The Director issues a Grade Report which is sent to the student.</p> <p><i>A transcript is automatically sent to the appropriate registrar for UMKC, UMR, or UMSL students. If students enroll at one of the above campuses <u>after</u> enrolling for a course by correspondence, it will be necessary for the student to request a transcript.</i></p> <p>The Center sends a letter to every student giving the final exam and course grade as soon as the final is evaluated. Many high schools will accept either the letter from the Center or the Grade Report from the Director of Admissions as evidence of course completion, and the student will not need a transcript. A Transcript Request Form is sent to each non-University of Missouri student when they are notified of their course grade. There is no charge for a transcript sent to UMKC, UMR, or UMSL. There is no charge for one transcript sent anywhere if it includes only Independent Study credits. A \$1.00 fee is charged for official and a 50 cent fee is charged for unofficial transcripts sent under circumstances other than those mentioned above.</p>
TRANSFER OF CREDIT	<p>Credit in courses taken through independent study may be transferred to most educational institutions in the United States. However, a transfer is subject to varying regulations depending on the educational institution to which the transfer is made.</p> <p><i>Verification of the applicability of credit toward any particular educational goal is the responsibility of the student.</i> Prior to enrollment, questions concerning such applicability should be clarified with the institution at which the credit will be used. For information regarding fees and the address to use for requesting a transcript, see Transcripts above.</p>
TIME LIMITS	<p>Time necessary for an individual to complete a course will vary with the amount of study time available, motivation level of the student, and various other personal circumstances. The average completion time is less than 4 months. Generally, a student should not expect to complete an independent study course in less than six weeks from date of enrollment. This provides the instructor ample time to effectively interact with students.</p>

TIME LIMITS (continued)

Nine months is allowed for the completion of an independent study course without the payment of an additional fee. A three month extension will be granted upon request and payment of a \$5.00 fee. This request and fee must reach the Center prior to the course expiration date. However, no extension will be granted for those courses which have been revised or discontinued between the time the student enrolled and when the extension is requested. When a course is not completed by the date of expiration, the enrollment is cancelled and a grade of "Excused" is reported to the Director of Admissions, University of Missouri-Columbia.

COMPLETION DEADLINES

Students desiring to use independent study credit toward graduation or certification requirements should plan ahead so that all work, including examinations will be completed *at least three weeks prior to the time the report of credit is needed.*

The Center is open throughout the year, except for national holidays. During the year when University classes are not in session, such as between semesters and during holiday vacations, many University faculty members travel or are otherwise unavailable. During these periods, students may expect delays in the evaluation and return of lessons submitted.

CONTINUING EDUCATION UNIT

Persons enrolled in non-credit courses, or as a "Hearer" in a credit course, may, upon request and approval of the appropriate academic department, receive one CEU for the equivalent of each 10 contact hours of study. However, when students choose to receive "credit" for a course, they may not receive CEUs in addition. Each non-credit course is listed as a certain number of CEUs. Each credit course when taken as a "Hearer" is 1.25 CEUs per semester hour.

STUDENT SERVICES

Students should always feel free to ask questions about course offerings or administrative procedures.

Before enrollment: Any questions concerning course content or assignments, fees, renewals, reference material rentals, refunds, etc. should be sent to the Coordinator of Student Services, Center for Independent Study through Correspondence. Please include your phone number.

After enrollment: If the student finds it necessary to enclose business correspondence with his lesson(s), he should write "LETTER ENCLOSED" on the outside of the lesson envelope. Any questions concerning course content or assignments will be forwarded to the instructor along with the lesson(s). Our instructors are willing to help students with any problems they may have in their work. If we can assist you, write to us at 514 South Fifth Street, Columbia, MO 65201 or telephone (314) 882-2491.

REPEAT COURSES

A student who fails to make a passing grade in an independent study course may repeat the course by reenrolling and paying the full fees. In the repeat course, the submission of lesson assignments for evaluation is optional. If the student fails to make a passing grade in the repeat course he will not be permitted to enroll a third time in the same course.

STUDY TECHNIQUES

Independent study through correspondence is an effective learning experience if it is approached in an appropriate way. The following considerations apply:

1. Enough time should be set aside for study periods so that students can become thoroughly involved. Students should begin work as soon as possible after they have received their study materials.
2. Regular study periods should be scheduled and definite completion dates set for each lesson. These dates should be adhered to without postponement.
3. A quiet study place should be found so that students can concentrate without interruption.
4. Students should make a special effort to:
 - a. Understand the objectives and expectations of each lesson.
 - b. Master subject concepts and new vocabulary.
 - c. Read and follow the instructor's comments on graded lesson responses.
 - d. Review carefully for each examination.

UNIVERSITY CREDIT

Verification of the applicability of credit toward any particular educational goal is the responsibility of the student.

UNDERGRADUATE STUDENTS ATTENDING OR PLANNING TO GRADUATE AT UM

Degrees from the University of Missouri cannot be earned entirely through Independent Study. Generally, a student may earn at least thirty semester hours of carefully selected credit through independent study which will be applicable toward the bachelor's degree awarded on the campuses of the University. "At least thirty semester hours of credit, when earned in independent study courses or extension courses taken from the University of Missouri, shall be counted toward meeting requirements of the undergraduate degrees offered by the various divisions of the University; provided further that the credit earned be in courses appropriate, either as specific requirements or as electives, to the degrees pursued; provided that such credit once accepted be subject to the same regulations as are resident credits transferred between campuses of the University; and further provided that such credit shall not serve to reduce the resident credit required for degree programs due to regulations of professional accrediting agencies or associations." (Adopted by the Board of Curators of the University of Missouri, April 22, 1965.)

Students are advised to make sure that the courses which they take are included in the degree program which they are pursuing or plan to pursue. Furthermore, special permission must normally be secured to count any credit earned through independent study in the last 24 hours of a degree program.

Detailed information concerning courses required for the various degrees and resident requirements is contained in the bulletins issued by each division offering degrees. Write to the Director of Admissions, 130 Jesse Hall, Columbia, MO 65201.

NON-UM UNDERGRADUATE STUDENTS

Non-University of Missouri students should check with their advisers before enrolling in courses which they plan to use to meet degree requirements to make sure the credit will be applicable.

GRADUATE STUDENTS

NOTE: The acceptability of Independent Study courses toward an educational objective is determined by the institution where the credit will be applied. (See page 20 for definition of course numbers considered "GRADUATE" at the University of Missouri-Columbia which will issue transcripts for Independent Study courses.)

Students who desire credit toward a master's degree at the University of Missouri-Columbia and have completed at least one summer of satisfactory work in residence in the Graduate School at UMC may take, with the approval of their graduate adviser, a maximum of eight credit hours through independent study (or through independent study and extension class combined) for graduate credit. One exception to this rule is made for military personnel who receive approval from their adviser before they enroll. All such courses must appear on the student's graduate program, filed with the Dean of the Graduate School, if they are to apply toward the master's degree.

Non-University of Missouri-Columbia students desiring to enroll in courses on the graduate level must forward an official transcript (with

GRADUATE STUDENTS (continued)

embossed seal and official signature) to the Center showing that they have a bachelor's degree from an accredited institution.

If students qualified for graduate work are sure they will not be a candidate for an advanced degree at the University of Missouri, they may then take courses on the graduate level through independent study without the formality of approval by the Dean of the Graduate School at UMC. It should be clearly understood that courses taken in this way may not be counted toward an advanced degree at the University of Missouri at any later date.

Independent Study courses may not be used as part of the resident requirement for a doctoral degree.

READINGS/ PROBLEMS COURSES

Readings courses, Problems courses, Special Investigations, etc., on the University 100-200-300-400 levels are offered by academic departments through the Center to students working toward a degree from the University of Missouri. Before enrolling, students must obtain approval from their advisers and make arrangements with an appropriate faculty member who will supervise their work.

CERTIFICATION

The Center offers many University courses which may be used to meet various certificate requirements.

TEACHERS

Many school districts require completion of additional college credit by their teachers as part of their in-service education, or to qualify for additional salary increments. In many cases, teachers will be able to take independent study courses to fulfill these requirements; however, each teacher should make sure that the course will satisfy the particular requirements for which it is being considered.

CREDIT VALUE

The University of Missouri is on the semester-hour system. Each University course credit value in semester hours is indicated in parentheses after the course number and title in the course listings. The table below shows the relative values of semester and quarter hours:

SEMESTER HOURS	QUARTER HOURS
1	1½
2	3
3	4½
4	6
5	7½

COURSE NUMBERING SYSTEM

Each university course listed in this catalog is offered by one of the four University of Missouri campuses. To identify the campus offering a particular course, the campus initials follow the course number, title and credit value.

Campus Identification Code

- UMC—University of Missouri-Columbia
- UMKC—University of Missouri-Kansas City
- UMR—University of Missouri-Rolla
- UMSL—University of Missouri-St. Louis

**COURSE
NUMBERING
SYSTEM
(continued)**

The list of courses available by independent study includes those which may be taken for undergraduate credit and graduate credit. Each course bears a distinguishing number which identifies it within the department and broadly indicates its rank. The numbering systems are as follows:

Columbia Campus

1 to 99, courses primarily for freshmen and sophomores;
100 to 199, courses primarily for undergraduates, no graduate credit;
200 to 299, courses for undergraduates, appropriate professional students and graduate students except those whose graduate major is in the department in which the course is given;
300 to 399, courses for undergraduates, appropriate professional students, and for graduate students without restrictions as to the student's graduate major;
400 to 499, primarily for graduate students and appropriate professional students in special programs. Undergraduate students are admitted to courses in this series only with the approval of the dean of the division in which the course is offered.

Kansas City Campus

100 to 299, courses are lower level, no graduate credit;
300 to 499, courses are junior-senior level, and may be taken for graduate credit by special approval;
500 and over, courses are graduate-level courses and are open only to students who have been officially accepted for graduate study.

Rolla Campus

0-99, courses normally taken by freshmen and sophomores;
100 to 199, courses normally taken by upperclassmen;
200 to 299, upperclass and restricted graduate courses. Courses so numbered do not give graduate credit for an advanced degree in the field of the department offering the course.
200, junior, special problems;
300 to 399, upperclass and graduate courses. Not restricted as to the major subject of the student.
300, senior or graduate special problems;
350, special readings; individual work with conferences adjusted to the needs of the student.
400 to 499, graduate courses and research.

St. Louis Campus

1 to 99, courses primarily for freshmen and sophomores;
100 to 199, courses primarily for upperclass, no graduate credit;
200 to 299, courses for undergraduates, appropriate professional students and graduate students except those whose graduate major is in the department in which the course is given.
300 to 399, courses for undergraduates, appropriate professional students, and for graduate students without restrictions as to the student's graduate major.
400 to 499, primarily for graduate students and appropriate professional students in special programs; upperclass students are admitted to courses in this series only with the approval of the dean of the division in which the course is offered.

UNIVERSITY COURSES

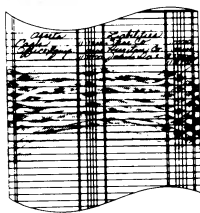
The following is a list of university courses offered through the Center for Independent Study through Correspondence. The number to the left of the course title is the official course number. The number of semester hours credit given for the course is indicated immediately after the course title, followed by the initials signifying the campus of the University of Missouri from which the course is offered.

MC (Multicampus courses). The letters MC listed with a course indicate that a team of faculty members from more than one campus of the University has developed the course. The course is offered by various campuses under the number and title which is indicated. Students should enroll under the course number and title for which they want to receive credit. English Composition on page 28 is an example of a multicampus course.

Prerequisite course requirements within the department being described are noted solely by number; specific course prerequisites in other departments of UMC are preceded by the name of the department, e.g., English 304 (English, course 304). Prerequisites for multicampus courses include the initial of the campus to which the prerequisite applies.

CALS (Computer Assisted Lesson Service). Whenever these letters appear with the description of a course it means that all lesson exercises and examinations are designed for objective type responses and are computer scored. Student responses are made on a standardized answer sheet and are either multiple choice, matching or true-false. Predeveloped instructional comments based on each student's answers will be returned to the student in a computer print-out. Partly CALS means that some of the lessons are computer scored. Other lessons in the courses are evaluated by an instructor. (Note: While new courses are being computerized, students' answer sheets may be hand scored and reports will be sent indicating incorrect answers.)

ACCOUNTANCY



36 ACCOUNTING I (3) UMC. CALS*

Introduction to the field of accounting; fundamentals of financial accounting. Prerequisite: sophomore standing.

Texts:

Welsch and Anthony, *Fundamentals of Financial Accounting*, 1974, Richard D. Irwin, Inc. Price: \$12.50.

Welsch and Anthony, *Working Papers for Fundamentals of Financial Accounting*, 1974, Richard D. Irwin, Inc. Price: \$5.50.

37 ACCOUNTING II (3) UMC. CALS*

Fundamentals of managerial accounting. Introduction to taxation, governmental accounting, and data-processing systems. Prerequisite: 36.

Texts:

Anthony and Welsch, *Fundamentals of Management Accounting*, 1974, Richard D. Irwin, Inc. Price: \$12.50.

Anthony and Welsch, *Study Guide for Fundamentals of Management Accounting*, 1974, Richard D. Irwin, Inc. Price: \$4.50.

236 INTERMEDIATE FINANCIAL ACCOUNTING I (3) UMC. Partly CALS*

Detailed study of the concepts and procedures underlying measurement and reporting of accounting information in published financial statements. Prerequisite: 37.

*CALS See page 21 for explanation of CALS and Partly CALS.

UNIVERSITY COURSES

ACCOUNTANCY (continued)

Text:
Welsch, Zlatkovich, and White, *Intermediate Accounting*, third edition, Richard D. Irwin, Inc., 1972. Price: \$13.95.

237 COST ACCOUNTING (3) UMC.

Job, process, standard, and variable costing systems and procedures, with emphasis on the measurement and internal control of manufacturing costs. Prerequisite: 37 or 137GH.

Text:

Matz, Curry & Frank, *Cost Accounting*, 4th edition, South-Western Pub. Co., 1967. Price: \$10.75.

AGRICULTURAL ECONOMICS

220 GENERAL AGRICULTURAL MARKETING (3) UMC.

Analysis of farm products marketing system from the industry and firm point of view. Prerequisite: 50.

Texts:

Kohls, *Marketing of Agricultural Products*, 1967, Macmillan Co. Price: \$11.50.
Shepherd, *Marketing Farm Products—Economic Analysis*, 1969, Iowa State Univ. Press. Price: \$10.50.

AGRICULTURAL ENGINEERING

103 PLANNING FARM BUILDINGS (3) UMC. CALS*

Functional requirements of farm buildings. Farmstead and building planning. Materials, sanitation, ventilation, convenience. Prerequisite: Math 10. (Available October 1, 1976.)

Text:

Gray, *Farm Service Buildings*, 1976, McGraw-Hill. Price: \$16.00.

ANTHROPOLOGY

1 GENERAL ANTHROPOLOGY (3) UMC.

General survey course in fields of anthropological concern—archaeology, cultural anthropology, physical anthropology—with emphasis on underlying concepts, principles. Examples from nonliterate peoples of the world.

Texts:

Hoebel, *Anthropology: The Study of Man*, 1966, 3rd edition, McGraw-Hill. Price: \$10.95.

Hall, *Linguistics and Your Language*, 1960, 2nd rev., Doubleday & Co. Price: \$1.95.

143 MUSEUM METHODS (3) UMC.**

Introduction to museum techniques of handling and preservation of collections; exhibit design and evaluation; role of the anthropological museum. Reference material rental charge for this course is \$2.00, plus a \$10.00 deposit which will be refunded when the material is returned in satisfactory condition. Do not send payment for rental and deposit fees with your application. Information on how to obtain reference materials is included in your course syllabus. Equipment needed for this course will cost approximately \$17.00.

The lab fee for this course is \$3.50 to be paid at the time of enrollment. Access to a cassette tape player required.

Texts:

UNESCO, *Organization of Museums*, Practical Advice, 1960, International Pubs. Price: \$7.50.

Neal, *Help! For the Small Museum*, 1969, Pruett Press. Price: \$8.95.

*CALS See page 21 for explanation of CALS.

**Not available to persons with addresses which do not have U.S. ZIP CODE designations.

CLASSICAL STUDIES



60 CLASSICAL MYTHOLOGY (3) UMC. Partly CALS*

Myths of Greece and Rome as an aid in interpretation of literature and art.

Texts:

Grene & Lattimore, *The Complete Greek Tragedies: Sophocles I, Three Tragedies (Oedipus the King, Oedipus at Colonus, Antigone)*, Univ. of Chicago Press. Price: \$1.50.

Humphries, *Ovid, Metamorphoses*, Indiana Univ. Press, 1955. Price: \$2.95.

Reinhold, *Past and Present: The Continuity of Classical Myths*, 1972, A. M. Hakkert. Price: \$4.95.

Vellacott, *Euripides: The Bacchae and Other Plays*, 1964, Penguin-L44. Price: \$1.65.

COMMUNITY HEALTH AND MEDICAL PRACTICE



25 COMMUNITY HEALTH (2) UMC. CALS*

Consideration of health of school child as an individual and a member of school society with discussions of resources available to the educator.

Texts:

Miller & Burt, *Good Health: Personal and Community*, 1972, W. B. Saunders Co. Price: \$9.50.

Jefcoat, *Health and Human Values*, 1972, John Wiley & Sons, Inc. Price: \$6.95. Recommended book for Elementary Education majors:

Fulton & Fassbender, *Health Education in the Elementary School*, 1972, Good-year Pub. Co. Price: \$4.95.

300 PROBLEMS (MANAGEMENT OF HEALTH CARE ORGANIZATIONS) (3) UMC. Partly CALS*

The course is to provide a micro view of health care facilities, and to present knowledge of the internal working relationship operating within health care facilities and to promote understanding of the delivery of health care in a structured environment. The course features behavioral approaches to the delivery of health care.

Texts:

This course is being revised as of July 1. The textbooks will be listed in the course syllabus.

300 PROBLEMS (MANAGEMENT OF LONG-TERM HEALTH CARE FACILITIES) (3) UMC. Partly CALS*

This course provides for training in management principles as they apply to the management of a long-term health care facility. It also presents an overview of the patient care demands of the long-term patient, and defines departmental responsibilities in meeting these demands.

Text:

Rogers, *General Administration in the Nursing Home*, 1971, Cahners Books. Price: \$15.00.

Readings for Management of Long-Term Health Care Facilities, Vol. I & II, compiled by Harold Kane and published by the Center for Independent Study, University of Missouri, 1975. Price: \$5.00.

CURRICULUM AND INSTRUCTION

See EDUCATION, page 25.

ECONOMICS

1 FUNDAMENTALS OF ECONOMICS I. UMC.

100 PRINCIPLES OF ECONOMICS (MACRO). UMR. } (3) MC CALS***
50 PRINCIPLES OF MACROECONOMICS. UMSL.

Survey of economic principles and their application to contemporary economic

*CALS See page 21 for explanation of CALS and Partly CALS.

**MC See page 21 for an explanation.

UNIVERSITY COURSES

ECONOMICS (continued)

issues. Not open to students who have completed UMC 41 or 51.

