

CHIPOLA  
JUNIOR  
COLLEGE

MARIANNA  
FLORIDA

GENERAL  
CATALOGUE

ANNOUNCEMENTS

1955-1956

MEMBER OF

Florida Ass'n of Colleges and Universities  
Florida Ass'n of Public Junior Colleges  
Southern Association of Junior Colleges  
American Association of Junior Colleges

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Library  
Chipola Jr. College  
Marianna, Florida

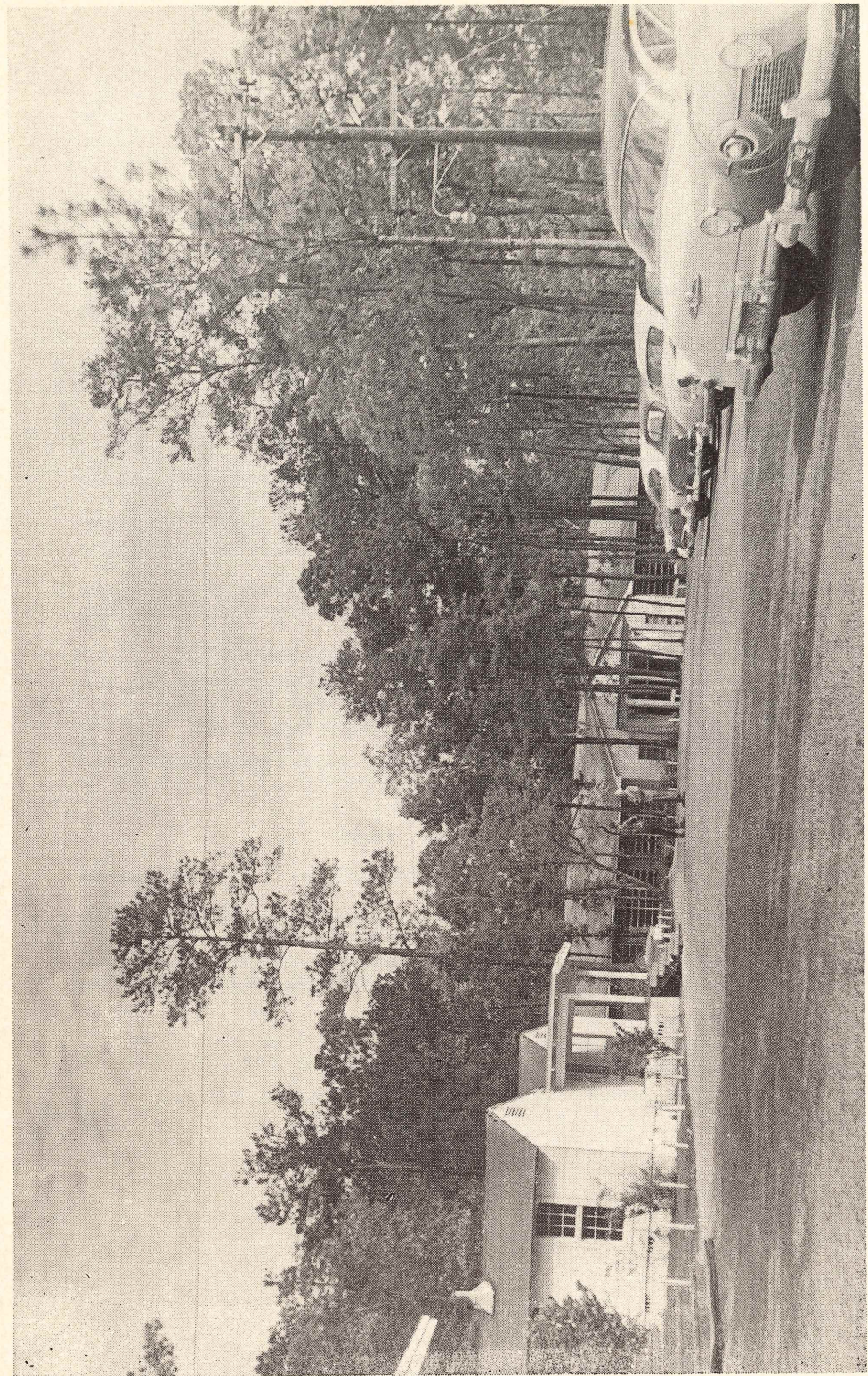
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1955-56



Campus scene showing new Administration Building



## CALENDAR—1955-56

### Summer Session, 1955

June 13—Monday—Registration for all students, 8:00 A.M. - 4:00 P.M.  
June 14—Tuesday—Classes begin on regular schedule. Late registration fee required for all late registrants.  
June 17—Friday—Last day for Summer session registration; last day for changing class schedule or dropping courses without loss of credit.  
July 4—Monday—Holiday.  
August 12—Friday—Summer Session ends.

### Fall Semester, 1955-56

September 6—Tuesday—First year or entering students report at 9:00 A.M. for Psychological, achievement and interest tests.  
September 7—Wednesday—Registration for all students, 9:00 A.M. - 4:00 P.M.  
September 8—Thursday—Classes begin on regular schedule. Late registration fee required for all late registrants.  
September 21—Wednesday—Last day for Fall semester registration; last day for changing class schedule or dropping courses without loss of credit.  
November 23—Wednesday—Thanksgiving holidays begin, 12:00 Noon.  
November 28—Monday—Classes resume on regular schedule.  
December 16—Friday—Christmas holidays begin, 4:00 P.M.  
January 2—Monday—Classes resume on regular schedule.  
January 20—Friday—Final Examinations begin.  
January 27—Friday—Fall semester ends.

### Spring Semester, 1956

January 30—Monday—Registration for all students. New or entering students report at 9:00 A.M.  
January 31—Tuesday—Classes begin on regular schedule. Late registration fee required for all late registrants.  
February 13—Monday—Last day for Spring semester registration; last day for changing class schedule or dropping courses without loss of credit.  
Spring Holidays (three days)—To be announced.  
May 30—Wednesday—Final Examinations begin.  
June 3—Sunday—Baccalaureate Services.  
June 6—Wednesday—Spring semester ends. Commencement exercises.

## COUNTY ADMINISTRATION

1955-56

J. D. MILTON, Superintendent, Jackson County, Marianna, Florida  
LEWIS BAILEY, Superintendent, Calhoun County, Blountstown, Florida  
W. T. McFATTER, JR., Superintendent, Washington County, Chipley, Florida

## BOARD OF PUBLIC INSTRUCTION

F. M. GOLSON, Marianna, Florida  
J. M. COOPER, JR., Graceville, Florida  
CHARLES OLIVE, Greenwood, Florida  
D. J. LANIER, Sneads, Florida  
H. D. WARD, Cottondale, Florida

## COLLEGE ADVISORY COMMITTEE

Jackson County:	R. B. BEALL, Chairman, Marianna, Florida W. O. WELLS, Alford, Florida T. K. SNIPES, Malone, Florida
Calhoun County:	GEORGE WALDORFF, Blountstown, Florida E. F. McFARLAND, Blountstown, Florida WOODROW AULTMAN, Blountstown, Florida
Washington County:	J. A. DOUGLAS, Chipley, Florida WALKER HUGHEN, Chipley, Florida D. J. COOK, Chipley, Florida

## COLLEGE ADMINISTRATION

K. G. SKAGGS.....	President
A.B., M.A., University of Florida;	
Advanced Post Graduate Study, Northwestern University and Florida State University.	
G. W. ALLEN, JR.....	Registrar
B.S., Troy State Teachers College.	
M.A., University of Alabama.	

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## FACULTY 1955-1956

K. G. Skaggs (1949)	President
A.B., M.A., University of Florida.	
Advanced Post Graduate Study, Northwestern University and Florida State University.	
G. W. Allen, Jr. (1948)	Registrar
B.S., Troy State Teachers College.	
M.A., University of Alabama.	
Terrell Wayne Bailey (1955)	Social Science, English
B.A., University of Florida.	
M.A., George Peabody College for Teachers.	
W. C. Burdeshaw (1954)	Actg. Director, Adult Division
B.S., Troy State Teachers College.	
M.S., Florida State University.	
W. E. Burger (1952)	Athletic Director, Physical Education
B.S., M.S., University of Illinois.	
Advanced Post Graduate Study, University of Kentucky.	
Bertha C. Daniel (1951)	Mathematics
A.B., M.A., Florida State University.	
Advanced Post Graduate Study, Florida State University and University of Wyoming.	
Marjorie Grace Dean (1955)	Science
B.S., Tufts College	
M.A.E., Boston University	
Advanced Post Graduate Study, Boston University	
E. T. Denmark, Jr. (1954)	Mathematics, Science
B.S., University of Florida.	
M.S., Florida State University.	
*John F. Dial, Jr. (1952)	Mech. Drawing, Industrial Arts
B.S., Florida State University.	
Eva J. Dixon (1955)	Librarian
A.B.E., M.A., University of Florida	
Advanced Post Graduate Study, University of Florida.	
Earl E. Hamilton (1952)	Social Science, Education
A.B., M.A.E., University of Florida.	
Advanced Post Graduate Study, University of Florida.	
Ned Leroy Haven (1955)	English
A.B., M.A.E., University of Florida.	
Advanced Post Graduate Study, University of Florida.	
Albert S. Johnson (1950)	Science
B.S., Indiana State University.	
M.S., University of Illinois.	
Advanced Post Graduate Study, Purdue University and University of Illinois.	
Karl C. Keyes (1955)	Commerce, Secretarial Science
B.S.B.A., M. Ed., University of Florida.	
James H. McGill (1952)	Agriculture, Science
B.S., M.S., Alabama Polytechnic Institute.	
Chester H. Pelt (1948-50, 1954)	Psychology, Philosophy
B.A., Atlantic Christian College.	
M.A., Florida State University.	
Advanced Post Graduate Study, Florida State University.	
Josephine Story (1955)	Mathematics, Physical Education
B.S., M.S., Florida State University.	
Earle C. Taylor (1955)	Humanities
A.B., Oglethorpe University.	
M.A., University of Florida.	
David G. Temple (1955)	Social Science
B.A., M.A., University of Florida.	
W. I. Throssell (1954)	English, Spanish
A.B., University of Washington.	
M.A.E., D.E.D., University of Florida.	
Leroy Vickers (1954)	English, Music
B.S., Troy State Teachers College.	
M.A., University of Alabama.	
Advanced Post Graduate Study, University of Alabama.	
*Part-time.	

