

CENTER FOR INDEPENDENT STUDY THROUGH CORRESPONDENCE CATALOG

1975 - 1976

UNIVERSITY OF MISSOURI

Extension

COLUMBIA · KANSAS CITY · ROLLA · ST. LOUIS

Independent Study combines the fundamental characteristic of all good teaching--guidance by a qualified and conscientious instructor--with the advantage of study at the student's own pace and at the time and place most convenient to him. He has the freedom to linger and explore or to move as rapidly as his ability permits.

The instructional staff enjoys the opportunity to work with individuals with diverse educational backgrounds and a wide range of goals. They are ready to give individual attention and guidance.

As a means of continuing education, independent study helps students gain their immediate objectives and widens their personal horizons. Many students are earning credit to be applied toward a university degree. Others are improving occupational or professional skills. Still others are satisfying an intellectual curiosity that motivates them to seek knowledge for its own sake. We believe you will find independent study an adventure and a rewarding means of achieving increased professional competence and personal growth.

By permission of Independent Study--University of California

UNIVERSITY OF MISSOURI

COLUMBIA - KANSAS CITY - ROLLA - ST. LOUIS

COURSES OFFERED THROUGH THE

CENTER FOR

INDEPENDENT STUDY

THROUGH CORRESPONDENCE

SEPTEMBER 1975 - SEPTEMBER 1976

UNIVERSITY OF MISSOURI

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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 directs and coordinates programs of all four campuses. Activities of each campus are under the supervision of a Chancellor.

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.

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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.

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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 \$1.00 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. 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 10 in this catalog.

ELIGIBILITY (continued)

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

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 $\frac{1}{2}$ 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.

If used texts are preferred, the appropriate square on the Textbook Order Form should be marked. (See center section insert

TEXTBOOKS (continued)

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.

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) or a facsimile thereof. 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.

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 Month	70%
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

**TRANSFER TO
DIFFERENT COURSE
(continued)**

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.

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.

Each student should check the course descriptions to be certain that the desired course will meet his 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

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

Classical Studies

- 60 Classical Mythology

Engineering

- 10 Engineering Drawing and Descriptive Geometry

English

- Composition (see course listing for numbers)

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

Geology

- 51 Physical Geology

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 the student for his review and guidance in preparing 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 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. Each student is required to submit his own work. Any student who is found to be dishonest in any manner in the preparation of his 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, or at Extension Centers at the University of Missouri at Columbia and Kansas City. (A listing of University Extension Centers is located in back of this catalog.) Examinations may also be taken at the Center for Independent Study at Columbia which is open from 8-12 a.m. and 1-5 p.m. Exams cannot carry into the noon hour or past 5:00 p.m.

High school students may take examinations 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

**EXAMINATIONS
(continued)**

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

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.

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.

HEARER

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.

TRANSCRIPTS

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, University of Missouri-Columbia. The Director issues a Grade Report which is sent to the student.

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 student when he is notified that his final exam has been sent to the exam supervisor. 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¢ fee is charged for unofficial transcripts sent under circumstances other than those mentioned above.

**TRANSFER OF
CREDIT**

Credit in courses taken through independent study may be transferred to most educational institutions in the United States. However, such transferability is subject to varying regulations depending on the educational institution to which transfer is made.

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

**TRANSFER OF
CREDIT
(continued)**

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 re-requesting a transcript, see Transcripts above.

TIME LIMITS

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.

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.

STUDENT SERVICES (continued)

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.

INDEPENDENT STUDY PROCESS

- 1 Courses are written by faculty members
- 2 Student chooses a course and enrolls
- 3 Study materials arrive by mail
- 4 Student completes lessons at own pace and returns them by mail
- 5 Lessons are graded and returned to Student
- 6 Student takes supervised examinations
- 7 Course grade is sent to Student and recorded in the registrar's office

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

NOTE: The acceptability of Independent Study courses toward an educational objective is determined by the institution where the credit will be applied. (See page 19 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 from their adviser approval in advance

**GRADUATE
(continued)**

to 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 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 residence 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. If you need this type of course, consult your adviser or contact the Center.

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.

**COURSE
NUMBERING
SYSTEM
(continued)**

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

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.

Rolla Campus

0 to 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

Same numbering system as the Columbia Campus.

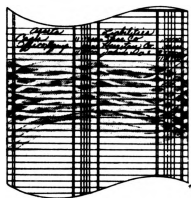
UNIVERSITY COURSES

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.

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. Please see page 7 for further information.

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 machine scorable. 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. (Note: As 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.

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

Texts:

Niswonger & Fess, *Accounting Principles*, 1969, South-Western Pub. Co. Price: \$7.65. (Used texts only.)

Niswonger & Fess, *Working Papers* for above text, Chapters 1-14, South-Western Pub. Co. Price: \$3.95.

37 ACCOUNTING II (3) UMC.

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

Texts:

Niswonger & Fess, *Accounting Principles*, 1969, South-Western Pub. Co. Price: \$7.65. (Used texts only.)

Niswonger & Fess, *Working Papers* for above text, Chapters 14-28, South-Western Pub. Co. Price: \$3.95.

236 INTERMEDIATE FINANCIAL ACCOUNTING I (3) UMC.

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

An analysis of farm products marketing system from the industry and firm point of view. Prerequisite: 5 hours Economics.

**AGRICULTURAL
ECONOMICS
(continued)**

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 ELEMENTARY FARM BUILDINGS (3) UMC.

Functional requirements of farm buildings. Farmstead and building planning. Materials, sanitation, ventilation, convenience. Prerequisite: Math 10.

Texts:

Midwest Plan Service, *Structures and Environment Handbook*, 1973 rev., Iowa State Univ. Press. Price: \$5.00.

Gray, *Farm Service Buildings*, 1955, McGraw-Hill. Price: \$13.95.

ANTHROPOLOGY

10 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.

Harrison, *The Technical Requirements of Small Museums*, 1969, American Assoc. of Museums. Price: \$2.00.

**CLASSICAL
STUDIES**



60 CLASSICAL MYTHOLOGY (3) UMC.

For students in all areas and for a varied range of interests: nature and function of myths in human society; fuller understanding of literature; appreciation of themes and symbols in art; study of comparative cultures and religions.

Texts:

Greene & Latimore, *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.

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

COMMUNITY HEALTH AND MEDICAL PRACTICE



25 COMMUNITY HEALTH (2) UMC.

CALS

Consideration of the health of the school child as an individual and a member of school society with information on 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: \$5.50.

Recommended book for Elementary Education majors:

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

300 MANAGEMENT OF HEALTH CARE ORGANIZATIONS (3) UMC.

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:

Fortune Editors, *Our Ailing Medical System, It's Time to Operate*, 1970, Harper & Row. Price: \$.95.

Rakich, *Hospital Organization and Management*, 1972, The Catholic Hospital Association. Price: \$6.50.

300 MANAGEMENT OF LONG-TERM HEALTH CARE FACILITIES (3) UMC.

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, Cahnners 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.

ECONOMICS

1 FUNDAMENTALS OF ECONOMICS I. UMC.

100 PRINCIPLES OF ECONOMICS (MACRO). UMR. (3)

50 PRINCIPLES OF MACROECONOMICS. UMSL.

(The above course titles designate one course which has been reviewed and approved by the Economics departments of these campuses of the University. Students should enroll under the course number and title for which they want to receive credit.)

Survey of economic principles and their application to contemporary economic issues. Elementary economic analysis of income, output and employment determination. Not open to students who have completed UMC Economics 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.

CALS

See page 21 for explanation.

ECONOMICS
(continued)**2 FUNDAMENTALS OF ECONOMICS II. UMC.****101 PRINCIPLES OF ECONOMICS (MICRO). UMR. (3)****51 PRINCIPLES OF MICROECONOMICS. UMSL.**

(The above course titles designate one course which has been reviewed and approved by the Economics departments of these campuses of the University. Students should enroll under the course number and title for which they want to receive credit.)

Survey of economic principles and their application to contemporary economic issues. Elementary economic analysis of the price system and the allocation of economic resources. Not open to students who have completed UMC Economics 41 or 51.

Texts:

Lindsay, *Basic Microeconomics: Principles and Reality*, Dryden Press, 1974.

Price: \$5.00.