Texts:

Lindsay & Dolan, *Basic Macroeconomics: Principles and Reality*, 1974, Dryden Press. Price: \$5.00.

Bingham, *Economic Concepts: A Programmed Approach*, 1972, 3rd edition, McGraw-Hill. Price: \$4.95.

2 FUNDAMENTALS OF ECONOMICS II. UMC.

101 PRINCIPLES OF ECONOMICS (MICRO). UMR. } (3) MC* CALS**
51 PRINCIPLES OF MICROECONOMICS. UMSL. }

Elementary economic analysis of income, output, and employment determination; the price system; and the allocation of economic resources. Not open to students who have completed 41 or 51. Prerequisite: UMC 1.

Texts:

Dolan, *Basic Microeconomics: Principles and Reality*, Dryden Press, 1974. Price: \$5.00.

Lumsden, et. al., *Microeconomics: A Programmed Book*, Prentice-Hall, 3rd ed., 1974. Price: \$4.95.

Optional:

Dolan, *Basic Microeconomics: Reviews and Exercises*, 1974, Dryden Press. Price: \$3.95.

MONEY AND BANKING.

229 UMC.

320 UMR.

220 UMSL.

} (3) MC*

American monetary and banking systems; their influence upon economic activities. Prerequisite: UMC 41 or 51; UMR 100 or consent of instructor; UMSL 40, 50, or 51.

Texts:

Chandler, *The Economics of Money and Banking*, 1973, 6th edition, Harper & Row. Price: \$14.95.

Williams & Woudenberg, *Money, Banking and Monetary Theory: Problems and Concepts*, 1973, 2nd ed., Harper & Row. Price: \$6.95.

317 ECONOMIC SECURITY (3) UMC.

Economic problems arising from disability, unemployment, aging. Special problems of low-income and minority groups. Future of the American system of social insurance and public assistance. Prerequisites: Junior standing and 51.

Texts:

Brinker, *Economic Insecurity & Social Security*, 1968, Appleton-Century-Crofts. Price: \$11.50.

Gordon, *Problems in Political Economy*, 1971, D. C. Heath & Co. Price: \$6.95.

EDUCATION

(A) EDUCATIONAL PSYCHOLOGY

A102 EDUCATIONAL PSYCHOLOGY (2) UMC.

General elementary course to acquaint students with scientific psychological principles underlying education. Prerequisites: General Psychology and 45 hours college work.

Text:

Smith, *Educational Psychology and its Classroom Applications*, 1975, Allyn & Bacon. Price: \$10.95.

*MC See page 21 for an explanation.

**CALS See page 21 for explanation of CALS.



UNIVERSITY COURSES

EDUCATION (continued)

(B) HISTORY AND PHILOSOPHY OF EDUCATION

B351 HISTORICAL FOUNDATIONS OF AMERICAN EDUCATION. UMC.

322 HISTORY OF AMERICAN EDUCATION. UMSL. (3) MC*

Study of development of American educational institutions and ideas, and of social forces which have influenced them. Prerequisite: UMC a course in American history; UMSL a course in American history or consent of instructor.

Texts:

Cremin, *The Transformation of the School*, Vintage Books, 1961. Price: \$2.95.

Curti, *The Social Ideas of American Educators*, Littlefield, Adams & Co., 1974. Price: \$3.95.

Katz, *Education in American History: Readings on the Social Issues*, Praeger Pub., 1973. Paperback price: \$4.95.

Rippa, *Education in a Free Society*, 2nd ed., 1971, David McKay Co. Price: \$4.95.

Welter, *Popular Education and Democratic Thought in America*, Columbia Univ. Press, 1963. Paperback price: \$2.95.

(C) EDUCATIONAL ADMINISTRATION

C140 SCHOOL ORGANIZATION AND ADMINISTRATION FOR SECONDARY TEACHERS (2) UMC.

Required for Certificated Secondary School Teachers. Problems of effective methods of school management from the standpoint of teachers in secondary schools. Prerequisite: Educational Psychology A102.

NOTE: You will need access to a cassette tape player. If you do not have a cassette tape player, you may be able to borrow one from your local library.

Texts:

Garber and Delon, *The Law and the Teacher in Missouri*, 1971, Interstate Printers & Pub. Price: \$3.95.

Hillson and Hyman, *Change and Innovation in Elementary and Secondary Organization*, 2nd edition, 1971, Holt, Rinehart & Winston. Price: \$6.95.

Tape, "Teacher Employment Interview." Price: \$1.25.

C141 SCHOOL ORGANIZATION AND ADMINISTRATION FOR ELEMENTARY TEACHERS (2) UMC.

Required for Certificated Elementary School Teachers. Major problems of school organization, administration, and management from the viewpoint of the elementary school teacher. Prerequisite: Educational Psychology A102.

Texts:

Same as for C140.

(D) CURRICULUM AND INSTRUCTION-SECONDARY EDUCATION

D115 TEACHING ART IN SECONDARY SCHOOLS (2) UMC.**

Philosophy of art education. Consideration of classroom techniques employed in teaching secondary school art. Reference material rental charge for this course is \$5 plus a \$5 deposit, which will be refunded when the material is returned in satisfactory condition. Do not send payment for rental and deposit fees with your application. Information on how to obtain reference materials is included in your course syllabus. Prerequisite: Educational Psychology A102.

Text:

Lowenfeld, *Creative and Mental Growth*, 1965, 4th edition, Macmillan Co. Price: \$5.95. (Used texts only.)

*MC See page 21 for an explanation.

**Not available to persons with addresses which do not have U.S. ZIP CODE designations.

EDUCATION
(continued)

(E) CURRICULUM AND INSTRUCTION-ELEMENTARY EDUCATION

E118 ART ACTIVITIES IN THE ELEMENTARY SCHOOL (2) UMC.

Consideration of the vital role of art activities and creative experiences in the growth and development of children. Prerequisite: Junior standing.

Texts:

Lowenfeld, *Creative and Mental Growth*, 1970, 5th edition, Macmillan Co. Price: \$9.95.

Wiseman, *Making Things: The Hand Book of Creative Discovery*, 1973, 4th ed., Little Brown. Price: \$3.95.

Wachowiak, *Emphasis: Art, A Qualitative Art Program for the Elementary School*, 1970, 2nd edition, International Textbook Co. Price: \$10.50.

E150 SPECIAL READINGS (1-3) UMC.

Directed study of literature and research reports in elementary education.

D/E160 EARLY CLASSROOM EXPERIENCES AS INSTRUCTIONAL AIDES (3) UMC.

A preservice or inservice* course for instructional aides who will be or are working in an educational setting. The learning experience is based upon self-pacing learning packages which are designed to provide the learning with basic knowledge about education, the role and function of school personnel, working in the classroom with pupils and teachers, duties and responsibilities of paraprofessionals, and, if appropriate, the development of observational and supportive skills under the direct supervision of a certified teacher, counselor, or school administrator.

*Requires permission from local teacher and principal or superintendent who will supervise and evaluate the laboratory component of the course. Laboratory credit for nonremunerative work in an educational setting is based upon 30 clock hours for each hour of credit per semester (minimum 4 hours per week).

Texts:

Brotherson and Johnson, *Teacher Aide Handbook*, 1971, The Interstate Printers & Publishers, Inc. Price: \$4.95.

Brighton, *Handbook for Teacher Aides*, 1972, Pendell Pub. Co. Price: \$5.95.

Audio-visual package, including tapes and visual aids. (Only available from the Center.) Price: \$14.00.

E167 MATHEMATICS IN THE ELEMENTARY SCHOOL (2) UMC.

Materials and techniques used in the elementary school to develop mathematical concepts and skills. Prerequisites: Math 7 and 8 or equivalent; Junior standing.

Texts:

Reys and Post, *The Mathematics Laboratory: Theory and Practice*, 1973, Prindle, Weber and Schmidt. Price: \$10.95.

Swenson, *Teaching Mathematics to Children*, 1973, 2nd edition, Macmillan Co. Price: \$11.50.

Also see **MATH SCIENCES**, 7 Algebra for Elementary Teachers and 8 Geometry for Elementary Teachers.

(H) HEALTH AND PHYSICAL EDUCATION. See listing on page 32.

(L) SPECIAL EDUCATION. See listing on page 46.

(R) EDUCATIONAL RESEARCH AND STATISTICS

R370 EDUCATIONAL STATISTICS I (2½-3) UMC.

Introduction to statistical techniques employed in Education, including descriptive statistics, correlation, simple regression and hypothesis testing.

**EDUCATIONAL
RESEARCH AND
STATISTICS
(continued)**

Text:

Tate, *Statistics in Education & Psychology: A First Course*, 1965, Macmillan Co.

Price: \$9.75.

20 8½" x 11" sheets of graph paper, 10 squares per inch. Price: \$.35.

Also see STATISTICS.

ENGINEERING



10 ENGINEERING DRAWING AND DESCRIPTIVE GEOMETRY (3) UMR.

Designed to give the student a working knowledge of the fundamentals of drawing and geometric relationships of lines and planes in space. Includes freehand lettering, freehand sketching and instrumental drawing of structures and machine parts, sectional and auxiliary views, dimensioning, conventional drafting practices. *Students enrolling in this course who do not have the basic engineering equipment and supplies such as a drawing board, T-square, triangles, lettering guide, paper, etc., will need to purchase these basic items. The cost of the items needed will range from \$18 to \$35, depending on the size and quality of the drawing set purchased.*

Text and Materials:

Luzzader, *Basic Graphics*, 2nd edition, Prentice-Hall. Price: \$14.50.

15 sheets 8" x 11" tracing paper, post 177H. No substitution. Price: \$1.05.

Ames Lettering Guide. Price: \$1.00.

30°-60° Triangle (10 inches). Price: \$.95.

45° Triangle (8 inches). Price: \$.95.

Drawing Pencils H, 4H Mars. Price: \$.15 each.

Drawing Pencils 2H Mars. Price: \$.29.

Sandpaper pad or File. Price: \$.25.

Ruby Red Eraser. Price: \$.20.

5" Protractor. Price: \$.30.

Circle Template. Price: \$2.50.

Small Roll Masking Tape, ½ inch. Price: \$.29.

Drawing Set. Price: \$14.90.

50 ENGINEERING MECHANICS—STATICS (3) UMR.

Application of the principles of mechanics to engineering problems of equilibrium. Topics include resultants, equilibrium, friction, trusses, center of gravity, and moment of inertia. Prerequisite: at least one semester of classical college physics, and preceded or accompanied by UMR Math 22 or equivalent.

Text:

Muhlbauer, *Statics: An Individualized Approach*, Addison-Wesley Pub. Co. Price: \$9.50.

110 MECHANICS OF MATERIALS (3) UMR.

Application of the principles of mechanics to engineering problems of strength and stiffness. Topics include stress, strain, thin cylinders, torsion, beams, columns, and combined stresses at a point. Prerequisite: Engineering Mechanics 50 and UMR Math 22 or equivalent.

Texts:

Byars and Snyder, *Engineering Mechanics of Deformable Bodies*, third edition, 1975, Intext/Thomas Y. Crowell Co. Price: \$16.50.

150 ENGINEERING MECHANICS—DYNAMICS (2) UMR.

Application of the principles of mechanics to engineering problems of motion and acceleration. Topics include plane motion, force, mass and acceleration; work and energy; and impulse and momentum. Prerequisite: 50 and UMR Math 22 or equivalent.

Text:

Beer & Johnson, *Mechanics for Engineers—Dynamics*, 1962, McGraw-Hill. Price: \$13.95.

ENGLISH

COMPOSITION AND CREATIVE WRITING

**1 COMPOSITION. UMC.****110 FRESHMAN ENGLISH. UMKC.****1 RHETORIC AND COMPOSITION. UMR.****10 COMPOSITION. UMSL.**

} (3) MC*

Required. Theory and practice of composition.

Texts:

Eastman, ed., *The Norton Reader Revised*, W. W. Norton & Co., Inc., 1969.

Paperback price: \$5.95.

Macrorie, *Telling Writing*, Hayden Book Co., Inc., 1970. Paperback price: \$4.15.Schulze, *Analytical Guide to the Norton Reader Revised*, W. W. Norton & Co., Inc., 1969. Paperback price: \$1.15.Tibbetts, *The Strategies of Rhetoric*, Revised, Scott, Foresman & Co., 1974. Paperback price: \$6.95.**12 LITERARY TYPES (3) UMSL.**

The student is introduced to the various literary types, including poetry, drama, fiction, and the essay.

Texts:

Dickinson, *A Guide to Literary Study*, Holt, Rinehart & Winston. Price: \$1.20.Johnson, *The Short Story*, American Book Co. Price: \$3.60. (Used texts only.)Trilling, *Experience of Literature: Drama*, Holt, Rinehart & Winston, 1967. Price: \$6.00.Trilling, *Experience of Literature: Poetry*, Holt, Rinehart & Winston, 1967. Price: \$5.25.Conrad, *The Heart of Darkness*, 1963, Norton Critical Edition, W. W. Norton & Co. Price: \$1.75.Tolstoy, *The Death of Ivan Ilych & Other Stories*, 1960, Critical Edition, New American Library. Price: \$1.25.Camus, *The Stranger*, 1946, Random House. Price: \$1.65.**50 CREATIVE WRITING: SHORT STORY (3) UMC. Partly CALS****

Introduction to basic material techniques including writing original stories. Prerequisites: 6 hours composition or equivalent and one semester any literature course.

Texts:

Peden, *Short Fiction: Shape and Substance*, 1971, Houghton Mifflin. Price: \$6.50.Karl & Hamalian, *the naked i*, 1971, Fawcett Premier Book. Price: \$1.75.**60 EXPOSITION (3) UMC. Partly CALS****

Required at UMC. Theory and practice of expository writing. Prerequisites: 1 or placement test exemption, and sophomore standing or above.

Texts:

Baker, *The Complete Stylist*, 1972, 2nd ed., Thomas Y Crowell Co. Price: \$6.95.Eastman, *The Norton Reader*, (Shorter Edition), 1973, 3rd ed., W. W. Norton & Co. Price: \$4.95.**70 CREATIVE WRITING: POETRY (3) UMC. Partly CALS****

Introduction to basic poetic techniques, including writing original poems. Prerequisites: 6 hours composition or equivalent and one semester any literature course.

Texts:

Brooks & Warren, *Understanding Poetry*, 3rd ed., Holt, Rinehart & Winston. Price: \$8.25.Brinnin & Read (ed.), *The Modern Poets*, 2nd ed., McGraw-Hill. Price: \$6.95.

*MC See page 21 for an explanation.

**CALS See page 21 for explanation of Partly CALS.

UNIVERSITY COURSES

COMPOSITION AND CREATIVE WRITING (continued)

161 TECHNICAL WRITING (3) UMC. CALS*

Advanced composition for pre-medical students, science majors in Arts & Science, and students in Agriculture, Engineering, Forestry, Fisheries & Wildlife, and Veterinary Medicine. Prerequisite: Junior standing.

Texts:

Houp & Pearsall, *Reporting Technical Information*, Glencoe Press, second edition, 1973. Price: \$7.95.

Scientific American off-print Packet. Price: \$1.60.

LITERATURE AND LANGUAGE

104 AFRO-AMERICAN LITERATURE (3) UMC.

Survey of representative fiction, poetry, and essays written by American Black authors from Emancipation to the Harlem Renaissance.

Texts:

Baldwin, *Going to Meet the Man*, 1966, Dell. Price: \$.75.

Ellison, *Invisible Man*, Random House Vintage, V715. Price: \$1.95.

Malcolm X, *The Autobiography of Malcolm X*, 1966, Grove Press. Price: \$1.95.

Cleaver, *Soul on Ice*, 1968, Dell, A Ramparts Book. Price: \$.95.

Chapman, *Black Voices*, 1968, The New American Library. Price: \$1.75.

DuBois, *The Souls of Black Folk*, 1968, A Fawcett Premier Book. Price: \$1.25.

Wright, *Native Son*, 1966, Harper & Row. Price: \$.95.

135 INTRODUCTION TO SHAKESPEARE (3) UMC.**

Shakespeare's life and background of his age; a reading of thirteen of his major plays, histories, comedies, and tragedies, representing all phases of his development, and including *Hamlet*, *Othello*, *King Lear*, and *Macbeth*. (Course supplemented with cassette tapes and color slides. Access to a cassette tape player required.)

Text:

Harrison, *Shakespeare: The Complete Works*, 1968, Harcourt, Brace & World. Price: \$12.95.

175 AMERICAN LITERATURE (3) UMC.

General survey of American literature; emphasizes major figures. Not open to freshmen.

Texts:

Bradley, *The American Tradition in Literature*, 1967, 3rd edition, W. W. Norton & Co. Price: \$9.95.

Crane, *The Red Badge of Courage*, 1956, Rinehart edition no. 47, Holt, Rinehart & Winston. Price: \$1.95.

Hawthorne, *The Scarlet Letter*, 1963, Rinehart edition no. 1, Holt, Rinehart & Winston. Price: \$1.95.

Frederic, *The Damnation of Theron Ware*, 1958, Rinehart edition no. 108, Holt, Rinehart & Winston. Price: \$3.95.

Lewis, *Elmer Gantry*, 1958, Signet Classic. Price: \$1.25.

Holman, *Handbook to Literature*, 1972 rev. ed., The Odyssey Press. Price: \$3.90.

201 THE TRADITION OF ENGLISH LITERATURE: BEGINNINGS TO 1784 (3) UMC.

Historical survey. Prerequisite: Sophomore standing.

Texts:

Abrams, *Norton Anthology of English Literature, Vol. I*, 1968 edition, W. W. Norton & Co. Price: \$9.95.

Holman, *A Handbook to Literature*, 1972 rev. ed., The Odyssey Press. Price: \$3.90.

*CALS See page 21 for explanation of CALS.

**Not available to persons with addresses which do not have U.S. ZIP CODE designations.

LITERATURE AND LANGUAGE

(continued)

202 THE TRADITION OF ENGLISH LITERATURE: ROMANTICISM TO THE PRESENT (3) UMC.

Historical survey. Prerequisite: Sophomore standing.

Texts:

Abrams, *Norton Anthology of English Literature, Vol. II*, 1968 revised edition, W. W. Norton & Co. Price: \$9.95.

Bronte, *Wuthering Heights*, 1950, Rinehart edition no. 23, Holt, Rinehart & Winston. Price: \$1.25.

Dickens, *Great Expectations*, 1948, Rinehart edition no. 20., Holt, Rinehart & Winston. Price: \$1.95.

Lawrence, *Sons & Lovers*, 1958, Viking Press. Price: \$1.95.

377 THE NINETEENTH-CENTURY AMERICAN NOVEL (3) UMC.

Intensive study of seven major nineteenth century American novelists: Hawthorne, Melville, Mark Twain, Howells, Henry James, Crane, and Frank Norris. For majors in English and English Education and for eligible graduate students.

Texts:

Chase, *The American Novel and Its Traditions*, 1957, Doubleday & Co. Price: \$1.95.

Hawthorne, *The Scarlet Letter*, 1961, W. W. Norton & Co. Price: \$1.95.

Melville, *Moby Dick*, 1967, W. W. Norton & Co. Price: \$2.45.

Clemens (Twain), *Adventures of Huckleberry Finn*, 1961, W. W. Norton & Co. Price: \$1.95.