## General Information

### HISTORY AND LOCATION

Chipola Junior College was founded in 1947 as a private educational institution with Dr. Noble Y. Beall as President. After Dr. Beall's untimely death in the Fall of 1947, Mr. Harold W. Bell was named by the Board of Directors as the new College President with duties beginning in October of 1947. September 1, 1948, the college became a part of the public education system of the State of Florida, with the support of three counties: Jackson, Washington and Calhoun, and was approved by the State Board of Education for participation in the Foundation Program. The title of the chief administrative officer of the college was changed from President to Administrative Dean.

On July 1, 1949, K. G. Skaggs, a native of Florida and a graduate of the University of Florida, became Administrative Dean of the College, succeeding Mr. Bell. A reorganization of curricula was immediately instituted, and plans were put under way for the inauguration of Terminal Education and Adult Education programs. The addition of these programs to the already existing University parallel program of study has now been accomplished. Also, the college has greatly expanded all phases of the curricula, and the faculty and student body has shown continued growth.

In 1953 circumstances required that the college be moved from its original location at the former Marianna Army Air Base. The gift of a new campus from the City of Marianna was gratefully accepted by the college. The college is now located on the northern city limits of Marianna, about four blocks from the Marianna High School with which the college shares some facilities. The campus is a beautifully wooded twenty-acre tract.

On moving to the new campus college officials planned immediately for new facilities and a new physical plant that would increase the effectiveness of the school and assure educational opportunity for the young people of West Florida. The process of moving the campus was undertaken, and in September, 1953, the college was opened on its new site. The first permanent structure, a combination Administration, library, and classroom building, was occupied in the Spring of 1954. Construction of the second permanent structure, a gymnasium and physical education building was begun in 1954. Although temporary buildings are still being utilized, a building program calling for five additional permanent buildings is scheduled to begin in 1955.

The title of the college's chief administrative officer was changed from Administrative Dean to President in 1955.

### THE JUNIOR COLLEGE

One of the most significant trends in American education of the past two decades has been the development and growth of the Junior College. Most junior colleges have retained their individuality as small colleges with all the advantages of instruction and school spirit that college exhibits, and at the same time they have been able to serve the immediate interests of the localities in which they are established.

Many high school students are not ready upon graduation from their high schools to enter a large university or college and successfully carry the work demanded of them at such institutions. The transition from high school to college is a difficult one to make, and much personal adjustment is necessary. To many students and their parents, the junior college provides the answer to this problem of transition. Proximity to home and hometown environment, small classes, individual attention and interest on the part of administration and faculty, the friendly spirit of small campus life, emphasis upon good teaching, and the feeling that the student is an integral part of the school are all factors that make the junior college especially inviting.

Not any less important is the fact that the junior college offers low cost college education of high scholastic standard. Many boys and girls graduating from high school are eager to continue their education but find themselves thwarted from pursuing their ambition because of the high cost of living conditions and tuition costs of many four-year institutions. Serving the needs and interests of all the citizens in the communities it represents, the junior college has provided the opportunity longed for by many ambitious students and has opened the way for them, through its Terminal Education Program, to become



more valuable workers and job-holders than they might have had the opportunity otherwise to become.

Finally, with its predominating Christian atmosphere and influence, and its roots deeply embedded in the American way of life, the junior college takes particular pride in the emphasis given to the development of character, to the training of its students in their duties as good citizens, and to the awakening of their responsibilities as leaders in their respective communities.

## OBJECTIVES OF CHIPOLA JUNIOR COLLEGE

It will be the function of Chipola Junior College to encourage more high school graduates of the schools in Jackson, Washington and Calhoun counties and other communities of this area to continue their education beyond the high school course. In areas now served by junior colleges, great advantages have accrued to the business houses, industries, agricultural services, and offices because of the increasing group of highly trained and educated personnel available for employment. This in turn provides greater opportunities for the young people and keeps them from seeking employment in other areas or states where their income and contribution to the community economy is lost. Thus, in its own way, the junior college contributes to the general economy and prosperity of the counties it serves. Chipola Junior College has as its aim and purpose to serve not only the three counties which contribute to its support but through planned programs in the fields of industry, business and agriculture, to serve the entire West Florida area and to do everything it can to foster opportunities for employment in and development of these three fields of endeavor.

Specifically, Chipola Junior College has the following objectives:

1. To prepare students who expect to enter the professions for continuing their work in four-year colleges and universities. By satisfactorily completing here the prescribed university parallel course, a student can enroll as a junior in the college or university of his choice.
2. To train students whose formal education will end with the junior college by prescribing a terminal education program that will fit them for employment in agriculture, industry, or business.
3. To provide courses for adult members of the community who wish to further their education or enrich their cultural life through courses offered by the college.

The administration and faculty of Chipola Junior College are making a sincere effort to meet these objectives by:

1. An intelligent program of study in the field of liberal arts.
2. Well-planned terminal and adult education programs.
3. An adequate guidance and student counseling program.
4. A system of student government that trains for leadership and citizenship.
5. A well-rounded program of student activities.
6. A worth-while program of community activities.

## CREDITS AND OFFICIAL STANDINGS

Chipola Junior College is a publicly controlled school and is a part of the educational system of Jackson, Calhoun and Washington counties and the State of Florida.

The college is an active member of the American Association of Junior Colleges, the Southern Association of Junior Colleges, the Florida Association of Public Junior Colleges, and the Florida Association of Colleges and Universities.

Credits earned at Chipola are recognized and accepted by both of Florida's state universities and other colleges and universities of Florida and nearby states. Students completing work at Chipola may transfer to most any college or university in the United States without loss of credit. The only requirements for transfer without loss of credit to Florida's state universities are a grade of "C" or better in each subject and the maintenance of a satisfactory scholastic record after transfer. Other colleges usually follow the same or a similar policy.

## VETERANS' EDUCATION

Chipola Junior College is approved for training veterans under the provisions of Public Law 346 (the G. I. Bill of Rights), Public Law 16 (Vocational Rehabilitation Act), and Public Law 550 (Korean G. I. Bill).

Prospective veteran students must secure a valid certificate of eligibility from the VA and present same to the Registrar on or before the registration date. It is suggested that prospective veteran students contact the nearest VA office to make sure that all necessary papers are in order. Also, those desiring further information are urged to contact the Registrar, Chipola Junior College, Marianna, Florida.

## GUIDANCE PROGRAM

Under the direction of the President every member of the faculty participates in the student guidance program in order that each student may have the benefit of an adult counselor in the solution of his problems. Counselors provide assistance in the wise selection of objectives and courses, in the best methods of study and use of the library, and in such personal and social problems as an individual student may have.

At the beginning of the fall semester all entering or first-year students are required to attend all orientation programs, participate in small group meetings, and take the required intelligence and vocational guidance tests. The President and other officers will be available during this time for personal conferences and students are urged throughout the year to feel free to consult not only their own counselor but any of the administrative staff.

A placement bureau for part-time and full-time employment of students has been established. Students who wish employment should consult the Registrar for instructions.

## SCHOLARSHIPS AND SELF-HELP

A few scholarships are available to worthy students. Also, the College maintains a work-plan for students who wish to earn part of their expenses while attending school. Payment for work will be made at the rate of 50 cents per hour. Working students may collect the amount due them at regular intervals. All inquiries concerning scholarships or part-time work should be addressed to the President.

## FACILITIES FOR ROOM AND BOARD

The problems arising from the moving of the college to a new site and the inability to erect all buildings necessary for a complete plant in the time available have again made it necessary for restricted housing facilities for students for the 1955-56 academic year.

Students will be housed in the present dormitories at Chipola Circle and will be furnished transportation to and from the main campus. The school cafeteria is also located at the Circle. Lunch facilities are maintained on the main campus. The cafeteria will not be open for the Summer Session.

It is sincerely hoped by the college authorities that satisfactory dormitory facilities for both men and women will be built in the very near future.

## SPORTS AND RECREATION

A distinct contribution to the recreational facilities of the college is the Student Lounge, the student social center. In this building, open for all students, are located Student Lounges, the Canteen, and Student Government Association facilities. Also, in this building, dances, parties and receptions are held.

Chipola Junior College participates in inter-scholastic sports, including basketball and baseball. Its teams in former years have provided successful seasons in these sports, and a good schedule of games with colleges in Florida,



Alabama, and Georgia has been arranged. Students are urged to take part in varsity sports, and it is the insistent wish of the Administration that a high level of sportsmanship be maintained at all times.

Most important, however, in the sports facilities of the College is the program of intramural athletics, in which all students may participate. A well-rounded intramural sports program begins with the Fall semester, and utilizes all the physical facilities of the College. Girls' teams are formed, and a full participation in the intramural program is available for the co-ed students.

Physical education is required of all students as a part of the academic curriculum, unless a student is excused by the President.

College facilities, some of which are shared with Marianna High School, include a field house (under construction), tennis courts, baseball diamonds, basketball courts, and other playing fields.

## STUDENT PUBLICATIONS AND ACTIVITIES

Through the cooperation of the Administration and the Faculty, two student publications represent the school.

The Papoose, a monthly newspaper, is published by a student editorial staff with the assistance of a faculty advisory committee. A student annual, the Chijuco, is published each year by the students, with the help and cooperation of a faculty committee.