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

MONEY AND BANKING.**229 UMC.****320 UMR. (3)****220 UMSL.**

(The above numbers designate one course which has been developed and approved by the Economics departments of these campuses of the University. Students should enroll under the course number and title for which they want to receive credit.)

American monetary and banking systems; their influence upon economic activities. Prerequisite: 41 or 51.

Texts:

Chandler, *The Economics of Money and Banking*, 1973, 6th edition, Harper & Row.

Price: \$13.95.

Williams & Woudenberg, *Money, Banking and Monetary Theory: Problems and Concepts*, 1973, 2nd ed., Harper & Row. Price: \$5.95.

317 ECONOMIC SECURITY (3) UMC.

Social insurance in present day society; its role in mitigating the economic losses from unemployment, disability, accidents, retirement and death. Evaluation of the American Social Security system, including selected supplementary programs. Prerequisite: Economics 51 or equivalent.

Texts:

Brinker, *Economic Insecurity & Social Security*, 1968, Appleton-Century-Crofts.

Price: \$11.50.

Gordon, *Problems in Political Economy*, 1971, D. C. Heath & Co. Price: \$6.00.

EDUCATION**(A) EDUCATIONAL PSYCHOLOGY****A102 EDUCATIONAL PSYCHOLOGY (2½ or 3) 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: \$9.95.

(B) HISTORY AND PHILOSOPHY OF EDUCATION**B351 HISTORY OF AMERICAN EDUCATION. UMC. (3)****322 HISTORY OF AMERICAN EDUCATION. UMSL.**

(The above course titles designate one course which has been reviewed and approved by the Education departments of these campuses of the University. Students should enroll under the course number and title for which they want to receive credit.)

Study of development of American educational institutions and ideas, and of social forces which have influenced them. Prerequisite: a course in American history.



**EDUCATION
(continued)**

Texts:

- Cremin, *The Transformation of the School*, Vintage Books, 1961. Price: \$5.95.
 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 organization, administration, and management from the standpoint of teachers in secondary schools. Prerequisite: Educational Psychology A102 or equivalent.

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: \$6.00.
 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 or equivalent.

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: 3 hour course in Art or equivalent.

Text:

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

(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.

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

EDUCATION
(continued)**E150 SPECIAL READINGS (1-3) UMC.**

Directed study of literature and research reports in elementary education.

E160 EARLY CLASSROOM EXPERIENCES AS INSTRUCTIONAL AIDES (2-4) 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 (maximum 2 semester hours) 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 METHODS OF TEACHING ELEMENTARY SCHOOL MATHEMATICS (3) UMC.

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

Texts:

Reys and Post, *The Mathematics Laboratory: Theory and Practice*, 1973, Prindle, Weber and Schmidt. Price: \$9.95.

Swenson, *Teaching Mathematics to Children*, 1973, 2nd edition, Macmillan Co. Price: \$8.95.

(H) HEALTH AND PHYSICAL EDUCATION**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: \$4.95.

Jones, Shainberg & Byer, *Age of Aquarius--Contemporary Bio-Social Issues*, 1971, Goodyear Pub. Co. Price: \$7.95.

Bruess & Fisher, *Selected Readings in Health*, 1970, Macmillan Co. Price: \$4.95.

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: \$10.95.

H199 ORGANIZATION AND ADMINISTRATION OF PHYSICAL EDUCATION PROGRAMS (3) UMC.

Introductory course on problems, methods of organization in use of facilities, scheduling of activities, budget, personnel, purchase and care of equipment in the area of physical education programs, health programs, recreation programs, outdoor education, and camping programs.

Text:

Bucher, *Administration of Health & Physical Education Programs, Including Athletics*, 5th revised ed., 1971, C. V. Mosby Co. Price: \$11.75.

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

Historical orientation, prevalence of problems, current concepts, and educational programming in special education. Prerequisite: an introductory course in Education 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: \$11.50.

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: \$5.75.

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: \$11.50.

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

(R) EDUCATIONAL RESEARCH AND STATISTICS**R370 EDUCATIONAL STATISTICS I (2½ or 3) UMC.**

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

Text:

Tate, *Statistics in Education & Psychology: A First Course*, 1965, Macmillan Co. Price: \$8.75.

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

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 free-hand 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: \$8.50.

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

**ENGINEERING
(continued)****50 STATICS (3) UMR.**

Application of the principles of mechanics to engineering problems of equilibrium, friction, trusses, centroids and centers of mass and moment of inertia. Prerequisite: at least one semester of classical college physics, and preceded or accompanied by Math 22 (UMR) or equivalent.

Text:

Muhlbauer, *Statics: An Individualized Approach*, Addison-Wesley Pub. Co. Price: \$8.95.

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 Math 22 (UMR) or equivalent.

Texts:

Higdon, *Mechanics of Materials*, 1960, 1st edition, John Wiley & Sons. Price: \$6.35. (Used texts only.)

Nash, *Theory & Problems of Strength of Materials*, 1957, McGraw-Hill. Price: \$4.95.

150 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: Engineering Mechanics 50 and Math 22 (UMR) or equivalent.

Text:

Beer & Johnson, *Mechanics for Engineers--Dynamics*, 1962, McGraw-Hill. Price: \$12.95.

ENGLISH**COMPOSITION AND CREATIVE WRITING****1 COMPOSITION. UMC.****110 FRESHMAN ENGLISH. UMKC. (3)****1 RHETORIC AND COMPOSITION. UMR.****10 COMPOSITION. UMSL.**

(The above course titles designate one course which has been reviewed and approved by the English departments of all four campuses of the University. Students should enroll under the course number and title for which they want to receive credit.)

Texts are undetermined at this time. Textbook information is included with course materials.

12 LITERARY TYPES (3) UMSL.

An introduction to the various literary types including fiction, poetry and drama.

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.

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



**ENGLISH
(continued)**

Texts:

Peden, *Short Fiction: Shape and Substance*, 1971, Houghton Mifflin. Price: \$5.95.

Karl & Hamalian, *the naked i*, 1971, Fawcett Premier Book. Price: \$1.25.

60 EXPOSITION (3) UMC.

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 Crowell Co. Price: \$6.50.

Eastman, *The Norton Reader* (Shorter Edition), 1973, 3rd ed., W. W. Norton & Co. Price: \$4.45.

70 CREATIVE WRITING: POETRY (3) UMC.

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.

LITERATURE AND LANGUAGE**104 AFRO-AMERICAN LITERATURE (2) UMC.**

Survey of essays, poetry, fiction, and autobiography written by American Negroes.

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 the 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*, *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: \$11.95.

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: \$7.75.

Crane, *The Red Badge of Courage*, 1956, Rinehart edition #47, Holt, Rinehart & Winston. Price: \$1.25.

Hawthorne, *The Scarlet Letter*, 1963, Rinehart edition #1, Holt, Rinehart & Winston. Price: \$1.25.

Frederic, *The Damnation of Theron Ware*, 1958, Rinehart edition #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: \$3.50.

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

ENGLISH
(continued)**201 MAJOR BRITISH WRITERS TO 1780 (3) UMC.**

Historical survey.

Texts:

Abrams, *Norton Anthology of English Literature, Vol. I*, 1968 edition, W. W. Norton & Co. Price: \$9.95.Holman, *A Handbook to Literature*, 1972 revised edition, The Odyssey Press. Price: \$3.50.**202 MAJOR BRITISH WRITERS SINCE 1780 (3) UMC.**

Historical survey.

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 #23, Holt, Rinehart & Winston. Price: \$1.25.Dickens, *Great Expectations*, 1948, Rinehart edition #20, Holt, Rinehart & Winston. Price: \$1.50.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: \$.75.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 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: a course in Corporation Finance or equivalent business experience.

(continued)

CALS See page 21 for explanation.

FINANCE (continued)

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.

FOOD SCIENCE AND NUTRITION



145 FOOD AND BEVERAGE MANAGEMENT (3) UMC.

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.

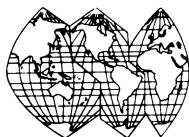
200 PROBLEMS (Credit to be arranged) UMC.

Supervised study in a specialized phase of Food Science and Nutrition. Prerequisite: Sophomore standing.