Crane, *Maggie: A Girl of the Streets*, 1960, Fawcett Pub. Price: \$1.25.

Howells, *The Rise of Silas Lapham*, 1957, Houghton Mifflin Co. Price: \$2.95.

James, *The Portrait of a Lady*, 1956, Houghton Mifflin Co. Price: \$2.95.

James, *The Turn of the Screw*, 1966, W. W. Norton & Co. Price: \$1.85.

Crane, *The Red Badge of Courage*, 1962, W. W. Norton & Co. Price: \$1.95.

Norris, *McTeague*, 1950, Holt, Rinehart & Winston. Price: \$2.00.

ENTOMOLOGY



101 INSECTS IN THE ENVIRONMENT (3) UMC. CALS*

Introduction to the study of insects, with emphasis on species important to man and general principles of integrated insect control. Designed for all students interested in a study of insects affecting man's environment.

Text:

Pfadt, *Fundamentals of Applied Entomology*, 1971, Macmillan. Price: \$15.95.

Also required is purchase of a film strip specially designed to provide visual aid for the study of this course. Price: \$10.00.

EXTENSION EDUCATION

400 PROBLEMS (Credit to be arranged) UMC.

Independent investigations of Extension problems. It will be necessary for the student doing work of this type to consult with a faculty member in the department at UMC for the design of the problem to be investigated and designation of the appropriate credit.

FINANCE



333 INVESTMENTS (3) UMC.

The investment area, media, institutional aids, formulation of broad personal investment programs. Prerequisite: 203.

Texts:

Bellemore & Ritchie, Jr., *Investments: Principles, Practices, Analysis*, 1973, 4th ed., South-Western Pub. Co. Price: \$14.50.

Graham, *The Intelligent Investor*, 1973, 4th rev., Harper & Row. Price: \$8.95.

*CALS See page 21 for explanation of CALS.

UNIVERSITY COURSES

FOOD SCIENCE AND NUTRITION



145 FOOD AND BEVERAGE MANAGEMENT (3) UMC. Partly CALS*
Practices used by food service and lodging industry pertaining to purchasing, receiving and issuing of food and beverage. Principles of food and beverage cost control, management methods in goal setting, forecasting and controlling the operation.

Text:

Brodner, Maschal, and Carlson, ed., *Profitable Food and Beverage Operation*, 4th revised edition, 1962, Hayden Book Co. Price: \$13.60.

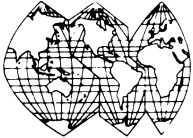
200 PROBLEMS (Credit to be arranged) UMC.

Supervised study in a specialized phase of Food Science and Nutrition. It will be necessary for the student doing work of this type to consult with a faculty member in the department at UMC for the design of the problem to be investigated and designation of the appropriate credit.

FRENCH

See ROMANCE LANGUAGES.

GEOGRAPHY



REGIONAL GEOGRAPHY

1 REGIONS AND NATIONS OF THE WORLD I (3) UMC.**

Introductory survey of world geography designed for general education. Presents essential geographical characteristics and major problems of Europe, Anglo-America (United States and Canada), and Latin America. (*Course supplemented with cassette tapes and color slides; their use is optional. Access to a cassette tape player is helpful.*)

Texts:

Wheeler, *Regional Geography of the World*, 1969, 3rd edition, Holt, Rinehart & Winston. Price: \$10.50. (Used texts only.)

Wheeler, *A Workbook and Study Guide for Regional Geography of the World*, 1969, 3rd edition, Holt, Rinehart & Winston. Price: \$4.50.

2 REGIONS AND NATIONS OF THE WORLD II (3) UMC.

Introductory survey of world geography designed for general education. Essential geographical characteristics, major problems of Soviet Union, Middle East, Orient, Africa, Pacific World. May be taken independently of Geography 1.

Texts:

Wheeler, *Regional Geography of the World*, 1969, 3rd edition, Holt, Rinehart & Winston. Price: \$10.50. (Used texts only.)

Wheeler, *A Workbook and Study Guide for Regional Geography of the World*, 1969, 3rd edition, Holt, Rinehart & Winston. Price: \$4.50.

PHYSICAL GEOGRAPHY

11 PHYSICAL GEOGRAPHY I (3) UMC.**

Introductory study of man's physical environment: landforms and water. Man's effect on natural environmental systems. Emphasis on urbanization. Self-guided field trips. (*Course supplemented with maps and color slides.*)

Texts:

Strahler, *Physical Geography*, 1969, 3rd edition, John Wiley & Sons. Price: \$9.70. (Used texts only.)

Strahler, *Exercises in Physical Geography*, 1969, 3rd edition, John Wiley & Sons. Price: \$5.25.

*CALS See page 21 for explanation of Partly CALS.

**Not available to persons with addresses which do not have U.S. ZIP CODE designations.

UNIVERSITY COURSES

PHYSICAL GEOGRAPHY (continued)

12 PHYSICAL GEOGRAPHY II (3) UMC.*

Introductory study of man's physical environment: elements of climate, climatic types, soils, vegetation. May be taken independently of Geography 11. (*Course supplemented with color slides.*)

Texts:

Same as for Physical Geography 11.

ECONOMIC GEOGRAPHY

100 ECONOMIC GEOGRAPHY (3) UMC. Partly CALS**

Introduction to location and spatial organization of economic activity. Prerequisite: Math 10 or equivalent.

Text:

Griffin, Chatman & Others, *Culture, Resource, and Economic Activity*, 1971, Allyn and Bacon. Price: \$11.50.

GEOLOGY

2 PHYSICAL GEOLOGY. UMC.

51 PHYSICAL GEOLOGY. UMR.

1 GENERAL GEOLOGY. UMSI^①

} (4) MC***

Materials of the earth's crust, structures, and geologic features of the surface.

Text:

Flint & Skinner, *Physical Geology*, 1974, John Wiley & Sons. Price: \$13.95.

101 MAN AND HIS EARTH (3) UMC.* CALS**

Interaction of man and his environment. Topics include the energy crisis, pollution, mineral wealth of the oceans, and the prediction and control of earthquakes.

Text:

Watkins, Bottino, & Morisawa, *Our Geological Environment*, W. B. Saunders Co., 1975. Price: \$9.95.

Materials:

Filmstrip and viewer. Price: \$6.70.

Rock sets I and II: \$5.00 rental and deposit charge. A refund of \$4.00 will be sent to you when both sets are returned in satisfactory condition.

HEALTH AND PHYSICAL ED.



H65 ELEMENTS OF HEALTH EDUCATION (2) UMC.

Basic school health for all teachers. Considers health as it relates to the school and the child, and its interrelationship between the two. It will satisfy the Health requirement of the College of Education - UMC.

Texts:

Kogan, *Readings in Health Science*, 1971, Harcourt Brace Jovanovich. Price: \$5.50.

Jones, Shainberg & Byer, *Age of Aquarius—Contemporary Bio-Social Issues*, 1971, Goodyear Pub. Co. Price: \$12.95.

Bruess & Fisher, *Selected Readings in Health*, 1970, Macmillan Co. Price: \$6.25.

151 COMMUNITY RECREATION (3) UMC.

(Same as Recreation and Park Administration.) Survey of recreation: history, leadership, facilities, program, and administration.

Text:

Butler, *Introduction to Community Recreation*, 1967, 4th edition, McGraw-Hill. Price: \$11.95.

*Not available to persons with addresses which do not have U.S. ZIP CODE designations.

**CALS See page 21 for explanation of CALS and Partly CALS.

***MC See page 21 for an explanation.

UNIVERSITY COURSES

HISTORY



1 FOUNDATIONS OF WESTERN CIVILIZATION (4) UMC.

Development of characteristic ideas and institutions of Western cultural tradition, from origin of civilization in ancient Near East to beginning of rapid social, political, intellectual transformation of Europe in eighteenth century.

Texts:

Bainton, *The Reformation of the Sixteenth Century*, 1970, Beacon. Price: \$2.95.

Beatty & Johnson, *Heritage of Western Civilization, Vol. I*, 1971, Prentice-Hall. Price: \$5.95.

Chambers, *The Fall of Rome: Can It Be Explained?*, 1970, Holt, Rinehart & Winston. Price: \$3.00.

Covensky, *The Ancient Near Eastern Tradition*, 1966, Harper & Row. Price: \$3.95.

Finley, *The Ancient Greeks*, 1964, Viking. Price: \$2.25.

Gilson, *Reason and Revelation in the Middle Ages*, 1966, Scribners. Price: \$1.95.

McNeill. W. H., *History of Western Civilization*, 1969, Univ. of Chicago Press. Price: \$5.75.

Stephenson, *Mediaeval Feudalism*, 1965, Cornell Univ. Press. Price: \$1.95.

Voltaire, *Candide, Zadig, and Selected Stories*, 1961, New American Library. Price: \$.75.

98 SURVEY OF AMERICAN HISTORY TO 1865. UMC.

210 AMERICAN HISTORY I. UMKC. (3) MC* Partly CALS**

175 AMERICAN HISTORY I. UMR.

3 AMERICAN CIVILIZATION. UMSL.

Introduction to U.S. history through the Civil War, surveying political, economic, social and cultural development of the American people.

Texts:

Miller, *New History of the U.S.*, Dell. Price: \$1.75.

Morgan, *Puritan Dilemma*, Little Brown. Price: \$2.95.

Jensen, *Democracy & the American Revolution*, H-284, Bobbs-Merrill Reprint. Price: \$.40.

Bruchey, *The Roots of American Economic Growth*, TB 1350, Harper Torchbook. Price: \$2.45.

Douglass, *Narrative of the Life of Frederick Douglass*, C419, Dolphin Books. Price: \$1.95.

Kraditor (ed.), *Up From the Pedestal*, QP 77, Quadrangle. Price: \$3.95.

Donald, *Lincoln Reconsidered*, V-190, Vintage Books. Price: \$1.95.

100 HISTORY OF MODERN EUROPE (4) UMC.

Selected themes in European history from the 18th century to recent times: the impact of revolution and world war, the shaping of industrial society, the formation of modern thought.

Texts:

Rude, *Revolutionary Europe, 1783-1815*, 1964, Harper & Row Torchbook. Price: \$3.75.

Dawson (ed.), *The French Revolution*, 1967, Prentice-Hall. Price: \$2.95.

Blum, Cameron & Barnes, *The European World Since 1815, Triumph and Transition*, 2nd edition, 1970, Little Brown & Co. Price: \$5.95.

Barnes & Feldman, *Nationalism, Industrialism and Democracy, 1815-1914*, 1972, Little Brown & Co. Price: \$4.50.

Barnes & Feldman, *Breakdown and Rebirth, 1914 to the Present*, 1972, Little Brown & Co. Price: \$4.50.

Graves, *Good-bye to All That*, 1957, Doubleday Anchor paperback. Price: \$2.50.

210 HISTORY OF MISSOURI (3) UMC. CALS**

Survey of Missouri's development from the beginning of settlement to the present.

Text:

Meyer, *Heritage of Missouri—A History*, 1973 rev., State Pub. Co., Inc. Price: \$10.60.

*MC See page 21 for an explanation.

**CALS See page 21 for explanation of CALS and Partly CALS.

HISTORY
(continued)**231 CONTEMPORARY EUROPE (3) UMC.**

Political, social, and economic development of Europe from 1900 to the present, with emphasis on the period between the two world wars.

Texts:

Gilbert, *The End of the European Era, 1890 to the Present*, 1970, Norton paperback. Price: \$4.95.

von Laue, *Why Lenin? Why Stalin?*, 2nd edition, Lippincott. Price: \$2.45.

Weber, *Varieties of Fascism*, 1964, Anvil. Price: \$3.50.

Wiskemann, *Fascism in Italy: Its Development & Influence*, 1970, St. Martin's Press. Price: \$3.95.

Bullock, *Hitler: A Study in Tyranny*, 1962, Abridged edition, Harper & Row. Paperback price: \$1.50.

Wright, *The Ordeal of Total War, 1939-1945*, 1968, Torchbook No. 1408, Harper & Row. Price: \$2.75.

Laquer, *Europe Since Hitler: The Rebirth of Europe*, 1970, Pelican Books. Price: \$2.95.

355c HISTORY OF THE U.S.S.R. (3) UMSL. CALS*

Prerequisite: Junior standing or consent of the instructor. Political, social and cultural development in Russia from 1917 to the present. Major topics will include: the Revolution of 1917, stabilization of Communist power under Lenin, Stalin's "Great Change," and the organization and testing of the Communist state, post-Stalinist developments.

Texts:

Dmytryshyn, *The USSR: A Concise History*, 2nd ed., Charles Scribner's Sons. Price: \$5.95.

Schapiro, *The Communist Party of the Soviet Union*, rev. ed., Random House. Price: \$3.45.

Ulam, *Expansion and Coexistence: Soviet Foreign Policy, 1917-1973*, 2nd ed., Praeger Pub. Paperback price: \$8.95.

Bobbs-Merrill Reprint Packet (includes the following). Price: \$1.60.

Boris Brutzkus, "The Historical Peculiarities of the Social and Economic Development of Russia," E-31.

L. Haimson, "The Parties and the State: The Evolution of Political Attitudes," E-238.

364 THE PERIOD OF THE AMERICAN REVOLUTION, 1760-1789 (3) UMC. CALS*

Analysis of the Revolution, its causes and consequences, through the establishment of the new government in 1789. Prerequisite: 11, 20, 98, or instructor's consent.

Text:

Wright, *Fabric of Freedom*, 1961, Hill & Wang. Paperback price: \$1.95.

423 RECENT AMERICAN HISTORY (3) UMKC.

This course traces the role of America after the beginning of the Cold War. A brief summary of post-World War II events, including aid to Europe, the Korean War, domestic political and cultural changes preceding the Eisenhower years, the New Frontier, the Great Society, and the changes in the 1970s. Topics such as the rise of the "third world" in foreign policy considerations, the civil rights crisis at home, and the development of the welfare state all receive attention.

Texts:

Hammond, *Cold War and Detente*, 1974, Harcourt Brace Jovanovich. Paperback price: \$5.50.

Marcus, *A Brief History of the United States Since 1945*, 1975, St. Martin's Press. Paperback price: \$5.95.

Herbers, *The Black Dilemma*, 1973, John Day Co. Price: \$5.95.

*CALS See page 21 for explanation of CALS.

NOTE: If you use your Master charge, or BankAmericard, to pay for the fees below, leave the money blocks blank. You will receive the original credit charge slip.

17. ENROLLMENT FEE

High school, each ½ Unit course - \$25.00 \$ _____
 Misc (Lab fee, etc.) see course description for amount, if any \$ _____
 University, @ \$22.00 per semester Hour credit; No. Hours _____ X \$22.00 \$ _____
 Non-Credit (See course listings for charges) \$ _____

\$ **4.00** 18

18. POSTAGE & HANDLING FEE (This fee is required for each credit course and most non-credit courses; see non-credit course description for exception, if any) \$ _____
 19. AIR MAIL FEE (This fee is required in addition to the above Postage & Handling Fee for all students who do not have U.S. ZIP CODE addresses - optional for Canada & Mexico. The AIR MAIL fee provides air mail service for syllabus, return lesson service and regular correspondence. The fee for each book ordered is also listed. (Write the correct amount in box No. 19 on the right hand side of the page).
 _____ Canada & Mexico - Optional; if desired, put correct amount in box at right: \$8.00 plus \$3.00 for each book ordered \$ _____
 _____ Central America, \$15.00 plus \$5.00 for each book ordered. \$ _____
 _____ South America, Australia, Western European and Mediterranean Africa: \$18.00 plus \$6.00 each book \$ _____
 _____ All others (Africa, Middle East, Orient, etc.): \$22.00 plus \$8.00 each book \$ _____

\$ _____ 19
 \$ _____ 20

20. TEXTBOOKS, IF ANY. (Books mailed to Missouri addresses, add state sales tax) \$ _____
 Send check made payable to UNIVERSITY OF MISSOURI, or you may use your credit card by completing below.

TOTAL \$ _____



 (BankAmericard No.)



 (Master Charge No.)

 (Card Expiration Date)

(Print name as shown on card)

(Sign name here)

STUDENTS ENROLLING FOR CREDIT

Verification of the applicability of credit toward any educational goal is the responsibility of the student. Please have the appropriate individuals, whether high school principal, undergraduate or graduate advisor, department chairperson, or college dean, endorse the appropriate section below. Indications are provided.

NOTE: If you use your **Master charge** or **BankAmericard** to pay for the fees below, leave the money blocks blank. You will receive the original credit charge slip.

17. ENROLLMENT FEE

High school; each $\frac{1}{2}$ Unit course - \$25.00 \$ _____

Misc (Lab fee, etc.) see course description for amount, if any \$ _____

University, @ \$22.00 per semester Hour credit; No. Hours _____ X \$22.00 \$ _____

Non-Credit (See course listings for charge) \$ _____

18. POSTAGE & HANDLING FEE (This fee is required for each credit course and most non-credit courses; see non-credit course description for exception, if any) \$ **4.00**

19. AIR MAIL FEE (This fee is required in addition to the above Postage & Handling Fee for all students who do not have U.S. ZIP CODE addresses - optional for Canada & Mexico. The AIR MAIL fee provides air mail service for syllabus, return lesson service and regular correspondence. The fee for each book ordered is also listed. (Write the correct amount in box No. 19 on the right hand side of the page).

_____ Canada & Mexico - Optional; if desired, put correct amount in box at right: \$8.00 plus \$3.00 for each book ordered \$ _____

_____ Central America, \$15.00 plus \$5.00 for each book ordered \$ _____

_____ South America, Australia, Western European and Mediterranean Africa; \$18.00 plus \$6.00 each book \$ _____

_____ All others (Africa, Middle East, Orient, etc.); \$22.00 plus \$8.00 each book \$ _____

20. TEXTBOOKS, IF ANY. (Books mailed to Missouri addresses, add state sales tax) \$ _____

Send check made payable to UNIVERSITY OF MISSOURI, or you may use your credit card by completing below.

TOTAL

\$



(BankAmericard No.)



(Master Charge No.)

(Card Expiration Date)

(Print name as shown on card)

(Sign name here)

STUDENTS ENROLLING FOR CREDIT

Verification of the applicability of credit toward any educational goal is the responsibility of the student. Please have the appropriate individuals, whether high school principal, undergraduate or graduate advisor, department chairperson, or college dean, endorse the appropriate section below, indicating approval.

8. Is this a high school or university course? High School University 1st 2nd

9. If this is a high school course, in which half unit are you enrolling? Yes No

10. If this is a university course, is it to be applied for GRADUATE LEVEL CREDIT? If yes, either B or C on the reverse side of this form must be completed.

11. Are you presently in high school and enrolling in a university course under special provision for high school seniors?

8	9	10	11	12	13	14	15	16	17
High School					College				
					BA	MA			

12. Please check (✓) your highest grade completed, or degree received:

12. a Do you have a high school diploma? Yes No

13. Have you ever been enrolled on any campus at the University of Missouri? Yes No

14. Which of the following best describes your reason for enrolling in this course?

1 To meet graduation requirements 2 For teacher certification 3 Self improvement 4 Salary increment or job qualification requirement.