Public speaking, debating, and dramatics are a part of the extracurricular activity of students.

The Dramatic Club regularly presents programs both off and on the campus.

The Glee Club is one of the outstanding organizations on the campus, and presents many programs to the public as well as to the student body.

The Photography Club is an active organization open to all students interested in photography as a hobby or as a profession.

The Golden Arrow is a society for the recognition of students with high academic averages.

The Veterans Club is a service organization composed of World War II and Korean veterans.

## STUDENT REGULATIONS

1. **Attendance.** Regular attendance is required of all students. For emergency purposes only, one absence per semester hour of work will be allowed in each course. Absences in excess of this number must be answered in person to the President or Registrar, and the student may be subject to dismissal from the College or a loss of quality points or credit. Absence from classes on the day before or the day after a holiday count as double absence.

Assembly programs and chapel services are an important part of the educational program of Chipola Junior College. Attendance is required of all students, and rolls will be checked by each student signing an attendance card.

2. **Discipline.** The college administration expects all students to conduct themselves as ladies and gentlemen at all times, both off and on the campus. Rules and regulations governing conduct have been set up by the Chipola Junior College Student Government Association and approved by the President and the college faculty. Violation of these rules and regulations will subject the student to dismissal from the school. The decision of the President in all cases involving an infraction of discipline rules will be final.

The conduct of girl students, when not in class, is under the supervision of the Matron who resides in the girls' dormitories. The conduct of male students living in the dormitory is under the supervision of the President and the monitors who represent him. Dormitory regulations require that students conduct themselves in a quiet and orderly manner, giving all due consideration to keeping quiet hours for study. Undue breakage and vandalism will not be tolerated.

3. **Financial Responsibility.** The college has no facilities for the extension of credit of any kind. No registration will be complete until all registration fees, incidental fees, and tuition fees, and, for students living on the campus, room charges for the semester have been paid in full. No faculty or staff mem-

ber of the college, with the exception of the President, has the authority to set aside this ruling.

4. **Honorable Dismissal.** A student wishing to withdraw from the college can obtain a letter of honorable dismissal provided there are no charges against his character and that all financial obligations to the college have been satisfactorily settled.

## SCHOLASTIC REGULATIONS

### 1. Requirements for Admission:

- A. The minimum requirements for admission for new or entering college students are:
  - 1. Graduation from an accredited high school, or equivalency of a high school education as evidenced by the results of the standardized General Educational Development Test.
  - 2. A health certificate from a physician denoting satisfactory physical condition for attendance and freedom from communicable diseases.
- B. Applicants who have attended other colleges may be admitted provided they meet the requirements outlined above and have received an honorable dismissal from the last college attended.
- C. Adults who do not meet the requirements of high school graduation or its equivalency may be admitted as adult students, but may not receive college credit for work pursued.

Prospective students may use the blank found on the last page of this catalogue for the purpose of requesting an application for admission blank and other forms to be completed.

2. **Registration.** All students are required to register at the beginning of each semester for assignment to classes. At the beginning of each semester, or session, first year students will report for registration on the date announced in the calendar. Students registering after the date set in the calendar will be charged \$5.00 late registration fee. No student will be enrolled after the date announced in the calendar as the last day for registration.

### 3. Grading System. The following system of grading is in use:

- A—Excellent—3 quality points per credit hour.
- B—Good—2 quality points per credit hour.
- C—Average—1 quality point per credit hour.
- D—Poor, but passing—0 quality points.
- F—Failure—0 quality points.
- I—Incomplete—0 quality points.
- WP—Withdrawn Passing.
- WF—Withdrawn Failing.

To be eligible for graduation, a student must have at least as many quality points as he has semester hours of work attempted. This means that a student must maintain a "C" average in order to graduate.

4. **Scholastic Suspension.** Students who fail more than 50% of the semester hours attempted during any semester or session are subject to scholastic suspension for one semester. All such cases will be referred to the faculty administration committee for final decision. Also any student who fails to maintain a "C" or 1.00 average for two consecutive semesters is subject to scholastic suspension.

5. **Final Examinations and Tests.** Tests and quizzes, oral or written, may be given at any time at the discretion of the instructor. Regularly scheduled examinations will be given at the end of each semester or session. Special examinations or re-examinations will be given only with the approval of the President.

6. **Changing Class Schedules.** After a student has been duly registered, he may change a class or drop a course only with the permission of the President or the Registrar. The student should consult the calendar for the last date for making such changes.



7. **Requirements for Graduation.** To obtain the Associate of Arts Diploma from Chipola Junior College, a student must have maintained a "C" average and must have successfully completed a total of not less than 60 semester hours of college work, the last 20 hours being taken in residence at Chipola Junior College. Effective for students entering June 13, 1955 or later, the semester hours offered for graduation must include the following:

English 101-102 .....	8 Sem. Hrs.
Social Science (any two or more courses) .....	6 Sem. Hrs.
Mathematics (any course) .....	3 Sem. Hrs.
Humanities 201-202 .....	8 Sem. Hrs.
Science (Biological or Physical) .....	6 Sem. Hrs.
Physical Education (activity courses) .....	4 Sem. Hrs.
One course from among the following:	
General Psychology	
Personal Health Problems	
Practical Logic	
Preparation for Marriage .....	3 Sem. Hrs.

The remaining 22 semester hours may be selected by the student, but it is recommended that one of the curricula outlined elsewhere in the catalogue be followed.

The Physical Education requirements may be waived by the President or the Registrar for veterans and those excused because of illness or physical handicaps.

A certificate may be issued for those students who complete all of the requirements of graduation except the maintenance of the "C" average.

8. **Student Load.** The minimum student load for full-time students is 12 semester hours per semester in regular session, 6 semester hours for the Summer session. The maximum load of course work will be determined by the President after a careful examination of the student's record.

9. **Part-time and Special Students.** Part-time students will be accepted for junior college work upon approval of the President or the Registrar. Information concerning part-time schedules and fees may be obtained from the Registrar.

Students over 21 years of age who wish to take special courses at Chipola Junior College not for college credit may do so with the permission of the President and after payment of the proper fees.

## EXPENSES

Expenses listed below apply to all except Adult Education Division students. Expenses for Adult students are listed elsewhere in the catalogue.

All charges for fees and tuition, and for room rent (if desired) are payable in advance at the beginning of each semester.

- Matriculation Fee:**
  - For full-time students: \$37.50 per semester; \$18.75 per Summer session.
  - For part-time students: \$3.25 per semester hour
- Student Activity Fee:**  
\$10.00 per semester; \$5.00 per Summer session.
- Library Fee:**  
\$2.50 per semester; \$1.25 per Summer session
- Late Registration Fee** (Applicable only to those students registering after the prescribed date): \$5.00.
- Tuition** (Applicable only to students who are not legal residents of the state of Florida):
  - For full-time students: \$25.00 per semester; \$12.50 per Summer session.
  - For part-time students: \$2.50 per semester hour.
- Laboratory Fees** (Applicable only to students enrolled in these courses):
  - Biological Science, \$3.00 per course.
  - Chemistry, \$3.00 per course.
  - Photography, \$3.00 per course.
  - Physics, \$3.00 per course.
  - Typewriting, Secretarial Machines or Calculating Machines, \$3.00 per course.

- Graduation Fee** (Applicable only to those students completing requirements for graduation): \$7.50 (includes cap and gown rental and diploma).
- Books and School Supplies** (Estimated cost per school year): \$40.00.
- Dormitory Rent** (for students living at the college): \$30.00 per semester; \$15.00 per Summer Session. A breakage deposit (refundable) of \$5.00 is also required
- Cafeteria Charges:**  
Students pay for their meals each time they go to the Cafeteria; the cost is about \$1.50 per day. Prices of meals are subject to change with the fluctuation in the costs of food. The Cafeteria will not be open for the Summer Session.

## RECAPITULATION OF EXPENSES FOR FULL-TIME STUDENTS WHO ARE FLORIDA RESIDENTS

(For a school year of two semesters.)

### 1. For the day students who commute each day from home:

Matriculation, Student Activity and Library Fees .....	\$100.00
Books, Supplies and Laboratory Fees (estimated) .....	45.00
<b>TOTAL</b> .....	<b>\$145.00</b>

\*This does not include any meals or transportation. If the student desires to eat the noon meal at the Cafeteria, the cost per school year would be approximately \$90.00.

### 2. For the boarding student who lives on the campus for five days per week and spends his week-ends at home:

Matriculation, Student Activity and Library Fees .....	\$100.00
Books, Supplies and Laboratory Fees (estimated) .....	45.00
Room Rent .....	60.00
Meals (estimated) .....	270.00
<b>TOTAL</b> .....	<b>\$475.00</b>

### 3. For the full-time boarding student who lives on the campus the full seven days per week:

Matriculation, Student Activity and Library Fees .....	\$100.00
Books, Supplies and Laboratory Fees (estimated) .....	45.00
Room Rent .....	60.00
Meals (estimated) .....	405.00
Incidental Expenses, including Laundry (estimated) .....	60.00
<b>TOTAL</b> .....	<b>\$670.00</b>

## REFUND POLICY

- The Student Activity Fee and the Library Fee are non-refundable.
- All Laboratory Fees are non-refundable.
- The Graduation Fee will be refunded in the event a student fails to meet the requirements for graduation.
- For the Matriculation and Tuition charges, the refund schedule will be as follows:
  - For semester charges:
 

Attendance for five weeks or longer .....	None
Attendance between four and five weeks .....	20%
Attendance between three and four weeks .....	40%
Attendance between two and three weeks .....	80%
Attendance for one week or less .....	80%
  - For Summer Session charges:
 

Attendance for three weeks or longer .....	None
Attendance between two and three weeks .....	75%
Attendance for one week or less .....	75%



# UNIVERSITY PARALLEL DIVISION

## COURSES OF STUDY LEADING TO ADVANCED DEGREES AT FOUR-YEAR COLLEGES

### GENERAL INFORMATION

Any student who plans to transfer to a senior college or university, after graduation from Chipola Junior College, should consult with the Registrar concerning an approved course of study which will fulfill the requirements of the school to which he expects to transfer. Also, the student may write to the Registrar of the college he expects to attend for instruction concerning his course of study while attending Chipola.