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. Presents essential geographical characteristics and major problems of the Soviet Union, the Middle East, the Orient, Africa, and the 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: Maps, landforms, water. (*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.

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

**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.**

CALS

Introduction to the location and spatial organization of economic security.

Text:

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

See EDUCATION.

**HEALTH AND
PHYSICAL ED.****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: \$2.45.

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: \$1.45.

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: \$1.75.

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

20 AMERICAN HISTORY (2½ or 5) UMC.

Broad survey of political, economic, social, intellectual, diplomatic and constitutional development of American people from first English settlements to present day; emphasizes evolution of American culture and institutions.

Texts:

First 2½ hours:

Wright, *The Democratic Experience*, 1968, Scott, Foresman & Co. Price: \$6.50.

Hofstadter, *The American Political Tradition*, 1959, Vintage Books. Price: \$1.95.

Morgan, *The Birth of the Republic, 1763-1789*, 1956, Univ. of Chicago Press. Price: \$1.75.

Van Deusen, *The Jacksonian Era, 1828-1848*, 1959, Harper Torchbooks. Price: \$2.45.

Douglass, *Narrative of the Life of Frederick Douglass*, 1963, Dolphin Books. Price: \$.95.

The Missouri Constitution. Price: \$.40.

(continued)

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

CALS See page 21 for explanation.

**HISTORY
(continued)**

Second 2½ hours:

Wright, Same as above. Price: \$6.50.

Hofstadter, Same as above. Price: \$1.95.

Hays, *The Response to Industrialism: 1885-1914*, 1957, Univ. of Chicago Press. Price: \$1.95.

Shannon, *Between the Wars: America, 1919-1941*, 1965, Houghton Mifflin.

Price: \$4.25.

Lafeber, *America, Russia and the Cold War: 1945-1966*, 1968, John Wiley & Sons.

Price: \$3.95.

98 SURVEY OF AMERICAN HISTORY TO 1865. UMC.

210 AMERICAN HISTORY I. UMKC.

175 AMERICAN HISTORY I. UMR. (3)

3 AMERICAN CIVILIZATION. UMSL.

(The above course titles designate one course which has been reviewed and approved by the History departments of all four campuses of the University. Students should enroll under the course number and title for which they want to receive credit.)

The emphasis of this course is on the historical method. Students investigate a variety of historical sources for certain key topics and, in many lessons, select and organize the data themselves. Areas of study include (among others): Puritanism, the Revolution, sources of economic growth, politics, women's rights, slavery, Lincoln.

Texts:

Miller, *New History of the U.S.*, Dell. Price: \$2.45.

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

Jensen, *Democracy & the American Revolution*, H-284, Bobbs-Merrill Reprint. Price: \$.25.

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: \$.95.

Kraditor (ed.), *Up From the Pedestal*, QP 77, Quadrangle. Price: \$2.95.

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

100 HISTORY OF MODERN EUROPE (4) UMC.

Selected major themes in European history from French Revolution to recent times. Breakdown of traditional institutions, ideas; political, social revolution; industrialization; nationalism; imperialism; world wars; democratic, totalitarian ideologies, movements; quest for international order, European unity.

Texts:

Rude, *Revolutionary Europe, 1783-1815*, 1964, Harper & Row Torchbook. Price: \$2.95.

Dawson (ed.), *The French Revolution*, 1967, Prentice-Hall. Price: \$1.95.

Blum, Cameron & Barnes, *The European World Since 1815, Triumph and Transition*, 2nd edition, 1970, Little, Brown & Co. Price: \$11.50.

Barnes & Feldman, *Nationalism, Industrialism and Democracy, 1815-1914*, 1972, Little, Brown & Co. Price: \$3.95.

Barnes & Feldman, *Breakdown and Rebirth, 1914 to the Present*, 1972, Little, Brown & Co. Price: \$3.95.

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

201 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: \$9.75.

CALS See page 21 for explanation.

**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: \$2.95.

Wiskemann, *Fascism in Italy: Its Development & Influence*, 1970, St. Martin's Press. Price: \$3.50.

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.

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: \$12.50.

Schapiro, *The Communist Party of the Soviet Union*, rev. ed., Random House. Price: \$15.00.

Ulam, *Expansion and Coexistence: Soviet Foreign Policy, 1917-1973*, 2nd ed., Praeger Pub. Paperback price: \$6.95.

Bobbs-Merrill Reprint Packet (includes the following). Price: \$1.40.

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

G. Vernadsky, "Serfdom in Russia," E-220.

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

359 HISTORY OF THE OLD SOUTH (3) UMC.

Study of the South to 1860. Prerequisite: History 11, 20, 98, or upperclass standing.

Text:

Eaton, *A History of the Old South*, 1966, 2nd edition, Macmillan Co. Price: \$12.95.

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

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

Texts:

Gipson, *The Coming of the Revolution, 1763-1775*, 1954, Harper & Brothers. Price: \$3.25.

Jensen, *The Articles of Confederation*, 1940, Univ. of Wisconsin Press. Price: \$2.50.

Saville, *A History of Colonial America*, revised edition, Henry Holt & Co. Price: \$11.50.

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 changes preceding the Eisenhower years, the New Frontier, the Great Society, and the changes in the 1970s. Topics such as the

Textbook Order Form

Date:

Please send the books and materials listed below for the Independent Study Course:

(Name of Course)

(Course Number)

Phone # () Area Code

Address: _____

(Zip)

☐ I wish to receive used books if available. NOTE: If new books are desired, but are not available, used books will be sent and a refund made.

AUTHOR	Title	Price	DO NOT USE
	Total for books		
Books shipped to Missouri Addresses - Add Missouri state sales tax 3%			
	Grand Total*		

*If this order form accompanies course application, enter Grand Total on the application form in the appropriate space.

(BankAmericard NO.)

(Master Charge NO.)

(Card Expiration Date)

(Print name as shown on card)

(Sign name here)

NOTE: If you use your Master Charge® or BankAmericard® credit card to pay for the fees below, leave the shaded money-blocks blank. You will receive a copy of your itemized credit card statement.

17. ENROLLMENT FEE

High school, each 1/2 Unit course \$25.00 \$ _____
University, @ \$22.00 per semester hour credit; course credit _____ x 22.00 \$ _____
Non-credit (See course listings for charge) \$ _____
Misc (Lab fee, etc.) \$ _____

TOTALS

\$ _____

18. POSTAGE & HANDLING FEES

a. for U.S., Canadian, APO & FPO addresses only: (Syllabus, one book, & lesson return service)

\$ _____

(Check one box only)
☐ SURFACE MAIL \$ 4.00
b. for air mail service for all other students than listed in (a) above: (Add the amount shown below for each additional textbook)
☐ Central & South American Countries \$21.50
☐ European Countries & British Isles 26.00
☐ All other countries (Orient, Africa, etc.) 31.00

(Add the amount shown below for each additional textbook)

\$ _____

19. TEXTBOOKS (Brought forward from Book Order Form)

SALES TAX (Books delivered to addresses in Missouri: please add State Sales Tax on book total)

GRAND TOTAL

\$ _____
\$ _____
\$ _____

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



(BankAmericard No.)



(Master Charge No.)

(Card Expiration Date)

(Print name as shown on card)

(Sign name here)

APPLICATION FOR AN INDEPENDENT STUDY COURSE

Course Grade _____ Date _____

Instructor's Signature _____

INSTRUCTIONS

Please print or type all information. In most cases you can answer the question by making a check (✓) mark in the appropriate box. We must have your Social Security No. See page 6 in the catalog. Use a separate application for each course.

University of Missouri
COLUMBIA - KANSAS CITY - ROLLA - ST. LOUIS
UNIVERSITY EXTENSION

514 S. 5th St., Columbia, MO 65201
(314) 882-2491

IMPORTANT

1. If you have a University of Missouri-Columbia Student I.D.#, write it here. Date _____ Your Telephone # _____

2. Social Security No. Mr. ☐ Miss ☐ Mrs. ☐ Last Name _____ First _____ Initial _____ Maiden Name _____
()

3. Your Date of Birth

Month	Day	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

 Occupation _____ If yes, please answer A and B below.