15. * 15. Ethnic Origin Code: (Check ✓ appropriate block)

1 American Indian 2 Asian or Pacific Islander 3 Black 4 Hispanic 5 White 6 Foreign

16. Does this course have prerequisites (see catalog course description)? Yes No If yes, do you meet them? Yes No If no, and you have questions about eligibility, please state your question on a separate sheet and enclose it with your application.

Verification of the applicability of credit toward any educational goal is the responsibility of the student. It is understood that the Center for Independent Study Through Correspondence of the University of Missouri is authorized to report grade information on this course to principals, registrars, or employers. Note the refund policy as stated in the Independent Study Catalog. The time limit for all courses is nine months. One three month extension will be granted on request and payment of \$5.00 fee if made prior to expiration.

OFFICE USE ONLY	
Syllabus Sent	Clerk

<input type="checkbox"/>	= KANSAS CITY
<input type="checkbox"/>	= ROLLA
<input type="checkbox"/>	= ST. LOUIS
OFFICE USE ONLY	
Date Approved	

If yes, which campus?

1	2	3	4
Columbia	Kansas City	Rolla	St. Louis

Date _____ **student's signature** _____

A UNDERGRADUATE STUDENTS

To be completed by advisor and approved by department chairperson or dean, if required.

Approved for _____ hours credit (check appropriate box [s]): (a) while taking work in residence; (b) in the last 24 hours toward the degree of: _____

Advisor's Signature _____ Department Chairperson _____ Dean _____ Telephone No. _____ Date _____

B GRADUATE STUDENTS (University of Missouri)

To be completed by the graduate advisor (if applicable):

This course is approved for inclusion in the student's graduate degree program.
 is not

Graduate Advisor's Signature _____ Telephone Number _____ Date _____

C GRADUATE STUDENTS (Non-University of Missouri)

To be completed by the student:

Before this enrollment for graduate credit can be completed, you must supply an official transcript certifying your Bachelor's Degree. Please check the appropriate box.

My official transcript is: (1) enclosed; (2) on file with the University of Missouri Independent Study Department.

Student's Signature _____ Date _____

D HIGH SCHOOL STUDENTS

To be completed by the high school principal: _____ Name and address of High School _____

Please check the statement that applies:

- (a) This student may take this high school course and credit earned will count toward a high school diploma.
- (b) The student is approved to enroll in this university-level course. He has met the following eligibility requirements: 1) This student has completed his [junior year; 2) he ranks in the upper one-third of his class; 3) he is capable of performing university-level work and this course will not interfere with his regular high school program.

High School Principal's Signature _____ Telephone Number _____ Date _____

* (from the reverse side) Some information requested is required by Title VI of the Civil Rights Act of 1964 and Title IX of the Higher Education Amendments of 1972 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, national origin or sex.

8. Is this a high school or university course? 1 High School 2 University Yes No 1st 2nd

9. If this is a high school course, in which half unit are you enrolling? Yes No Yes No

10. If this is a university course, is it to be applied for GRADUATE LEVEL CREDIT? Yes No Yes No

11. Are you presently in high school and enrolling in a university course under special provision for high school seniors? Yes No

12. Please check (✓) your highest grade completed, or degree received:

8	9	10	11	12	13	14	15	16	17
High School									College
									BA MA

12. a Do you have a high school diploma? Yes No

13. Have you ever been enrolled on any campus at the University of Missouri? Yes No

14. Which of the following best describes your reason for enrolling in this course?

<input type="text"/> 1 To meet graduation requirements	<input type="text"/> 2 For teacher certification	<input type="text"/> 3 Self improvement	<input type="text"/> 4 Salary increment or job qualification requirement.
<input type="text"/> 5 Other, please specify _____			

If yes, which campus?

<input type="text"/> 1	<input type="text"/> 2	<input type="text"/> 3	<input type="text"/> 4
Columbia	Kansas City	Rolla	St. Louis

*15. Ethnic Origin Code: (Check ✓ appropriate block)

<input type="text"/> 1 American Indian	<input type="text"/> 2 Asian or Pacific Islander	<input type="text"/> 3 Black
<input type="text"/> 4 Hispanic	<input type="text"/> 5 White	<input type="text"/> 6 Foreign

16. Does this course have prerequisites (see catalog course description)? Yes No If yes, do you meet them? Yes No If no, and you have questions about eligibility, please state your question on a separate sheet and enclose it with your application.

Verification of the applicability of credit toward any educational goal is the responsibility of the student. It is understood that the Center for Independent Study Through Correspondence of the University of Missouri is authorized to report grade information on this course to principals, registrars, or employers. Note the refund policy as stated in the Independent Study Catalog. The time limit for all courses is nine months. One three month extension will be granted on request and payment of \$5.00 fee if made prior to expiration.

OFFICE USE ONLY

Syllabus Sent Clerk

= KANSAS CITY
 = ROLLA
 = ST. LOUIS
 OFFICE USE ONLY
 Date Approved _____

Date _____ **student's signature** _____

A UNDERGRADUATE STUDENTS

To be completed by advisor and approved by department chairperson or dean, if required.

Approved for _____ hours credit (check appropriate box [es]): (a) while taking work in residence; (b) in the last 24 hours toward the degree of: _____

Advisor's Signature _____ Department Chairperson _____ Dean _____ Telephone No. _____ Date _____

B GRADUATE STUDENTS (University of Missouri)

To be completed by the graduate advisor (if applicable):

This course is approved for inclusion in the student's graduate degree program.
 is not

Graduate Advisor's Signature _____ Telephone Number _____ Date _____

C GRADUATE STUDENTS (Non-University of Missouri)

To be completed by the student:

Before this enrollment for graduate credit can be completed, you must supply an official transcript certifying your Bachelor's Degree. Please check the appropriate box.

My official transcript is: (1) enclosed; (2) on file with the University of Missouri Independent Study Department.

Student's Signature _____ Date _____

D HIGH SCHOOL STUDENTS

To be completed by the high school principal: _____ Name and address of High School _____

Please check the statement that applies:

- (a) This student may take this high school course and credit earned will count toward a high school diploma.
- (b) The student is approved to enroll in this university-level course. He has met the following eligibility requirements: 1) This student has completed his junior year; 2) he ranks in the upper one-third of his class; 3) he is capable of performing university-level work and this course will not interfere with his regular high school program.

High School Principal's Signature _____ Telephone Number _____ Date _____

* (From the reverse side) Some information requested is required by Title VI of the Civil Rights Act of 1964 and Title IX of the Higher Education Amendments of 1972 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, national origin or sex.

HORTICULTURE

60 FLOWER ARRANGING (2) UMC.*

Flower care, arrangements. Application of design principles to floral decorations for all occasions; interior decoration with plants. (*Course supplemented with cassette tapes and color slides. Access to a cassette tape player required.*)

Texts:

Rutt, *Art of Flower and Foliage Arrangements*, 1964, Macmillan Co. Price: \$5.95.
Hamel, *Encyclopedia of Judging and Exhibiting Floriculture and Flora-Artistry*, rev. 3rd, 1972. Price: \$7.95.



JOURNALISM

100 HISTORY AND PRINCIPLES OF JOURNALISM (3) UMC.

History of the mass media in America, tracing the development from the colonial press through the complex mass media of today. Prerequisite: upperclass standing.

Text:

Emery, *The Press and America*, 1972, 3rd edition, Prentice-Hall. Price: \$12.95.

380 HIGH SCHOOL JOURNALISM (2) UMC.

Stresses the topics to be taught at the secondary level and how to teach them. Analysis of problems facing scholastic journalism, resources and aids available to the teacher. Prerequisite: upperclass standing.

Text:

English, *Scholastic Journalism*, 5th edition, Iowa State Univ. Paperback price: \$5.50.



MANAGEMENT

202 FUNDAMENTALS OF MANAGEMENT (3) UMC.*

Introduction to the basic concepts of management and organization: their application to operations and personnel management.

Texts:

Textbook information will be supplied with the syllabus.

336 PERSONNEL MANAGEMENT (3) UMC. Partly CALS**

Manpower policies, procedures of business enterprise. Prerequisite: 202 or 309 or senior standing.

Text:

Textbook information will be supplied with the syllabus.



MARKETING

204 PRINCIPLES OF MARKETING (3) UMC.

Institutions, processes, problems involved in transferring goods from producer to consumers; emphasis on economics, social aspects. Prerequisite: Economics 51.

Texts:

McCarthy, *Basic Marketing*, 1971, Richard Irwin, Inc. Price: \$12.95.

McCarthy, *Workbook*. Price: \$3.95.

McCarthy, *Review Guide*. Price: \$3.00.

300 PROBLEMS (Credit to be arranged) UMC.

Both Marketing 300 and 400 are special problems courses. These provide an opportunity for students to work more closely with an individual faculty member on a scholarly topic of mutual interest. It will be necessary for the student doing work of this type to consult with a faculty member in the department at UMC for the design of the problem to be investigated and designation of the appropriate credit.

*Not available to persons with addresses which do not have U.S. ZIP CODE designations.

**CALS See page 21 for explanation of Partly CALS.



UNIVERSITY COURSES

MARKETING (continued)

344 ANALYSIS OF THE CONSUMER MARKET (3) UMC.

Study of dimensions of the consumer market and decision-making processes of consumers by analyzing economic, psychological, and socio-psychological influences on the consumer market and buying behavior. Prerequisites: junior standing and 204.

Text:

Engel, Kollat & Blackwell, *Consumer Behavior*, 1973, 2nd edition, Holt, Rinehart & Winston. Price: \$14.50.

400 PROBLEMS (Credit to be arranged) UMC.

Marketing 400 is the same as 300 above except it is for Graduate students only. It will be necessary for the student doing work of this type to consult with a faculty member in the department at UMC for the design of the problem to be investigated and designation of the appropriate credit.

MATH SCIENCES



7 ALGEBRA FOR ELEMENTARY TEACHERS (3) UMC. CALS*

Open only to students majoring in Elementary Education. Focuses on development of real number system, other numeration systems; some elementary number theory; functions, relations, linear equations, inequalities, other polynomials.

Text:

Peterson, *Theory of Arithmetic*, 3rd ed., John Wiley & Sons. Price: \$11.95.

8 GEOMETRY FOR ELEMENTARY TEACHERS (3) UMC.

Devoted primarily to informal geometry including study of points, lines, planes, space similarity, congruence, measurement and elementary geometric constructions. Other topics discussed: probability and characteristics of other geometries. Prerequisite: 7. Materials and equipment for this course will cost approximately \$1.00.

Text:

Keedy, *Geometry: A Modern Introduction*, 1st ed., Addison-Wesley Pub. Co. Price: \$8.20. (Used texts only.)

9 TRIGONOMETRY (2) UMC.

An elementary course, including trigonometric identities, the solution of trigonometric equations, and the solution of right and oblique triangles and other applications. Prerequisites: any of the following; (a) 1½ units algebra and 1 unit geometry; (b) 1 unit geometry and 10 concurrently.

Text:

Spitzbart, *Plane Trigonometry*, 1964, 2nd edition, Addison-Wesley Pub. Co. Price: \$8.50.

10 COLLEGE ALGEBRA (3) UMC.

Review of topics from elementary algebra, sets, quadratics, systems of linear equations with introduction to determinants, graphing, progressions, inequalities, complex numbers, mathematical induction, binomial theorem, theory of equations, logarithms. Prerequisites: at least 2½ units high school math including 1½ in algebra or at least 2 units of high school algebra.

Text:

Vance, *Modern College Algebra*, 1967, 2nd ed., Addison-Wesley Pub. Co. Price: \$7.50. (Used texts only.)

80 ANALYTIC GEOMETRY AND CALCULUS I. UMC. }

8 CALCULUS WITH ANALYTIC GEOMETRY I. UMR. }

80 ANALYTIC GEOMETRY AND CALCULUS I. UMSL. }

(5) MC**

Straight lines, conic sections, polar coordinates, coordinate transformations,

*CALS See page 21 for explanation of CALS.

**MC See page 21 for an explanation.

UNIVERSITY COURSES

MATH SCIENCES (continued)

functions, limits, continuity, derivatives, antiderivatives, definite integrals. Prerequisite: UMC C in 9 and 10 or equivalent; UMR by placement exam or by 4 and 6 or equivalent; UMSL 40 or a knowledge of trigonometry and either 30 or satisfactory score on placement exam. (This course and the following courses are a three-semester course sequence.)

Text:

Goodman, *Analytic Geometry and the Calculus*, 1974, Macmillan. Price: \$15.50.

175 CALCULUS II. UMC.

21 CALCULUS WITH ANALYTIC GEOMETRY II. UMR. } (5) MC*
175 ANALYTIC GEOMETRY AND CALCULUS II. UMSL.

Definite integrals, applications and techniques of integration, elementary transcendental functions, infinite series. Prerequisite: UMC C or better in 80 or 81 or equivalent; UMR 8 or equivalent; UMSL 80.

Text:

Goodman, *Analytic Geometry and the Calculus*, 1974, Macmillan. Price: \$15.50.

201 CALCULUS III. UMC.

22 CALCULUS WITH ANALYTIC GEOMETRY III. UMR. } (4) MC*
201 ANALYTIC GEOMETRY AND CALCULUS III. UMSL.

Vectors, solid analytic geometry, calculus of several variables. Prerequisite: UMC a grade of C or better in 175 or equivalent training; UMR 21 or equivalent; UMSL 175.

Text:

Goodman, *Analytic Geometry and the Calculus*, 1974, Macmillan. Price: \$15.50.

304 DIFFERENTIAL EQUATIONS. UMC.

302 DIFFERENTIAL EQUATIONS. UMSL. } (3) MC*

Common types of ordinary differential equations including many applied problems, operational methods. Prerequisite: UMC and UMSL 201.

Text:

Dettman, *Introduction to Linear Algebra and Differential Equations*, 1974, McGraw-Hill. Price: \$13.50.

MUSIC

21 THEORY (WRITTEN) I (2) UMKC.

A study of musical nomenclature, including rhythm symbols, key and meter signatures, scales, pitch notation, performances terms and symbols, intervals, chord symbols and names, chord structures; introduction to written harmony. Not designed for Music majors.

Texts:

Harder, *Basic Materials in Music Theory, A Programmed Course*, 1975, 3rd ed., Allyn & Bacon. Price: \$9.95.

Harder, *Harmonic Materials in Tonal Music, Part I, A Programmed Course*, 1974, 2nd ed., Allyn & Bacon. Price: \$9.95.

150 INTRODUCTION TO MUSIC HISTORY (3) UMKC.**

An introduction to the major composers, literature, and forms of the various historical periods. Bibliographical sources and library procedures, as well as listening requirements are included. This course is supplemented with filmstrips and recordings. Reference material rental charge for this course is \$5, plus a \$10 deposit which will be refunded when the material is returned in satisfactory condition. Do not send payment for rental and deposit fees with your application. Information on how to obtain reference materials is included in your course syllabus.

*MC See page 21 for an explanation.

**Not available to persons with addresses which do not have U.S. ZIP CODE designations.



UNIVERSITY COURSES

MUSIC (continued)

Texts:

Apel, *Harvard Dictionary of Music*, 2nd edition, Belknap Press of Harvard Univ. Press. Price: \$20.00.

Gerboth, *An Introduction to Music, Selected Readings*, 1964, W. W. Norton & Co. Price: \$4.25.

250 INTRODUCTION TO CONTEMPORARY MUSIC (2) UMKC.*

An introduction to 20th century music for the purpose of achieving an understanding and enjoyment of contemporary styles and idioms. A non-technical survey course. This course is supplemented with recordings. Reference material rental charge for this course is \$5, plus a \$10 deposit which will be refunded when the material is returned in satisfactory condition. Do not send payment for rental and deposit fees with your application. Information on how to obtain reference materials is included in your course syllabus.

Texts:

Hansen, *An Introduction to Twentieth-Century Music*, 1970, 3rd edition, Allyn & Bacon, Inc. Price: \$10.95.

Apel, *Harvard Brief Dictionary of Music*, 1961, Simon & Schuster. Price: \$1.25.

Machlis, *Introduction to Contemporary Music*, 1961, W. W. Norton & Co. Price: \$12.50.

351 HISTORY OF MUSIC IN WESTERN CIVILIZATION I (3) UMKC.*

A chronological study with emphasis on periods and styles, from early times to the death of Bach. Prerequisite: Music 150 or equivalent. This course is supplemented with recordings. Reference material rental charge for this course is \$5, plus a \$10 deposit which will be refunded when the material is returned in satisfactory condition. Do not send payment for rental and deposit fees with your application. Information on how to obtain reference materials is included in your course syllabus. *Access to a cassette tape player required.*

Texts:

Grout, *A History of Western Music*, 1973, rev. ed., W. W. Norton & Co. Price: \$11.50.

Parrish, *A Treasury of Early Music*, 1958, W. W. Norton & Co. Paperback price: \$4.25.

Einstein, *A Short History of Music*, 1947, 4th edition, Vintage paperback. Price: \$1.95.

352 HISTORY OF MUSIC IN WESTERN CIVILIZATION II (3) UMKC.*

Continuation of Music 351; covers from 1750 to the present, including American music. Prerequisite: Music 150 or equivalent. This course is supplemented with recordings. Audio-visual materials rental charge for this course is \$10 plus a \$10 deposit. Reference material charge for this course is \$1 plus a \$5 deposit. Deposits will be refunded when the equipment is returned in satisfactory condition. Do not send payment for rental and deposit fees with your application. Information on how to obtain rental material is included in your course syllabus.

Text:

Grout, *A History of Western Music*, 1973 rev. ed., W. W. Norton & Co. Price: \$11.50.

Apel, *The Harvard Brief Dictionary of Music*, 1961, Washington Square Press. Paperback price: \$1.25.

NURSING HOME ADMINISTRATION

See COMMUNITY HEALTH AND MEDICAL PRACTICE.

PHILOSOPHY

1 ELEMENTARY LOGIC (3) UMC.*

Formal principles of deduction, induction. Criticism of argument, detection of

*Not available to persons with addresses which do not have U.S. ZIP CODE designations.



UNIVERSITY COURSES

PHILOSOPHY (continued)

fallacies, certain philosophic problems arising out of logic. Reference material rental charge for this course is \$1, plus a \$5 deposit which will be refunded when the material is returned in satisfactory condition. Do not send payment for rental and deposit fees with your application. Information on how to obtain reference materials is included in your course syllabus.

Texts:

Barker, *The Elements of Logic*, 1965, McGraw-Hill. Price: \$6.70. (Used texts only.)

Levison, *Study Guide for Stephen F. Barker's The Elements of Logic*, 2nd ed., 1974, McGraw-Hill. Price: \$4.50.

5 INTRODUCTION TO PHILOSOPHY (3) UMC.

Principal problems of philosophy, and typical solutions. Problems of knowledge, natural world, society.

Texts:

Castell, *An Introduction to Modern Philosophy*, 1963, 2nd edition, Macmillan Co. Price: \$10.95.

Runes, *Dictionary of Philosophy*, 1969, Littlefield & Adams. Price: \$2.95.

PHYSICAL EDUCATION

See HEALTH AND PHYSICAL EDUCATION.

POLITICAL SCIENCE

1 AMERICAN GOVERNMENT (5 or 3) UMC.

Theory, politics, and constitutional development of American democracy at national and state levels; examination of contemporary issues in foreign, military and economic affairs; meets Missouri state law requirement.