The courses of study listed below are the suggested courses of study to follow. It is felt that they will fulfill the requirements for the first two years of work at most four-year colleges or universities.

#### 1. THE GENERAL COLLEGE COURSE.

This course should be followed by all students who expect to transfer to four-year colleges, but who have not yet decided what kind of course they will pursue. Also, this course is designed to fulfill the general or university college requirements of most four-year colleges.

FRESHMAN YEAR	Sem. Hrs.	SOPHOMORE YEAR	Sem. Hrs.
En 101-102 .....	8	Hu 201-202 .....	8
BioSc 101-102* or PhySc 111-112** .....	6	PhySc 111-112** or BioSc 101-102* .....	6
Mathematics*** .....	3	En 205 .....	3
Social Science**** .....	6	Social Science**** .....	3-4
PE 101-102 .....	2	PE 201-202 .....	2
One course from among the following .....	3	One course from among the following .....	3
He 105 .....		He 105 .....	
Soc 110 .....		Soc 110 .....	
Psy 105 .....		Psy 205 .....	
Phil 185 .....		Phil 185 .....	
Elective***** .....	3-6	Elective***** .....	6-9
	31-34		31-34

\*BioSc 205, 215-216, or 220 may be substituted.

\*\*Chemistry or Physics may be substituted.

\*\*\*At least one course; student may elect Ma 115, 120, 140, or 155-156.

\*\*\*\*Any course listed under Social Science; SocSc 101-102 is recommended for the Freshman unless student plans to major or minor in the field of Social Science.

\*\*\*\*\*The Registrar or other faculty counsellor should be consulted concerning elective subjects.

#### 2. PRE-AGRICULTURE COURSES.

This course includes the first two years of work for those students who plan to earn a degree in Agricultural Education, Agricultural Engineering, Agricultural Science or Forestry.

FRESHMAN YEAR	Sem. Hrs.	SOPHOMORE YEAR	Sem. Hrs.
En 101-102 .....	8	Hu 201-202 .....	8
BioSc 101-102* .....	6	Chem 201-202*** .....	8
Mathematics** .....	3	BioSc 215-216* .....	6
Phil 185**** .....	3	PE 201-202 .....	2
SocSc 101-102 .....	6	Electives***** .....	6-9
PE 101-102 .....	2		
Electives***** .....	3-6		
	31-34		30-33

\*Student may elect to take only BioSc 101-102 or 215-216. However, both 101-102 (Freshman year) and 215-216 (Sophomore year) are recommended. 215-216 is required in Forestry.

\*\*Any one course is the minimum requirement. However, Ma 155-156 (8 sem. hrs.) should be taken if the student plans to enter Ag. Engineering or Forestry. Either Ma 120, or 155-156 are recommended for all students pursuing this curricula.

\*\*\*PhySc 111-112 should be included during the Freshman year as preparation for Chem 201-202 if student's record and test scores indicate weakness in science.

\*\*\*\*Phil 185 is not needed if the student takes 6 or more semester hours of Mathematics.

\*\*\*\*\*The Registrar or other faculty counsellor should be consulted. Physics 201-202 and MeDr 121 should be included if student desires to enter Ag. Engineering or Forestry. Also, some subjects listed under Freshman year might need to be postponed until Sophomore year. If student takes Physics during Sophomore year, Chemistry should be taken during the Freshman year. PhySc 111-112 may be necessary as a pre-requisite for both Chemistry and Physics. If so, student would have to take both Chemistry and Physics during the Sophomore year, or postpone one of them until the junior year.

#### 3. PRE-BUSINESS ADMINISTRATION COURSE.

This is the recommended course of study for those students planning to work toward a degree in Business Administration, Business Administration-Law combination or Public Administration.

FRESHMAN YEAR	Sem. Hrs.	SOPHOMORE YEAR	Sem. Hrs.
En 101-102 .....	8	Hu 201-202 .....	8
BioSc 101-102 or Phy Sc 111-112 .....	6	Acct 201-202 .....	6
Ma 115-116 or 120* .....	3-6	Ma 210-220* .....	6
Social Science** .....	6	PhySc 111-112 or BioSc 101-102 .....	6
PE 101-102 .....	2	Ec 205-206** .....	6
One or two of the following:***	3-6	PE 101-102 .....	2
He 105 .....			
Soc 110 .....			
Psy 205 .....			
Phil 185 .....			

34\*\*\*\*

31-34

\*If the student takes Ma 120 during the first semester of the Freshman year, Ma 220 may be pursued during the second semester of the Freshman year. Also, the student may take Ma 155-156 during the Freshman year instead of Ma 115-116 or 120.

\*\*SocSc 101-102 or PolSc 211-212 are recommended for the Freshman year; other Social Science courses may be pursued. Ec 205-206 may be scheduled during the Freshman year, but same is not recommended.

\*\*\*If the student plans to transfer to the U. of Florida, take only Phil 185 (Logic); otherwise, take two courses.

\*\*\*\*If any courses listed under Sophomore year are pursued during the Freshman year, En 205 (Effective Speaking) should be scheduled.

#### 4. PRE-EDUCATION COURSE\*

This is the recommended course of study for those students planning to work toward a degree in Elementary or Secondary Education.\*

FRESHMAN YEAR	Sem. Hrs.	SOPHOMORE YEAR	Sem. Hrs.
En 101-102 .....	8	Hu 201-202 .....	8
BioSc 101-102 or PhySc 111-112** .....	6	PhySc 111-112 or BioSc 101-102** .....	6
Ed 105*** .....	3	Ed 205*** .....	3
Psy 205**** .....	3	Psy 207**** .....	3
PE 101-102 .....	2	En 205 .....	3
Social Science***** .....	6-9	PE 201-202 .....	2
One of the following: .....	3	Social Science***** .....	6-9
He 105 .....			
Soc 110 .....			
Phil 185 .....			

34-31

31-34



\*Students planning to major in Industrial Arts Education or Health or Physical Education should consult the Registrar for a planned program. Agricultural Education and Home Economics Education courses of study are outlined elsewhere in this section of the catalogue.

\*\*Chemistry or Physics may be substituted.

\*\*\*Ed 105 should be scheduled for the first semester of the Freshman year; Ed 205 should be scheduled concurrently with Psy 207 for the second semester of the Sophomore year.

\*\*\*\*Psy 205 should be scheduled not later than the first semester of the Sophomore year; Psy 207 should be scheduled concurrently with Ed 205. Psy 206 (Child Psychology) is recommended for those students majoring in Elementary Education. If Psy 206 is scheduled student should substitute same for 3 sem. hrs. in the Social Sciences.

\*\*\*\*\*Social Science courses to be pursued depend upon the student's interest and teaching field. For those who do not plan to teach in the Social Science field, SocSc 101-102 is recommended for the Freshman year. History, Political Science, Economics or Sociology are recommended for those who plan to teach in the field. Geog 205 or 205-206 should be taken during the Sophomore year if the schedule permits.

## 5. PRE-ENGINEERING COURSE.

This is the recommended course of study for all students planning to earn a degree in any field of engineering.

FRESHMAN YEAR	Sem. Hrs.	SOPHOMORE YEAR	Sem. Hrs.
En 101-102 .....	8	Hu 201-202 .....	8
Ma 155-156* .....	8	Ma 255-256 .....	8
Chem 201-202** .....	8	Phys 201-202** .....	10
Social Science*** .....	6	MeDr 121-122**** .....	6
PE 101-102 .....	2	PE 201-202 .....	2
One of the following: .....	3		
He 105			34
Soc 110			
Psy 205			
Phil 185			

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\*Students not qualifying to take Ma 155-156 will be required to take Ma 120 as a prerequisite. Those students will take Ma 120 during the first semester, 155 during the second semester, and 156 during the Summer session. They will then be ready for Ma 255 to be scheduled for the first semester of the Sophomore year. If the student does not complete Ma 155-156 prior to the beginning of the Sophomore year Ma 255-256 (Calculus) must be postponed until the Junior year.

\*\*Students not qualified to take Chemistry will be required to take PhySc 111-112 as a prerequisite. This will necessitate shifting Chem 201-202 to the Sophomore year and Physics 201-202 will have to be postponed until the Junior year.

\*\*\*Any Social Science courses are permissible; SocSc 101-102 is recommended.

\*\*\*\*If MeDr 121-122 is taken during the Freshman year, the Social Science courses should be pursued during the Sophomore year.

## 6. PRE-HOME ECONOMICS COURSE.\*

This is the recommended course of study for all students who plan to earn a degree in Home Economics or Home Economics Education.\*

FRESHMAN YEAR	Sem. Hrs.	SOPHOMORE YEAR	Sem. Hrs.
En 101-102 .....	8		
BioSc 101-102 .....	6	See * (Page 15)	
Chem 201-202** .....	8		
Mathematics*** .....	3		
PE 101-102 .....	2		
Psy 205 .....	3		
Soc 110 or 150**** .....	3		

33\*

\*It is recommended that the student transfer to a college or university offering professional courses in Home Economics after two or three semesters. If the student takes work at Chipola beyond two semesters it should include En 205, Humanities 201-202, and six to ten semester hours in the Social Sciences. The Registrar should be consulted concerning additional work.

\*\*PhySc 111-112 may be required as a prerequisite for those students not qualified to take Chemistry.

\*\*\*Any one course meets the minimum requirements. Ma 120 is recommended.