4. Have you ever been enrolled at the University of Missouri-Columbia, prior to this enrollment? Yes ☐ No ☐
(A) How were you enrolled? Resident ☐ Independent Study ☐ Extension Teaching ☐

(B) Under what name were you last enrolled? Name: _____

5. Mailing Address County _____
Street _____ City _____ State _____ Zip Code _____

6. Permanent Address Address at which you may be reached for at least the next twelve months.

7.

Dept.	Course	Credit
<input type="text"/>	<input type="text"/>	<input type="text"/>

 University _____ Credit Hours _____
Course No. & Title _____ DO NOT PUT TWO COURSES ON THIS FORM

8. Is this a high school or university course?

1	2
High School	University

Yes	No
-----	----

 9. If this is a high school course, in which half unit are you enrolling?

1st	2nd
-----	-----

10. If this is a university course, is it to be applied for GRADUATE LEVEL CREDIT?

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. Are you now, or do you plan to be by next semester, a RESIDENT STUDENT at the University of Missouri?

Yes	No
-----	----

 If yes, which campus?

1	2	3	4
Columbia	Kansas City	Rolla	St. Louis

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

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

 5 Other, please specify _____

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

BLACK -	1
ORIENTAL -	4

SPANISH-AMERICAN -	2
OTHER MINORITY -	5

AMERICAN INDIAN-	3
NONE OF THESE -	6

16. If this course has prerequisites, list courses you have taken which meet them: _____

PLEASE REMEMBER

*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.

CAMPUS CODE

☐ = KANSAS CITY

☐ = ROLLA

☐ = ST. LOUIS

OFFICE USE ONLY

Syllabus Sent _____

Class _____

9/75

student's signature _____

STUDENTS ENROLLING FOR CREDIT

Verification of the applicability of credit toward any educational goal is the responsibility of the student. Please have the appropriate individual, whether High School Principal, College Dean, or Graduate Advisor, endorse the appropriate section below, indicating his approval to take the desired course for credit.

UNDERGRADUATE STUDENTS

To Be Completed By The Dean (if applicable):

Approved for not more than _____ hours credit (check appropriate box(es)): ☐ (a) while taking work in residence; ☐ (b) in the last 24 hours toward the degree of: _____

Dean's Signature _____

Telephone Number _____

Date _____

GRADUATE STUDENTS (University of Missouri)

To Be Completed By The Graduate Advisor (if applicable):

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

Graduate Advisor's Signature _____

Telephone Number _____

Date _____

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; or ☐ (3) on file with the Director of Admissions at the University of Missouri-Columbia

Student's Signature _____

Date _____

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 while enrolled in high school.
- ☐ (b) Although this student is not enrolled at present, credit in this high school course may count toward his high school diploma.
- ☐ (c) 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 _____

Textbook Order Form

Date:

(Name of Course)	(Course Number)
------------------	-----------------

Phone # () Area Code

(Zip)

NOTE: If new books are desired, but are not available, used books will be sent and a refund made.

*If this order form accompanies course application, enter Grand Total on the application form in the appropriate space.

(Master Charge NO.)

(Card Expiration Date)

(Sign name here)

HISTORY (continued)

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 not determined at the time of printing. Required textbooks will be listed in the materials which will be sent to you.

HORTICULTURE



1 GENERAL HORTICULTURE (3) UMC.

This course deals primarily with the principles of horticulture as applied to commercial fruit, vegetable, nut, floriculture and ornamental nursery plant production enterprises. However, the development of the home landscape plan, the arrangement of landscape plants, the care of plants in the home, the home vegetable garden and the home orchard are considered.

Text:

Edmond, *Fundamentals of Horticulture*, 1964, McGraw-Hill. Price: \$13.50.

60 FLOWERS AND PLANTS FOR INTERIOR DECORATION (1, 2, or 3) UMC.*

Flower and plant selection and care, and instructions for making arrangements and plant combinations for all occasions. Unit 1--Arrangement fundamentals (1); Unit 2--Advanced arrangements, prerequisite: Unit 1 (1); Unit 3--Plants for interiors (1). (Course supplemented with cassette tapes and color slides. Access to a cassette tape player required.)

Texts:

Unit 1:

Rutt, *Art of Flower and Foliage Arrangements*, 1964, Macmillan Co. Price: \$5.95.

Unit 2:

Hamel, *Encyclopedia of Judging and Exhibiting Floriculture and Flora-Artistry*, rev. 3rd, 1972. Price: \$7.95.

144 VEGETABLE GARDENING (3) UMC.

A thorough study is made of vegetable gardening, planning the home garden, values of the home garden, the culture of vegetable crops in general with regard to soils and soil preparation, manures, commercial fertilizers, seeds and seed growing, cultivation, and the control of insects and disease. A detailed study of each individual crop is made. There is sufficient technical information in this course to make it invaluable for the trained scientist, while work is practical for the grower as well.

Text:

Thompson & Kelley, *Vegetable Crops*, 5th edition, McGraw-Hill. Price: \$14.50.

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: \$12.50.

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.

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

MANAGEMENT



202 FUNDAMENTALS OF MANAGEMENT (3) UMC.*

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

Texts:

Donnelly, *Fundamentals of Management: Functions, Behavior, Models*, 1971, Austin Business Pub. Price: \$11.50.

Wortman and Luthars, *Emerging Concepts in Management*, 1969, Macmillan Co. Price: \$6.25.

336 PERSONNEL MANAGEMENT (3) UMC.

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

Text:

Beach, *Personnel: The Management of People at Work*, 1970, Macmillan Co.

Price: \$11.50.

MARKETING

204 PRINCIPLES OF MARKETING (3) UMC.

Institutions, processes, problems involved in transferring goods from producer to consumers; emphasis on economic and social aspects. Prerequisites:

Economics 51 or equivalent.

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 is the student's responsibility to develop a written proposal indicating in detail what problem area he would like to investigate. After approval of a supervising faculty member, the student may enroll in Marketing 300 or Marketing 400 (for graduate students only) for a predetermined number of hours.

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 sociological 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: \$13.50.

400 PROBLEMS (Credit to be arranged) UMC.

See 300 Problems.

MATH SCIENCES

7 ALGEBRA FOR ELEMENTARY TEACHERS (3) UMC.

Open only to students majoring in Elementary Education. This course is focused on a development of the real number system, including other numeration systems and some elementary number theory. Other topics from algebra will include functions, relations, linear equations and inequalities as well as other polynomials.

Text:

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

8 GEOMETRY FOR ELEMENTARY TEACHERS (3) UMC.

This course is devoted primarily to informal geometry and will include a study (continued)

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

MATH SCIENCES
(continued)

of points, lines, planes, space similarity, congruence, measurement and elementary geometric constructions. In addition, other topics such as probability and characteristics of other geometries will be discussed. Prerequisite: Math 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: $1\frac{1}{2}$ units high school algebra and 1 unit geometry.

Text:

Spitzbart, *Plane Trigonometry*, 1964, 2nd edition, Addison-Wesley Pub. Co. Price: \$7.95.

10 COLLEGE ALGEBRA (3) UMC.

A review of topics from elementary algebra, sets, quadratics, systems of linear equations with an introduction to determinants, graphing, progressions, inequalities, complex numbers, mathematical induction, binomial theorem, theory of equations, logarithms. Prerequisites: at least $2\frac{1}{2}$ units high school math including $1\frac{1}{2}$ in algebra or at least 2 units of high school algebra.

Text:

Vance, *Modern College Algebra*, 1967, 2nd ed., Addison-Wesley Pub. Co. Price: \$9.95.

80 ANALYTIC GEOMETRY AND CALCULUS I (5) UMC.

Straight lines, conic sections, polar coordinates, coordinate transformations, functions, limits, continuity, derivatives, antiderivatives. (Courses 80, 175 and 201 are a three-semester course sequence of integrated material normally presented in analytic geometry and elementary calculus courses.) Prerequisite: at least a grade of C in Math 9 and 10 or their equivalent. Materials for the course will cost approximately \$1.00.

Text:

Leithold, *Calculus with Analytic Geometry*, 1968, Harper & Row. Price: \$14.95.

175 CALCULUS II (3) UMC.

Definite integrals, applications and techniques of integration, elementary transcendental functions. Prerequisite: a grade of C or better in Math 80 or equivalent training.