Texts:

First 3 hours:

Watson, *Promise and Performance of American Democracy*, 1972, John Wiley & Sons. Price: \$7.95.

Burkhart, *American Government: The Clash of Issues*, 1972, 4th edition, Prentice-Hall. Price: \$6.95.

Karsch, *Government of Missouri*, 1971, 11th edition, Lucas Brothers. Price: \$4.95.

Last 2 hours:

Johnson, *American State and Local Government*, 1972, Thomas Y. Crowell Co. Price: \$5.75.

Karsch, Same as above.

11 INTRODUCTION TO POLITICAL SCIENCE (3) UMC.

Introduction to scope and content of politics: theory and operation of democratic and nondemocratic governments. Meets Missouri state law constitutional requirements. Students taking this course may not take 1, and vice versa.

Texts:

Merkel, *Political Continuity and Change*, 1972, Harper & Row. Price: \$8.95.

Brzezinski & Huntington, *Political Power: USA/USSR*, 1971, Viking Press. Price: \$3.95.

Kennedy, *Thirteen Days: A Memoir of the Cuban Missile Crisis*, 1969, Signet Books. Price: \$1.25.

55 INTERNATIONAL RELATIONS (3) UMC.

Contemporary international affairs including family of nations, control of national foreign policies, competition and cooperation in legal, political, economic, and social fields.

Texts:

Stoessinger, *The Might of Nations*, 1973, 4th edition, Random House. Price: \$6.95.

Stoessinger, *The United Nations and the Superpowers*, 1973, 3rd edition, Random House. Price: \$3.50.



UNIVERSITY COURSES

POLITICAL SCIENCE (continued)

Rosecrance, *International Relations: Peace or War*, 1973, McGraw-Hill. Price: \$6.50.
Hilsman, *The Politics of Policy Making in Defense and Foreign Affairs*, 1971, Harper & Row. Price: \$2.95.

400 PROBLEMS (Credit to be arranged) UMC.

For graduate students with necessary prerequisite courses. Topics in one of the fields of political science for individual study. It will be necessary for the student doing work of this type to consult with a faculty member in the department at UMC for the design of the problem to be investigated and designation of the appropriate credit.

POULTRY HUSBANDRY



101 POULTRY SCIENCE (3) UMC.

Basic information on the industry: reproduction, feeding, and management of poultry. Introductory course for poultry science majors, and others desiring information on poultry production and related fields. Prerequisite: 12 or instructor's consent.

Text:

Card & Nesheim, *Poultry Production*, 11th ed., 1972, Lea & Febiger. Price: \$11.00.

PSYCHOLOGY



GENERAL PSYCHOLOGY.

1 UMC.

210 UMKC.

50 UMR.

3 UMSL.

} (3) MC* CALS**

Survey of facts, principles and methods in the study of human behavior.

Text:

Whittaker, *Introduction to Psychology*, 2nd edition, W. B. Saunders Co., 1970. Price: \$11.30.

30 APPLIED PSYCHOLOGY (3) UMC.

Application of psychology to business; emphasizes advertising, personnel selection, efficiency. Brief reference to professional and social applications. Prerequisite: 1 or 2.

Text:

Anastasi, *Fields of Applied Psychology*, 1964, McGraw-Hill. Price: \$12.50.

170 CHILD PSYCHOLOGY (3) UMC.

Origins and development of child behavior with emphasis on basic processes, theory and research rather than on application or guidance. Prerequisite: 1 or 2.

Texts:

Munsinger, *Fundamentals of Child Development*, 1971, Holt, Rinehart & Winston. Price: \$9.40. (Used texts only.)

Munsinger, *Readings in Child Development*, 1971, Holt, Rinehart & Winston. Price: \$5.25. (Used texts only.)

260 SOCIAL PSYCHOLOGY. UMC.

159 SOCIAL PSYCHOLOGY. UMR.

160 SOCIAL PSYCHOLOGY. UMSL.

} (3) MC* Partly CALS**

Social bases of behavior and behavior of individuals in social situations. Prerequisite: UMC 1 and 2 and/or Sociology 1; UMR no prerequisite; UMSL 3 or 10 or Sociology 10.

*MC See page 21 for an explanation.

**CALS See page 21 for explanation of CALS and Partly CALS.

UNIVERSITY COURSES

PSYCHOLOGY (continued)

Text:
Wrightsmann, *Social Psychology in the Seventies*, 1972 text edition, Wadsworth Publishing Co., Inc. Price: \$12.95.

See SPECIAL EDUCATION, 313 Psychology of Exceptional Children.

345 ABNORMAL PSYCHOLOGY (3) UMC.

Primarily for juniors, seniors and graduate students. Survey of causes, types and treatment of psychological disorders. Prerequisite: 6 hours of psychology, including a course in psychology of personality or child development.

Text:

Coleman, *Abnormal Psychology and Modern Life*, 1964, Scott-Foresman Co. Price: \$9.60. (Used texts only.)

RECREATION AND PARK ADMINISTRATION



10 INTRODUCTION TO RECREATION AND PARKS (3) UMC.*

History of the recreation movement; theories and philosophies of play, recreation and leisure time. Reference material rental charge for this course is \$8, plus a \$5 deposit which will be refunded when the material is returned in satisfactory condition. Do not send payment for rental and deposit fees with your application. Information on how to obtain reference materials is included in your course syllabus.

Texts:

Brightbill, *The Challenge of Leisure*, 1960, Prentice-Hall. Price: \$1.75.

Carlson, *Recreation in American Life*, 1963, Prentice-Hall. Price: \$9.95.

Sapora, *The Theory of Play and Recreation*, 1961, 3rd edition, The Ronald Press. Price: \$8.95.

131 PRINCIPLES OF INTERPRETIVE OUTDOOR RECREATION (3) UMC.

Interpretive principles and techniques employed to communicate values, natural history, and cultural features to the recreation user. Prerequisite: 10 and sophomore standing or instructor's consent. Materials for this course will cost approximately \$3. *Access to a tape recorder is necessary.*

Texts:

Tilden, *Interpreting Our Heritage*, 1967, University of North Carolina Press. Price: \$2.50.

Shomon, *Manual of Outdoor Interpretation*, 1968, National Audubon Society. Price: \$3.00.

151 COMMUNITY RECREATION (3) UMC.

(Same as Physical Education 151.) Survey of recreation: history, leadership, facilities, program and administration.

Text:

Butler, *Introduction to Community Recreation*, 1967, 4th edition, McGraw-Hill. Price: \$11.95.

300 PROBLEMS (1-3) UMC.

It will be necessary for the student doing work of this type to consult with a faculty member in the department at UMC for the design of the problem to be investigated and designation of the appropriate credit.

404 READINGS IN THE FIELD OF RECREATION (1-3) UMC.

Selected readings based on student's needs. Emphasis may be placed on a student's area of interest. Prerequisite: consent of adviser; open to students majoring in the field of Recreation.

*Not available to persons with addresses which do not have U.S. ZIP CODE designations.

RELIGION



Courses in religion offered by Missouri School of Religion may be taken for credit toward degrees in the University. All courses accredited in College of Arts and Science. Students may elect as many as 14 semester hours toward A.B. degree. Students working toward other degrees may elect courses in religion by consent of deans of respective schools.

110 LIFE AND LITERATURE OF THE OLD TESTAMENT (3) UMC. CALS*

Introduces the literature, history and thought of the Old Testament and scholarly theories necessary for academic study of the Bible. Covers the traditions of creation, election, covenant, monarchy, prophecy, post-exilic Judaism.

Texts:

Anderson, *Understanding the Old Testament*, 2nd edition, 1972, Prentice-Hall. Price: \$11.95.

The Bible (any edition).

121 LIFE AND LITERATURE OF THE NEW TESTAMENT (3) UMC.

Central documents of Christian religion to determine origin, authorship, literary structure, nature, permanent value.

Texts:

Kee, Young and Froehlich, *Understanding the New Testament*, 3rd edition, 1973, Prentice-Hall. Price: \$10.95.

The Bible, (Revised Standard Version).

122 LIFE AND TEACHINGS OF JESUS (3) UMC.

Brief historical introduction; principal events in life of Jesus. His teachings with application to life today.

Texts:

Spivey & Smith, *Anatomy of the New Testament*, 1969, Macmillan Co. Price: \$9.50.

Throckmorton, *Gospel Parallels*, 1967, 3rd revised edition, Thomas Nelson & Sons. Price: \$6.95.

130 LIVING RELIGIONS OF THE WORLD (3) UMC.

A study of the differing ways in which the great world religions interpret life and reality. A survey of the basic ideas in Confucianism, Taoism, Shintoism; Hinduism, Jainism, Buddhism; Judaism, Islam, Christianity and others.

Texts:

Noss, *Man's Religions*, 1969, 4th edition, Macmillan Co. Price: \$9.95.

Ballou, *The Portable World Bible*, 1966, Viking Press. Price: \$3.95.

ROMANCE LANGUAGES

FRENCH



Students entering with 0 to 1 high school units in French should take French 1. Those with 2 high school units in French may take French 1 or 2. Students with 3 high school units in French may take French 103, or French 1 or 2.

1 ELEMENTARY FRENCH I (5) UMC.

Revision pending. Texts unknown.

2 ELEMENTARY FRENCH II (5) UMC.

Revision pending. Texts unknown.

103 FRENCH READING (3) UMC.

Prerequisite: French 2 or equivalent.

Texts:

Galpin & Milligan, *French Prose: An Intermediate Reader*, 1965, Macmillan Co. Price: \$4.50.

Fowlie (ed.), *French Stories: Contes Français*, 1960, Bantam Books. Price: \$1.50.

*CALS See page 21 for explanation of CALS.

UNIVERSITY COURSES

ROMANCE LANGUAGES* (continued)

SPANISH

Students entering with no high school units in Spanish should take Spanish 1. Those with 1 high school unit in Spanish may take Spanish 1 or 2. Students with 2 high school units in Spanish should take Spanish 2. Students with 3 high school units in Spanish may take Spanish 103 or Spanish 2.

1 ELEMENTARY SPANISH I (5) UMC.* Partly CALS**

Practice in hearing and speaking Spanish through the use of audio cassette tapes. *(No reduction in the number of lessons or the fees when taken for partial credit.) Access to a cassette tape player required.*

Texts:

DaSilva, *Beginning Spanish: A Concept Approach*, 3rd edition, Harper & Row, 1973. Price: \$12.95.

DaSilva, *Tape Manual for Beginning Spanish*, Harper & Row, 1973. Price: \$3.95.

2 ELEMENTARY SPANISH II (5) UMC.* Partly CALS**

Continuation of Spanish 1. Practice in hearing and speaking Spanish through the use of audio cassette tapes. Prerequisite: Grade of C or better in Spanish 1 or equivalent. *(No reduction in number of lessons or the fees when taken for partial credit.) Access to a cassette tape player required.*

Texts:

DaSilva, *Beginning Spanish: A Concept Approach*, 3rd edition, Harper & Row, 1973. Price: \$12.95.

DaSilva, *Tape Manual for Beginning Spanish*, Harper & Row, 1973. Price: \$3.95.

Casona, *La dama del alba*, Scribner's Sons, New York, 1947. Price: \$3.95.

103 SPANISH READING (3) UMC.

Prerequisite: Spanish 2 or equivalent.

Texts:

Osborne, *Cuentos del mundo hispánico*, 1957, American Book Co. Price: \$3.95.

Ibáñez, *La barraca*, 1960, Holt, Rinehart & Winston. Price: \$4.25.

Rogers, *Florilegio de Cuentos Hispanoamericanos*, 1968, Macmillan Co. Price: \$3.95.

RURAL SOCIOLOGY



1 RURAL SOCIOLOGY (3) UMC. CALS**

Introduction to sociology of rural and small town society, structure, functioning, trends, and interrelations with the larger society.

Text:

Dushkin, *The Study of Society*, 1974, Dushkin Pub. Group, Inc., Guilford, CT. Price: \$12.50.

Readings for Rural Sociology 1, compiled by Gary Stangler and published by the Center for Independent Study, University of Missouri, 1974. Price: \$4.00

185 CONTEMPORARY SOCIAL PROBLEMS (3) UMC.

Sociological analysis of major social problems in rural, urban, and mass societies. Prerequisite: 1 or Sociology 1.

Texts:

Skolnich & Currie, *Crisis in American Institutions*, 1973, 2nd edition, Little Brown & Co. Price: \$6.95.

Forman, *Black Ghettos, White Ghettos, and Slums*, 1971, Prentice-Hall. Price: \$2.50.

*Not available to persons with addresses which do not have U.S. ZIP CODE designations.

**CALs See page 21 for explanation of CALs and Partly CALs.

RURAL SOCIOLOGY
(continued)

220 POPULATION AND ECOLOGY (3) UMC. Partly CALS*
Dynamics of population patterns, their changing distribution in space. Emerging population patterns in state, nation, and world. Prerequisite: 1 or Sociology 1.
Texts:
Kammeyer, *An Introduction to Population*, 1971, Chandler Pub. Co. Price: \$4.00.
Ehrlich & Ehrlich, *Population, Resources, Environment*, 1972, 2nd edition, W. H. Freeman & Co. Price: \$9.95.
Campbell & Wade, *Society and Environment: The Coming Collision*, 1972, Allyn & Bacon. Paperback price: \$5.95.

SOCIOLOGY

Twelve hours credit in undergraduate work in sociology is a prerequisite to courses in sociology for graduate credit.



1 GENERAL SOCIOLOGY. UMC.
81 GENERAL SOCIOLOGY. UMR.
10 INTRODUCTION TO SOCIOLOGY. UMSL. } (3) MC Partly CALS***

Nature of organization and activities of human groupings—family, community, crowd, social class, etc.; structure, function of institutions; social influences shaping personality, behavior, social change.
Texts:
Anderson, *Toward a New Sociology*, 1974, rev. ed., The Dorsey Press. Price: \$6.50.
Anderson (ed.), *Sociological Essays and Research*, 1974, rev. ed., The Dorsey Press. Price: \$5.50.
Bobbs-Merrill Reprint Packet. Price: \$1.20.

50 SOCIAL DISORGANIZATION (3) UMC.
Deviations from group norms, crime, prostitution, alcoholism, mental illness. Prerequisite: 1.
Text:
Horton & Leslie, *The Sociology of Social Problems*, 1970, Appleton-Century-Crofts. Price: \$10.95.

185 CONTEMPORARY SOCIAL PROBLEMS (3) UMC.
Same as Rural Sociology 185.

211 CRIMINOLOGY (3) UMC.
Sociology of law; constitutional, psychological, sociological theories of criminal behavior; process of criminal justice; treatment of corrections, control of crime. Prerequisites: Junior standing and 1.
Texts:
Quinney, *The Social Reality of Crime*, 1970, Little Brown & Co. Price: \$9.95.
Quinney, ed., *Crime and Justice in Society*, 1969, Little Brown & Co. Price: \$6.95.

214 THE FAMILY. UMC.
281 THE FAMILY. UMR.
224 SOCIOLOGY OF THE FAMILY. UMSL. } (3) MC CALS***

Family as agency or personality development, cultural transmission. Socialization process examined; family related in structure and function to wider forms of social organization. Prerequisite: UMC 1; UMR 81 or consent of instructor; UMSL 10.

*CALS See page 21 for explanation of CALS and Partly CALS.

**MC See page 21 for an explanation.

**SOCIOLOGY
(continued)**

Texts:

Leslie, *The Family in Social Context*, 3rd ed., 1976, Oxford Univ. Press. Price: \$13.00.Bell (ed.), *Studies in Marriage and the Family*, rev. ed., 1973, Thomas Crowell Co. Paperback price: \$4.50.**220 POPULATION AND ECOLOGY (3) UMC. Partly CALS***

Same as Rural Sociology 220.

315 COLLECTIVE BEHAVIOR (3) UMC. CALS*

Analysis of mass behavior and related phenomena. Includes types, organization of social movements; crowd behavior, social epidemics, fashions, fads; leadership authority. Prerequisite: 1 and Junior standing.

Texts:

Turner & Killian, *Collective Behavior*, 1972, Prentice-Hall. Price: \$11.95.Berk, *Collective Behavior*, 1974, Wm. C. Brown Co. Price: \$1.95.**322 AGING IN AMERICAN SOCIETY (3) UMC.**

Examination of the aged in modern society; demographic, social, psychological and comparative cultural features of this social role. Prerequisites: Junior standing and 1.

Texts:

Hoffman, *The Daily Needs and Interests of Older People*, Charles C. Thomas. Price: \$16.50.Loether, *Problems of Aging: Sociological and Social Psychological Perspectives*, Allyn & Bacon. Price: \$4.95.*The White House Conference on Aging: Report to the Delegates*, U.S. Government Printing Office. Price: \$.60.*The Economics of Aging: Toward a Full Share in Abundance*, A Report by the Special Committee on Aging, United States Senate together with Minority and Supplemental Views, December 31, 1970, U.S. Government Printing Office. Price: \$1.00.*Health in the Later Years*, Government Office. Price: \$1.05.**350 JAIL OPERATIONS (2) UMC. Partly CALS***Credit arranged. (This is designed as a 2 hour course.) A structured problems course dealing with the functions and duties of the jail officer. This course is intended only for jail officers and administrators or people in training for such positions. Others who wish to enroll in this course may do so only with special permission. Inquiries should be directed to the Center for Independent Study through Correspondence. *Textbooks are furnished free of charge as long as the present supply lasts.* Prerequisite: 12 hours Sociology and departmental approval.

Text:

Blumer, *Jail Operations*, United States Bureau of Prisons.**350 JAIL MANAGEMENT (2) UMC. Partly CALS***Credit arranged. (This is designed as a 2 hour course.) A structured problems course covering the functions and responsibilities of the jail administrator. This course is intended only for jail officers and administrators or people in training for such positions. Others who wish to enroll in this course may do so only with special permission. Inquiries should be directed to the Center for Independent Study through Correspondence. *Textbooks are furnished free of charge as long as the present supply lasts.* Prerequisite: 12 hours Sociology and departmental approval.

Text:

Blumer, *Jail Management*, United States Bureau of Prisons.

*CALS See page 21 for explanation of CALS and Partly CALS.

SPANISH

See ROMANCE LANGUAGES.

**SPECIAL
EDUCATION****L101 SURVEY OF SPECIAL EDUCATION (2) UMC.***

Historical orientation, prevalence of problems, current concepts, and educational programming in special education. Prerequisite: Education S75 or consent of instructor. Reference material rental charge for this course is \$3, plus a \$5 deposit which will be refunded when the material is returned in satisfactory condition. Do not send payment for rental and deposit fees with your application. Information on how to obtain reference materials is included in your course syllabus.

Texts:

Kirk, *Educating Exceptional Children*, 1972, Houghton Mifflin Co., 2nd ed. Price: \$13.50.

Keys, *Flowers for Algernon—Charley*, Bantam Books. Price: \$.95.

Rubin, *Jordi: David & Lisa*, Ballantine Books. Price: \$.95.

Killilea, *Karen*, Dell Books. Price: \$.95.

Johnson, *Exceptional Children Research Review*, 1968, The Council for Exceptional Children. Price: \$7.00.