## 7. PRE-LAW COURSE.

This is the recommended course of study for all students who plan to enter any school of law.

FRESHMAN YEAR	Sem. Hrs.	SOPHOMORE YEAR	Sem. Hrs.
En 101-102 .....	8	Hu 201-202 .....	8
BioSc 101-102 or PhySc 111-112 .....	6	PhySc 111-112 or BioSc 101-102 .....	6
Ma 115 or 120 .....	3	Ec 205-206 .....	6
Phil 185 .....	3	PE 201-202 .....	2
PE 101-102 .....	2	PolSc 211-212 or Hist 201-202 .....	6
Hist 201-202 or PolSc 211-202 .....	6	Span 201-202* .....	6
Span 101-102* .....	6		

34

34

\*Foreign language is required by some law schools. If the student plans to attend a school where same is not required, elective subjects may be taken instead. Also, the student may defer foreign language until the Junior and Senior years. Elective subjects recommended include Psy 205, En 205, En 210, En 220 and Hist 101-102.

## 8. PRE-MEDICINE AND PRE-DENTISTRY COURSE.

All students planning to study medicine or dentistry should consult with the Registrar concerning a planned course of study. This also applies to Pharmacy and Veterinary Medicine.

## 9. PRE-MINISTERIAL OR THEOLOGY COURSE.

Those students planning to earn a degree in theology or any phase of religious training should follow the General College course, and take elective subjects in History, Sociology, Philosophy, and English.

## 10. MEDICAL OR LABORATORY TECHNICIAN COURSE.

Most four-year colleges, hospitals and technical schools offering degrees or certificates in either the Medical Technician or the Laboratory Technician courses require two years of college for admission. Chipola now offers most of the required subjects and all of the elective subjects in both courses for the first two years work. Additional subjects in this area are planned for 1956-57. At present we recommend that the student spend from two to four semesters at Chipola depending upon the requirements of the school to which he expects to transfer. The student should contact the Registrar for a course of study.

## 11. NURSING COURSE.

Chipola now offers most of the subjects required during the first two years for those students who desire to earn a degree in Nursing. Also, the college offers most of the courses recommended for those students who desire some college training prior to entering a hospital training school for the Registered Nurse Course. We recommend that the student spend from two to four semesters at Chipola, depending upon the requirements of the school to which she expects to transfer. The student should contact the Registrar for a course of study.





Chipola Students at work and play. Center picture is new Field House to be completed September 1, 1955.



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### 

The courses of study listed below are designed for those students who do not plan to do college work beyond the junior college level. The administration of the college has discovered that there are a large number of students who for various reasons will not complete a four-year professional degree. However, it is felt that a student can definitely profit from two years of college education. The aim of these courses of study is to help the student to become employable and to become a community leader in this geographical area.

Attention is called to the fact that courses of study below list many subjects contained in and described in the University Parallel Division. The college student may take courses in either division; there are no separate classes for the terminal student except those purely terminal education courses.

#### 

This is a course of study designed for the terminal student who does not desire any particular vocational training, and desires merely to improve his cultural development.

FRESHMAN YEAR	Sem. Hrs.	SOPHOMORE YEAR	Sem. Hrs.
En 101-102 .....	8	Hu 201-202 .....	8
BioSc or PhySc* .....	6	Mathematics*** .....	3
Social Science** .....	6	En 205 .....	3
PE 101-102 .....	2	PE 201-202 .....	2
One course from among the following: .....	3	Electives .....	15-18
He 105 .....			31-34
Phil 185 .....			
Psy 205 .....			
Soc 110 .....			
Electives .....	6-9		
	31-34		

\*Any six or more semester hours from the Natural Science field.

\*\*Any two or more courses from the Social Science field.

\*\*\*Any Mathematics course.

#### 

This is a course designed for those students who desire to enter clerical, secretarial or general business occupation after completion of two years of college work.

FRESHMAN YEAR	Sem. Hrs.	SOPHOMORE YEAR	Sem. Hrs.
En 101-102 .....	8	Hu 201-202 .....	8
Ma 115-116 .....	6	Ec 205-206 .....	6
BioSc or PhySc* .....	6	BL 201-202 .....	6
PE 101-102 .....	2	Ma 210 .....	3
He 105 .....	3	PE 201-202 .....	2
Soc 110 or 150 .....	3	SecSc or Electives** .....	6-9
SecSc or Electives** .....	3-6		31-34
	31-34		

\*Any six semester hours from the Natural Science field.

\*\*The Secretarial Science subjects to be pursued will depend upon the student's previous training and experience. For example, those students who have had high school typing and shorthand would likely start with intermediate or advanced courses. Also, the student who feels that he is already proficient in these courses should take elective subjects instead. En 205 is a strongly recommended elective for all students.

#### 

This course of study is designed for those students who expect to live and work on farms in this area. It does not apply to those students who expect to transfer to professional colleges and earn a B.S. Degree in Agriculture.

FRESHMAN YEAR	Sem. Hrs.	SOPHOMORE YEAR	Sem. Hrs.
En 101-102 .....	8	Hu 201-202 .....	8
BioSc 101-102 or PhySc 111-112 .....	6	En 205 .....	3
Ma 115-116 .....	6	Soc 110 or He 105 .....	3
He 105 or Soc 110 .....	3	PolSc 212 .....	3
PE 101-102 .....	2	BL 201-202 .....	6
Ag or Electives* .....	6-9	PE 201-202 .....	2
	31-34	Ag or Electives* .....	6-9
			31-34

\*Agriculture courses to be selected on the basis of need and interest. It is recommended that elective courses be selected from the following: Industrial Arts, Accounting, Secretarial Science (Typewriting), and Economics.

#### 

This course of study is designed for those students who desire vocational training in the field of Industrial Arts to make them employable after two years of college. It does not apply to those students who plan to earn a degree in this field.

FRESHMAN YEAR	Sem. Hrs.	SOPHOMORE YEAR	Sem. Hrs.
En 101-102 .....	8	Hu 201-202 .....	8
PhySc 111-112 .....	6	BL 201-202 .....	6
Ma 115-116 .....	6	MeDr 121-122 .....	6
Soc 110 or 150 .....	3	PE 201-202 .....	2
PE 101-102 .....	2	SocSc** .....	3
IA or Electives* .....	6-9	IA or Electives* .....	6-9
	31-34		31-34

\*Industrial Arts courses to be selected on this basis of need and interest plus previous experience and training. Recommended electives include Accounting, Economics and Secretarial Science (Typewriting).

\*\*Any Social Science course to make a minimum of six semester hours pursued during the two years.



## ADULT EDUCATION DIVISION

### GENERAL INFORMATION

The purpose of the Adult Education Division is to provide additional educational opportunities for the adult population of the area served by the college. Regular college courses (both university parallel and terminal) will be offered on demand to any group of interested adults provided the minimum enrollment requirement is met. Also, informal short courses will be offered on demand.

Regular college courses may be taken either for college credit or non-credit. Informal short courses do not carry college credit. Any adult is eligible to enroll in these courses, but if he desires college credit, he must meet entrance requirements.

Enrollment for regular college courses will take place at the beginning of each semester. Short course classes may be organized at any time. Classes will meet at the time most convenient for a majority of those interested students; most classes meet one night per week. Classes will be organized both on and off the campus. Any community in Jackson, Washington or Calhoun Counties may be the meeting place of adult classes.

Those students who meet college entrance requirements may complete the first two years of college by means of enrolling in adult education classes. If these students meet the college's graduation requirements, they may receive a diploma.

### ENTRANCE REQUIREMENTS

If the student desires college credit for adult education classes, regular college entrance requirements listed elsewhere in this catalogue will apply. Any white person who has reached the age of twenty-one will be admitted to these classes for non-credit.

### MINIMUM ENROLLMENT

A minimum of five persons is required for the starting of any course which meets on the campus. A minimum of ten persons is required for the starting of any course which meets off the campus.

### EXPENSES

For regular college courses (for credit or non-credit) a tuition charge of \$6.00 per semester hour is made. The tuition for informal short courses (non-credit) will be determined by the length of the course. All tuition charges are due and payable at the time of registration.

Fees and tuition charges listed elsewhere in the catalogue do not apply to the Adult Division. However, Adult Division students are not entitled to all student activity privileges.

### GENERAL CONTINUATION CLASSES FOR ADULTS

In addition to the college level courses mentioned above, the Adult Education Division also offers general continuation secondary school work leading to a high school diploma. For further details, including expenses, consult the Registrar.

## DEPARTMENTS OF INSTRUCTION AND COURSE OFFERINGS

The following are the official catalogue course abbreviations used by Chipola Junior College:

Acct (Accounting)	MeDr (Mechanical Drawing)
Ag (Agriculture)	Mu (Music)
BL (Business Law)	OM (Office Management)
BioSc (Biological Science)	PE (Physical Education)
Chem (Chemistry)	Phil (Philosophy)
Ec (Economics)	Phot (Photography)
Ed (Education)	Phys (Physics)
En (English)	PhySc (Physical Science)
Geog (Geography)	PolSc (Political Science)
He (Health)	Psy (Psychology)
Hist (History)	SecSc (Secretarial Science)
Hu (Humanities)	Soc (Sociology)
IA (Industrial Arts)	SocSc (Social Science)
Ma (Mathematics)	Span (Spanish)

Catalogue numbers ending with the numeral (1) indicate that the course is ordinarily to be considered as the first part of a continuation course consisting of two semesters work; the catalogue number of the second part of the course ends with the numeral (2). However, granting credit in these courses is not necessarily dependent upon completing the sequence.

Courses numbered 100 through 199 are primarily for Freshmen; courses numbered 200 through 299 are primarily for Sophomores. However, there are no restrictions concerning taking certain courses except the noted prerequisites. In general, courses requiring no prerequisites are open to all students.