Text:

Leithold, *Calculus with Analytic Geometry*, 1968, Harper & Row. Price: \$14.95.

201 CALCULUS III (3) UMC.

Vectors, solid analytic geometry, indeterminate forms, improper integrals, calculus of several variables, infinite series. Prerequisite: a grade of C or better in Math 175 or equivalent training.

Text:

Leithold, *Calculus with Analytic Geometry*, 1968, Harper & Row. Price: \$14.95.

304 DIFFERENTIAL EQUATIONS (3) UMC.

Common types of ordinary differential equations including many applied problems and operational methods. Prerequisites: Math 201 or equivalent.

Text:

Spiegel, *Applied Differential Equations*, 1967, Prentice-Hall. Price: \$14.95.

MUSIC**21 THEORY (WRITTEN) I (2) UMKC.**

A study of musical nomenclature, including rhythm symbols, key and meter signatures, scales, pitch notation, performance terms and symbols, intervals,

MUSIC (continued)



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: \$8.50.

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 film-strips 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.

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: \$3.95.

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. Price: \$8.95.

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

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MUSIC (continued)

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.

PHILOSOPHY



1 ELEMENTARY LOGIC (3) UMC.*

Formal principles of deduction, induction. Criticism of argument, detection of 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: \$8.95.

Levison, *Study Guide for Stephen F. Barker's The Elements of Logic*, 2nd ed., 1974, McGraw-Hill. Price: \$3.95.

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 EDUCATION H.

POLITICAL SCIENCE



1 AMERICAN GOVERNMENT (2, 3 or 5) UMC.

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

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: \$5.10.

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 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: \$8.50. (continued)

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

**POLITICAL
SCIENCE
(continued)**

Brzezinski & Huntington, *Political Power: USA/USSR*, 1971, Viking Press.
Price: \$2.45.
Kennedy, *Thirteen Days: A Memoir of the Cuban Missile Crisis*, 1969, Signet
Books. Price: \$.95.

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.

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: \$3.50.

305 POLITICAL PARTIES (3) UMC.

Development, organization, functions, activities of major and minor political
parties; pressure groups; election administration, especially in the United
States. Prerequisite: Political Science 1 (5 hours American Government), or
an introductory course in political science.

Text:

Key, *Politics, Parties and Pressure Groups*, 1964, 5th edition, Thomas Y.
Crowell Co. Price: \$9.95.

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.

**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. (3)

50 UMR.

3 UMSL.

CALS

(The above numbers designate one course which has been developed and
approved by the Psychology departments of the four campuses of the University.
Students should enroll under the course number for which they want to receive
credit.)

A 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: \$11.00.

CALS See page 21 for explanation.

PSYCHOLOGY

(continued)

30 APPLIED PSYCHOLOGY (3) UMC.

Application of psychology to business; emphasizes advertising, personnel selection, efficiency. Brief reference to professional and social applications.

Prerequisite: Psychology 1 or an introductory course in experimental psychology.

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:

Psychology 1 or an introductory course in experimental psychology.

Texts:

Munsinger, *Fundamentals of Child Development*, 1971, Holt, Rinehart & Winston.

Price: \$12.50.

Munsinger, *Readings in Child Development*, 1971, Holt, Rinehart & Winston.

Price: \$7.00

260 SOCIAL PSYCHOLOGY. UMC.**159 SOCIAL PSYCHOLOGY. UMR. (3)****160 SOCIAL PSYCHOLOGY. UMSL.**

(The above course titles designate one course which has been developed and approved by the Psychology departments of these campuses of the University. Students should enroll under the course number for which they want to receive credit.)

Social bases of behavior and behavior of individuals in social situations. Prerequisite: 1 or 2 and/or Sociology 1.

Text:

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

See **SPECIAL EDUCATION 313.**

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: \$12.75.

**RECREATION
AND PARK
ADMINISTRATION****10 INTRODUCTION TO RECREATION (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: \$7.50.

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.*

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

**RECREATION
AND PARK
ADMINISTRATION
(continued)**

UNIVERSITY COURSES

Texts:

Tilden, *Interpreting Our Heritage*, 1967, University of North Carolina Press.

Price: \$1.95.

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: \$10.95.

300 PROBLEMS (1-3) UMC.

Prerequisite: consent of adviser, and Recreation 305 (Theory and Practice of Group Leadership) or equivalent.

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.

RELIGION



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

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

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 the Christian religion. Study of origin, authorship, literary structure, nature and permanent value.

Texts:

Kee, Young and Froehlich, *Understanding the New Testament*, 3rd edition, 1973, Prentice-Hall. Price: \$10.50.

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: \$5.50.

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: \$2.95.

**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.

ROMANCE LANGUAGES (continued)



UNIVERSITY COURSES

1 ELEMENTARY FRENCH I (5) UMC.

Grammar, composition, and reading.

Texts not determined at the time of printing. Required textbooks will be listed in the materials which will be sent to you.

2 ELEMENTARY FRENCH II (5) UMC.

Continuation of French I. Prerequisite: Grade of C or better in French I or equivalent.

Texts not determined at the time of printing. Required textbooks will be listed in the materials which will be sent to you.

103 FRENCH READING (3) UMC.

Prerequisite: French II or equivalent.

Texts:

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

Fowlie (Editor), *French Stories: Contes Français*, 1960, Bantam Books. Price: \$1.25.

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.*

Grammar, composition, and reading. 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:

Da Silva, *Beginning Spanish: A Concept Approach*, 3rd ed., 1973, Harper & Row. Price: \$9.95.

Da Silva, *Tape Manual for Beginning Spanish*, 3rd ed., 1973, Harper & Row. Price: \$3.50.

2 ELEMENTARY SPANISH II (5) UMC.*

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:

Da Silva, *Beginning Spanish: A Concept Approach*, 3rd ed., 1973, Harper & Row. Price: \$9.95.

Da Silva, *Tape Manual for Beginning Spanish*, 3rd ed., 1973, Harper & Row. Price: \$3.50.

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



Courses in Rural Sociology are not open to students below the college level. An exception may be made in the case of special students who are over twenty-one years of age.

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

RURAL SOCIOLOGY
(continued)**1 RURAL SOCIOLOGY (3) UMC.****CALS**

This course is directed primarily at those with little or no acquaintance with the concepts and practices of Rural Sociology. It has a two-fold purpose, corresponding with the two sections of the course. Section I covers the methods, techniques, and theoretical concepts of basic sociology from attitudes to demography. Section II focuses exclusively on Rural Sociology in its two elemental forms: basic research and applied research. Areas covered include rural life, economics, population, social organization, and rural development. The course attempts to place the student in an interactive position. That is, the student is expected to apply the knowledge he learns to the development of frameworks for social investigation and social policy in rural society.

Text:

Dushkin, *The Study of Society*, 1974, Dushkin Pub. Group, Inc., Guilford, CT. Price: \$11.25.

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

340 COMMUNITY SOCIAL STRUCTURE (3) UMC.

This course is adapted to the needs of action workers and others interested in the development of the resources of their community. Special attention is given to an understanding of the social forces that influence the changing nature of community life. A constructive application is made of this knowledge so that the student may understand and promote a progressive development of the social and physical resources available in his community. Prerequisite: Rural Sociology 1 or Sociology 1 or equivalent.

Texts:

Nelson, *Community Structure and Change*, 1960, Macmillan Co. Price: \$7.50.

Sanders, *The Community*, 1958, The Ronald Press. Price: \$8.50.

Warren, *The Community in America*, 1963, Rand McNally & Co. Price: \$7.50.

See **SOCIOLOGY 185, 220.**

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. (3)****10 INTRODUCTION TO SOCIOLOGY. UMSL.**

(The above course titles designate one course which has been developed and approved by the Sociology departments of these three campuses of the University. Students should enroll under the course number for which they want to receive credit.)

Analysis of human activity in groups: society, class, community and ethnic identity, and analysis of the relationships of human groups to education, power, wealth and culture.

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: Sociology 1 or equivalent.

Text:

Horton & Leslie, *The Sociology of Social Problems*, 1970, Appleton-Century-Crofts. Price: \$10.95.

185 CONTEMPORARY SOCIAL PROBLEMS (3) UMC.

Sociological problems in rural, urban, and mass societies. Prerequisite: Sociology 1 or Rural Sociology 1.