311 INTRODUCTION TO MENTAL RETARDATION (3) UMSL. CALS**

An introductory course dealing with the characteristics, classification and causes of the mentally retarded. Prerequisite: Psychology of Exceptional Children.

Text:

Chinn, Drew & Logan, *Mental Retardation: A Life Cycle Approach*, C. V. Mosby Co., 1975. Price: \$10.25.

313 PSYCHOLOGY OF EXCEPTIONAL CHILDREN (3) UMSL.

A study of the unique psychological problems of children who deviate from the normal.

Texts:

Kirk, *Educating Exceptional Children*, 1972, 2nd edition, Houghton Mifflin Co. Price: \$13.50.

Jordan & Cegelka, *Exceptional Children*, 1972, MSS Information Corp. Price: \$8.75.

STATISTICS**31 ELEMENTARY STATISTICS (3) UMC.**

Collection, presentation of data; averages; dispersion; introduction to statistical inference, index numbers, time series, correlation. Prerequisite: Math 10.

Text:

Freund, *Modern Elementary Statistics*, 4th edition, Prentice-Hall. Price: \$13.95.

See R370 Educational Statistics, page 26.

The Center for Independent Study reserves the right to change instructors, discontinue courses or to adjust fees listed in this catalog as circumstances warrant.

*Not available to persons with addresses which do not have U.S. ZIP CODE designations.

**CALs See page 21 for explanation of CALs.



HIGH SCHOOL COURSES

For general information about High School Courses see page 7.

CALS (Computer Assisted Lesson Service). Whenever these letters appear with the description of a course it means that all lesson exercises and examinations are designed for objective type responses and are computer scored. Student responses are made on a standardized answer sheet and are either multiple choice, matching or true-false. Predeveloped instructional comments based on each student's answers will be returned to the student in a computer print-out. Partly CALS means that some of the lessons are computer scored. Other lessons in these courses are evaluated by an instructor. (Note: While new courses are being computerized, students' answer sheets may be hand scored and reports will be sent indicating incorrect answers.)

Courses listed in this catalog may be discontinued and other courses may be added from time to time. The prices listed below were correct when this catalog was printed; however, they are subject to change without notice.

Students must have earned credit in the first half unit of a high school course prior to enrollment in the second half unit of that course.

AGRICULTURE



AGRICULTURE (First Half Unit) Partly CALS*

Open to juniors and seniors. Also offered for others interested in agriculture who may not desire credit. The course deals with advantages of the farm as a place to live, elementary principles of farming, modern practices required for successful farm operation, and essentials of general forestry.

Text:

Evans & Donahue, *Exploring Agriculture*, 1973, 4th edition, Prentice-Hall. Price: \$15.30.

AGRICULTURE (Second Half Unit) Partly CALS*

Continuation of above course.

Text:

Same as the first half unit.

ANTHROPOLOGY See SOCIAL STUDIES.

ART



ART (First Half Unit)

The aim of this course is to widen the scope of each individual student's cultural growth and to give experience in the creation of various art forms within the interests of high school students. Personal experiences in the field of art include drawing, painting design, block print, lettering, and woodcarving. Students will need to obtain art materials, such as pencils, brushes and paints. These are not available from the Center. The approximate cost is \$10.00.

Text:

Faulkner & Ziegfeld, *Art Today*, 1969, 5th edition, Holt, Rinehart and Winston. Price: \$11.20. (Used texts only.)

ART (Second Half Unit)

Continuation of above course. Art materials such as brushes and paints will cost approximately \$5.50. These are not available from the Center.

Text:

Same as the first half unit.

*CALs See page 47 for explanation of Partly CALs.

**BUSINESS
EDUCATION****BOOKKEEPING (First Half Unit) (Accounting) CALS***

Intended for beginners in bookkeeping. Although offered for high school credit, it is excellently adapted to beginners in this subject whether they desire the credit or whether they wish merely the proficiency that it will give them in preparation for commercial work.

Texts:

Boynton, *Century 21 Accounting*, 1972 (B95), South-Western Pub. Co. Price: \$9.30.

Boynton, *Century 21 Accounting, Working Papers and Study Guides*, (B951), South-Western Pub. Co. Price: \$4.60.

BOOKKEEPING (Second Half Unit) (Accounting) CALS*

Continuation of above course.

Texts:

Same as the first half unit.

BUSINESS LAW (One-Half Unit) CALS*

A study of the laws that govern the day-to-day business activities of individuals as citizens, consumers and employees. This course includes the principles of law in the fields of contracts, sales, credit transactions, employment and agency. It also includes owning and leasing of personal and real property and presents a comprehensive introduction to our legal system.

Texts:

Fisk, *Applied Business Law*, 10th ed. (L81), South-Western Pub. Co. Price: \$7.95.

Fisk, *Applied Business Law Workbook*, 10th ed. (L811), South-Western Pub. Co. Price: \$2.65.

ELEMENTARY STENOGRAPHY (First Half Unit)**

A course for students with no previous training in shorthand. Designed to thoroughly acquaint the student with the complete theory of Gregg shorthand; to develop shorthand reading, writing, and transcription techniques; to build an appropriate business vocabulary, and to improve spelling, punctuation, and other associated transcription skills. This course is supplemented with records designed to assist the student in taking shorthand. As a result, the student **MUST** have access to a record player designed for 33 1/3 rpm records. Reference material rental charge for this course is \$5, plus a \$10 deposit which will be refunded when the material is returned in satisfactory condition. Do not send payment for rental and deposit fees with your application. Information on how to obtain reference materials is included in your course syllabus.

Text:

Leslie, *Gregg Shorthand I: A Gregg Text-Kit in Continuing Education*, 1965, Diamond Jubilee edition, McGraw-Hill. Price: \$8.75.

ELEMENTARY STENOGRAPHY (Second Half Unit)**

Continuation of above course.

Text:

Leslie, *Gregg Shorthand II: A Gregg Text-Kit in Continuing Education*, 1965, Diamond Jubilee edition, McGraw-Hill. Price: \$6.95.

ELEMENTARY TYPING (First Half Unit)

A course in the fundamentals of touch typewriting for the purpose of mastering the keyboard and operative parts of the machine. Organized drills and practice procedures for the development of speed and accuracy are included in the lessons. The course also gives training and practice in the preparation of a variety of

*CALS See page 47 for explanation of CALS.

**Not available to persons with addresses which do not have U.S. ZIP CODE designations.

HIGH SCHOOL COURSES

BUSINESS EDUCATION (continued)

personal and business papers and forms.

Text:

Winger, Rowe & Lloyd, *Gregg Typing I*, 1965, Gregg Adult Ed. Series. Price: \$6.75.

ELEMENTARY TYPING (Second Half Unit)

Continuation of above course.

Text:

Winger, Rowe & Lloyd, *Gregg Typing II*, 1966, Gregg Adult Ed. Series. Price: \$6.75.

ADVANCED TYPING (First Half Unit)

Organized to give the student experience in the preparation and understanding of varied typing problems of increasing difficulty, to develop vocational competency in office procedures. Exercises for the improvement of speed and accuracy are included in the lessons.

Texts:

Lessenberry, Crawford & Erickson, *Twentieth-Century Typewriting*, 1962, 8th edition, South-Western Pub. Co. Price: \$6.20.

Lessenberry, *Laboratory Materials for Parts 3 and 4, 20th Century Typing*, 8th edition. Price: \$2.40.

ADVANCED TYPING (Second Half Unit)

Continuation of above course.

Texts:

Same as the first half unit.

GENERAL BUSINESS (First Half Unit) CALS*

A course in which the student acquires useful information about business and its services (transportation, communication, banking, etc.)—information which is important in the everyday life of persons. The student gains an appreciation of the significance of business activities in relation to his general welfare and understanding of the nature of business and its place in the economic community of which he is a part.

Texts:

DeBrum, *General Business*, 1971, 10th edition, South-Western Pub. Co. Price: \$7.75.

DeBrum, *Activities and Projects Workbook for General Business, Units 1-5*, 1966, 10th edition, South-Western Pub. Co. Price: \$2.70.

GENERAL BUSINESS (Second Half Unit) CALS*

Continuation of above course.

Texts:

DeBrum, *General Business*, 1971, 10th edition, South-Western Pub. Co. Price: \$7.75.

DeBrum, *Activities and Projects Workbook for General Business, Units 6-17*, 1971, 10th edition, South-Western Pub. Co. Price: \$2.70.

SALESMANSHIP (First Half Unit) CALS*

An introductory course for students interested in sales careers and in developing the skills to start them on effective and rewarding careers in selling. Included in the course are lessons on marketing, types of selling jobs, project knowledge and preparing for the sales presentation.

Text:

Ernest, Ashmun, *Salesmanship Fundamentals*, 1973, fourth edition, McGraw-Hill. Price: \$8.40.

*CALS See page 47 for explanation of CALS.

HIGH SCHOOL COURSES

BUSINESS EDUCATION (continued)

SALESMANSHIP (Second Half Unit) CALS*
Continuation of above course.
Text:
Same as the first half unit.

CONTEMPORARY ISSUES See **SOCIAL STUDIES.**

DRIVER EDUCATION

DRIVER EDUCATION (One-Half Unit) CALS*
A study of the skills needed to stay healthy in today's driving arena. Topics covered include natural and applied laws, strategies, and driving maneuvers. This course is designed to assist you in becoming an alert driver with a positive attitude towards safety. This Independent Study course meets the requirement for 30 or more hours of classroom instruction. In addition, it is necessary for a student to have 6 hours of actual behind the wheel instruction from a certified Driver Education teacher if they are to receive a discount from insurance companies for having taken an approved Driver Education course.
Text:
Johnson & Pawlowski, *Tomorrow's Drivers*, 1974, Rand McNally School Division. Paperback price: \$3.50.

ENGLISH



9th GRADE ENGLISH (First Half Unit) Partly CALS*
A thorough study is made of the elements of English composition. The literature—including short stories, poems, biographies, plays and a novel—is studied primarily to increase the student's reading enjoyment.

Texts:
Connelly, et. al, *Adventures in Reading* (Classic Edition), 1973, Harcourt Brace Jovanovich. Price: \$9.20.
Warriner, et. al, *English Grammar & Composition*, Third Course, 1973, Harcourt Brace Jovanovich. Price: \$7.00.

9th GRADE ENGLISH (Second Half Unit) Partly CALS*
Continuation of above course.

Texts:
Same as the first half unit.

10th GRADE ENGLISH (First Half Unit) Partly CALS*
The study of the elements of composition is a continuation of the ninth grade course. The literature for this course—including stories, poems, essays, a play and a novel—is studied to improve the student's reading appreciation.

Texts:
Perrine, et. al, *Adventures in Appreciation*, 1973, Classic Edition, Harcourt Brace Jovanovich, Inc. Price: \$9.60.
Warriner, *English Grammar and Composition*, 1973, Fourth Course, Harcourt Brace Jovanovich, Inc. Price: \$7.20.

10th GRADE ENGLISH (Second Half Unit) Partly CALS*
Continuation of above course.

Texts:
Same as the first half unit.

11th GRADE ENGLISH (First Half Unit)
In addition to further study of the elements of composition, this course includes a chronological study of American literature, preceded by contemporary American works which prepare the student to appreciate the development of our literature.

*CALS See page 47 for explanation of CALS and Partly CALS.

ENGLISH
(continued)

Texts:

Schorer, *American Literature*, 1968, Houghton Mifflin Co. Price: \$7.95.
 Warriner, *English Grammar and Composition 11*, 1965, Harcourt, Brace & World.
 Price: \$6.00.

11th GRADE ENGLISH (Second Half Unit)

Continuation of above course.

Texts:

Same as the first half unit, plus text indicated below:

Stuart, *The Thread That Runs So True*, 1968, Charles Scribner's Sons. Price:
 \$1.80. (Used texts only.)

12th GRADE ENGLISH (First Half Unit)

In addition to a thorough review of the essentials of composition, this course includes a study of selections from English literature in chronological order from the Anglo-Saxon period to the present.

Texts:

Priestly, *Adventures in English Literature*, 1963, Laureate edition, Harcourt, Brace & World. Price: \$8.40.

Holland, *Steps to Reading Literature, Book 3*, 1964, Harcourt, Brace & World. Price: \$1.80.

Warriner, *English Grammar and Composition: Complete Course*, 1965, Harcourt, Brace & World. Price: \$6.00.

12th GRADE ENGLISH (Second Half Unit)

Continuation of above course.

Texts:

Same as the first half unit, plus text indicated below:

Conrad, *Typhoon and Other Tales*, 1963, Signet Classic paperback. Price: \$.95.

AFRO-AMERICAN LITERATURE: THE EARLY YEARS (One-Half Unit) CALS*

This course is a chronological survey of literature about the black experience, beginning with the uprooting of blacks from Africa and continuing through slavery, the Civil War, Reconstruction and the early twentieth century. It concludes with the great creative upsurge known as the Harlem Renaissance. Sources include narrative and autobiographical accounts as well as poetry, essays, short stories and novels.

Texts:

Chapman, ed., *Black Voices: An Anthology of Afro-American Literature*, 1968, Mentor. Price: \$1.75.

Three Negro Classics: *Up from Slavery, The Souls of Black Folk, The Autobiography of an Ex-Colored Man*, 1966, Avon Books. Price: \$2.25.

Walker, *Jubilee*, 1969, Houghton Mifflin. Price: \$1.50.

AMERICAN ENVIRONMENT THROUGH LITERATURE (One-Half Unit) CALS*

The American environment has played a major role in the writings of many authors. Through some of these works this course will explore many aspects of the American environment from the Klondike gold rush to effects of a nuclear war.

Texts:

London, *Call of the Wild*, New York, Washington Square, Enriched Classics Ed. Price: \$.75.

Clark, *The Ox-Bow Incident*, New York, Signet Classics, 1960. Price: \$1.25.

Parks, *The Learning Tree*, Greenwich, CT, Fawcett Pub., 1963. Price: \$1.25.

Brooks, *Search for America, Holt's Impact Series*, New York, Holt, Rinehart & Winston, 1969, Price: \$3.75.

*CALS See page 47 for explanation of CALS.

HIGH SCHOOL COURSES

ENGLISH (continued)

Knowles, *A Separate Peace*, New York, Bantam Books, 1968. Price: \$1.25.
Shute, *On The Beach*, Ballantine Books, 1974. Price: \$1.50.

AMERICAN LITERATURE TO 1890 (One-Half Unit) CALS*

Designed as a chronological survey of United States literature to the era of Mark Twain, the course serves as an introduction to the main writers and important literary ideas developed and promoted in young America.

Text:

Miller, Hayden, O'Neal, *The American Literary Tradition: 1607-1899, Part 1*, Scott, Foresman & Co., 1971. Price: \$3.95.

CONTEMPORARY AFRO-AMERICAN PROSE (One-Half Unit) CALS*

This course describes the black experiences of the twentieth century in the rural South, the Midwest, and New York City. It presents an overview of today's important black American prose writers. Sources include autobiographies, essays, articles, short stories and two novels.

Texts:

Adams, Conn and Slepian, eds., *Afro-American Literature: Fiction*, 1970, Houghton Mifflin. Price: \$3.25.

Adams, Conn and Slepian, eds., *Afro-American Literature: Nonfiction*, 1970, Houghton Mifflin. Price: \$3.25.

Angelou, *I Know Why the Caged Bird Sings*, 1971, Bantam Books. Price: \$1.50.

Baldwin, *Go Tell It on the Mountain*, 1974, Dell Publishing Co. Price: \$1.25.

Wright, *Black Boy*, 1966, Harper and Row. Price: \$1.25.

Another short novel will be required. The title was not available at the time of printing.

ENGLISH LITERATURE THROUGH SHAKESPEARE (One-Half Unit) CALS*

This course follows the development of English literature from its earliest known epic *Beowulf*, through the raucous *Canterbury Tales*, to Shakespeare's tragedy *Macbeth*. Though poetry comprises much of the course, most of the selections are narrative. A brief study of how English developed and some historical background are included for study.

Texts:

Miller, *The Early Development of English Literature*, 1973, Scott, Foresman. Price: \$3.70.

Shakespeare, *The Tragedy of Macbeth*, Folger Library, General Reader's ed., 1974 printing. Price: \$.95.

MAN AND MYTH (One-Half Unit) CALS*

A study of Greek, Norse, and Medieval mythology starting with the Greek view of creation and ending with King Arthur and Merlin, the magician.

Texts:

Sullivan, *The Golden Echo*, W. H. Sadlier, 1969. Reprinted at the University of Missouri. Price: \$3.65.

Sullivan, *Readings for the Golden Echo*, W. H. Sadlier, 1969. Reprinted at the University of Missouri. Price: \$2.45.

Hamilton, *Mythology*, New American Library, 1969. Price: \$1.50.

Stewart, *The Crystal Cave*, Fawcett Pub., 1970. Price: \$1.75.

READINGS IN THE AMERICAN NOVEL (One Half Unit) CALS*

The course introduces students to the style and subject matter of four successful American authors of the 20th century. The main characters and the author's methods of characterization are the focal points of the reading.

Texts:

Dickinson, *A Guide to Literary Study*, Holt, Rinehart & Winston. Price: \$1.20. (Used texts only.)

*CALS See page 47 for explanation of CALS.

HIGH SCHOOL COURSES

ENGLISH (continued)

Lewis, *Babbitt*, Signet Classic. Price: \$.95.
Marquand, *The Late George Apley*, Washington Square Press. Price: \$.95.
Fitzgerald, *The Great Gatsby*, Charles Scribner's Sons. Price: \$1.65.
Connell, *Mrs. Bridge*, Fawcett Crest. Price: \$1.25.

READINGS IN THE SHORT STORY (One-Half Unit) CALS*

An introductory course which analyzes the elements of fiction (plot, character, theme, etc.) and provides practice in reading contemporary, youth-oriented stories.

Texts:

Gold, ed., *Point of Departure*, New York, Dell Pub. Co., Inc., 1960. Price: \$.95.
Sohn, ed., *Ten Modern American Short Stories*, New York, Bantam Books, 1965. Price: \$.95.

SCIENCE FICTION (One-Half Unit) CALS*

Science fiction is interested in more than the sciences and machines of the future. It is also concerned with how people and society must adapt to present and future technology. This course introduces the student to the major writers and the major themes of this most contemporary literature.

Texts:

Allen, ed., *Science Fiction: The Future*, 1971, Harcourt Brace Jovanovich. Price: \$5.50.
Huxley, *Brave New World*, 1962, Harper & Row. Price: \$1.50.
Bradbury, *The Martian Chronicles*, 1972, Bantam Books. Price: \$1.25.
Clarke, *Childhood's End*, 1971, Ballantine Books. Price: \$1.50.

SEARCH FOR IDENTITY THROUGH LITERATURE (One-Half Unit) CALS*

This course considers two aspects of the individual's search for identity: relationships with others and confrontation with themselves. It explores relationships of people with their peers, their family and society as a whole. It probes the struggle of individuals with their consciences and with the obstacles that prevent them from realizing their potential.