The figures 1, 2, 3, or D, in parenthesis, following the descriptive title of the course indicate when the course is to be offered. 1 denotes Fall Semester, 2 denotes Spring Semester, 3 denotes Summer Session, and D denotes offered on demand. The College reserves the right to withdraw any course for which the demand deems insufficient. Courses not offered during 1955-56 will be so designated.

### AGRICULTURE

#### Ag 205. Farm Management. (2)

The factors of production, system of farming, farm layout, and principles of management are topics of discussion. 3 semester hours.

#### Ag 206. Farm Machinery. (D)

This course deals with the operation, care and maintenance of farm machinery used in Northwest Florida. Two hours lecture and two hours laboratory per week. 3 semester hours credit.

#### Ag 209. General Animal Husbandry. (1)

A study of types and breeds of farm animals; market classification; and principles of breeding, selection and management. 3 semester hours credit.

#### Ag 214. Vegetable Gardening. (D)

This course deals with the principles and practices of growing a home garden with special emphasis on varieties and year round gardening. Two hours lecture and two hours laboratory or field practice per week. 3 semester hours credit.

#### Ag 215. Poultry Production and Management. (D)

Principles of production and management: location and construction of buildings, breeding, hatching, brooding, raising of broilers and pullets, managing layers, feeding, marketing, and diseases are topics of discussion and practice. Two hours lecture and two hours laboratory or field practice per week. 3 semester hours credit.

#### Ag 220. General Field Crops. (D)

The history, botanical characteristics, soil and climate adaptations, fertilizer and culture practices, growing processes, harvesting, uses, economic production, and cropping system are topics discussed. Two hours lecture and two hours field practice per week. 3 semester hours credit.

Library

Chipola Jr. College  
Marianna, Florida



## COMMERCE AND SECRETARIAL SCIENCE

### Acct 201. Elementary Accounting. (1)

Accounting 201-202 is an introductory course designed to provide basic training in business practice and accounting. The course includes the theory of modern accounts, and the procedure of recording and reporting business transactions. Prerequisite: Consent of department; either Math 115 or Math 120 will ordinarily be required. 3 semester hours credit.

### Acct 202. Elementary Accounting. (2)

The second half of the course 201-202. Prerequisite: Accounting 201. 3 semester hours credit.

### BL 201. Principles of Business Law. (1, 3)

The definition of law and its administration; the law of contracts, negotiable instruments, principal and agent, employer and employee, bailments and carriers. 3 semester hours credit.

### BL 202. Principles of Business Law. (2)

The legal relations of the surety and guarantor, sales, mortgages, insurance, property, landlord and tenant, deeds of conveyance, partnerships, corporations, and bankruptcy. Prerequisite: BL 201. 3 semester hours credit.

### OM 210. Office Management. (D)

A brief, introductory course dealing with the problems involved in planning and directing the functions of business and professional offices. Prerequisite: Secretarial Science 101-102 or equivalent. Secretarial Science 111-112 is recommended as either a prerequisite or a corequisite. 3 semester hours credit.

### SecSc 101. Elementary Typewriting. (1)

An introductory course in the touch system of typewriting. Five hours laboratory per week. 2 semester hours credit.

### SecSc 102. Advanced Typewriting. (2)

Letters, business papers, reports, and speed development. Prerequisite: Secretarial Science 101 or equivalent. Five hours laboratory per week. 2 semester hours credit.

### SecSc 111. Gregg Shorthand. (1, 3)

An introductory course in the principles of Gregg's simplified shorthand, including dictation and transcription. Dictation 60 words per minute. 3 semester hours credit.

### SecSc 112. Shorthand Dictation and Transcription. (2)

A continuation of 111 with increased practice in dictation and transcription. Prerequisite: Secretarial Science 111 or one year of high school shorthand. Dictation at 100 words per minute; transcription of 30 words per minute on completion of course. 3 semester hours credit.

### SecSc 215. Advanced Shorthand Dictation and Transcription. (D)

Emphasis on proficiency and mailable transcripts. Minimum goals: Dictation at 120 words per minute; transcription at 40 words per minute. Prerequisite: Secretarial Science 112 and Secretarial Science 102 or two years high school shorthand and typewriting. Five hours laboratory per week. 3 semester hours credit.

### SecSc 225. Business Correspondence. (2, 3)

Practice in writing business letters and elementary report writing. Prerequisite: English 101-102. 3 semester hours credit.

### SecSc 230. Secretarial Machines. (1)

Practice in use of duplicating, voice recording, and adding machines. Prerequisite: Secretarial Science 102 or equivalent. Five hours laboratory per week. 2 semester hours credit.

### SecSc 240. Secretarial Practice. (D)

A course designed to integrate the typewriting, transcription, English, and periphery skills essential to the secretary. Prerequisite: Secretarial Science 102 and 112 or equivalent. Five hours laboratory per week. 2 semester hours credit.

### SecSc 250. Calculating Machines. (D)

Development of basic skills on modern computing machines used in business offices. Five hours laboratory per week. 2 semester hours credit.

## EDUCATION

### Ed 105. Orientation to Education. (1, 3)

This course is designed to orient the student to the teaching profession. The course is expected to develop an understanding of teaching opportunities, certificate requirements, and personal-professional qualifications for teaching. A required course for all Freshmen who expect to earn a degree in Education. 3 semester hours credit.

### Ed 205. Social Basis for Education. (2)

This course is designed to develop an understanding of the relationship of social patterns of home, school and community living in individual growth and development in a democratic society. Required for all Sophomores who expect to earn a degree in Education. Prerequisite: Psychology 205. Corequisite: Psychology 207. 3 semester hours credit.

## ENGLISH

### En 100. Communication Skills. (1)

This course is designed for those entering Freshman students whose test scores and secondary school record indicate a need for supplementary training in communication skills. The course content is the same as En 101, but the class will meet five times per week, plus additional individual student assignments and tutoring. Upon successful completion of this course the student may enter En 102. 4 semester hours credit.

### En 101. Communication Skills. (1, 2)

A course concerned with improvement in the skills of reading, writing, speaking, and listening. Effort is made to analyze individual difficulties and to devise corrective practices, exercises and experiences leading to a more effective, confident, and enjoyable use of the communication skills. 4 semester hours credit.

### En 102. Communication Skills. (2, 3)

A continuation of En 101. Prerequisite: En 100 or 101, or consent of the department. 4 semester hours credit.

### En 105. Acting and Stagecraft. (D)

An introductory course which includes practical training in creating character and interpreting roles through play reading and class productions. Stagecraft training includes scenery, costuming, lighting and the various areas of technician work. A brief historical survey of acting and stagecraft is also included. Prerequisite: Consent of department. 2 semester hours credit.

### En 106. Acting and Stagecraft. (D)

This is a continuation of English 105, with emphasis on class productions. Prerequisite: English 105 or consent of department. 2 semester hours credit.

### En 105. Effective Speaking. (1, 2, 3)

A fundamental course dealing with the preparation and presentation of speeches for business, social, and professional occasions. Speech principles and problems will be dealt with in regard to the development and use of the speaking voice and pronunciation. Prerequisite: English 101-102. 3 semester hours credit.

### En 210. Survey of English Literature. (1)

This course is a survey of English literature from Beowulf to the modern. Included are readings of the principal authors, study of the historical background, and critical papers at stated intervals. 3 semester hours credit.

### En 220. Survey of American Literature. (2, 3)

An introductory course dealing with the chief American writers from the colonial period to the present. 3 semester hours credit.

### En 225. Imaginative Writing. (2)

A Sophomore course designed to provide specialized or remedial opportunities. Assignments will be individualized to accommodate interests in advanced types of writing, or to improve the competence of second year students remanded by their instructors for corrective training. Conference hours arranged with instructor instead of regularly scheduled classes. Prerequisite: En 102. 2 semester hours credit.

## HEALTH

### He 105. Personal Health Problems. (1, 2, 3)

This is a brief course designed to prepare the student to solve his personal health problems through an understanding of health rules and personal health habits. Emphasis is given to the principles of maintaining and improving individual health and organizing these factors for effective daily living. 3 semester hours credit.



**He 150. Community Health Problems. (2)**

This is a general survey of community health problems including consideration of the causes, prevention, and control of disease. 2 semester hours credit.

**HUMANITIES****Hu 201. The Humanities. (1)**

The course Humanities 201-202 is designed to acquaint the student with the great and vital ideas as they are expressed in philosophy, literature, music, and the fine arts. The dynamic presence of these ideas as they are found in modern life is brought out by lecture, class discussion, and analysis of the best that has been thought and written in the past. Humanities 201 deals primarily with contemporary life. Designed to fulfill the Humanities requirement for sophomores in the university or general college program. 4 semester hours credit.

**Hu 202. The Humanities. (2)**

The second half of the course 201-202. 202 deals primarily with our cultural heritage. 4 semester hours credit.

**INDUSTRIAL ARTS****IA 101. Introduction to Materials. (1)**

Industrial Arts 101-102 is a survey of materials and processes used in industry with special emphasis on hand processing and sources of materials. Laboratory experiences include planning, designing, and fabricating objects in wood, metal, plastics, leather and textiles. Six hours laboratory per week. 3 semester hours credit.

**IA 102. Introduction to Materials. (2)**

The second half of the course 101-102. Prerequisite: Industrial Arts 101 or equivalent. Six hours laboratory per week. 3 semester hours credit.

**IA 201. Laboratory Problems in Industrial Arts. (1)**

Industrial Arts 201-202 is a continuation of industrial laboratory experiences with emphasis on machine processing of materials and the proper balance of appearance and construction. Prerequisite: Industrial Arts 102 or equivalent. Six hours laboratory per week. 3 semester hours credit.

**IA 202. Laboratory Problems in Industrial Arts. (2)**

The second half of the course 201-202. Prerequisite: Industrial Arts 201 or equivalent. Six hours laboratory per week. 3 semester hours credit.