(continued)

CALS See page 21 for explanation.

**SOCIOLOGY
(continued)**

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.**211 CRIMINOLOGY (3) UMC.**

Sociology of law; constitutional, psychological, sociological theories of criminal behavior; process of criminal justice; treatment, corrections, and control of crime. Prerequisites: upperclass standing and Sociology 1 or equivalent.

Texts:

Quinney, *The Social Reality of Crime*, 1970, Little Brown & Co. Price: \$6.95.Quinney, editor, *Crime and Justice in Society*, 1969, Little Brown & Co. Price: \$9.95.**214 THE FAMILY. UMC.****281 THE FAMILY. UMR. (3)****224 SOCIOLOGY OF THE FAMILY. UMSL.**

(The above course titles designate one course which has been developed and approved by the Sociology departments of these three campuses of the University. Students should enroll under the course number for which they want to receive credit.)

Family as agency or personality development, cultural transmission. Socialization process examined; family related in structure and function to wider forms of social organization. Prerequisite: Sociology 1 or equivalent.

Texts:

Leslie, *The Family in Social Context*, 2nd ed., 1973, Oxford Univ. Press. Price: \$9.50.Bell, (ed.), *Studies in Marriage and the Family*, rev. ed., 1973, Thomas Crowell Co. Paperback price: \$3.95.**220 POPULATION AND ECOLOGY (3) UMC.**

Dynamics of population patterns, their changing distribution in space. Emerging population patterns in state, nation, and world. Prerequisite: Sociology 1 or Rural 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.**227 ETHNIC MINORITY GROUPS IN THE UNITED STATES (2 or 3) UMC.**

Historical perspective of immigration to the United States. Cultural characteristics of principle immigrant minorities; cultural conflict, accommodation, assimilation. Prerequisites: upperclass standing and Sociology 1 or equivalent.

Texts:

Vander Zanden, *American Minority Relations*, 1967, 2nd edition, The Ronald Press. Price: \$9.75.Handlin, *The Uprooted*, 1951, Grosset & Dunlap. Price: \$2.50.Glazer, *Beyond the Melting Pot*, 1963, MIT Press. Price: \$1.95.**315 COLLECTIVE BEHAVIOR (3) UMC.****CALS**

Analysis of mass behavior and related phenomena. Includes social movement, public opinion, fads and fashions, crowds, and rumor. Prerequisite: Sociology 1.

Texts:

Turner & Killian, *Collective Behavior*, 1972, Prentice-Hall. Price: \$9.95.Berk, *Collective Behavior*, 1974, Wm. C. Brown Co. Price: \$1.50.**CALS** See page 21 for explanation.

SOCIOLOGY **(continued)**

322 AGING IN AMERICAN SOCIETY (2 or 3) UMC.

An examination of the aged in modern society; demographic, social, psychological and comparative cultural features of this social role. Prerequisites: upperclass standing and Sociology 1 or equivalent.

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: \$3.95.

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.

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.*

Text:

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

350 JAIL MANAGEMENT (2) UMC.

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.*

Text:

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

SPANISH

See ROMANCE LANGUAGES.

SPECIAL EDUCATION

See EDUCATION L.

STATISTICS

31 ELEMENTARY STATISTICS (3) UMC.

Presentation of data; measures of location and dispersion; introduction to probability; binomial, normal, and t distributions; introduction to statistical inference; correlation; regression. Prerequisite: Math 10 or equivalent.

Text:

Freund, *Modern Elementary Statistics*, 4th edition, Prentice-Hall. Price: \$12.95.

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



HIGH SCHOOL COURSES

For general information about High School Courses see page 5.

The prices of texts were correct when this catalog was printed, but are subject to change without notice. Please see page 7 for further information.

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 machine scorable. 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. (Note: As new courses are being computerized, students' answer sheets may be hand scored and reports will be sent indicating incorrect answers.)

AGRICULTURE



AGRICULTURE (First Half Unit)

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: \$10.60.

AGRICULTURE (Second Half Unit)

Continuation of above course.

Text:

Same as the first half unit.

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 & Winston. Price: \$9.75. (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.

BUSINESS EDUCATION



BOOKKEEPING (First Half Unit)

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: \$8.95.

Boynton, *Century 21 Accounting, Working Papers and Study Guides*, (B951), South-Western Pub. Co. Price: \$4.30.

CALS

See page 47 for explanation.

BOOKKEEPING (Second Half Unit)

CALS

Continuation of above course.

Texts:

Same as the first half unit.

BUSINESS LAW (One-Half Unit)

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: \$7.00.

Fisk, *Applied Business Law Workbook*, 10th ed. (L811), South-Western Pub. Co. Price: \$2.20.

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: \$8.50.

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 personal and business papers and forms.

Text:

Winger, Rowe & Lloyd, *Gregg Typing I*, 1965, Gregg Adult Ed Series. Price: \$5.75.

ELEMENTARY TYPING (Second Half Unit)

Continuation of above course.

Text:

Winger, Rowe & Lloyd, *Gregg Typing II*, 1966, Gregg Adult Ed. Series. Price: \$5.75.

CALS See page 47 for explanation.

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

BUSINESS EDUCATION (continued)

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: \$2.15.

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, Southwestern Pub. Co. Price: \$2.15.

SALESMANSHIP (First Half Unit)

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, product knowledge and preparing for the sales presentation.

Text:

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

SALESMANSHIP (Second Half Unit)

Continuation of above course.

Text:

Same as the first half unit.

ENGLISH



9th GRADE ENGLISH (First Half Unit)

A thorough study is made of the elements of English composition. The literature--including short stories, poems, biographies, plays and a novel--is studied (continued)

CALS See page 47 for explanation.

ENGLISH (continued)

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)

Continuation of above course.

Texts:

Same as the first half unit.

10th GRADE ENGLISH (First Half Unit)

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)

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.

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.

(continued)

ENGLISH
(continued)**Texts:**

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

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

AMERICAN ENVIRONMENT THROUGH LITERATURE (One-Half Unit)

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: \$3.30.

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)

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.

MAN AND MYTH (One-Half Unit)

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. Price: \$3.65.

Sullivan, *Readings for the Golden Echo*, W. H. Sadlier, 1969. 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)

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.)

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)

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: \$.75.

Sohn, ed., *Ten Modern American Short Stories*, New York, Bantam Books, 1965. Price: \$.95.

ENGLISH (continued)

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: \$.75.

Lee, *To Kill a Mockingbird*, 1962, Popular Library. Price: \$1.25.

Twain, *The Adventures of Huckleberry Finn*, 1958, Houghton-Mifflin. Price: \$2.95.

Cerf, *Four Contemporary American Plays*, 1961, Random House. Price: \$1.95.

Lawrence and Lee, *Inherit the Wind*, 1964, Bantam Books. Price: \$.75.

Steinbeck, *The Grapes of Wrath*, 1970, Bantam Books. Price: \$1.50.

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: \$4.50.

Huxley, *Brave New World*, 1962, Harper & Row. Price: \$1.25.

Bradbury, *The Martian Chronicles*, 1972, Bantam Books. Price: \$.95.

Clarke, *Childhood's End*, 1971, Ballantine Books. Price: \$1.50.

ENGLISH LITERATURE THROUGH SHAKESPEARE (One-Half Unit)

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.

GEOGRAPHY

See SOCIAL STUDIES.

GOVERNMENT

See 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.

Text:

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

CALS See page 47 for explanation.



HISTORY

See SOCIAL STUDIES.

INDUSTRIAL ARTS**GENERAL DRAFTING (First Half Unit) ***

This introductory course is designed to give the student a sampling of drafting practices. *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: \$7.70.**FUNCTIONAL MATHEMATICS (Second Half Unit)****CALS**

Continuation of above course.

Text:

Same as the first half unit.

MODERN ELEMENTARY ALGEBRA (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: \$2.40.**MODERN ELEMENTARY ALGEBRA (Second Half Unit)**

Continuation of above course.

Texts:

Same as the first half unit.

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

CALS See page 47 for explanation.

MATHEMATICS (continued)

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: \$7.95.

Redgrave, *Programmed Practice for Modern Algebra and Trigonometry, Book 2*,

Price: \$3.00.