Texts:

Hinton, *The Outsiders*, 1969, Dell Pub. Co. Price: \$.95.
Lee, *To Kill a Mockingbird*, 1962, Popular Library. Price: \$1.50.
Twain, *The Adventures of Huckleberry Finn*, 1958, Houghton Mifflin. Price: \$3.25.
Cerf, *Four Contemporary American Plays*, 1961, Random House. Price: \$2.95.
Lawrence and Lee, *Inherit the Wind*, 1964, Bantam Books. Price: \$.75.
Steinbeck, *The Grapes of Wrath*, 1970, Bantam Books. Price: \$1.50.

GEOGRAPHY See SOCIAL STUDIES.

GOVERNMENT See SOCIAL STUDIES.

GUIDANCE PROJECT SELF-DISCOVERY. See Psychology, page 58 under SOCIAL STUDIES.

HEALTH AND PHYSICAL EDUCATION

HEALTH AND HYGIENE (One-Half Unit) CALS*

Special attention is given to physical and mental health of the individual. The course is designed to assist the student in understanding what public and personal health are and why the health of others is important to him. There are basic descriptions of the common illnesses of man and how to get proper help in each situation.

*CALS See page 47 for explanation of CALS.



**HEALTH AND
PHYSICAL
EDUCATION**
(continued)

Text:
Gmur, *Making Health Decisions*, 1970, Prentice-Hall. Price: \$9.70.

HISTORY

See **SOCIAL STUDIES**.

**INDUSTRIAL
ARTS**



GENERAL DRAFTING (First Half Unit)*

This introductory course is designed to give the student a sampling of drafting practice. *The student will need to purchase drafting equipment (drawing instruments set, T-square, triangle, etc.) amounting to approximately \$12 to \$16.* The Center has several drawing instrument sets which can be rented for \$6 plus a \$6 deposit. The deposit will be refunded when the material is returned in satisfactory condition. Do not send payment for rental and deposit fees with your application. Information on how to obtain reference materials is included in the course syllabus.

Text:
Spencer, *Basic Technical Drawing*, 1968, 2nd revised edition, Macmillan Co. Price: \$9.65.

GENERAL DRAFTING (Second Half Unit)*

Continuation of above course.

Text:
Same as the first half unit.

MATHEMATICS



FUNCTIONAL MATHEMATICS (First Half Unit) CALS**

Designed primarily for students on the ninth or tenth grade level. The primary goal of the course is the teaching of the arithmetic of whole numbers, rational numbers and the more important applications of this arithmetic. The course begins at the foundation and proceeds through a building process to final computational techniques.

Text:
Hyman, Sokol, Spreckelmeyer, *Modern Basic Mathematics*, Houghton Mifflin Co., 1972. Price: \$8.90.

FUNCTIONAL MATHEMATICS (Second Half Unit) CALS**

Continuation of above course.

Text:
Same as the first half unit.

MODERN ELEMENTARY ALGEBRA I (First Half Unit)

Elementary algebra, including the elementary operations on polynomials and fractions, the solution of single and simultaneous linear equations, simple factoring, simple powers and roots, and the solutions of numerical quadratic equations. Throughout the textbook the language of sets is used, when helpful, in definitions and explanations. The presentation is such that a student with no previous work in sets can proceed successfully.

Texts:
Dolciani, *Book I, Modern Algebra, Structure & Method*, 1970, Houghton Mifflin Co. Price: \$7.95.
Roberge, *Programmed Practice for Modern Algebra, Book I*, 1970, Houghton Mifflin Co. Price: \$3.00.

*Not available to persons with addresses which do not have U.S. ZIP CODE designations.

**CALs See page 47 for explanation of CALs.

HIGH SCHOOL COURSES

MATHEMATICS (continued)

MODERN ELEMENTARY ALGEBRA I (Second Half Unit)

Continuation of above course.

Texts:

Same as the first half unit.

MODERN ALGEBRA II AND TRIGONOMETRY (First Half Unit)

Prerequisite: one unit of Elementary Algebra. Review of fundamental parts of first year's work on quadratic equations, advanced work on radicals and fractional exponents, graphs, graphical methods of solving equations, work on permutations, combinations, probability, matrices, and determinants. A portion of the textbook covers trigonometric functions and complex numbers, trigonometric identities and formulas, and circular functions and their inverses. Throughout the textbook the language of sets is used in definitions and explanations. The presentation is such that a student with no previous work with sets can proceed successfully.

Texts:

Dolciani, *Modern Algebra and Trigonometry, Book 2*, 1970, Houghton Mifflin Co. Price: \$9.00.

Redgrave, *Programmed Practice for Modern Algebra and Trigonometry, Book 2*, Price: \$3.15.

MODERN ALGEBRA II AND TRIGONOMETRY (Second Half Unit)

Continuation of above course.

Texts:

Same as the first half unit.

MODERN SCHOOL MATHEMATICS-GEOMETRY (Plane) (First Half Unit)

Prerequisite: one unit of Elementary Algebra. Numerous applications of the subject are given. Due emphasis is placed on theorems, construction, and exercises. The aim of the course is to train the student to reason, to understand and follow the reasoning of others, and to appreciate the use of geometric form in nature and in the works of man. Throughout the textbook the language of sets is used, when helpful, in definitions and explanations. The presentation is such that a student with no previous work with sets can proceed successfully.

Texts:

Jurgenson, *Modern School Mathematics Geometry*, 1969, Houghton Mifflin. Price: \$5.95. (Used texts only.)

Redgrave, *Modern School Mathematics Geometry Programmed Practice*. Price: \$2.40. (Used texts only.)

MODERN SCHOOL MATHEMATICS-GEOMETRY (Second Half Unit)

Continuation of above course.

Texts:

Same as the first half unit.

PSYCHOLOGY See SOCIAL STUDIES.

SCIENCE

GENERAL SCIENCE (First Half Unit)

A complete survey of the major areas of science. Major emphasis is placed on the physical sciences; however, the biological areas are well-represented by the study of basic principles and applications which provide the foundation for further study of biology.

Text:

Beauchamp, *Everyday Problems in Science*, 1963, Scott, Foresman & Co. Price: \$4.65. (Used texts only.)



**SCIENCE
(continued)****GENERAL SCIENCE (Second Half Unit)**

Continuation of above course.

Text:

Same as the first half unit.

ANTHROPOLOGY**ANTHROPOLOGY (One-Half Unit) CALS***

A course designed to help students better understand man's origin, his society, the customs and practices of his society, his culture and his cultural and racial prejudices. Included in the course is the opportunity to view human society in its broadest perspective, and predict where its future will lead.

Text:

Salzmann, *Anthropology*, Harcourt, Brace & World, Inc., 1973. Price: \$4.60.**CONTEMPORARY ISSUES****CONTEMPORARY ISSUES (First Half Unit)**

The course examines major social, economic, and political problems which confront individuals, communities, and the nation itself in modern American life. Students are encouraged to use the factual information provided in the text as a basis for formulating their own opinions and as a stimulus for further investigation.

Text:

Dunwiddie, *Problems of Democracy, Political, Social, Economic*, 1967, Ginn & Co. Price: \$7.50. (Used texts only.)**CONTEMPORARY ISSUES (Second Half Unit)**

Continuation of above course.

Text:

Same as the first half unit.

GEOGRAPHY**CONSERVATION OF NATURAL RESOURCES (One-Half Unit) CALS***

This in-depth study of the wise use of our natural resources is designed to introduce the student to the problems of our environment and the principles of its conservation.

Text:

Andrews, ed., *A Guide to the Study of Environmental Pollution*, Prentice-Hall, Inc., 1972. Price: \$4.90.**GEOGRAPHY (First Half Unit) CALS***

This course is concerned with the relationship of man to his geographic environment. This half unit emphasizes the influence of climate on human activity and describes the various climatic regions of the world. Basic concepts of geography are stressed in this half unit.

Text:

Bradley, *World Geography*, 4th edition, Ginn & Co. Price: \$10.95.**GEOGRAPHY (Second Half Unit) CALS***

This course is concerned with soil and mineral resources and the effect of geographical features on trade, transportation, and communication. Much of the second half unit provides a physical description of the geographical regions of

*CALs See page 47 for explanation of CALs.

**SOCIAL
STUDIES**

HIGH SCHOOL COURSES

GEOGRAPHY (continued)

the world.
Text:
Same as the first half unit.

GOVERNMENT

AMERICAN GOVERNMENT (One-Half Unit)

A study of basic principles of American government. The organization, processes and functions of the national and state levels of government are covered.

Text:
Magruder, *American Government*, 1965, Allyn & Bacon, Inc. Price: \$8.30.

HISTORY

AMERICAN HISTORY TO 1865 (First Half Unit) CALS*

This course presents the values, ideals and attitudes of Americans at different times in our history. The emphasis is on significant themes in the American heritage. Major topics include: the colonies, the Revolutionary War, the first fifty years of the new nation, sectionalism and the Civil War.

Text:
Todd and Curti, *Rise of the American Nation*, 1972, Third edition, Harcourt Brace Jovanovich. Price: \$11.20.

AMERICAN HISTORY SINCE 1865 (Second Half Unit) CALS*

This course is a continuation of the first half unit. It begins with reconstruction and ends with the 1970's. Topics include: industrialization, the reform spirit, the first World War, Roosevelt and the Second World War, the contemporary era.

Text:
Same as the first half unit.

ANCIENT AND MEDIEVAL HISTORY (First Half Unit)

A history of the ancient Orient, Greece, Rome, and western civilization until 1600.

Text:
Wallbank, *Civilization Past and Present, Vol. I*, 1969, Scott, Foresman & Co. Price: \$11.95.

ANCIENT AND MEDIEVAL HISTORY (Second Half Unit)

Continuation of above course.

Text:
Same as the first half unit.

BLACK AMERICAN EXPERIENCE (One-Half Unit) CALS*

An examination of the role of the black man in the American experience. This course looks at life styles blacks have experienced, how these life styles have changed over the years, and what life is like now for blacks in America. Special emphasis is placed on the relationship between blacks and whites throughout America's history.

Texts:
Toppin, *The Black American in United States History*, Allyn and Bacon, 1973. Price: \$6.80.
Katz, *Eyewitness: The Negro in American History*, Pitman Pub., 1974. Price: \$7.60.

IMMIGRANTS' EXPERIENCE (One-Half Unit) CALS*

This course is based on the thesis that all of us in America had ancestors that

*CALS See page 47 for explanation of CALS.

HIGH SCHOOL COURSES

HISTORY (continued)

came here from another country. Our forefathers who flooded into America from 1607 to the present day faced many difficult obstacles in making America what it is today. This course will examine the story of the peopling of America, with special emphasis on the motives for emigration, the adjustment made by the newcomers to America, and the relative failure of America to adjust to them. Since nearly 35,000,000 immigrants entered America from Europe during the century between 1815 and 1914, much of our study will focus on these years.

Texts:

Handlin, editor, *Immigration as a Factor in American History*, Prentice-Hall, Inc., 1959. Price: \$2.95.

Mann, editor, *Immigrants in American Life*, Houghton Mifflin Co., 1974. Price: \$3.95.

MISSOURI HISTORY (One-Half Unit) CALS*

This course provides a survey history of the state of Missouri. Students in this course should gain a knowledge of the contributions of Missouri and Missourians in the total history of the United States.

Text:

Meyer, *Heritage of Missouri: A History*, Revised 1973, State Pub. Co., Inc. Price: \$10.60.

MODERN HISTORY (First Half Unit) CALS*

This course examines the time period from the French Revolution in 1789 to the late 1960s. It is world-wide in scope and chronological in sequence. The course covers political, social, and economic factors that made up modern history during this period. (First Half Unit, 1789-1870s.)

Texts:

Hayes, *Modern Times: The French Revolution to the Present*, 1965, Macmillan. Price: \$8.50.

Hanscom, *Voices of the Past: Readings in Modern History*, 1967, Macmillan. Price: \$4.40.

MODERN HISTORY (Second Half Unit) CALS*

Continuation of above course. (1870s to late 1960s.)

Texts:

Same as the first half unit.

WORLD HISTORY (First Half Unit)

This course deals with the rise and growth of civilization from the time that man appeared on earth to the present.

Text:

Mazour, *Men and Nations: A World History*, 1968, Harcourt, Brace & World. Price: \$9.40.

WORLD HISTORY (Second Half Unit)

Continuation of above course.

Text:

Same as the first half unit.

PSYCHOLOGY

PROJECT SELF-DISCOVERY (One-Half Unit)

In Project Self-Discovery YOU are the topic of discussion; there are no textbooks. You are asked to explore yourself and discover what makes you tick. Hopefully you will learn more about self-confidence, self-acceptance and the acceptance of others, to recognize and utilize your abilities, to become familiar with the techniques of success and think about your future.

*CALS See page 47 for explanation of CALS.

**PSYCHOLOGY
(continued)**

In this course you are urged to write exactly what you feel and think, rather than what you think is expected of you. So be honest and enjoy finding out more about yourself. Because of the nature of the course, no letter grades are given for the lessons submitted. When students successfully complete the project they will receive a grade of "Satisfactory."

PSYCHOLOGY (First Half Unit)

A course designed to help the student to better understand human behavior so that he will better understand himself and those around him. Included are the science of psychology, learning and thinking, personality, mental health, and love and the family.

Engle and Snellgrove, *Psychology*, 5th edition, Harcourt, Brace & World. Price: \$9.40.

PSYCHOLOGY (Second Half Unit)

Continuation of above course.

Texts:

Engle and Snellgrove, *Psychology*, 5th edition, Harcourt, Brace & World. Price: \$9.40.

Green, *I Never Promised You a Rose Garden*, 1964, New American Library. Price: \$1.25.

SOCIOLOGY

INTRODUCTORY SOCIOLOGY (One-Half Unit)

An introduction to social life of man in our present day society. A study of how heredity, the group, physical environment, and culture influence our daily life. It aims to give the student an understanding of community life, its problems and institutions, including the family, government, religion, education, economic life, recreations as well as personal and vocational adjustment and citizenship. (Open to juniors and seniors.)

Text:

Landis, *Sociology*, 1967, Ginn & Co. Price: \$5.70. (Used texts only.)

The Center for Independent Study reserves the right to change instructors, discontinue courses or to adjust fees and change enrollment procedures or requirements listed in this catalog as circumstances warrant.

NOTES

NON-CREDIT COURSES

GENERAL INFORMATION

The Center for Independent Study through Correspondence, University of Missouri offers the following non-credit courses to individuals for personal enjoyment and enrichment. These courses are offered as part of a continuing effort to extend educational opportunities through correspondence instruction.

ENROLLMENT

Anyone may apply for enrollment in an Independent Study non-credit course at any time by submitting an application form along with the appropriate course fee. All information requested on the application form should be given, otherwise the enrollment may be delayed.

An application form is attached in the center of this catalog; additional forms may be obtained from the Center for Independent Study or University Extension Centers located throughout the state of Missouri. A separate application form should be used for each course in which a student enrolls.

CONTINUING EDUCATION UNIT (CEU)

Persons enrolled in non-credit courses, or as a "Hearer" in a credit course, may, upon request and approval in advance by the academic department from which the course originates, receive one CEU for the equivalent of each 10 contact hours of study. However, when students choose to receive "credit" for a course, they may not receive CEUs in addition. Each non-credit course is listed as a certain number of CEUs. Each credit course when taken as a "Hearer" is 1.25 CEUs per semester hour. *Requests for CEUs must be accompanied by the student's social security number.*

COURSE FEES

The enrollment fee, and in some cases a non-refundable \$4.00 postage and handling fee, is included in the course description. These fees should accompany the enrollment application. The fees for out-of-state students are the same as for Missouri residents.

All remittances for fees should be made payable to the University of Missouri and mailed along with the application form to the Center for Independent Study through Correspondence, University of Missouri, 514 South Fifth Street, Columbia, MO 65201. *Send money order or check.*

TEXTBOOKS

See *textbooks*, page 9 of this catalog.

EXAMINATIONS

Examinations are included as part of some non-credit courses. These are usually self-administered, open-book examinations.

TIME LIMITS

The time limit to complete a non-credit course is nine (9) months, unless otherwise specified in the course description.

CITIZENSHIP**CITIZENSHIP (2.5 CEU)**

The United States Department of Justice Immigration and Naturalization Service has authorized the Center for Independent Study to offer this home study course to foreign-born persons desiring to become citizens of the United States of America. This course provides the information candidates for citizenship will need to know when they appear before the Naturalization Examiner of the Department of Justice for the granting of citizenship. This course is not required, but it may be helpful. The enrollment fee includes lesson outlines, tests, and textbooks. Fee: \$30.00. There is no additional postage and handling fee for this course.

**COMMUNITY
AND
COUNTY
DEVELOPMENT****CITY AND COUNTY PLANNING AND PLAN IMPLEMENTATION (1.3 CEU)**

This ten lesson course was developed in an effort to make governmental officials, planning commissioners, and the layman aware of the importance of comprehensive planning as a function of local government. The course covers such subjects as the legal foundation of planning, zoning and the subdividing of land, planning techniques, capital improvement programming, and plan implementation. No textbooks required. Fee: \$7.00. There is no additional postage and handling fee for this course. Each person completing this course will receive a certificate from the Chancellor of the University of Missouri.

**HOME
ECONOMICS****THOSE IMPORTANT PRESCHOOL YEARS (1.3 CEU)**

The important formative years of the preschool child is the subject of this course. Through this study, it is hoped that we will be helped to be more understanding, patient, loving, and by all means more involved with our children. This non-credit course is divided into six lessons. No textbooks required. Fee: \$7.00. There is no additional postage and handling fee for this course.

TODAY'S HOMEMAKER (1.3 CEU)

A non-credit course which discusses hints for better home management, home buying, the art of homemaking and money (credit and budgets). This course is divided into 5 lessons. No textbooks required. Fee: \$7.00. There is no additional postage and handling fee for this course.

YOUR FAMILY'S FOOD (1.3 CEU)

A non-credit course divided into five units: In the Market, In the Kitchen, In the Body, Through the Day, and For All Ages. This course has been written to help those persons who buy and prepare food to gain better knowledge and appreciation of food's place in the life and well-being of each member. No textbooks required. Fee: \$7.00. There is no additional postage and handling fee for this course.

SCIENCE IN FOOD (1.3 CEU)

This course, which is divided into six lessons, explains how to safely preserve (can, dry, freeze) foods for future use. It also describes the principles of preparing enjoyable and nutritious meals. Fee: \$7.00. There is no additional postage and handling fee for this course.

**HIGH SCHOOL
EQUIVALENCY
PREPARATION****PREPARATORY COURSE FOR HIGH SCHOOL EQUIVALENCY EXAMINATION (2.5 CEU)**

The Missouri State Department of Education provides an opportunity for adult residents of the state who have not completed the requirements for a high school diploma to earn a *Certificate of High School Equivalence* by making a passing score on the General Education Development (GED) Tests. Although the certificate is not a high school diploma most colleges and employers accept the Certificate on a basis equal to that of a high school diploma. This independent study course provides a systematic guide for study in the basic high school subject



NON-CREDIT COURSES

HIGH SCHOOL EQUIVALENCY (continued)

matter areas covered in the GED Tests. Fee: \$25.00 plus a \$4.00 postage and handling fee.

Texts:

Crawford & Schachter, *Experience Book 1*, Steck-Vaughn Co., Austin, TX, 1966. Price: \$2.25.