**IA 211. Machine Woodwork. (D)**

This course deals primarily with the operation of common woodworking machines and the application of various types of wood finishes. The practical work includes power machines and machine maintenance, and use of the jointer, tilting arbor bench saw, band saw, lathe, mortiser, drill press, shaper, and other small machines. Prerequisite: Industrial Arts 101-102 or equivalent plus consent of department. Mechanical Drawing 121 is recommended but not required either as a prerequisite or corequisite. Six hours laboratory per week. 3 semester hours credit.

**IA 212. Wood Design and Construction. (D)**

This course includes the basic problems of design and the application of these principles by designing, constructing, and finishing original projects in wood. Prerequisite: Industrial Arts 211 or equivalent plus consent of department. Mechanical Drawing 122 is recommended as either a prerequisite or corequisite. Six hours laboratory per week. 3 semester hours credit.

**MATHEMATICS****Ma 115. Fundamentals of Mathematics. (1, 2, 3)**

The course 115-116 is designed for those students who do not plan to take more than one year of college mathematics. The course covers such topics as charts and graphs, ratio and proportion, percentage, linear and quadratic equations, trigonometry, interest and its application to installment buying, statistics, and an introduction to logic and modern mathematics. Either 115 or 116 fulfill the minimum general college mathematics requirements. 115 is open to all students except those who have already completed any other college mathematics course. 3 semester hours credit.

**Ma 116. Fundamentals of Mathematics. (2)**

The second half of the course 115-116. No prerequisite, although Ma 115 is recommended; open to all students except those who have already completed a more advanced course. 3 semester hours credit.

**Ma 120. General Algebra. (1, 3)**

This course is designed for those students who plan to take more than one year of college mathematics, but do not have an adequate background in Algebra. The course includes such topics as the fundamental operations, factoring, fractions, exponents, radicals, and linear and quadratic equations. Open to all students who have not completed a more advanced course in college mathematics. 3 semester hours credit.

**Ma 140. College Algebra. (D)**

This is the foundation course in algebra, and is the prerequisite for more advanced college mathematics courses. Scope of the course includes quadratic equations, progressions, binomial theorem, theory of equations, partial fractions and determinants. Prerequisite: One year of high school algebra, or Mathematics 115. 3 semester hours credit.

**Ma 155. Basic Mathematics. (1, 2)**

Ma 155-156 is an integrated course concerning college Algebra, Trigonometry and Analytical Geometry. The material covered is unified by the concepts of function and the correspondence between geometrical and numerical relations. Prerequisite: Ma 120 or an adequate rating on the Mathematics achievement test and consent of the department. 4 semester hours credit.

**Ma 156. Basic Mathematics. (2, 3)**

The second half of the course 155-156. Prerequisite: Ma 155. 4 semester hours credit.

**Ma 200. Slide Rule. (1)**

Instruction and practice in the use of the slide rule. Recommended for all pre-engineering and mathematics or science majors. 1 semester hour credit.

**Ma 210. Mathematics of Finance. (1)**

Application of elementary algebra to commercial problems; simple interest, discount, compound interest, annuities, amortization, depreciation, insurance, and valuation of bonds. Prerequisite: Ma 115-116 or 120. 3 semester hours credit.

**Ma 220. Elementary Statistics. (2)**

An introduction to elementary statistical principles. Emphasis is placed on techniques and interpretation of data. Prerequisite: Ma 115-116 or 120. 3 semester hours credit.

**Ma 255. Calculus. (1)**

A study of the differentiation and integration of algebraic and transcendental functions of one variable, methods of integration, the definite integral, and the mean value theorem. Prerequisite: Ma 156. 4 semester hours credit.

**Ma 256. Calculus. (2)**

This course includes integration as a process of summation applied to area, volume, work, and pressure; integration by partial fractions and reduction formulas, differentiation, and multiple integrals. Prerequisite: Ma 255. 4 semester hours credit.

**MECHANICAL DRAWING****MeDr 121. Engineering Drawing. (1)**

This is a basic introductory course designed to teach the students how to make and read engineering drawings. One hour lecture and five hours laboratory per week. Prerequisite: High school plane geometry or equivalent plus consent of department; Ma 155 should be either a prerequisite or a corequisite. 3 semester hours credit.

**MeDr 122. Descriptive Geometry. (2)**

The elementary principles of projection and the development of surfaces. One hour lecture and five hours laboratory per week. Prerequisite: MeDr 121. 3 semester hours credit.

**MUSIC****Mu 105. Glee Club. (1)**

Two or more hours of choral singing per week. 1 semester hour credit.

**Mu 106. Glee Club. (1)**

Two or more hours of choral singing per week. Prerequisite: Mu 105 or consent of department. 1 semester hour credit.

**Mu 205. Glee Club. (1)**

Two or more hours of choral singing per week. Prerequisite: Mu 106 or consent of department. 1 semester hour credit.

**Mu 206. Glee Club. (2)**

Two or more hours of choral singing per week. Prerequisite: Mu 205 or consent of department. 1 semester hour credit.



**Mu 210. Community Music. (1, 2)**

Techniques, procedures, and materials used in building community and recreational music programs with special emphasis given to song leading, program building, and administration. Two hours lecture plus special laboratory assignments per week. 2 semester hours credit.

**NATURAL SCIENCE****BioSc 101. General Biology. (1)**

Biological Science 101-102 provides an introduction to the fundamentals of biology through a study of structure, functions, and classifications of plants and animals. These courses will provide a background for more advanced courses and a knowledge useful to those students who do not plan to do further work in this field. The courses are arranged so that the student does not necessarily have to take them in sequence. 101 deals primarily with plant life; 102 deals primarily with animal life and heredity. Each course has two hours lecture and two hours laboratory per week. Each course carries 3 semester hours credit.

**BioSc 102. General Biology. (2) See above)****BioSc 205. Human Physiology. (D)**

This course deals with the structure and function of the human organs and organ systems, the function of the endocrines, and the interrelationship of the organs. Prerequisite: Biological Science 101-102 or consent of department. Three hours lecture per week with reports and demonstrations. 3 semester hours credit.

**BioSc 215. General Botany. (1)**

The course 215-216 is an introduction to botany dealing with the development, structure and function of plants. This course precedes all advanced courses in botany. Credit will be given for 215 without taking 216, but it is recommended that the student take both courses. Two hours lecture and two hours laboratory or field work per week. 3 semester hours credit.

**BioSc 216. General Botany. (2)**

The second half of the course 215-216. Two hours lecture and two hours laboratory or field work per week. 3 semester hours credit.

**BioSc 220. General Zoology. (D)**

A survey course in general zoology dealing with the anatomy, taxonomy, physiology, and ecology of invertebrate and vertebrate animals. This course is a prerequisite for advanced courses in zoology and is designed to meet the requirements for science majors. Two hours lecture and four hours laboratory per week. 4 semester hours credit.

**Chem 201. General Chemistry. (1)**

Chemistry 201-202 is a general course designed to meet the requirements of both the science major and pre-engineering students. Credits will be granted for the complete sequence only. This course includes the fundamental principles of chemistry; non-metallic elements and their compounds and uses. Prerequisite: Consent of the department. In general, one of the following will be required: A course in high school chemistry, Physical Science 111-112 or a superior rating on science entrance examination. Math 120 or 155 are recommended corequisites. Three hours lecture and three hours laboratory per week. 4 semester hours credit.

**Chem 202. General Chemistry. (2)**

The second half of the course Chemistry 201-202. Prerequisite: Chemistry 201. Three hours lecture and three hours laboratory per week. 4 semester hours credit.

**Chem 210. Qualitative Analysis (not offered 1955-56)**

The theoretical principles and laboratory techniques involved in the separation of common metals and acid radicals. Prerequisite: Chem 202. Two hours lecture and three hours laboratory per week. 3 semester hours credit.

**Chem 220. Quantitative Analysis (not offered 1955-56)**

The theoretical principles and laboratory techniques involved in quantitative determination. Prerequisite: Chem 202. Two hours lecture and three hours laboratory per week. 3 semester hours credit.

**Chem 230. General Organic Chemistry (not offered 1955-56)**

A short course in Organic Chemistry. Prerequisite: Chem 202. Two hours lecture and six hours laboratory per week. 4 semester hours credit.

**Phys 201. General Physics. (1)**

The course Physics 201-202 is designed to meet the requirements for both science majors and pre-engineering students. The scope of the course is the theory of mechanics, heat, sound, electricity, and light, and practical laboratory application. 201 deals with mechanics, heat and sound. Prerequisite: Ma 120 or equivalent; Ma 155-156 is a corequisite if same has not already been completed. Three hours lecture and four hours laboratory per week. 5 semester hours credit.

**Phys 202. General Physics. (2)**

The second half of the course 201-202. The course deals with electricity, magnetism and light. Prerequisite: Physics 201. Three hours lecture and four hours laboratory per week. 5 semester hours credit.

**PhySc 111. Survey of Physical Science. (1, 3)**

Physical Science 111-112 are courses designed primarily for non-science majors. The aim of these courses is to give the student an elementary knowledge and appreciation of his physical environment. 111 is devoted primarily to physics and meteorology. Subject matter is handled by lecture, class discussion and demonstration. Credit will be allowed for 111 without taking 112, but same is strongly recommended. Open to all students except that no credit will be allowed if course is taken after Physics 201 or 202. 3 semester hours credit.

**PhySc 112. Survey of Physical Science. (2, 3)**

This course deals primarily with an elementary study of chemistry, geology and astronomy. Open to all students except that no credit will be allowed if taken after Chemistry 201 or 202. 3 semester hours credit.

**PhySc 150. Fundamentals of Radio.**

An elementary course, involving both theory and practice, on the fundamentals of radio. Prerequisite: Math 115 or equivalent plus consent of department. Two hours lecture and two hours laboratory per week. 3 semester hours credit.