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. Materials needed for this course will cost approximately \$1.00.

Texts:

Jurgenson, *Modern School Mathematics Geometry*, 1969, Houghton Mifflin.

Price: \$7.95.

Redgrave, *Modern School Mathematics Geometry Programmed Practice*. Price: \$3.15.

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. Reference material rental charge for this course is \$1, plus a \$3 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. *The lab fee for this course is \$4.00, to be paid at the time of enrollment.*

Text:

Beauchamp, *Everyday Problems in Science*, 1963, Scott, Foresman & Co. Price: \$6.20.

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



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

Continuation of above course. Reference material rental charge for this course is \$1, plus a \$3 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. *The lab fee for the second half unit is \$4.00, to be paid at the time of enrollment.*

Text:

Same as the first half unit.

PHYSICAL SCIENCE (First Half Unit) *

This course deals with the physical world. Subject matter should help students grasp the underlying structure of science and help demonstrate some processes that scientists use in exploring our universe. Reference material rental charge for this course is \$2, plus a \$2 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. *The lab equipment fee for the first half unit is \$4.50, to be paid at the time of enrollment.*

Text:

Barnard, *Science: A Key to the Future*, 1967, Macmillan Co. Price: \$7.65.

PHYSICAL SCIENCE (Second Half Unit) *

Continuation of above course. Reference material rental charge for this course is \$2, plus a \$2 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. *The lab equipment fee for the second half unit is \$4.50, to be paid at the time of enrollment.*

Text:

Same as the first half unit.

SOCIAL STUDIES**ANTHROPOLOGY****ANTHROPOLOGY (One Half Unit)**

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., 1969. Price: \$4.10.

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.

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



SOCIAL STUDIES
(continued)

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. 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.

Text:

Andrews, ed., *A Guide to the Study of Environmental Pollution*, Prentice-Hall, Inc., 1972. Price: \$3.70.

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 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: \$10.90.

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.

CALS See page 47 for explanation.

**SOCIAL STUDIES
(continued)****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: \$6.60.

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 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: \$1.95.

Mann, editor, *Immigrants in American Life*, Houghton Mifflin Co., 1974. Price: \$2.95.

MISSOURI HISTORY (One Half Unit)

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 to the total history of the United States.

Text:

Meyer, *The Heritage of Missouri*, Revised 1973, State Pub. Co., Inc. Price:

\$9.75.

MODERN HISTORY (First Half Unit)

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*, 1966, Macmillan.

Price: \$5.40.

Hanscom, *Voices of the Past: Readings in Modern History*, 1967, Macmillan.

Price: \$3.65.

CALS See page 47 for explanation.

SOCIAL STUDIES **(continued)**

MODERN HISTORY (Second Half Unit)

Continuation of above course. (1870's 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 text-books. 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.

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 "Pass."

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: \$7.80.

PSYCHOLOGY (Second Half Unit)

Continuation of above course.

Texts:

Engle and Snellgrove, *Psychology*, 5th edition, Harcourt, Brace & World. Price: \$7.80.

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.

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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 of 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.

COURSE FEES

The enrollment fee, and in some cases a \$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 7 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



HOME ECONOMICS

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.

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 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: \$2.55.

Walsh & Walsh, *Plain English* (workbook), McCormick-Mathers Pub. Co., Wichita, KS, 1966. Price: \$1.80.

(continued)

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: \$2.80.

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. 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.

NOTES

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.

ADAIR 503 E. Northtown Rd. Box 729 Kirksville, 63501 Phone: 816-665-9866	405 Mark F. Scully Bldg. Southeast MO State Univ. Cape Girardeau, 63701 Phone: 314-334-5219	DEKALB Courthouse, Box 218 Maysville, 64469 Phone: 816-449-5811	IRON Courthouse P.O. Box 65 Ironton, 63650 Phone: 314-546-7515
ANDREW 507 W. Main P. O. Box 32 Savannah, 64485 Phone: 816-324-3147	CARROLL Farm Bureau Building Box 244 Carrollton, 64633 Phone: 816-542-1788	DENT 301 West 3rd Street Salem, 65560 Phone: 314-729-3196	JACKSON 2820 S. Highway 291 Independence, 64057 Phone: 816-373-5500
ATCHISON 518 S. Main Box 158 Rock Port, 64482 Phone: 816-744-2490	CARTER Courthouse P.O. Box 266 Van Buren, 63965 Phone: 314-323-4418	DOUGLAS Courthouse, Box 668 Ava, 65608 Phone: 417-683-4094	JASPER Courthouse Carthage, 64836 Phone: 417-358-2158
AUDRAIN Courthouse, Box 458 Mexico, 65265 Phone: 314-581-3231	CASS Courthouse, Box 190 Harrisonville, 64701 Phone: 816-884-4282	DUNKLIN Courthouse P.O. Box 160 Kennett, 63857 Phone: 314-888-4722	JEFFERSON Courthouse, Box 97 Hillsboro, 63050 Phone: 314-789-2681,x47
BARRY Federal Building Cassville, 65625 Phone: 417-847-3161	CEDAR Courthouse, Box D Stockton, 65785 Phone: 417-276-3313	FRANKLIN Main & Church Streets P.O. Box 71 Union, 63084 Phone: 314-583-5141	JOHNSON Courthouse, Box 28 Warrensburg, 64093 Phone: 816-747-3193
BARTON Courthouse Lamar, 64759 Phone: 417-682-3570	CHARITON Courthouse, Box 202 Keytesville, 65261 Phone: 816-288-3239	GASCONADE 215 North First Owensville, 65066 Phone: 314-437-2165	KNOX Courthouse Edina, 63537 Phone: 816-397-2179
BATES Courthouse, Box 111 Butler, 64730 Phone: 816-679-4167	CHRISTIAN Courthouse Ozark, 65721 Phone: 417-485-2466	GENTRY Library Building 102 N. Hudley, P.O. Box E Albany, 64402 Phone: 816-726-5610	LACLEDE Courthouse Annex Drawer 1071 Lebanon, 65536 Phone: 417-532-7126
BENTON Courthouse, Box 637 Warsaw, 65355 Phone: 816-438-5012	CLARK County Office Bldg. Kahoka, 63445 Phone: 816-727-2174	GREENE RDI Bldg., Suite 900 Belcrest & E. Trafficway Springfield, 65802 Phone: 417-862-9284	LAFAYETTE 14 E. 19th Street P.O. Box 490 Higginsville, 64037 Phone: 816-584-3658
BOLLINGER Courthouse P.O. Box 5 Marble Hill, 63764 Phone: 314-238-2420	CLAY 103 East Kansas Liberty, 64068 Phone: 816-781-0360	GRUNDY Post Office Building Box 307 Trenton, 64683 Phone: 816-359-5643	LAWRENCE Courthouse, Box 388 Mt. Vernon, 65712 Phone: 417-466-3102
BOONE 514 S. Fifth St. Columbia, 65201 Phone: 314-882-2491	CLINTON Courthouse P.O. Drawer B Plattsburg, 64477 Phone: 816-539-2332	HARRISON Courthouse, Box 273 Bethany, 64424 Phone: 816-425-6434	LEWIS Kling Building Monticello, 63457 Phone: 314-767-5274
BUCHANAN 4525 Downs Drive St. Joseph, 64507 Phone: 816-279-1691	COLE 2507 Industrial Dr. Jefferson City, 65101 Phone: 314-634-2824	HENRY Courthouse, Box 311 Clinton, 64735 Phone: 816-885-5556	LINCOLN 880 West College Troy, 63379 Phone: 314-528-4613
BUTLER Courthouse, Box 578 Poplar Bluff, 63901 Phone: 314-785-3634	COOPER Courthouse Boonville, 65233 Phone: 816-882-5661	HICKORY North Side of Square Old Hickory Bldg. Box 187 Hermitage, 65668 Phone: 417-745-6767	LINN Courthouse Linneus, 64653 Phone: 816-895-2695
CALDWELL Courthouse Kingston, 64650 Phone: 816-586-2761	CRAWFORD 105 N. First Street P.O. Box 190 Steelville, 65565 Phone: 314-775-2135	HOLT Highway 59 East P.O. Box 407 Oregon, 64473 Phone: 816-446-3724	LIVINGSTON 450 Locust P.O. Box 869 Chillicothe, 64601 Phone: 816-646-0811
CALLAWAY Courthouse Fulton, 65251 Phone: 314-642-5924	DADE Courthouse Greenfield, 65661 Phone: 417-637-2112	HOWARD Courthouse Fayette, 65248 Phone: 816-248-2272	MCDONALD Coffee Building Box 336 Pineville, 64856 Phone: 417-223-4775
CAMDEN Courthouse, Box 159 Camdenton, 65020 Phone: 314-346-7214	DALLAS Courthouse, Box E Buffalo, 65622 Phone: 417-345-7551	HOWELL Courthouse West Plains, 65775 Phone: 417-256-2391	MACON 300 N. Rollins Macon, 63552 Phone: 816-385-2173
CAPE GIRARDEAU Post Office Bldg. Jackson, 63755 Phone: 314-243-3581 or	DAVIESS Courthouse P.O. Box 128 Gallatin, 64640 Phone: 816-663-3232		MADISON Courthouse Fredericktown, 63645 Phone: 314-783-2735