Garrett & Underwood, *Our American Constitution*, Steck-Vaughn Co., Austin, TX, 1966. Price: \$1.80.

Lemkin, *Visualized General Science*, Oxford Book Co., 71 Fifth Ave., New York, 1965. Price: \$3.05.

Walsh & Walsh, *Plain English* (workbook), McCormick-Mathers Pub. Co., Wichita, KS, 1966. Price: \$2.15.

Walsh & Walsh, *Plain English Handbook*, McCormick-Mathers Pub. Co., Wichita, KS, 1966. Price: \$3.80.

Weber & Weber, *Making Mathematics Plain*, McCormick-Mathers Pub. Co., Wichita, KS, 1967. Price: \$3.00.

PARKS & RECREATION

SO YOU'RE A PARK BOARD MEMBER (1.3 CEU)

A practical guide for park board members. It describes in detail the authority, responsibilities and functions of the park board. The course also contains helpful sections on finances and organization and an extensive listing of bulletins and pamphlets available to the park board member. This non-credit course is divided into six lessons. Fee: \$7.00. There is no additional postage and handling fee for this course.

MISCELLANEOUS INFERTILITY AND BREEDING SOUNDNESS EXAMINATION OF THE BULL (6.00 CEU)*

This post-graduate course will aid the veterinarian in improving his professional knowledge and competence on infertility and breeding soundness examination of the bull. (Each person completing the course will receive a certificate from the Chancellor of the University of Missouri-Columbia.) Prerequisite: D.V.M. degree. There is a six-month time limit for completing this course. Fee: \$65.00 plus a \$4.00 postage and handling fee.

*Not available to persons with addresses which do not have U.S. ZIP CODE designations.

UNIVERSITY OF MISSOURI COUNTY EXTENSION CENTERS

Credit course examinations may be taken at any one of the following University Extension Centers. See the *Examinations* section of this catalog for additional information.

<p>ADAIR Highway P Kirksville, MO 63501 Phone: 816-665-9866</p>	<p>CAPE GIRARDEAU Post Office Bldg. Jackson, MO 63755 Phone: 314-243-3581 or SEMO State University 405 Mark F. Scully Bldg. Cape Girardeau, MO 63701 Phone: 314-334-5219</p>	<p>DALLAS Courthouse, Box E Buffalo, MO 65622 Phone: 417-345-7551</p>	<p>HOLT Highway 59 East Oregon, MO 64473 Phone: 816-446-3724</p>
<p>ANDREW Courthouse Savannah, MO 64485 Phone: 816-324-3147</p>	<p>CARROLL Farm Bureau Bldg. Carrollton, MO 64633 Phone: 816-542-1788</p>	<p>DAVIESS Courthouse Gallatin, MO 64640 Phone: 816-663-3232</p>	<p>HOWARD Courthouse Fayette, MO 65248 Phone: 816-248-2272</p>
<p>ATCHISON 518 Main, Box 158 Rock Port, MO 64482 Phone: 816-744-2490</p>	<p>CARTER Courthouse Van Buren, MO 63965 Phone: 314-323-4418</p>	<p>DEKALB Courthouse, Box 218 Maysville, MO 64469 Phone: 816-449-5811</p>	<p>HOWELL Courthouse West Plains, MO 65775 Phone: 417-256-2391</p>
<p>AUDRAIN Courthouse Mexico, MO 65265 Phone: 314-581-3231</p>	<p>CASS Courthouse Harrisonville, MO 64701 Phone: 816-884-4282</p>	<p>DELTA CENTER 1 mi. South on Hwy. 61 Portageville, MO 63873 Phone: 314-379-5431</p>	<p>IRON Courthouse Ironton, MO 63650 Phone: 314-546-7215</p>
<p>BARRY Federal Bldg. Cassville, MO 65625 Phone: 417-847-3161</p>	<p>CHARITON Courthouse, Box D Stockton, MO 65785 Phone: 417-276-3313</p>	<p>DENT 301 W. 3rd Street Salem, MO 65560 Phone: 314-729-3196</p>	<p>JACKSON 2820 S. Highway 291 Independence, MO 64057 Phone: 816-373-5500</p>
<p>BARTON Courthouse Lamar, MO 64759 Phone: 417-682-3570</p>	<p>CEDAR Courthouse, Box 202 Keytesville, MO 65261 Phone: 816-288-3239</p>	<p>DOUGLAS Courthouse Ava, MO 65608 Phone: 417-688-4409</p>	<p>KANSAS CITY 1020 E. 63rd Street Kansas City, MO 64110 Phone: 816-276-1456 or 4049 Pennsylvania Kansas City, MO 64111 Phone: 816-531-6677 or 4611 Paseo Kansas City, MO 64110 Phone: 816-923-5454</p>
<p>BATES Courthouse Butler, MO 64730 Phone: 816-679-4167</p>	<p>CHRISTIAN Courthouse Ozark, MO 65721 Phone: 417-485-2466</p>	<p>DUNKLIN Courthouse Kennett, MO 63857 Phone: 314-888-4722</p>	<p>JEFFERSON Courthouse, Box 97 Hillsboro, MO 63050 Phone: 314-789-2226</p>
<p>BENTON Courthouse Warsaw, MO 65335 Phone: 816-438-5012</p>	<p>CLARK County Office Bldg. Kahoka, MO 63445 Phone: 816-727-2174</p>	<p>FRANKLIN Main & Church St. Union, MO 63084 Phone: 314-583-5141</p>	<p>JOHNSON Courthouse, P.O. Box 28 Warrensburg, MO 64093 Phone: 816-747-3193</p>
<p>BOLLINGER Courthouse, Box 5 Marble Hill, MO 63764 Phone: 314-238-2420</p>	<p>CLAY 103 E. Kansas Liberty, MO 64068 Phone: 816-781-0360</p>	<p>GASCONADE 215 N. 1st Owensville, MO 65066 Phone: 314-437-2165</p>	<p>JASPER Courthouse Carthage, MO 64836 Phone: 417-358-2158</p>
<p>BOONE 514 S. Fifth St.* Columbia, MO 65201 Phone: 314-882-2491</p>	<p>CLINTON Courthouse Plattsburg, MO 64477 Phone: 816-539-2332</p>	<p>GENTRY 102 N. Hudley Albany, MO 64402 Phone: 816-726-5610</p>	<p>JEFFERSON Courthouse, Box 97 Hillsboro, MO 63050 Phone: 314-789-2226</p>
<p>BUCHANAN 4525 Downs Drive St. Joseph, MO 64507 Phone: 816-279-1691</p>	<p>COLE 2507 Industrial Drive Jefferson City, MO 65101 Phone: 314-634-2824</p>	<p>GREENE 3003 E. Trafficway Springfield, MO 65802 Phone: 417-862-9284</p>	<p>KNOX Courthouse Edina, MO 63537 Phone: 816-397-2179</p>
<p>BUTLER Courthouse Poplar Bluff, MO 63901 Phone: 314-785-3634</p>	<p>COOPER Courthouse Boonville, MO 65233 Phone: 816-882-5661</p>	<p>HARRISON Courthouse Bethany, MO 64424 Phone: 816-425-5434</p>	<p>LACLEDE Courthouse Annex Lebanon, MO 65536 Phone: 417-532-7126</p>
<p>CALDWELL Courthouse Kingston, MO 64650 Phone: 816-586-2761</p>	<p>CRAWFORD Courthouse Steelville, MO 65565 Phone: 314-775-2135</p>	<p>HENRY Courthouse Clinton, MO 64735 Phone: 816-885-5556</p>	<p>LAFAYETTE 14 E. 19th St. Higginsville, MO 64037 Phone: 816-584-3658</p>
<p>CALLAWAY Courthouse Fulton, MO 65251 Phone: 314-642-5924</p>	<p>DADE Courthouse Greenfield, MO 65661 Phone: 417-637-2112</p>	<p>HICKORY North Side of Square Old Hickory Bldg. Hermitage, MO 65668 Phone: 417-745-6767</p>	<p>LAWRENCE Courthouse Mount Vernon, MO 65712 Phone: 417-466-3102</p>
<p>CAMDEN Courthouse, Box 159 Camdenton, MO 65020 Phone: 314-346-7214</p>			

*Center for Independent Study through Correspondence

LEWIS
Kling Building
Monticello, MO 63457
Phone: 314-767-5274

LINCOLN
880 W. College
Troy, MO 63379
Phone: 314-528-4613

LINN
Courthouse
Linneus, MO 64653
Phone: 816-895-5123

LIVINGSTON
450 Locust
Chillicothe, MO 64601
Phone: 816-646-0811

MCDONALD
Coffee Building
Pineville, MO 64856
Phone: 417-223-4775

MACON
300 N. Rollins
Macon, MO 63552
Phone: 816-385-2173

MADISON
Courthouse
Fredericktown, MO 63645
Phone: 314-783-2735

MARIES
Courthouse
Vienna, MO 65582
Phone: 314-422-3359

MARION
625A Broadway
Hannibal, MO 63401
Phone: 314-221-6200
or
Courthouse
Palmyra, MO 63461
Phone: 314-769-2177

MERCER
Courthouse
Princeton, MO 64673
Phone: 816-748-3315

MILLER
Courthouse Annex
Tuscumbia, MO 65082
Phone: 314-369-2340

MISSISSIPPI
109 N. First Street
Charleston, MO 63834
Phone: 314-688-6129

MONITEAU
Highway 50 W.
California, MO 65018
Phone: 314-796-2471

MONROE
216 Market St.
Paris, MO 65275
Phone: 816-327-4158

MONTGOMERY
211 E. Third
Montgomery City, MO 63361
Phone: 314-564-3733

MORGAN
Courthouse, 2nd Floor
Versailles, MO 65084
Phone: 314-378-5358

NEW MADRID
Courthouse
New Madrid, MO 63869
Phone: 314-748-5531

NEWTON
Courthouse
Neosho, MO 64850
Phone: 417-451-1616

NODAWAY
112 W. 3rd Street
Maryville, MO 64468
Phone: 816-582-8101

OREGON
Courthouse
Alton, MO 65606
Phone: 417-778-7490

OSAGE
Courthouse
Linn, MO 65051
Phone: 314-897-3648

OZARK
Courthouse, Box 187
Gainesville, MO 65655
Phone: 417-679-3525

PEMISCOT
103 W. Seventh
Caruthersville, MO 63830
Phone: 314-333-0258

PERRY
Mercier Building
Perryville, MO 63775
Phone: 314-547-4504

PETTIS
1806 W. 11th Street
Sedalia, MO 65301
Phone: 816-827-0591

PHELPS
102 W. 9th St.
Rolla, MO 65401
Phone: 314-364-3147

PIKE
Courthouse
Bowling Green, MO 63334
Phone: 314-324-5464

PLATTE
1112 Fourth St.
Platte City, MO 64079
Phone: 816-431-2165

POLK
Courthouse
Bolivar, MO 65613
Phone: 417-326-4916

PULASKI
Courthouse Annex
Waynesville, MO 65583
Phone: 314-774-2111

PUTNAM
Courthouse, Box 325
Unionville, MO 63565
Phone: 816-947-2705

RALLS
Courthouse, Box 186
New London, MO 63459
Phone: 314-985-3911

RANDOLPH
Federal Building
Adams & Johnson
Moberly, MO 65270
Phone: 816-263-3534

RAY
114½ N. Main
Richmond, MO 64085
Phone: 816-776-6961

REYNOLDS
IOOF Building
Ellington, MO 63638
Phone: 314-663-2251

RIPLEY
Courthouse
Doniphan, MO 63935
Phone: 314-996-2921

ST. CHARLES
Rt. 2, Box 225C
St. Charles, MO 63301
Phone: 314-623-4513

ST. CLAIR
Courthouse, Box C
Osceola, MO 64776
Phone: 417-646-2419

ST. FRANCOIS
Courthouse
Farmington, MO 63640
Phone: 314-756-4539

STE. GENEVIEVE
Courthouse
Ste. Genevieve, MO 63670
Phone: 314-883-3548

ST. LOUIS
701 S. Brentwood
Clayton, MO 63105
Phone: 314-889-2174

SALINE
Courthouse
Marshall, MO 65340
Phone: 816-886-6908

SCHUYLER
Courthouse
Lancaster, MO 63548
Phone: 816-457-3469

SCOTLAND
200 Courthouse
Memphis, MO 64555
Phone: 816-465-8569

SCOTT
Courthouse
Benton, MO 63736
Phone: 314-545-3516

SHANNON
Courthouse
Eminence, MO 65466
Phone: 314-226-3715

SHELBY
East Side of Square
Shelbyville, MO 63469
Phone: 314-633-2640

STODDARD
Courthouse Annex
Bloomfield, MO 63825
Phone: 314-568-5344

STONE
Courthouse
Galena, MO 65656
Phone: 417-357-6812

SULLIVAN
Courthouse, Box 190
Milan, MO 63556
Phone: 816-265-4541

TANEY
Courthouse, Box 218
Forsyth, MO 65653
Phone: 417-546-2371

TEXAS
Courthouse
Houston, MO 65483
Phone: 417-967-3862

VERNON
Courthouse
Nevada, MO 64772
Phone: 417-667-7203

WARREN
119 W. Boonslick Road
Warrenton, MO 63833
Phone: 314-456-3444

WASHINGTON
Courthouse
Potosi, MO 63664
Phone: 314-438-2671

WAYNE
Courthouse
Greenville, MO 63944
Phone: 314-224-3322

WEBSTER
Young's Shopping Center
Marshfield, MO 65706
Phone: 417-468-2044

WORTH
Courthouse, Box 219
Grant City, MO 64456
Phone: 816-564-3610

WRIGHT
Courthouse
Hartville, MO 65667
Phone: 417-741-6465

For more information about exams, see page 14 of this catalog.

SPECIAL NOTES

PROJECT SELF-DISCOVERY....

is a ½ unit credit course of particular interest and help to high school students. Several hundred enroll in it each year. It is designed to help students think clearly about themselves.

Dr. Purkey, who developed the course, says “the project is a do-it-yourself kit which will help you to increase your knowledge of what people are like, to advance your general education and to improve your powers of self-understanding and self-expression.” Dr. Purkey’s sub-title for this course is “I am somebody.”

Because of the nature of the responses from the students, no letter grades are given for the exercises in Project Self-Discovery. Those who effectively complete this course will receive a grade of “Pass.” If the course is not completed, the grade will be “Incomplete” and no credit will be given. See page 58 in the catalog for a course description.

The Course

In this course, you have an opportunity:

- To be honest with yourself
- To learn how to gain self-confidence
- To discover your philosophy of life
- To think about your future
- To learn to communicate with people
- To recognize and utilize your abilities
- To develop the techniques of success

Each of the 10 lessons is comprised of two parts:

- (1) An introduction, which is a personal message, and
- (2) A Self-Discovery Exercise, which asks you to think and give your opinion on things.

SPECIAL NOTES

The University of Missouri offers University Courses for High School Seniors.

For details see pages 12-13 in this catalog.

GROUP ENROLLMENTS IN INDEPENDENT STUDY COURSES:

For the coming year you may want to investigate the possibility of group instruction by correspondence. Several students can study at regularly scheduled sessions and can be assisted by a faculty member who does not have particular skill in teaching the subject matter. In this way, schools can provide courses which they would not normally be able to offer.

This program offers a combination of personal attention and instructional skill. Policies, procedures and costs are the same as for other independent study courses taken by correspondence. Materials are sent from the Center and student responses are sent to the Center for grading and processing.

A typical group independent study course is conducted at St. Pius X High School in Festus, Missouri. The school Principal, Sister Margarita Heisserer, explains:

“The General Drafting course offered here has had enrollments since 1969. At registration time students consider this course in much the same way as any elective which is taught in the regular curriculum. Class size may range from 20 to 35.

The course has proven to be highly successful both in offering students a course not available presently in the on-campus curriculum and in providing a solid foundation for further study in drafting or on-the-job training. St. Pius has a total co-ed enrollment of 475 students and found that not enough students desired drafting to hire a full-time teacher in Industrial Arts. Five years ago when efforts were made to recruit a drafting teacher, no person with a double-teaching major could be located. Hence, we turned to the University of Missouri Correspondence Course, found it worked satisfactorily, and have been continuing with it ever since.”

Turn this page for an
INDEX TO COURSES

INDEX TO COURSE LISTINGS

UNIVERSITY COURSES

Accountancy/21
Agricultural Economics/22
Agricultural Engineering/22
Anthropology/22
Classical Studies/23
Community Health & Medical Practice/23
Community Recreation/32
Curriculum and Instruction/23
Economics/23
Education/24
Educational Statistics/26
Elementary Logic/38
Elements of Health Education/32
Engineering/27
English/28
Entomology/30
Extension Education/30
Finance/30
Flower Arranging/35
Food Science and Nutrition/31
French/31
Geography/31
Geology/32
Health & Physical Education/32
History/33
Horticulture/35
Investments/30
Journalism/35
Management/35
Management of Health Care Organizations/23
Management of Long-Term Health Care
Facilities/23
Marketing/35
Math Sciences/36
Mechanics of Materials/27
Money and Banking/24
Museum Methods/22
Music/37
Nursing Home Administration/38
Philosophy/38
Physical Education/39
Political Science/39
Population and Ecology/44
Poultry Husbandry/40
Psychology/40

Psychology of Exceptional Children/46
Recreation & Park Administration/41
Religion/42
Romance Languages/42
Rural Sociology/43
Sociology/44
Spanish/46
Special Education/46
Statics/27
Statistics/46

HIGH SCHOOL COURSES

Agriculture/47
Anthropology/47
Art/47
Business Education/48
Contemporary Issues/50
Driver Education/50
English/50
Geography/53
Government/53
Guidance/53
Health & Physical Education/53
History/54
Industrial Arts/54
Mathematics/54
Psychology/55
Science/55
Social Studies/56

NON-CREDIT COURSES

General Information/61
Enrollment/61
Continuing Education Unit (CEU)/61
Course Fees/61
Textbooks/61
Examinations/61
Time Limits/61
Citizenship/62
Community & County Development/62
Home Economics/62
High School Equivalency Preparation/62
Parks and Recreation/63
Miscellaneous/63

**The
UNIVERSITY OF MISSOURI**

**has been offering
COURSES BY CORRESPONDENCE
since 1911.**

More than 200

**University and High School credit courses
and some Non-Credit courses
are currently being offered.**



University of Missouri

**CENTER FOR INDEPENDENT STUDY
THROUGH CORRESPONDENCE**

514 South Fifth Street
Columbia, MO 65201
314-882-2491

University Libraries
University of Missouri

Digitization Information Page

Local identifier IndependentStudyCatalog1976-77

Source information

Format	Book
Content type	Text / Text with images
Source ID	N/A
Notes	Includes an application form in the middle.

Capture information

Date captured	12/8/2022
Scanner manufacturer	Plustek OpticBook
Scanner model	A300 Plus
Scanning system software	Book Pavilion
Optical resolution	600 dpi
Color settings	24 bit color / 8 bit grayscale
File types	tiff
Notes	

Derivatives - Access copy

Compression	Tiff: LZW compression
Editing software	Adobe Photoshop 2022
Resolution	600 dpi
Color	color / grayscale
File types	tiff
Notes	Images cropped, straightened, brightened...