**PHILOSOPHY****Phil 150. Introduction to Philosophy. (D)**

A course designed to acquaint the student with the nature, method and end of philosophy. By studying the more important philosophers in the ancient, medieval, and modern schools of philosophy, the science is traced from its origin in pre-Socratic thought, through the formative period of Plato and Aristotle down to the age of scholasticism and thence to modern times. In studying the works of the more important philosophers, emphasis is given to their solutions of the basic philosophic problems of their periods and the relationship to contemporary problems. 3 semester hours credit.

**Phil 185. Practical Logic. (1, 2)**

Reflective thinking with special attention to the detection of fallacies, semantic difficulties and propaganda techniques. The course is designed to develop the ability to think with greater accuracy and to evaluate the thinking of others; both the inductive and the deductive aspects of logic are included. 3 semester hours credit.

**Phil 205. Elementary Ethics. (D)**

This course deals with the origin and development of morals. Emphasis is given to an analysis of values and moral concepts, and the formation of a moral philosophy which will serve as the basis for meeting present-day problems. 3 semester hours credit.

**PHOTOGRAPHY****Phot 150. Elementary Photography. (2)**

This course is designed to provide a basic understanding of composition and photographic technique. Skills to be learned include how to handle a camera, select subjects, develop film, print pictures, and make enlargements. Actual application of the principles involved is included. Two hours lecture and two hours laboratory per week. 3 semester hours credit.



## PHYSICAL EDUCATION (Required Courses)

### PE 101. Physical Training and Development. (1)

Separate classes for men and women. Physical Education 101-102 includes physical training, instruction in the fundamental skills, instruction in game skills, individual games and team games. Two hours laboratory per week. 1 semester hour credit.

### PE 102. Physical Training and Development. (2)

Separate classes for men and women. See Physical Education 101 for description. Two hours laboratory per week. 1 semester hour credit.

### PE 201. Physical Training and Development. (1)

Separate classes for men and women. Physical Education 201-202 are a continuation of 101-102, and stress a carry-over value. Two hours laboratory per week. 1 semester hour credit.

### PE 202. Physical Training and Development. (2)

Separate classes for men and women. Two hours laboratory per week. 1 semester hour credit.

## (Professional Courses)

### PE 155. Folk and Social Dancing. (D)

Basic skills in folk, square, and social dancing. One hour lecture and four hours laboratory per week. 2 semester hours credit.

### PE 205. Basketball. (1)

Skills, rules, coaching methods and team play in basketball. One hour lecture and four hours laboratory per week. 2 semester hours credit.

### PE 215. Baseball. (2)

Skills, rules, coaching methods and team play in baseball. One hour lecture and four hours laboratory per week. 2 semester hours credit.

### PE 225. Principles of Physical Education. (1)

The principles underlying theory and practice in physical education. 3 semester hours credit.

### PE 230. Community Recreation. (2)

A practical study of the materials and methods for recreational leadership in schools and communities. 3 semester hours credit.

## PSYCHOLOGY

### Psy 205. General Psychology. (1, 2)

This course is designed to give the student an adequate foundation in the field of psychology; to provide an understanding of human behavior, and to enable the student to adapt himself to his physical and social environment. This is the prerequisite course for all advanced courses in psychology. 3 semester hours credit.

### Psy 206. Child Psychology. (1)

The application of psychology to an objective study of the pre-adolescent child. The physical, psychological, and social development of the child, and the relationship of the child's environment to his development is studied. Special problems of child training in the family and of social adjustment at school are discussed. Prerequisite: Psychology 205. 3 semester hours credit.

### Psy 207. Educational Psychology. (2)

The application of psychology to the problems of education. This is a study of the individual during the school years from the standpoint of physical growth and mental growth with special attention to the relationship of the school and the individual's concept of learning, attitude, personality, and mental health. Prerequisite: Psychology 205. 3 semester hours credit.

### Psy 208. Adolescent Psychology. (1)

The application of psychology to an objective study of the adolescent. The course includes a detailed study of the physical psychological and social development of the adolescent, and the relationship of environment to the individual's adjustment. Also, special problems and adjustment mechanisms are studied. Prerequisite: Psychology 205. 3 semester hours credit.

## SOCIAL SCIENCE

### Ec 205. Principles of Economics. (1)

An introductory course beginning with a discussion of the nature, scope, and method of economics, economic concepts, and economic institutions. The course deals primarily with the theories or principles of production, consumption, determination of prices, and distribution of income. Credit will be given without taking Ec 206, but same is strongly recommended. 3 semester hours credit.

### Ec 206. Principles of Economics. (2)

This, the second half of the course, 205-206, deals primarily with the economic problems of everyday life. Emphasis is given to money and banking, international trade and finance, financial problems of government, labor-management relationship, business cycles and fluctuations in national income, economic security, agricultural problems, and the leading alternatives to capitalism. Prerequisite: Ec 205 or consent of the department. 3 semester hours credit.

### Geog 205. World Geography. (1)

The course 205-206 is a study of the relationship between human activities and natural environment. A regional-cultural approach is used and effort is made to correlate the course content with the other social sciences. 205 deals primarily with the Americas and Europe. Credit will be granted without taking 206 but the sequence is recommended. 3 semester hours credit.

### Geog 206. World Geography. (2)

The second half of the course 205-206, dealing primarily with Asia, Africa, and the Pacific areas. 205 is not a prerequisite, but the sequence is recommended. 3 semester hours credit.

### Hist 101. Modern World History. (1, 3)

A survey of world history from the Middle Ages through 1815. Stress is placed upon the major movements and institutions, in order to give the student background for further study in the Social Sciences and the Humanities and to provide understanding of the modern age and its foundations. May be taken for credit without History 102. 4 semester hours credit.

### Hist 102. Modern World History. (2)

A survey of world history from 1815 to present, with emphasis on world powers, the WWI and WWII, and postwar periods. May be taken for credit without History 101, but same is strongly recommended. 4 semester hours credit.

### Hist 201. American History, 1492-1865. (1)

A general survey course on the development of the United States from the period of discovery and exploration through the Civil War. 3 semester hours credit.

### Hist 202. American History, 1865 to the Present. (2)

A survey course on the development of the United States from the Reconstruction period to the present. History 201 is not a prerequisite, but is recommended. 3 semester hours credit.

### Hist 220. Recent American History. (D)

An intensive study of U. S. history since 1900 with emphasis on the period since WW I and current national affairs. 3 semester hours credit.

### PolSc 211. American Federal Government. (1, 3)

This course is a study of our Federal Government designed to give the student an understanding of its organization, principles and actual workings. The relationship of the individual to government is emphasized. Credit will be given without taking Political Science 212 but same is recommended. 3 semester hours credit.

### PolSc 212. State and Local Government. (2)

This is a study of the form or organization, the functions, and the operations of state and local governments in the United States. Particular attention is given to state, county and city government in Florida. This course is designed to be as practical as possible and includes actual participation of county and city officials. Political Science 211 is not a prerequisite, but is recommended. 3 semester hours credit.



**SocSc 101. Survey of American Institutions. (1, 3)**

A course designed to introduce students to the social sciences and their contribution in understanding the American way of life. The duties and responsibilities of citizenship are stressed by making the student better acquainted with his economic, political and social environment. Special emphasis is placed upon the interacting institutional structures and the problems arising out of these structures. 3 semester hours credit.

**SocSc 102. Survey of American Institutions. (2)**

The second half of the course 101-102. See above description. 3 semester hours credit.

**Soc 110. Preparation for Marriage. (1, 2)**

A historical and comparative study of courtship, mate selection, engagement, marriage and child rearing with the view of contributing toward successful marriage and parenthood. Open to all students. 3 semester hours credit.

**Soc 150. Introductory Sociology. (1, 2)**

This is a general study of institutional development, social determinants, social processes, and cultural growth. The aim of the course is to help the student understand how our present society evolved, how it functions, and the trend of its future development. Considerable time is devoted to the study of the social problems of today and the application of the sociological principles involved. The course is designed to serve both as an introduction to further courses in the field and as a practical course for terminal students. 3 semester hours credit.

**Soc 205. Marriage and the Family. (D)**

A study of the origin and development of the family; the role of marriage and the family in contemporary civilization; the family life cycle, and successful marriage and parenthood. Prerequisite: Soc 110 or 150. 3 semester hours credit.

**SPANISH**

**Span 101. Elementary Spanish. (1)**

Open to those students who enter college without Spanish or with only one year of high school Spanish. The essentials of Spanish, with emphasis on oral expression. 3 semester hours credit.

**Span 102. Elementary Spanish. (2)**

A continuation of Spanish 101 with emphasis on both oral and written expression. Prerequisite: Span 101. 3 semester hours credit.

**Span 201. Intermediate Spanish (not offered 1955-56)**

The course 201-202 includes the reading of selections from modern prose authors; a review of grammatical principles, and further study of composition and conversation. Prerequisite: Spanish 101-102 or two years of high school Spanish. 3 semester hours credit.

**Span 202. Intermediate Spanish (not offered 1955-56)**

The second half of the course 201-202. Prerequisite: Span 201. 3 semester hours credit.

**REQUEST FOR ADMISSION PAPERS**

Any student who desires to apply for admission should use the form shown below, or a personal letter, to request the necessary admission papers. An official application blank and a transcript blank will be forwarded by return mail.

For any information not covered in the catalog, correspondence and personal conferences are cordially welcomed. Such correspondence should be addressed to The Registrar, Chipola Junior College, Marianna, Florida.

The Registrar  
Chipola Junior College  
Marianna, Florida

Dear Sir:

Please send the necessary admission papers to:

Name .....  
(First) (Middle) (Last)

Mailing Address .....

I expect to enroll for the.....Semester or Session, 19.....

Date ..... Signed.....



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