MARIES
Courthouse
P.O. Box 96
Vienna, 65582
Phone: 314-422-3359

MARION
Courthouse, Box 352
Palmyra, 63461
Phone: 314-769-2177
or
625A Broadway
P.O. Box 1066
Hannibal, 63401
Phone: 314-221-6200

MERCER
Courthouse
Princeton, 64673
Phone: 816-748-3315

MILLER
Courthouse Annex
Tusculumbia, 65082
Phone: 314-369-2340

MISSISSIPPI
109 N. First St.
Charleston, 63834
Phone: 314-683-6129

MONITEAU
Highway 50 West
California, 65018
Phone: 314-796-2471

MONROE
Blackwell Bldg.
216 Market St.
Paris, 65275
Phone: 816-327-4158

MONTGOMERY
211 East 3rd
P.O. Box 160
Montgomery City, 63361
Phone: 314-564-3254

MORGAN
Courthouse
Versailles, 65084
Phone: 314-378-5358

NEW MADRID
Courthouse
New Madrid, 63869
Phone: 314-748-5531

NEWTON
Courthouse
Neosho, 64850
Phone: 417-451-1616

NODAWAY
112 West 3rd St.
Maryville, 64468
Phone: 816-582-8101

OREGON
Courthouse, Box 97
Alton, 65606
Phone: 417-778-7490

OSAGE
Courthouse
Linn, 65051
Phone: 314-897-3648

OZARK
Courthouse, Box 187
Gainesville, 65655
Phone: 417-679-3525

PEMISCOT
Post Office Bldg.
P.O. Box 1001
Caruthersville, 63830
Phone: 314-333-0258

PERRY
Mercier Building
Perryville, 63775
Phone: 314-547-4504

PETTIS
1806 W. 11th St.
Sedalia, 65301
Phone: 816-827-0591

PHELPS
102 West 9th St.
P.O. Box 725
Rolla, 65401
Phone: 314-364-3147

PIKE
Courthouse
Bowling Green, 63334
Phone: 314-324-5464

PLATTE
1112 S. 4th Street
Box 367
Platte City, 64079
Phone: 816-431-2165

POLK
Courthouse
Bolivar, 65613
Phone: 417-326-4916

PULASKI
Courthouse Annex
P.O. Box G
Waynesville, 65583
Phone: 314-774-2111

PUTNAM
Courthouse, Box 324
Unionville, 63565
Phone: 816-947-2705

RALLS
Courthouse, Box 186
New London, 63459
Phone: 314-985-3911

RANDOLPH
Federal Building
Adams & Johnson St.
Moberly, 65270
Phone: 816-263-3534

RAY
114½ N. Main
Richmond, 64085
Phone: 816-776-2153

REYNOLDS
IOOF Building
P.O. Box 88
Ellington, 63638
Phone: 314-663-2251

RIPLEY
Courthouse
Doniphan, 63935

ST. CHARLES
Box 225C, Route 2
Weldon Springs Office
St. Charles, 63301
Phone: 314-623-4513

ST. CLAIR
Courthouse, Box C
Osceola, 64776
Phone: 417-646-2419

ST. FRANCOIS
Courthouse
Farmington, 63640
Phone: 314-756-4539

STE. GENEVIEVE
Courthouse
P.O. Box 152
Ste. Genevieve, 63670
Phone: 314-883-3548

ST. LOUIS
555 S. Brentwood Blvd.
Clayton, 63105
Phone: 314-889-2174
or
Metal Office Bldg., Rm. 35
8001 Natural Bridge Rd.
St. Louis, 63121
Phone: 314-453-5184
or
724 N. Union
St. Louis, 63108
Phone: 314-367-2585

SALINE
Courthouse, Box 219
Marshall, 65340
Phone: 816-886-6908

SCHUYLER
Courthouse
Lancaster, 63548
Phone: 816-457-3469

SCOTLAND
200 Courthouse
Memphis, 63555
Phone: 816-465-8569

SCOTT
Courthouse, Box 187
Benton, 63736
Phone: 314-545-3516

SHANNON
Courthouse
Eminence, 65466
Phone: 314-226-3715

SHELBY
East Side of Square
Box F
Shelbyville, 63469
Phone: 314-633-2640

STODDARD
P.O. Box F
Bloomfield, 63825
Phone: 314-568-3344

STONE
Courthouse
Galena, 65656
Phone: 417-357-6812

SULLIVAN
Courthouse, Box 190
Milan, 63556
Phone: 816-265-4541

TANEY
Courthouse, Box 218
Forsyth, 65653
Phone: 417-546-2371

TEXAS
Courthouse
Houston, 65483
Phone: 417-967-3862

VERNON
Courthouse
Nevada, 64772
Phone: 417-667-7203

WARREN
104 West Main
Warrenton, 63383
Phone: 314-456-3444

WASHINGTON
102 N. Missouri St.
P.O. Box 98
Potosi, 63664
Phone: 314-438-2671

WAYNE
Courthouse, Box 218
Greenville, 63944
Phone: 314-224-3322

WEBSTER
P.O. Box 7
Marshfield, 65706
Phone: 417-468-2044

WORTH
Courthouse, Box 219
Grant City, 64456
Phone: 816-564-3610

WRIGHT
Courthouse, Box G
Hartville, 65667
Phone: 417-741-6465

KANSAS CITY CENTER
518 Argyle Bldg.
306 E. 12th St.
Kansas City, 64106
Phone: 816-842-2268
(moving to)
4049 Pennsylvania
Kansas City, 64110
or
1020 E. 63rd
Kansas City, 64110
or
LINWOOD CENTER
6300 Swope Pkwy.
Kansas City, 64132
Phone: 816-363-1435

DELTA CENTER
P.O. Box 160
Portageville, 63873
Phone: 314-379-5431

The Center for Independent Study through Correspondence, 514 South Fifth Street, Columbia, is open each week-day, except for national holidays. Tests can be taken at the Center, which is open from 8-12 a.m. and 1-5 p.m. Exams cannot carry into the noon hour or past 5:00 p.m.

For more information about exams, see the University and High School Examinations section of this catalog.

Additional enrollment application forms may be obtained from the Center for Independent Study through Correspondence, or one of the above University of Missouri Extension Centers.

FOR YOUR SPECIAL ATTENTION

PROJECT SELF-DISCOVERY...

is a $\frac{1}{2}$ 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.

FOR YOUR SPECIAL ATTENTION

The University of Missouri offers University Courses for High School Seniors.

For details see pages 10-11 in this catalog.

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**UNIVERSITY OF MISSOURI
CENTER FOR INDEPENDENT STUDY
THROUGH CORRESPONDENCE**

**514 South Fifth Street
Columbia Missouri 65201**

314-882-2491

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University of Missouri

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Format	Book
Content type	Text with images
Source ID	
Notes	Includes an application form in the middle

Capture information

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Scanner model	A300 Plus
Scanning system software	Book Pavilion
Optical resolution	600 dpi
Color settings	24 bit color covers; 8 bit grayscale for the rest
File types	tiff
Notes	

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Editing software	Adobe Photoshop 2022
Resolution	600 dpi
Color	color covers and grayscale for the rest
File types	tiff
Notes	Images cropped, straightened, brightened